



## **University of Houston-Downtown**

**2011-2012**

# **Undergraduate and Graduate Catalog**

The provisions of this Catalog are not an irrevocable contract between the student and the University of Houston–Downtown. The University of Houston–Downtown reserves the right to change any provision or requirement of this Catalog at any time, including but not limited to degree requirements, course offerings, fees and listings in the calendar as necessitated by university or legislative action.

All universities establish academic requirements for granting degrees. Advisors, program coordinators and other university officials are available to assist students in planning how to satisfy these requirements, but students themselves are responsible for fulfilling them.

Students should also be aware of the university's guidelines for conduct and disciplinary procedures. Information on students' rights and responsibilities including specific rules on academic honesty and prohibited conduct is available in the *Student Handbook*.

In accordance with the amendments to the Higher Education Act of 1965, known as the Student Right-to-Know and Campus Security Act, information regarding graduation rates may be found in Student Services and Enrollment Management (Room 380-South, 713-221-8100), and information on crime statistics may be found in the University Police Office (Suite 118-North, 713-221-8065).

The university seeks to provide equal educational opportunity without regard to race, color, religion, national origin, gender, age, disability or veteran status in compliance with Title IX regulations and all other federal and state regulations. The information contained in this Catalog is correct at the time of publication and is subject to change without notice.



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## Academic Calendar 2011-2012

The following dates were correct at the time of publication, but some are subject to change.

Check [www.uhd.edu/academic/calendar.htm](http://www.uhd.edu/academic/calendar.htm) for current dates.

### Fall Term, 2011

Classes begin .....	August 22
Labor Day holiday .....	September 5
Thanksgiving holidays .....	November 24-26
Last day of class .....	December 3
Final exams .....	December 7-16
Commencement .....	(see <a href="http://www.uhd.edu/commencement">www.uhd.edu/commencement</a> )

### Winter Term, 2011

Classes begin .....	December 19
Last day of class .....	January 5
Final exams .....	January 6
Commencement .....	(see <a href="http://www.uhd.edu/commencement">www.uhd.edu/commencement</a> )

### Spring Term, 2012

Classes begin .....	January 17
Spring break .....	March 12-17
Last day of class .....	May 1
Final exams .....	May 4-12
Commencement .....	(see <a href="http://www.uhd.edu/commencement">www.uhd.edu/commencement</a> )

### Summer 2012, Term I (June 4 – July 5)

Classes begin .....	June 4
Last day of class .....	July 3
Final exams .....	July 5

### Summer 2012, Term II (June 4 – July 26)

Classes begin .....	June 4
Last day of class .....	July 24
Final exams .....	July 25-26

### Summer 2012, Term III (July 9 – August 8)

Classes begin .....	July 9
Last day of class .....	August 8
Final exams .....	August 9

## LETTER FROM THE PRESIDENT

Dear student,

Congratulations and welcome to the University of Houston-Downtown! You are in the company of a unique and vibrant group of students who call UHD their educational home. We are truly pleased that you are enrolled at this institution.

UHD is the second largest university in the city of Houston, and we want you to experience all that we have to offer. You'll find that we are a university committed to serving the diverse population of this city. Whether you are a full-time or part-time student, a first-time-in-college freshman or a transfer student, a graduate student or an undergraduate, we have the tools and resources to support you in reaching your educational goals.

At UHD, we are committed to offering academic programs of the highest quality, as well as a supportive and nurturing environment that will enable you to succeed academically and gain life-long learning skills – and we have the record to prove it. We are ranked 36<sup>th</sup> in the nation for graduating Hispanic students with bachelor's degrees, according to *Hispanic Outlook Magazine*. We were recognized nationally for our many outreach and community engagement efforts by being named to the 2010 President's Higher Education Community Service Honor Roll by the Corporation for National and Community Service.

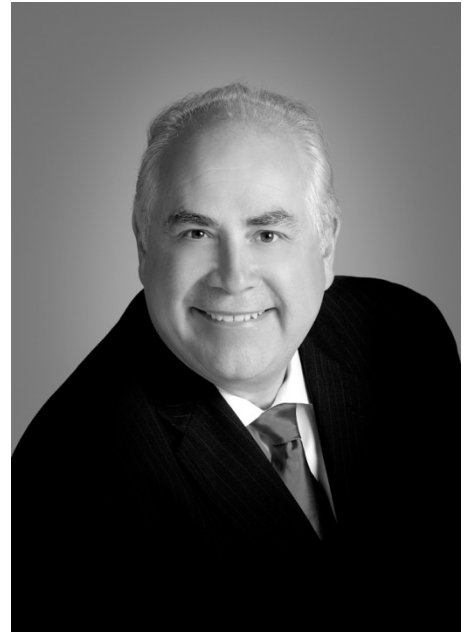
In Fall 2010, we opened UHD Northwest at Lone Star College-University Park, taking flexible class schedules, expert faculty and several of our well-established programs to the growing 249 area of northwest Houston. In Fall 2011, we continue our collaboration with Lone Star College with courses at the LSC-Atascocita Center.

Our mission to provide access and opportunity started nearly four decades ago, and today we continue to embrace that mission. Take advantage of all of the resources we have available for you, and enjoy the benefits of being at an institution that educates people not only for careers, but for life.

Best wishes in all your endeavors at UHD.

Sincerely,

William V. Flores, President UHD



## LETTER FROM THE PROVOST

Welcome to the University of Houston-Downtown.

The Office of Academic Affairs and the faculty and staff who provide the academic programs here are committed to excellence in teaching, research, and service. We embrace this commitment because of our desire to assist you in reaching your personal goals and our own interest in serving the community, state, and nation through learning and advancing knowledge.

At this student-centered university, we appreciate each student's cultural and ethnic background as well as their individual talents. Our exceptional faculty, with the support of a dedicated staff and outstanding facilities, provide opportunities for students to travel internationally, participate in valuable experience-learning programs, and develop effective communication, leadership and critical thinking skills.



We want to exceed your expectations. I look forward to meeting you and welcoming you to our university family.

Brian R. Chapman  
Provost and Senior Vice President for Academic Affairs

## Mission Statement

The University of Houston-Downtown is a comprehensive four-year university offering bachelor's and selected master's degree programs and providing strong academic and career preparation as well as life-long learning opportunities. Located in the heart of the city, the University reflects the diversity of the Greater Houston Metropolitan Area and, through its academic programs, engages with the community to address the needs and advance the development of the region. UHD is an inclusive community dedicated to integrating teaching, service, and scholarly research to develop students' talents and prepare them for success in a dynamic global society.

## University of Houston-Downtown: Houston's Downtown University

Located in the heart of Houston, UHD is a public, four-year university that offers excellent educational opportunities through its colleges of Business, Humanities and Social Sciences, Public Service, Sciences and Technology, and University College.

UHD offers five bachelor's degrees (Bachelor of Arts, Bachelor of Science, Bachelor of Business Administration, Bachelor of Engineering Technology, and Bachelor of Applied Arts and Sciences) with majors in 39 areas, and three master's degrees (Master of Arts in Teaching, Master of Science, and Master of Security Management), with programs in seven areas.

UHD is nationally recognized for its outstanding academic opportunities and for its connectivity to the communities, agencies and people in the greater Houston metropolitan area. In 2009 it ranked 33<sup>rd</sup> nationally for graduating Hispanic students with bachelor's degrees as reported in Hispanic Outlook Magazine. UHD is the second largest public university in Houston and it has been recognized as a leader in community service by being named to the 2009 President's Higher Education Community Service Honor Roll by the Corporation for National Community Service. In June 2010, UHD opened the doors to UHD Northwest, a new campus at Lone Star College – University Park that lets students move from an associate degree to a bachelor's degree at the same location.

Students choose UHD because they enjoy the flexible degree options UHD provides. Students take classes online, through live interactive television classes, in traditional classrooms at satellite locations, and through hybrid arrangements that blend online and traditional classroom instruction. UHD also offers classes at Lone Star College-CyFair and Lone Star College-Kingwood.

UHD's weekend and evening classes also help put a degree within reach for students who work full time.

The nature of the UHD student population prepares individuals to thrive in the multicultural workplace of the 21st century. UHD students are diverse in every sense of the word: in ethnicity, age, financial background and life situation. *U.S. News & World Report* has often named UHD one of the nation's most ethnically diverse institutions of higher learning.

UHD's campus has grown considerably since the institution was founded in 1974. The campus includes the historic One Main Building, the Academic Building, the Commerce Street Building, the Shea Street Building, the Jesse H. Jones Student Life Building, and the restored Willow Street Pump Station.

## UHD's History and Future on the Bayou

UHD is creating an exciting future based on a fascinating past. The university's history began in 1974, when the assets of the private South Texas Junior College were transferred to the University of Houston. By 1979, the Texas Legislature approved the new institution as a separate entity within the University of Houston System. In 1983, the name was changed to the University of Houston-Downtown.

Today UHD is the second largest institution in the University of Houston System, which includes four distinct universities: the University of Houston, UH-Clear Lake, University of Houston-Downtown, and UH-Victoria. All four institutions are governed by the UH System Board of Regents. The chief administrative officer at each university is its president.

The history of the university's campus goes back even farther. The campus's One Main Building was constructed in 1929 on the banks of White Oak Bayou and Buffalo Bayou. Then known as the Merchants and Manufacturers Building, the building served the city for decades as a center for commerce and manufacturing. It is listed in the National Register of Historic Places.

UHD's facilities have continued to change since the university's inception. In the late 1990s, UHD added the Academic Building, with more than 40 classrooms and lecture halls; the Technology Teaching and Learning Center; the Wilhelmina Cullen Robertson Auditorium; and a food court. While the Academic Building was taking shape, so was the Jesse H. Jones Student Life Center, a state-of-the-art facility devoted to student health, recreation, and fitness.

In 2004, the university opened the Commerce Street Building, which houses the College of Public Service, classrooms, academic labs, computer labs, meeting spaces and faculty offices.

In fall 2007, the university opened yet another showcase facility, the Shea Street Building at the corner of Main and Shea Streets. The new home for UHD's College of Business features a glass-enclosed entrance that provides stunning views of Houston's downtown skyline. Adjoining this award-winning new building is a multi-story parking facility.

UHD students enjoy the excitement of the nation's fourth largest city and enjoy being just minutes away from Minute Maid Park, the Toyota Center, world-class museums and art galleries, and a wide assortment of restaurants and sidewalk cafes. Getting to and around campus is easy for students with UHD's free shuttle bus, the city's light rail line that stops at the University's front door, and easy access from two interstate highways.

UHD's innovative wireless campus provides faculty, staff, and students with optimum service and flexibility. In addition to applying for admission and registering for classes online, students can handle much of the "business" of going to college from laptops or desktops while at home or at school. And connectivity makes it easy to meet online with other students for group projects and classes.

Since its founding, the University of Houston-Downtown has continued to grow and provide degrees, programs, and facilities to meet the needs of students, faculty, and staff. It is all part of UHD's commitment to providing access and opportunity to higher education.

## Campus Safety and Security

The University of Houston-Downtown Police Department is committed to assuring your safety and security on campus. The Police Department provides comprehensive police services 24 hours a day, seven days a week. Offices are located on the first floor of the One Main Building, Suite 118-North.

Information on campus safety and security, including services such as vehicle jump starts and unlocks and five-year crime statistics is provided on the UHD Police Department website at [www.uhd.edu/campus/pd/](http://www.uhd.edu/campus/pd/). Also available are safety and crime prevention information, crime alerts, campus policies on alcohol, firearms and sexual assault, and more.

## Accreditation

The University of Houston-Downtown is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia, 30033-4097; telephone: 404-679-4501; Internet: <http://www.sacscoc.org/> ) to award bachelor's and master's degrees.

The College of Business's Bachelor of Business Administration degree programs are accredited by the Association to Advance Collegiate Schools of Business (AACSB International, 777 South Harbour Island Boulevard, Suite 750, Tampa, FL 33602-5730; Telephone: 813-769-6500; FAX: 813-769-6559; Internet: [www.aacsb.edu](http://www.aacsb.edu)). Accreditation documentation is available in the College of Business, Room B400, Shea Street Building.

The Engineering Technology Department's Bachelor of Science in Engineering Technology degree programs in Control and Instrumentation Engineering Technology, Structural Analysis and Design, and Fire Protection Engineering Technology are accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology, Inc. (111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone 410-347-7700; Internet: [www.abet.org](http://www.abet.org)).



## Academic Resources

### Library

The W.I. Dykes Library ([www.uhd.edu/library](http://www.uhd.edu/library)) occupies the north portion of the fourth floor and the entire fifth floor of the One Main Street building. The library's fourth floor houses a computer lab, thirteen group study rooms, two presentation practice rooms, two classrooms, an event room, vending machines, and a comfortable reading room where students are able to study or relax between classes. A major renovation of the fifth floor that will include a coffee house and new individual study spaces is under way and scheduled for completion in 2012.. The library may be entered from the Main Street elevators or stairwells.

The library has holdings of more than 325,000 electronic and print books, subscriptions to more than 207 databases and access to more than 65,000 digital journals. The library also has a collection of over 3000 physical AV items that are available for checkout or for listening and/or viewing in the library, and access to more than 8,000 digital AV items. More than 80 computers provide access to the library's online catalog, electronic databases, and the Internet.

The UHD Online Catalog lists the books and journals available in the W.I. Dykes Library, most University of Houston central campus libraries and the University of Houston-Clearlake library. Print books from other UH system libraries may be requested electronically by clicking the *request* button in the online library catalog. Access to the catalog and electronic resources from a home computer, wireless locations or from UHD computer labs supports research 24 hours per day. The library's electronic holdings include e-books and databases that may be searched to identify articles on a topic. Search results can be printed, downloaded to a flash drive and/or emailed. Students, faculty, and staff can connect to these electronic resources from any location with their e-services ID and PIN. The library network also provides access to the online catalogs of other Houston area libraries and to a wealth of Internet resources.

The library's collection contains encyclopedias, dictionaries, directories, and numerous other reference sources in electronic and print formats. The full text of journal, magazine, and newspaper articles in electronic form can be found by using the library's full text databases, which include *Academic Search Complete*, *ACM Digital Library*, *American Antiquarian Society Historical Periodicals Collection*, *Black Studies Center*, *Business Source Complete*, *Gender Studies Database*, *LexisNexis Academic*, *JSTOR*, *ProQuest Historical Newspapers*, *PsycARTICLES*, *SAGE Journals Online*, *New York Times*, *Wall Street Journal*, and *Westlaw Campus Research*. Many additional electronic resources for finding citations or information about a topic can be accessed through the library's website, including *ARTstor*, *Counseling and Therapy in Video*, *Films on Demand*, *ICPSR*, *PsycINFO*, *Redalyc*, *Social Work Abstracts*, *SocINDEX*, and *Web of Science*. The library also houses the Texas Education Collection, which includes teacher editions of select Texas state-adopted textbooks for K-12. This collection is supplemented by holdings of

juvenile books.

Reference librarians at the Information Desk offer assistance in utilizing library resources. Reference help is also available through the library's *Ask a Librarian* email service, online chat, and research consultation appointments. Tours and classes may be scheduled for group instruction.

Card and coin-operated photocopiers and a scanner station are available in the library. Two computer workstations are reserved for visually impaired students. Anyone with special physical or communication needs may ask for assistance from any library service desk or phone the library to schedule an appointment for special services. If the W.I. Dykes Library does not own a book or journal article needed by a student, faculty, or staff member, then an interlibrary loan request may be submitted online through the library's My Interlibrary Loan system and the library's Interlibrary Loan (ILL) Department will make every effort to borrow the material from another library within the nation-wide ILL network. ILL is primarily a free service. If there will be a charge, permission will be requested before UHD obtains material for you. The ILL Department also provides services for UHD off-campus distance students and faculty who would like to have materials from the W. I. Dykes Library collections delivered to them at the site where they have classes.

A UHD identification card is used as the library card and must be presented when checking out materials. The library is open seven days a week during fall and spring semesters and Monday through Saturday during summer sessions. Check with the library for intersession and holiday hours. For reference information call 713-221-8187; for circulation information call 713-221-8186. Follow library updates through Facebook ([www.facebook.com/UHDLibrary](http://www.facebook.com/UHDLibrary)) and Twitter ([twitter.com/uhdlibrary](http://twitter.com/uhdlibrary)).

### Academic Support Center

The Academic Support Center (ASC) houses the Math Lab, Statistics Lab, and the Writing/Reading Center. Each lab provides students, in particular those enrolled in core courses, with support towards improving individual writing, reading, mathematics skills, and statistics. Students benefit from one-on-one consultations with UHD faculty members or with peer tutors, as well as a variety of learning aids, such as textbooks, study guides, graphing calculators, instructional videos, and grammar guides. The center provides access to computers to satisfy course requirements and a relaxed study area for students. The center is located in room 925-North of the One Main Street building and the hours of operation are structured to fit day, evening, and weekend students' schedules. The ASC is open to all currently enrolled UHD students and students may attend as often as they like. The center's web site is located at [www.uhd.edu/academic/colleges/university/asc.html](http://www.uhd.edu/academic/colleges/university/asc.html)

### Computing Services

The University of Houston-Downtown provides state-of-the-art

computing equipment and software to its students, faculty, and staff. The university offers wireless computing services campus-wide ([www.uhd.edu/wireless](http://www.uhd.edu/wireless)) and wireless printing for students ([www.uhd.edu/printwireless](http://www.uhd.edu/printwireless)) as well as computer lab environments and a technology commons to support general student lab and classroom computing needs. A Technology Teaching and Learning Center is available for faculty and staff technology training and support. Also, most of the classrooms throughout the university are equipped with computer presentation systems.

The Academic Computing Labs are located in Suite 800-South in One Main, Suite C300 in the Commerce Building, Suite B200 in the Shea Building, and Suite B12.353 at UHD Northwest. Several electronic classrooms are available within these labs, as well as within the Technology Teaching & Learning Center (A700). There are more than 880 computers represented in these areas, as well as several laser printers, scanners and laptops for student checkout (available in S800, C300 and B200). Laptop lounges featuring comfortable chairs with built-in tables are available in S800 and B200 for student use. All labs have similar capabilities and support as the computer lab in Suite 800-South. The computer labs are available to serve all students, faculty and staff. Most computers in these labs are equipped with the same software.

The Technology Commons area is located in Suite B200 in the Shea Street Building. In addition to a 42-seat computer lab, and several PCs in the general Commons area, there are 70 laptops available for students to checkout for use in the Shea Street Building. Students can sit and relax in the Technology Commons area in leather chairs with built-in tables; or they can sit at one of the café-bistro style tables. There are also three electronic classrooms on the 2<sup>nd</sup> floor of the Shea Street Building including two inside the Technology Commons. These classrooms are utilized primarily for academic classes but are often opened as lab space when not occupied by classes. In addition, a general use computer lab is also available in room B206.

Each of these facilities (S800, B200, C300 and B12.353 at Northwest) is available to any currently enrolled students, has several electronic classrooms as part of the facility, and provides special devices to aid students with disabilities. The Student Technology Services group, which manages and operates the labs, also provides documentation as well as group and individual consulting to its constituents. Laptops are available for short-term student checkout at each of these locations. Presentation systems equipped with computers and projectors are also available in the electronic classrooms.

The Academic Computing Lab hours in S800 are Monday through Thursday from 7:30 am to 10:00 pm, Friday 7:30 am to 5:00 pm, Saturday 8:00 am to 5:00 pm, and Sunday 10:00 am to 5:00 pm. The C300, B200 and B12.353 at Northwest labs are open Monday through Thursday 8:00 am to 9 pm, Friday 8 am to 5 pm, and closed Saturday and Sunday. Extended support hours are also available through the Help Desk (713-221-8031) to faculty, staff & students Monday through Sunday.

Special purpose labs are also available to students. The Department of Engineering Technology maintains several computer labs. The Department of Computer and Mathematical Sciences has six computer classrooms of PCs for instruction in computer science, mathematics, and statistics. The Department of Natural Sciences has a Science

Learning Center that contains two electronic classrooms, and a Science and Technology Demonstration Laboratory. The College of Business has three classrooms for teaching programming, word processing, keyboarding, and computer information systems. The Departments of Arts & Humanities, English and Social Sciences also have several computer labs. The Academic Support Center also offers learning support software for individual work in developing reading, writing and mathematical skills. There are over 45 specialized departmental computing labs that service subject-specific needs.

## myUHD & Student e-Services

UHD offers a variety of student e-services on the web that allow students to go online rather than stand in line to perform administrative and academic functions that have traditionally required face to face interaction on campus. UHD's student e-Services functions as a one stop student portal. In addition to providing access to GatorMail (see below) and a range of general information, such as the course schedule and the university catalog, many student-specific functions are available. Students may apply for admission, determine their financial aid status, determine their eligibility for registration, and register for classes if they meet certain requirements, view their grades, update their address and other directory information, and obtain information about their computer account. Students may also make payments on-line for library fines, parking citations, and tuition.

## GatorMail

All enrolled students are issued a GatorMail email account. Students can obtain their GatorMail username and password via Student eservices ([www.uhd.edu/eservices](http://www.uhd.edu/eservices)). UHD assigns student email accounts as a means of communication between faculty, staff, and students. Students should check their email on a frequent and consistent basis in order to stay current with University-related communications.

## Technology Teaching and Learning Center

The Technology Teaching and Learning Center (TTLC) located in Room A-700, serves as a resource center for faculty and staff who are interested in integrating technology in their academic and administrative activities. A wide range of services are offered in the TTLC in order to assist faculty and staff with improved understanding of software applications, improved use of technology tools, and assistance with improving a users technology knowledge base. The TTLC includes four electronic classrooms, a technology training lab, a seminar room capable of teleconferencing, an instructional television studio, and a faculty development area. The following services are offered in the TTLC.

**IT Training and User Development:** The technology training department offers technology-related sessions in a variety of new and popular software programs. Training is available both in a training lab setting and by appointment on an individual basis. A dynamic training schedule is maintained on the Web and weekly information is provided in the Public Affairs news publication known as Skyline e News. All faculty, staff, and alumni are welcome to attend.

**Blackboard Vista Support:** Technical support and training for Blackboard Vista is available for faculty and staff through a variety of methods, including telephone, email, and walk-in. The Blackboard Vista team is committed to making sure faculty and staff are successful with all online coursework. Training sessions about various Blackboard Vista topics are scheduled weekly.

**Multimedia Services:** Multimedia Services distributes and maintains presentation equipment in classrooms, lecture halls, the Special Events Center, and the Wilhelmina Cullen Robertson Auditorium. The multimedia services team supports all presentation equipment for instruction and special events. Faculty and staff wishing to schedule the use of multimedia equipment for classroom instruction, student presentations, or special events should contact the Multimedia office.

**Instructional Television Services:** ITV Services oversee the transmission and operation of all interactive distance-learning classes that connect UHD to off-campus learning sites. The ITV team supports the faculty and staff regarding the use of the television studio, digital editing, and all videoconferences. The ITV staff also assists clients in creating audio files, video files, and streaming media for the university community.

**Instructional Design:** The Instructional Design team is responsible for assisting faculty with the design, development, and deployment of new and existing courses that are transitioning to the online learning environment. Each semester the design team works to bring numerous courses online by providing support to faculty. Their mission is to assist with building a strong online community by supporting the development of online coursework, by providing design expertise, and by applying the right mix of instructional technology.

## Study Abroad Programs

The University of Houston-Downtown is affiliated with the American Institute for Foreign Study, which offers year-long and semester-long programs in Argentina, Australia, Austria, the Czech Republic, England, France, Italy, Russia, Spain, and South Africa. UHD students may also be eligible to participate in selected study-abroad programs offered through other universities. There are other foreign travel options for students who are not interested in going abroad for a full term of foreign study. Faculty-led trips to foreign countries are occasionally offered in conjunction with various academic classes taught at UHD. Recent study abroad programs have been offered in England, China, France, Italy, Greece, the Czech Republic, and Austria.

All currently enrolled UHD students planning to take part in a UHD sponsored or approved study abroad program are eligible to apply for financial support from the International Education Student Fee Fund. A limited number of grants up to \$2,000 may be available to help supplement the cost of a study abroad program. Information on study abroad programs, scholarships and grants is available in the Provost's Office, Room 950-South.

## Student Services and Enrollment Management

The University of Houston-Downtown's Division of Student Services and Enrollment Management, under the direction of the Vice President, offers a wide variety of services, programs and activities designed to augment the academic experience of students.

The division includes the Office of Student Services and Enrollment Management, Admissions, Registrar, Career Services, Student Health Services, Scholarships and Financial Aid, Student Activities & Events, Sports & Fitness, and Testing Services.

## Office of Student Services and Enrollment Management

Suite 380-South, 713-221-8100

The Office of Student Services and Enrollment Management serves as a resource to students by distributing information, assisting with problem resolution and interpreting university policies, rules and procedures. This office is also responsible for carrying out the university's student discipline policies. Among the information Student Services and Enrollment Management provides to students and the university community are the UHD Student Handbook, UHD Registration & Information Bulletin and the Campus Information Board.

## GatorKnows

GatorKnows provides 24 hours a day and 7 days a week self-service help for prospective students, current students, faculty, staff, and anyone else interested in UHD. Search our Frequently Asked Questions to find your answers or click the *Email a Question* link to ask a more specific question.

## Office of Admissions

Suite 350-South, 713-221-8522

The Office of Admissions provides information regarding the university to all prospective students and facilitates the admission process. The office is committed to providing quality service and assistance to students in all phases of the admissions process and to ensuring that their admission experience is a positive one.

### Freshman Admission

The Office of Freshman Admissions serves as the entry point for all incoming freshman students. The office provides walk-in assistance and ready access information that will help students understand the admission process to complete their academic college career.

### Transfer Center

The Transfer Center serves as the UHD entry point for transfer students who are interested in attending UHD. The center provides walk-in assistance and ready access to information that will help students make important decisions about completing their college career.

### International Admission

Within the Office of Admissions, the Office of International Admissions supports the academic and cultural experience of international students at the University of Houston-Downtown. The office processes

admission applications, provides immigration counseling, and offers personal assistance whenever possible.

### **Graduate Admission**

The Office of Graduate Admissions accepts applications for all UHD graduate programs and provides program-specific requirements, entry dates and application deadlines.

### **New Student Orientation**

New Student Orientation introduces new students to the academic community at UHD. It is designed to meet the special needs of all students entering the university for the first time and to help make the new student's transition to the university a smooth and enjoyable one. New Student Orientation programs are offered for the summer, fall and spring semesters. Orientation also offers currently enrolled students the opportunity to develop their leadership skills and make new friends by becoming leaders in the program.

## **Registrar**

Suite 330-North, 713-221-8999

The Registrar's Office maintains all student academic records including registrations and grades. The responsibility of this office is to provide valuable and reliable service and student records data to all UHD students, faculty, and staff as well as to state and federal agencies. The Registrar's Office issues transcripts and diplomas, enrollment/degree verifications, and certifies loan deferments via the National Student Clearinghouse. The Registrar's office also provides students guidance and/or troubleshooting support with the course registration process in e-Services.

## **Scholarships and Financial Aid**

Suite 330-South, 713-221-8041

The UHD Office of Scholarships and Financial Aid offers a variety of financial aid programs to assist undergraduate and graduate students in meeting educational costs. The programs include scholarships, grants, loans and work-study, which may be awarded in various combinations and amounts to meet individual student needs. Because funds are limited in many programs, it is important to begin the application process early and complete the necessary applications properly and on time. The priority deadline for fall is April 1 of each year.

Most federal and state aid is awarded on the basis of proven financial need rather than academic achievement. Most scholarships are awarded on the basis of academic achievement, talents, and special skills rather than proven financial need.

## **Career Services**

Suite 340-North, 713-221-8980

Career Services offers three services:

- Career Counseling: Deciding on a major and related career options.
- Job Search Coaching: Starting a job search, resume and cover letter review, practice interviews.
- Contact with employers: A job posting database, three career fairs, and field experience.

## **Student Health Services**

Suite 320-North, 713-221-8137

Student Health Services focuses on health promotion, disease prevention, and treatment of minor illnesses and injuries. Clinicians provide the same primary care found in most physicians' offices (including women's health) and offer referrals to specialists in the community when necessary. Appointments are recommended for these services. Routine laboratory services, pregnancy testing, and confidential HIV testing and counseling are provided. The pharmacy fills in-clinic prescriptions at low cost and offers some non-prescription medications for sale. Nurses provide counseling on a wide variety of health issues and offer special screenings and services throughout the year. In addition, educational brochures on a variety of health-related subjects are available as are applications for student health insurance.

## **Student Assistance Program**

Suite 447-South, 1-866-802-8553 toll-free 24 hrs

The Student Assistance Program (SAP) is designed to help students maximize their health and effectiveness at home, school or work. Through this program, students receive confidential, personal support for a wide range of issues, from everyday concerns to serious problems.

All records, including medical information, referrals and evaluations, are kept confidential in accordance with federal and state laws.

Office Hours: Monday 7:30 am-2:00 pm; Tuesday 8:30 am-3:30 pm; Wednesday 1:00 pm-8:00 pm; Thursday 12:30 pm-7:00 pm; Friday-closed.

If assistance is needed when the office is closed, call toll-free (24 hrs) 1-866-802-8553; 1-866-216-9926 TDD or log on to [www.liveandworkwell.com](http://www.liveandworkwell.com), access code UHDT SAP.

## **Student Activities and Events**

Suite 204-South, 713-221-8573

The Office of Student Activities and Events encourages and challenges students to become involved in non-academic components of campus life that enrich their campus experience, offer opportunities to develop leadership and other skills and allow them to make friends from a variety of educational and cultural backgrounds. The Office of Student Activities and Events coordinates the functions of the Student Government Association, Campus Activities Board and a variety of clubs and organizations. Student Activities and Events is also responsible for Commencement, Crossroads Festival, Cultural on the Bayou, One Main Event, UHD Activities Day, Project Leadership UHD and the Campus Information Center.

### **Campus Information Center**

The Campus Information Center, located in suite 355-North, serves as a resource to visitors to campus, providing information about UHD and the surrounding community. Students are encouraged to utilize the Center for information regarding their admissions and registration status, financial aid, or other questions about attending classes at UHD. The Campus Information Center is open Monday-Thursday, 8 am-6 pm, Friday 8 am-5 pm and Saturday, 9 am-12 noon.

### **GatorCard – UHD ID**

The GatorCard is the official identification card of UHD and is required of all currently enrolled students to utilize services on campus (library, computer lab, gym, etc.). An additional functionality of the GatorCard is to provide those students who choose to do so a faster means by which to receive their financial aid refund or tuition reimbursement from the University.

After having your photo taken by the Office of Student Activities and Events you should expect to receive your GatorCard in the mail in approximately 7-10 business days. Your GatorCard will be mailed to the address you have on file with the University, please make sure it is current and up to date.

There is no fee for your initial GatorCard; however, there is a small charge to have it replaced if lost or stolen. GatorCard replacement can be requested in the Office of Student Activities & Events, Room 204-South.

### **Locker Rental**

UHD offers a 12 x35 x18 combination locker on either the 2nd and 4th floor of the One Main Building. Lockers are rented at a cost of \$15 for the entire semester and can be renewed at the end of the semester.

### **Project Leadership UHD**

Project Leadership UHD is a seminar-based, participatory program sponsored by the Office of Student Activities and Events in which UHD students are challenged to develop their strengths and skills as collaborative leaders. Project Leadership UHD features a core curriculum of required seminars, including the annual Student Leadership Conference, and a commitment to community service, and an elective curriculum of additional seminars. Students who complete the core curriculum will be awarded a Project Leadership UHD certificate at an awards ceremony to be held in the spring.

### **Student Government Association**

The Student Government Association (SGA) is the representative body for all UHD students. SGA is responsible for nominating students to serve on university committees and for chairing the Council of Organizations, which is the representative body for all clubs and organizations. SGA is involved in policy development activities through its participation in the shared governance process.

### **Student Organizations**

The varied personal and professional interests of UHD students are aptly reflected in the range of active clubs and organizations on campus. Professional organizations and departmental clubs provide opportunities for individuals with similar interest and goals to meet. There are also social clubs, cultural organizations and special interest groups. All clubs offer student educational opportunities as well as personal enjoyment.

### **Community Involvement Center**

UHD's Community Involvement Center promotes public service and organizes support for volunteer opportunities in the community. The UHD Community Involvement Center also serves as a clearinghouse of volunteer opportunities for UHD student organizations, individual students, faculty and staff.

## **Student Publications**

Dateline Suite 260-South, 713-221-8569

Bayou Review Suite 250-South, 713-221-2716

*The Dateline* is a student-run newspaper. With guidance from a faculty advisor and the Student Publications Advisory Committee appointed by the president, students are provided with a wide range of experience in journalism.

*The Bayou Review* is a literary journal, with biannual publication of poetry, essays, reviews, photos and drawings. The journal seeks to promote arts and humanities at UHD and to provide a forum for students who have an interest in creative writing.

## **Sports and Fitness**

Student Life Center, 713-221-8225

Sports and Fitness provides members with programs and facilities that offer vigorous, fun-filled, health-promoting, physical activity conducive to wellness and personal development. Through a well-equipped recreational facility, fitness programs, intramural sports and club sports activities, members will be motivated to embrace a healthy lifestyle, which may ultimately enhance their quality of life.

### **Membership**

The programs and services of Sports and Fitness are open to all UHD students, faculty and staff at no additional fees. UHD graduates may purchase a Sports and Fitness membership for a fee.

### **Jesse H. Jones Student Life Center**

The three-level, 30,000-square-foot Jesse H. Jones Student Life Center includes two gymnasiums equipped for basketball, volleyball, and badminton; a multipurpose studio designed for aerobics, martial arts, and dance classes; and a fitness center with state-of-the-art weight equipment and cardiovascular units. Lockers and showers are available.

### **Fitness Programs**

Fitness programs are offered at various times throughout the week from certified instructors. Programs include: Aerobics, Zumba, Boot Camp, Karate, , Pilates, Yoga, Hip Hop, and Latin Dance. Personal trainers and massage therapists are available to members for a nominal fee. The initial fitness assessment is free of charge. Healthy workshops are offered monthly as well as various certifications.

### **Intramural Sports**

Intramural sports programs are designed to provide opportunities for UHD members to participate in organized sports activities. Individual and team sports are offered in over 12 different sports. Leagues are created for competitive and just-for-fun participants alike, and there are several activities where men and women team-up for co-recreational sports.

### **Club Sports**

Club sports provide members with opportunities to share common interests and pursue active involvement and improvement in a sport or activity. Clubs are encouraged to represent the university at local,

regional and national competitions. There are currently club teams in baseball, basketball, cheer, cycling, powerlifting, soccer and volleyball.

### Awards Banquet

The Sports and Fitness Awards Banquet is one of the university's oldest and best traditions. The annual event is held in May at which participants are recognized for outstanding involvement and contributions to the program. Outstanding participants from intramural sports, club sports and the various fitness programs are recognized before students, faculty, staff, family, and friends. The ceremony includes a dinner and an entertaining awards presentation.

### Physical Education: PHED 2101 Health and Fitness for Life

The Department of Urban Education offers a physical education course, PHED 2101: Health and Fitness for Life, which requires students to participate in fitness class offerings in Sports and Fitness as part of the physical component of the class. The course focuses on health related behaviors and strategies for enhancing wellness throughout the life span. There is no prerequisite for the class which is considered a one credit elective applicable to most degree plans. The course is recommended for those students who plan to take state-mandated teacher certification examinations. It is also recommended for students who wish to examine and experience the benefits of leading a healthy lifestyle.

### Testing Services

Suite 280-South, 713-221-8027

To support new and current students, Testing Services personnel administer UHD, state and national tests. Several national tests are provided by testing personnel, including the General Education Development (GED), College Level Examination Program (CLEP), Law School of Admission Test (LSAT), Texas Higher Education Assessment (THEA), SAT I and II and ACT are also administered here at UHD. Registration deadlines are about one month prior to test dates. Registration information and forms for most tests are contained in test bulletins. In addition, THEA Quick Test (TQT) is another exam that Testing offers to UHD students. For GED and TQT registration, examinees have to come to Testing in person.

The ACCUPLACER/WritePlacerexam, one of the approved Texas Success Initiative (TSI) assessments recommended to new college freshmen, is offered by Testing Services to UHD students only. A list of acceptable CLEP exams can be found in this catalog.

### Veterans Services

Suite 244-South, 713-221-8622, [uhdva@uhd.edu](mailto:uhdva@uhd.edu),  
[www.uhd.edu/veterans](http://www.uhd.edu/veterans)

The University of Houston-Downtown's Veterans Services Office is dedicated to helping the men and women of the U.S. Armed Forces achieve the American dream of becoming highly successful. UHD recognizes the unique needs of service members, returning veterans, and their families and will work closely with them to make sure that they are aware of all the benefits and services that are available to them. We are available to answer questions concerning veteran educational benefits, certifying enrollments for the Department of Veterans Affairs, monitoring students' degree plans and academic progress, as well as giving referrals. The Veterans Services Office

cannot determine eligibility for benefits. You have courageously served our country, now let us serve you!

If you qualify or have questions about the Hazelwood Act, please contact the Office of Scholarships and Financial Aid.

## Distance Education

For students who live or work in the suburban Houston areas, UHD offers programs at Lone Star College- CyFair, Lone Star College- Kingwood and UHD Northwest located at Lone Star College- University Park. Courses taken off-campus or online may apply to any UHD degree program in which they are ordinarily accepted. Students enjoy the ability to tailor their schedule to meet individual needs by taking courses at multiple locations or using multiple formats. All of the UHD programs are accredited by the Southern Association of College and Schools (SACS) and in addition the College of Business programs are accredited by The Association to Advance Collegiate Schools of Business, [AACSB-International](http://AACSB-International). The teacher preparation programs offered by the UHD Urban Education Department is a multiple award winning program including the prestigious Texas Higher Education Coordinating Board (THECB) Star Award in 2010.

### UHD Northwest at Lone Star College – University Park

<b>UHD Advisor/Coordinator</b> <b>Maria Estrada</b> email: <a href="mailto:estradam@uhd.edu">estradam@uhd.edu</a> 713-237-5405	<b>UHD Northwest</b> 713-237-5400 Building 12 20515 SH 249 Houston, TX 77070 <a href="http://www.uhd.edu/Northwest">www.uhd.edu/Northwest</a> email: <a href="mailto:distanceed@uhd.edu">distanceed@uhd.edu</a>
<b>UHD Advisor/Coordinator</b> <b>Dan Starr</b> email: <a href="mailto:stard@uhd.edu">stard@uhd.edu</a> 713-237-5404	
<b>College of Business Advisor</b> <b>Herb Rebhun, Ph.D.</b> Professor Emeritus of Computer Information Systems email: <a href="mailto:rebhunh@uhd.edu">rebhunh@uhd.edu</a> 713-237-5407	

For students who live or work in the Northwest Houston Metropolitan area, UHD Northwest offers programs at Lone Star College-University Park, located at HWY 249 and Louetta. The location serves western Montgomery County, Waller County, NW Harris County and the City of Houston in the Willowbrook area.

Students complete lower-level course work at one of the five colleges of the Lone Star College System. UHD offers the junior- and senior-level courses leading to the degree. Instruction is delivered live on-site and course instruction is delivered either on the weekend, in the evening or during the day.

### College of Business Programs

BBA Accounting  
BBA Computer Information Systems  
BBA Finance  
BBA General Business  
BBA Management  
BBA Marketing



### College of Humanities and Social Sciences Programs

BS in Interdisciplinary Studies

### College of Public Service Programs

BS Criminal Justice  
BAAS Criminal Justice  
BAIS with EC-6 Generalist Certification  
BAIS with EC-6 Bilingual Generalist Certification  
BAIS with 4-8 Generalist Certification  
BAIS with 4-8 Bilingual Generalist Certification  
Master of Arts in Teaching  
MS Criminal Justice (Coming Fall 2012)

### College of Science and Technology Programs

BAAS Safety Management  
BA Mathematics  
BA Mathematics with Secondary-level Teacher Certification  
BS Biological and Physical Sciences  
BS Biological and Physical Sciences with Secondary-level Teacher Certification

### UHD at Lone Star College – CyFair

UHD Advisor/Coordinator <b>Kimberly Constantine</b> email: <a href="mailto:ConstantineK@uhd.edu">ConstantineK@uhd.edu</a> 281-290-3435	<b>LSC–CyFair, MOD - 1</b> 9191 Barker Cypress Road Cypress, Texas 77433 281-290-3435
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The rapid expansion of the Northwest area of Harris County has created new opportunities for meeting UHD students' educational needs. The University of Houston-Downtown's teacher education program at LSC-Cy-Fair College offers certification in elementary and bilingual education while earning a Bachelor's of Arts in Interdisciplinary Studies. Students who wish to obtain EC-6 and Bilingual EC-6 certification will need to take courses in a variety of academic areas.

Students complete lower-level course work at one of the five colleges of the Lone Star College System. UHD offers the junior- and senior-level courses leading to the degree. Instruction is delivered live on-site and course instruction is delivered either on the weekend or in the evening.

### Programs offered

BAIS with EC-6 Generalist certification  
BAIS with EC-6 Bilingual Generalist certification

### UHD at Lone Star College – Kingwood

UHD Advisor/Coordinator <b>Maria Estrada</b> email: <a href="mailto:estradam@uhd.edu">estradam@uhd.edu</a> 713-237-5405	<b>LSC – Kingwood College</b> 20000 Kingwood Drive Kingwood, Texas 77339
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The rapid expansion of the Northeast area of Harris County has created new opportunities for meeting UHD students' educational needs. The University of Houston-Downtown's teacher education program at LSC-Kingwood College offers certification in elementary education while earning a Bachelor's of Arts in Interdisciplinary Studies. Students wishing to obtain EC-6 certification will need to take courses in a variety of academic areas.

Students complete lower-level course work at one of the six colleges of the Lone Star College System. UHD offers the junior- and senior-level courses leading to the degree. Instruction is delivered live on-site and course instruction is delivered either on the weekend or in the evening.

### Programs offered

BAIS with EC-6 Generalist certification  
BAIS with EC-6 Bilingual Generalist certification

### UHD at Lone Star College – Atascocita Center

UHD Advisor/Coordinator <b>Maria Estrada</b> email: <a href="mailto:estradam@uhd.edu">estradam@uhd.edu</a> 713-237-5405	<b>LSC – Atascocita Center</b> 15903 West Lake Houston Parkway Houston, Texas 77044
College of Business Advisor <b>Herb Rebhun, Ph.D.</b> Professor Emeritus of Computer information Systems email: <a href="mailto:rebhunh@uhd.edu">rebhunh@uhd.edu</a> 713-237-5407	

The opening of the new LSC - Atascocita has created education opportunities for students. The University of Houston Downtown's College of Business is offering the BBA in General Business at this location.

Students complete lower-level course work at one of the six colleges or one of the Centers of the Lone Star College System. UHD offers the junior- and senior-level courses leading to the degree. Instruction is delivered live on-site and course instruction is delivered in the evening.

**Program offered**  
BBA General Business



## Online Programs at UHD

UHD Advisor/Coordinator <b>John McConnell</b> <a href="mailto:mcconnellj@uhd.edu">mcconnellj@uhd.edu</a> 713-237-5454	UHD One Main Street Houston, Texas 77002 713-221-8000 e-mail: <a href="mailto:distanceed@uhd.edu">distanceed@uhd.edu</a> <a href="http://www.uhd.edu/academic/distance">www.uhd.edu/academic/distance</a>
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The rapid expansion of access to the Internet has created new opportunities for meeting UHD students' educational needs. UHD offers a growing selection of upper division courses delivered over the web in support of degree programs. The courses are organized to provide students with a variety of activities designed to enhance the educational experience while providing the student with flexibility in taking the course. Students generally work within defined time frames for completion of course modules, and they often have the opportunity to interact directly in real-time with fellow students and their professor through chats and bulletin board discussions.

To meet students' needs to access education anytime, anywhere, the University of Houston Downtown offers degree completion programs online. Students complete the required lower division course work and UHD provides the upper division course work online for the degree. Classes offered are identical to those earned on campus, and may be transferred to any other accredited institution. Students in the programs are not limited to online courses but can also take courses on campus or at UHD's off-campus locations at their convenience. UHD has established the Office of Online Degree Programs to provide support to students completing degrees online. This office will provide assistance with services such as admissions, academic advising, registration, and financial aid.

### College of Business Programs

BBA in General Business  
BBA in Computer Information Systems  
BBA in Finance  
BBA in International Business  
BBA in Management  
BBA in Marketing  
BBA in Supply Chain Management



### College of Humanities and Social Sciences Programs

BA Humanities  
BS Psychology  
BS in Interdisciplinary Studies College of Public Service Programs

### College of Public Service Programs

BS Criminal Justice

BAAS Criminal Justice  
MS Criminal Justice (Spring 2012)

### Programs at large

BAAS in Applied Administration

## Continuing Education and Professional Development

Continuing education and training are provided through three units: the Applied Business and Technology Center, the English Language Institute and the Criminal Justice Training Division (see description in the Criminal Justice Department's section of this Catalog).

### Applied Business and Technology Center

Room 716-North, 713-221-8032

The Applied Business and Technology Center (ABTC) is dedicated to responding to the needs of business and industry. With continuing changes in technology, jobs can become obsolete almost overnight. The many changes that are emerging in the workplace make lifelong education a necessity, not a luxury.

Hands-on training courses range from entry to advanced levels. The ABTC is an Authorized Premier Autodesk training center offering classes related to AutoCAD, third-party applications, and 3D Studio Max, and an Authorized Apple Training Center offering classes in Apple's digital media technology. In addition, hands-on training is provided on MicroStation, several programming languages and various business applications.

The center has an extensive consulting service that customizes courses to meet special industry requirements. Area corporations and agencies often contract with the center to provide their training needs in business and technology. In addition, national and foreign corporations often contract with the center to deliver services throughout the United States and abroad.

### English Language Institute

Room 417-South, 713-221-8047

The English Language Institute (ELI) at the University of Houston-Downtown is a noncredit English language program for international students, permanent residents and US citizens who wish to improve their English language proficiency.

The ELI's Intensive English program is a seven-level program that emphasizes preparation for university academic studies through course work in listening, speaking, reading, writing and grammar. Each session offers 130 hours of class instruction and 130 hours of voluntary laboratory study. The program is supported by a computer laboratory with the latest English as a Second Language software and by a SANAKO state-of-the-art language and computer laboratory. Academic content and materials help initiate students into US academic study as well as English language usage. Although the ELI sometimes offers an afternoon Test of English as a Foreign Language (TOEFL) preparation course for an extra fee, ELI graduates who pass the exit test may attend UHD academic classes without a TOEFL



score. In addition, ELI graduates receive three hours of UHD elective credit toward their degree.

The ELI offers an Intensive English program that focuses on academic preparation and which offers a conversational component for students who do not need academic writing training. The ELI also offers a program that is a combination of intensive courses and business courses, custom designed for companies upon request, and on-site training at local companies and organizations.

Cultural and social activities are an important aspect of the ELI program. Students and trainees from other countries are given the opportunity to explore US culture while learning English through field trips, parties, and volunteer and afternoon activities, and are given opportunities to practice their English with native speakers through conversation partners programs. The English practiced and acquired through these activities helps round out student mastery of functional language.

The ELI is a member of the American Association of Intensive English Programs and NAESA: Association of International Educators. The ELI Director is an active member of Teachers of English to Speakers of Other Languages as are some instructors. The instructors are trained and experienced professionals in the delivery of post-secondary English language instruction. The student population is international in makeup and ranges from 90-150 students per session. All students have graduated from high school and many hold bachelor's degrees or better. The program meets a variety of student goals through its curriculum and support materials.

## Other Services

### Student Parking

Student parking is available at UHD in four different areas: the Daly Street Lot (North Main at Daly), the Shea Street Lot (North Main at Shea), the Naylor Street Lot (North Main at Naylor) and the Washington Street Lot (Washington at Travis and Washington at Louisiana). Shuttle bus service is available from the Daly Street Lot, providing service at regular intervals to the One Main Building, Shea Street Building, and Commerce Street Building. Students who park in any UHD parking lot are required to register their vehicles with the Parking Office and obtain a permit to display on the vehicle. The university reserves the right to control the availability of student parking areas to meet the demand for parking for special events. The parking fee is subject to change by the Board of Regents.

### Dining Facilities

A food court, Starbucks, and Smoothie King are located on the third floor of the Academic Building. During the Fall and Spring semesters, late morning and early afternoon dining options include Chick-fil-A, Taco Bell, a salad bar, a cook-to-order special with vegetables and rolls or cornbread (3-4 days per week), pizza, calzones, fresh made-to-order sandwiches, soup, items from "Grille Works" including gourmet hamburgers, turkey burgers, grilled sandwiches and fries and a variety of convenient grab 'n go items. Breakfast and lunch items are served Monday through Saturday. Chick-fil-A, Taco Bell and grab 'n go items

are also available Monday through Thursday after 3:00 pm during the Fall and Spring semesters.

An express grab 'n go store is available in the Shea Street Building in the back area of the first floor. Dining options include prepackaged salads and deli items, snacks, chips, coffee, cold beverages, ice cream and sundries.

### Bookstore

The upper level (third floor) of the university bookstore is located near the Main Street entrance of the One Main Building. It offers school supplies, clothing, insignia items, and snacks. The lower level (second floor) is your one stop shop for all of your new, used, rental and digital textbook needs. The bookstore is also available, online, 24 hours a day at [www.uhdbookstore.com](http://www.uhdbookstore.com).

### O'Kane Gallery

The Harry W. O'Kane Gallery, established in 1970, was made possible by gifts from Harry W. O'Kane, Mary W. Bingman, and the Humphreys Foundation. In addition to the *UHD Student Exhibition* and the Houston high school *High Art* student exhibits in April and May, the gallery annually brings four or five exhibitions of artworks by emerging, established, and historical artists that meet the diverse interests of the students, faculty, and staff of the University of Houston-Downtown and the downtown Houston community. Exhibitions in all media provide educational support to various university courses and to nearby schools while serving the larger Houston community with engaging artwork by regional, national and international artists. Exhibitions are free and open to the public. For hours and information call 713-221-8042.

### O'Kane Theatre

The Harry W. O'Kane Theatre, established in 1970, was made possible by gifts from Harry W. O'Kane, Mary W. Bingman, and the Humphreys Foundation. UHD presents one theatrical production each long semester in this intimate 90-seat facility. Participation is open to students, faculty, staff and alumni.

## Admission

Applications may be submitted online at [www.applytexas.org](http://www.applytexas.org)

### New Student Admission

#### General Information

- **Application.** All new students must file an application for admission with the Office of Admissions and a \$35 non-refundable application fee according to the posted application deadline dates (see below).

*Note: If you do not enroll for the semester you applied for admission, you must re-apply using the Admissions Application Update form, pay a \$35 non-refundable application fee, and turn in any official documents by the posted application deadline dates (see below).*

<b>Fall</b> (regular undergraduate)	by July 1
<b>Spring</b> (regular undergraduate)	by Dec 1

- **Residency Status Documents.** International students and US citizens born outside the United States must provide original, valid immigration documents such as I-551, I-688, I-94, passport or US citizenship certificate.
- **Transcripts.** A transcript is considered official when it bears the institution's seal, is signed by the issuing authority, and is sent directly by the issuing institution or delivered in an envelope sealed by the issuing institution. Students with prior college experience must submit official transcripts from all previously attended colleges regardless of whether college credit was earned.
- **Texas Success Initiative.** The State of Texas requires that all students take, or prove exemption from, an assessment test prior to enrolling in college-level courses in a public institution. Several testing options are available: THEA (formerly TASP), ASSET, COMPASS, or ACCUPLACER. Students who have already taken one of these tests, or who are exempt from testing, must submit official documentation of the scores to the Office of Admissions.
- **Right to an Academic Fresh Start.** A Texas resident is entitled to apply for admission as an undergraduate student in any public institution of higher education under the fresh start program. The university shall not consider academic course credits or grades earned by the applicant 10 or more years prior to the starting date of the semester in which the applicant seeks to enroll. An applicant who is admitted with a fresh start may not receive any course credit for courses undertaken 10 or more years prior to enrollment. If a student earns a baccalaureate degree, and applies for admission to a postgraduate or professional program offered by a public institution of higher education, the institution shall consider only the GPA of the applicant established by the course work completed after enrollment under the fresh start program, along with any other criteria the institution uses in evaluating applicants for admission. Nothing prohibits a public institution of higher education from applying standard admissions criteria to persons seeking admission to the institution.

- **Orientation.** New students will be given information about orientation upon acceptance to the university. It is recommended that students attend orientation.

### Freshman Admission

To qualify for freshman admission, an applicant must have completed at least the 6<sup>th</sup> semester (junior year), received a high school diploma, or hold a GED high school equivalency. Freshman applicants who have earned fewer than 15 college-level semester credit hours post high school graduation will have to meet Freshman Admission criteria. Graduates of Texas public high schools must also have passed the state-mandated high school exit examination(s). Freshman applicants must file an application for admission, pay a \$35 non-refundable application fee, and official copies of their high school, GED, and college transcripts must be submitted to the Office of Admissions by the application deadline. Freshman applicants who are admitted on the basis of their 6<sup>th</sup> or 7<sup>th</sup> semester high school transcripts must also submit a final transcript prior to enrolling at the University of Houston-Downtown.

The university strongly recommends that all applicants seeking freshman admission complete a college-preparatory high school curriculum.

#### College-Preparatory High School Curriculum

- English Language Arts and Reading—4 credits
  - English I
  - English II
  - English III
  - English IV
- Mathematics—3 credits
  - Algebra I
  - Algebra II
  - Geometry
- Science—3 credits
  - Integrated Physics and Chemistry
  - Biology, AP Biology, or IB Biology
  - Chemistry, AP Chemistry, or IB Chemistry
  - Physics, Principles of Technology I, AP Physics, or IB Physics
- Social Studies—3½ credits
  - World History Studies
  - World Geography Studies
  - US History Studies Since Reconstruction
  - US Government (½ credit)
- Economics—½ credit
- Physical Education—1½ credits
  - Foundations of Personal Fitness (½ credit)
- Health Education—½ credit
  - Health Science Technology
- Languages other than English—2 or 3 credits (1 credit is equivalent to a 1-year course)
  - Level I
  - Level II
  - Level III
- Fine Arts—1 credit

- Select from Art I-IV, Dance I-IV, Music I-IV, or Theater I-IV
- Speech—3 credits  
Select from Communication Applications, Speech Communication, Public Speaking, Debate, or Oral Interpretation.
- Technology Applications—1 credit
- Additional Components—2½ or 3½ credits (One credit is equivalent to a 1-year course)
- Electives—1 credit

A variety of other courses not listed here, including developmental and remedial courses, are not acceptable for the college preparatory program.

## Transfer Student Admission

Transfer applicants must file an application for admission, pay a \$35 non-refundable application fee, and submit official transcripts from all previously attended colleges, regardless of whether credit was earned, to the Office of Admissions by the application deadline. Students applying for admission with less than 15 semester hours of college-level credit should submit an official high school or GED transcript as well as official college or university transcripts. Applicants must provide an official record of their TSI status. See page 10 for more information on TSI requirements.

## Articulation Agreements

UHD has worked with area community colleges to develop degree articulation agreements. Students planning to transfer to UHD are encouraged to direct their questions about the transferability of their courses to their community college counselor or to the Transfer Center, 713-221-8587. Transfer students are also referred to page 98 for information on the Texas Common Course Numbering System. This system ensures that any course designated as a common course by UHD will be accepted in transfer as equivalent to the UHD course.

## Return of Former Students

Students who have attended UHD but who were not enrolled during the preceding long semester must apply for readmission. Students who have attended other colleges or universities since last attending UHD must submit official transcripts to the Office of Admissions. Students may apply for readmission online at [www.uhd.edu](http://www.uhd.edu).

## International Student Admission

Individuals who hold non-immigrant visas are classified as international students. International students seeking admission to the University of Houston-Downtown must apply through the Office of International Admissions. Individuals who have applied for immigrant status, but who have not adjusted their status with the Immigration and Naturalization Service, also must follow the procedures below in order to obtain an I-20 immigration form.

- **Application.** A new international student must file an application for admission with the Office of International Admissions and pay the nonrefundable application fee according to the dates listed below:

<b>Fall</b>	<b>by May 1</b>	<b>after May 1</b>
	\$60	\$100
<b>Spring</b>	<b>by Oct 15</b>	<b>after Oct 15</b>
	\$60	\$100

- **Transcripts.** Freshman students must provide official transcripts of secondary school scores, including mark sheets and date of graduation, in their original language. A certified English translation of all transcripts must be included if the originals are not in English. Transfer students must provide official transcripts from all colleges or universities attended. If original transcripts are not in English, a certified translation must accompany the original documents. In addition, all foreign transcripts must be evaluated by an evaluation service recognized by UHD in order to receive transfer credit. Students transferring from another college or university in the United States must submit a transfer form that has been completed and signed by the foreign student advisor at the previously attended institution. This form must be returned to the Office of International Admissions prior to enrollment.
- **Affidavit of Support.** An Affidavit of Support must be submitted showing that a sponsor will be responsible for all educational and living expenses.
- **Bank Letter.** A certified bank letter, indicating that the sponsor is financially capable of meeting the student's education and living expenses, must be submitted. This letter must indicate, either in US dollars or in the local currency, the amount maintained in the account(s). The letter must have been issued within the past six months.
- **Language Proficiency.** A valid Test of English as a Foreign Language (TOEFL) score of 550 for the paper version or 213 for the computer-based version is required. Students with a TOEFL score of less than 550 may attend the English Language Institute (ELI) prior to beginning academic studies at the university. ELI students study noncredit English classes until they are either recommended by ELI for academic study or achieve a 550 TOEFL score. Graduates of ELI are able to enroll directly into the academic program at UHD without taking the TOEFL. Transfer students may be exempt from taking the TOEFL if they have passed 12 or more college-level hours in the United States, including Composition I and II, with a grade of C or better.
- **Health Insurance.** International students must carry health insurance for the duration of their studies. The University of Houston-Downtown requires that students have a minimum of US \$50,000 health insurance coverage, US \$7,500 repatriation coverage and US \$10,000 medical evacuation coverage. The deductible cannot exceed US \$500. Each semester, in order to receive a UHD health insurance waiver, students must provide updated proof of this coverage, written in English, specifying coverage from the beginning of the semester until the end of the semester. This proof must be in the form of a letter from the insurance company or embassy and it must be submitted to the Office of International Admissions no later than the Official Day of Record which appears in the University Calendar at the front of every *Registration Bulletin*. Otherwise, students will be charged for health insurance as a part of their registration fees.

## Early Admission

A high school student with a strong academic record who wishes to attend UHD during the summer prior to or during his or her senior year may apply for early admission. With the exception of the TSI requirement, a student applying for early admission must follow the procedures for admission as outlined in the section titled New and Transfer Student Admission. In addition to these requirements, written approval from the high school principal or counselor must be provided. The courses to be taken at UHD must be approved by both the high school counselor and the university advisor.

## Post-Baccalaureate Admission

Post-baccalaureate applicants must meet all undergraduate transfer admission requirements, but are required to submit only the transcript from the college or university granting the baccalaureate degree. Post-baccalaureate applicants seeking a baccalaureate degree from UHD must meet all requirements for transfer admission. Post-baccalaureate applicants desiring to take graduate courses, but not seeking a graduate degree, must comply with all requirements of the department offering the graduate degree. All post-baccalaureate students must see an academic advisor before registering for their first semester.

## Required Testing

### Texas Success Initiative

On September 1, 2003, the 78th Texas State Legislature replaced the Texas Academic Skills Program (TASP) with the Texas Success Initiative (TSI). In order to enhance student success, this state-mandated program evaluates college readiness in math, reading, and writing. Unless exempt, all students entering UHD as undergraduates for the first time are required to take the ACCUPLACER, ASSET, COMPASS, or THEA test. Students who plan to major in Urban Education must take THEA. Students who score below the minimum standard must enroll in the appropriate developmental courses. Additionally, they must meet with an advisor to develop an individualized success plan. Depending on the scores, the student may be required to enroll in a tutorial.

First-Time-In-College Students will be tested during Orientation. Transfer students must contact an academic advisor in Room 370-South or visit the Academic Counseling Center in University College (Room 655-South) to determine exemptions or the need for testing. Students enrolling at off-site locations may consult with the designated UHD advisor at the site.

#### Exemptions

- Students who took the ACT less than 5 years ago with a composite score of 23 or higher. Individual Math and English scores must be 19 or higher. Partial exemption may apply.
- Students who took the SAT less than 5 years ago with a composite score of 1070. Individual Math and English scores must be 500 or higher. Partial exemption may apply.
- Students who took the TAAS less than 3 years ago with a composite

score of 1770 or higher. Individual scores in Math must be 86 or higher and individual scores in Reading must be 89 or higher.

- Students who took the TAKS less than 3 yrs ago with a 2200 with a 3 on the written essay. Partial exemption may apply.
- Students who have an associate or a baccalaureate degree from an accredited institution.
- Students who are on active duty in the armed forces of the United States and have been serving for at least three years prior to enrolling.
- Students who on or after August 1, 1990, were honorably discharged, retired, or released from active duty as a member of the armed forces of the United States or the Texas National Guard or service as a member of a reserve component of the armed forces of the United States.
- Students who are transferring from a private or out-of-state, regionally accredited, college or university and who have satisfactorily completed college-level coursework as determined by UHD. Transcripts should be submitted to UHD as soon as possible. An official evaluation is required prior to granting an extension.
- Students who have previously attended any institution and have been determined to have met readiness standards by that institution. The designation must appear on the transcript.
- Students who are enrolled in a certificate program of one year or less (Level-One certificates, 42 or fewer semester credit hours or the equivalent) at a public junior college, a public technical institute, or a public state college.
- Students who are not seeking degrees or certificates.

SPANTRAN and other authorized translations of international courses may also satisfy TSI requirements.

If you believe you meet one of the exemptions, show your transcript to an Academic Advisor in Room 380-South or to Gary Greer in University College (Room 655-South), 713-221-8277.

### Score Requirements

Test	Reading	Math	Writing	SS
ASSET	41	38	6 (or 5+SS 40)	40
COMPASS	81	39	6 (or 5+SS 59)	59
ACCUPLACER	78	63	6 (or 5+SS 80)	80
THEA	230	230	220	

Although UHD students are not required to retest, they may choose to retest to satisfy TSI. Students who are TSI obligated must complete the following actions:

- Meet with an advisor to develop an individualized success plan.
- Enroll in the appropriate developmental courses.

If you have questions or need additional information regarding the Texas Success Initiative, contact the TSI Information Line at 713-221-8266. Also, you may view the original document at <http://www.thecb.state.tx.us/TSI/FAQ.htm#all>

### Developmental Education Requirements

All UHD students must satisfy developmental education courses by

initial testing or by making a C in the course. Satisfaction of developmental education prepares one for college level courses and satisfies an important part of TSI. Developmental education courses include:

- Reading: RDG 1300 (Reading)
- Writing: ENG 1300 (Fundamentals of English)
- Mathematics: MATH 0300 (Beginning Algebra) or MATH 1300 (Intermediate Algebra)

## Placement Testing

If students cannot produce a college transcript showing prerequisite courses for Reading, English, and Math they must take a placement test. Academic advisors will tell students which tests they need and will send them to Testing Services in Room 280-South (713-221-8027) with a placement testing form. Students must present the placement testing form, along with a valid picture ID and the testing fee of \$29.00 when they are ready to test. For sample math questions, please visit [www.uhd.edu/admissions/testing/documents/Testing\\_Services\\_Algebra\\_Review.pdf](http://www.uhd.edu/admissions/testing/documents/Testing_Services_Algebra_Review.pdf).

Math	English	Reading
Students who took the SAT less than 5 years ago with a composite score of 1070 (V+M or CR + M) and Individual Math score 500 or higher will be placed into MATH 1301 or MATH 1310.	Students who took the SAT-W less than 5 years ago with an individual score of 500 or higher will be placed into ENG 1301.	Students who took the SAT-Critical Reading ( or SATV) less than 5 years ago with an individual score of 500 or higher will be exempt from placement into RDG 1300
Students who took the ACT less than 5 years ago with a composite score of 23 or higher and Individual Math score 19 or higher will be placed into MATH 1301 or MATH 1310	Students who took the ACTV less than 5 years ago with an individual score of 19 or higher will be placed into ENG 1301.	Students who took the ACTV less than 5 years ago with an individual score of 19 or higher will be exempt from placement into RDG 1300

## Developmental Education

As a result of placement testing, students may be required to enroll in developmental courses in reading, English, and/or mathematics. Upon successful completion of any required developmental courses, students are required to enroll, and to continue to enroll, in their core curriculum course sequences in English composition and mathematics until these requirements have been satisfied.

Students who do not make satisfactory progress toward completing required developmental courses may be placed on academic alert, probation or suspension, or may be subject to other academic sanctions.

## Tuition and Fees

The amounts shown in this section are provided to better assist students in assessing the cost of enrolling at the University of Houston-Downtown. While this information is intended to be comprehensive, tuition and fees are subject to change without notice by action of the Texas Legislature and/or the Board of Regents of the University of Houston System. Students are responsible for any additional amounts due UHD, including changes to any fees and waivers, resulting from audits and corrections, such as registration assessing errors or schedule changes resulting in additional charges,. For current information on tuition and fees, see the *Class Schedule* for the semester in which enrollment is planned or inquire at the Cashier's Office.

## Residency Status for Tuition Purposes

Residency status is determined in accordance with Rules and Regulations for Determining Residency Status, published by the Texas Higher Education Coordinating Board and pursuant to Title 3, Texas Education Code. Applicants provide residency information in the Application for Admission.

If the information provided is insufficient, UHD will classify the applicant as non-resident and request additional information. As a UHD student, you must establish both Texas residency and US residency in order to pay in-state tuition. If the student has been classified as a nonresident, the student may be required to show proof of either Texas or US residency or both. If you are a first time student at UHD or it is your first semester as a transfer student you must go to the Admissions Office to request a change in residency status along with all supporting documentation. If you have established any academic history at UHD then you must request a residency reclassification form and provide all supporting documentation to the Registrar's Office.

The burden of proof lies with the applicant that the residency requirements have been met for UHD to consider reclassification. Residency appeals must be submitted with all appropriate documentation by the Official Day of Record of the current semester. See University Academic Calendar or the *Registration & Information Bulletin* for dates.

## Tuition for Excessive Undergraduate Hours

Newly enrolled undergraduate students may be charged a tuition rate not to exceed that charged nonresidents, if they are a resident of Texas and the number of hours required for completion of their undergraduate degree is in excess by at least 30 hours. Details on this law are available from the Office of Student Services and Enrollment Management, Suite 380-South.

## Auditing Courses

To audit a course is to enroll in a course on a noncredit basis. Audit students pay the regular tuition and all other applicable fees as set for the current academic year. Senior citizens 65 years or over may audit free on a space-available basis. A change to credit status may not be made after the student has registered to audit a course. Changes from credit status to audit status in a course must be made prior to the end

of the Official Day of Record. A Request for Audit form must be processed in the Registrar's Office by the Official Day of Record for the appropriate term along with Instructor approval. Students wishing to audit courses should contact the Registrar's Office for further details. [http://www.uhd.edu/registrar/documents/audit\\_form.pdf](http://www.uhd.edu/registrar/documents/audit_form.pdf)

## Texas Rebate Program

As authorized by Texas Education Code (Section 54.0065), any student who enrolled for the first time since fall 1997 for their first baccalaureate degree from a Texas public university may be eligible for a rebate of a portion of their undergraduate tuition up to \$1,000. To be eligible, a student must complete his/her degree with no more than three hours attempted in excess of the minimum number of semester credit hours required to complete the degree, including transfer credits. The form to apply for this rebate can be found at the following online location: [http://www.uhd.edu/cashiers/documents/tuition\\_rebate.pdf](http://www.uhd.edu/cashiers/documents/tuition_rebate.pdf)

A student must wait until after the end of their final semester to submit this form to the Registrar's Office. The form will be forwarded to the various departments listed on the form for review and approval. The final review and processing will be done by the Student Accounting department.

## Fees

In addition to tuition, all students are subject to mandatory fees to support the following services; university center, student services, international education, incidental, records office, extended access and support, advising and the library (see chart below). Some courses and services also require additional fees:

Application for admission (nonrefundable).....	\$35
Late application for admission (nonrefundable) .....	\$75
Application for international admission (nonrefundable) .....	\$60
Late application for international admission (nonrefundable).....	\$100
Laboratory (per laboratory class) .....	Varies from \$10 to \$30
Course Fees (designated classes).....	Varies from \$10 to \$30
Advanced standing exam .....	\$15
Graduation application .....	\$50
Late registration (nonrefundable) .....	\$50
Returned check .....	\$20
Orientation fee.....	\$80
Field trip .....	Amount necessary to defray cost of trip
International student service fee .....	\$45
Student parking: long semester .....	Varies by location \$50 to \$75
Student parking: summer session.....	Varies by location \$25-\$50
Health Service Visit Fee.....	\$10
Course attempted 3rd time.....	\$65 per SCH
Developmental course after earning 18 hours of developmental credit .....	\$65 per SCH
Hours exceeding degree program maximum* .....	\$65 per SCH

\*For students who initially enrolled in any institution of higher education from the fall 1999 semester through summer 2006, this fee applies to attempted hours that exceed 45 beyond their degree program's maximum. For students initially enrolling in the fall 2006 semester, this

fee applies to attempted hours that exceed 30 beyond their degree program's maximum.

The university reserves the right to change tuition, other charges, and related requirements and regulations as necessitated by Board of Regents or legislative action.

## Fall 2011 Undergraduate Tuition and Mandatory Fees

*All fees are subject to change without notice.*

The Fall 2011 tuition rate for Texas resident students is \$155 per semester credit hour (minimum total of \$465) and for nonresident students the rate is \$468 per semester credit hour (minimum total of \$1,404).

Mandatory fees also vary according to the number of semester credit hours a student is taking.

Mandatory Fees								
	Student Center	Student Service	International	Incidental	Records	Advising	Extended Access	Library
Hrs	\$	\$	\$	\$	\$	\$	\$	\$
12+	35	140	5	168	20	36	65	64
11	35	140	5	168	20	36	65	64
10	35	140	5	160	20	36	65	64
9	25	140	5	144	20	36	65	64
8	25	140	5	128	20	32	65	64
7	25	140	5	112	20	28	65	64
6	25	120	5	96	20	24	60	60
5	25	100	5	80	20	20	50	50
4	25	80	5	64	20	16	40	40
3	25	60	5	48	20	12	30	30
2	25	40	5	32	20	8	20	20
1	25	20	5	16	20	4	10	10

In addition to nonresident tuition and fees, international students also pay an international student service fee of \$45 per long semester. Student health insurance is also required for each semester. Students purchasing health insurance in the spring semester are covered through the summer and need not purchase the insurance again for any summer semester. Students attending summer sessions but who did not attend or pay for health insurance in the spring semester must purchase health insurance for the summer.

Total Tuition and Mandatory Fees			
	Texas Resident	Nonresident	International
Hrs	\$	\$	\$
19	3478.00	9425.00	9470.00
18	3323.00	8957.00	9002.00

17	3168.00	8489.00	8534.00
16	3013.00	8021.00	8066.00
15	2858.00	7553.00	7598.00
14	2703.00	7085.00	7130.00
13	2548.00	6617.00	6662.00
12	2393.00	6149.00	6194.00
11	2238.00	5681.00	5726.00
10	2075.00	5205.00	5250.00
9	1904.00	4721.00	4766.00
8	1729.00	4233.00	4278.00
7	1554.00	3745.00	3790.00
6	1350.00	3228.00	3273.00
5	1125.00	2690.00	2735.00
4	910.00	2162.00	2207.00
3	695.00	1634.00	1679.00
2	480.00	1106.00	1151.00
1	265.00	578.00	623.00

The university reserves the right to change tuition, other charges, and related requirements and regulations as necessitated by the Board of Regents or legislative action.

## Method of Payment

Students shall be provided with two alternative methods of payment of tuition and mandatory fees for each semester for which they are enrolled.

- Full payment of all tuition and mandatory fees prior to the beginning of the semester, or
- Installment Plan

Fall and Spring semesters - Four equal payments with the first payment plus a \$24 installment fee to be made in advance of the beginning of the semester and the remaining payments to be made monthly beginning approximately 30 days after the start of the semester and the final payment to be made before the last day of the semester. There will be a \$10 late fee added for each installment payment not received by the due date. Installment payments are also available online through Student e-Services under the *My Payment* option.

Summer semesters – Two equal payments with the first payment plus a \$16 installment fee to be made in advance of the beginning of the summer term and the final payment to be made before the last day of the term. There will be a \$10 late fee added for each installment payment not received by the due date. Installment payments are also available online through Student e-Services under the *My Payment* option.

Payment may be made by cash, check or credit card. Payment may be made in person, by mail, online (credit/debit card or echeck) or thru the payment drop box located in the hall next to the cashier's office on the third floor. Credit card payment (Visa, MasterCard, American Express, or Discover) may be made over the web via UHD's *Student e-services* ([www.uhd.edu](http://www.uhd.edu)) or by fax to 713-226-5267 (authorization

form available at

<http://www.uhd.edu/cashiers/documents/CREDITCARDAUTHORIZATIONFORM.pdf>). Please remember that mailed payments must be **received** by the posted payment deadlines to avoid having classes dropped or late fees assessed. UHD does **not** receive mail on Saturday, so payments must be received by Friday for Saturday deadlines.

Health Insurance fees shall be paid prior to the beginning of the semester.

Most financial aid awards will be credited to your account automatically once processing is completed and you are registered for the same number of hours for which you are awarded. It is the student's responsibility to check their fee statement to assure that their funds have been posted to their account before the payment deadline. If the funds have not been posted, the student must make the payment or other arrangements with the cashier office by the deadline to avoid losing their classes. Student fee statements can be viewed through UHD's *Student e-services* ([www.uhd.edu](http://www.uhd.edu)), the *My Payment* option.

Students receiving financial aid equal to, or in excess of, the total amount of tuition and fees prior to the beginning of the semester may not participate in the installment plan. The full payment of tuition and fees for the semester in which they are enrolled must be made upon issuance of that semester's financial aid funds before any excess amounts will be refunded.

Withdrawal from the university, for whatever reason, will not cancel the obligation to pay the full amount of the installment plan. If the amount of tuition and fees credited as a result of withdrawal is less than the remaining balance of an installment plan, the balance remaining is still the obligation of the student. If the credited amount is more than the balance of an installment plan, the remaining credit will be refunded to the student.

Any student who has elected to pay tuition and fees by installment, and who is delinquent in making payment by the final installment due date, is barred from registering at any institution in the University of Houston System until full payment, including delinquent charges, has been made. Each university maintains records and informs other institutions about the status of payments should the student attempt to register for courses or pursue a degree at any other component of the University of Houston System.

An additional default fee of \$50 is collected from any student who fails to make all installment payments by the end of the semester. This fee, in addition to all other amounts due, must be paid prior to the student's registering for courses during a subsequent semester.

## Financial Responsibility

Students are required to meet financial responsibilities to the university. Students who write checks to the university on accounts with insufficient funds are assessed a \$20 service charge for each such check, regardless of the amount. If a check is returned as a result of bank error, the student must deal with the bank for reimbursement of the \$20 returned check charge paid to the university. If such a check is presented in payment of tuition and fees, the payment will be reversed

from the student account and student will be subject to all applicable late fee and drop dates. Failure to make a valid payment by the drop date WILL result in loss of registration and a reinstatement charge may be required before reenrollment is approved.

A student who does not meet financial responsibilities to the university may be subject to withdrawal from classes and may be referred to law enforcement authorities and/or the local credit bureau. Once an account is referred to our collection agency, the student is responsible for payment of additional collection fees.

An official transcript shall not be given to or on behalf of a student who is in default on any payment due the university. The student will not be allowed to re-enroll at UHD or any UH system university until all past due payments have been made. Additionally, students in default are reported to the State Comptroller and will not be able to receive a payment from any state agency until the debt is cleared.

## Refunds

All refunds are now processed through HigherOne, the issuer of your GatorCard. In order to receive a refund you MUST activate your GatorCard and choose one of the three refund methods. To activate your GatorCard, go to [www.uhdgatorcard.com](http://www.uhdgatorcard.com). If you have not received your card, you can click on the *Where's My Card?* link also at [www.uhdgatorcard.com](http://www.uhdgatorcard.com) to see the status.

No refund will be made to a student who has not met all financial obligations for the semester, including full payment of installment balances. If a student received financial aid, the refund may be credited to the appropriate financial aid account. The *Class Schedule* provides specific dates and deadlines.

If a balance is owed for a semester other than the semester due the refund, funds will not be automatically moved to cover that balance. If you were allowed to register with an outstanding balance or incurred a debt for a prior semester after you registered, you must pay that balance before you will be allowed to register for future semesters, receive a transcript or a diploma.

## Financial Aid Refunds

The first posting of financial aid to student's accounts is not allowed until 10 working days before the first class day. See information below regarding overpayments,

All refunds for schedule changes and withdrawals are made in accordance with the following rules and regulations:

### **Complete Withdrawal (Processed after the Official Day of Record listed in Academic Calendar)**

Students who officially withdraw from all university courses may be eligible for a refund of tuition and mandatory fees. Please refer to the current academic calendar for the refund schedule. All 100% refunds incur a \$15 processing fee. Students who are withdrawing and who have received financial aid should consult the Office of Scholarships and Financial Aid.

### **Partial Withdrawal (Processed after the Official Day of Record listed in Academic Calendar)**

Students who officially drop some but not all of their courses within the first 12 class days of the fall or spring semester, or within the first four days of a summer session, are eligible for a 100% refund of tuition and fees for the dropped classes. After this period there is no refund for partial withdrawals. Refunds resulting from dropped classes will not be processed until after the ADD/DROP period has ended. Students who are withdrawing and who have received financial aid should consult the Office of Scholarships and Financial Aid.

No refund will be made to a student who has not met all financial obligations for the semester, including full payment of installment balances. If a student received financial aid, the refund may be credited to the appropriate financial aid account. The *Class Schedule* provides specific dates and deadlines.

### **Overpayments (Processed after the Official Day of Record listed in Academic Calendar)**

Payments received on student accounts with a zero balance will be returned to the STUDENT at the address on file.

#### **Payment by Check**

Payments by check that result in a credit balance will be refunded to the student GatorCard after a 30 day clearing period.

#### **Payment by Credit Card**

Payments by credit card that result in a credit balance will be refunded back to the credit card used to make the payment.

#### **Payment by Cash**

Payments by cash that result in a credit balance will be refunded to the student GatorCard.

### **Concurrent Enrollment**

Under the provisions of Section 54.062 of the Texas Education Code, the university will refund to students excess tuition paid as a result of being concurrently enrolled at more than one Texas public institution of higher education. Excess tuition applies for students taking only 1 or 2 semester credit hours at UHD. To qualify the student must:

- register at the University of Houston-Downtown after registering at the first institution;
- provide the university proof of being concurrently enrolled and paid at both institutions; and
- provide the university proof of the amount of tuition paid at the first institution.

All concurrent enrollment refund requests must be made in writing at the Business Affairs Office.

## Scholarships and Financial Aid

### Estimated Costs

The following are estimated costs for attending UHD full time for the 2011-2012 academic year:

<b>Direct Costs</b>	<b>Resident</b>	<b>Non-Resident</b>
Tuition & Fees (12 hours)	\$4,156	\$10,756



Books and Supplies	\$1,076	\$1,076
<b>Indirect Costs</b>		
Living Expenses		
With Parents	\$4,300	\$4,300
Not with Parents	\$8,600	\$8,600
Transportation	\$3,200	\$3,200
Miscellaneous	\$3,800	\$3,800

The University of Houston-Downtown offers a variety of financial aid programs to assist undergraduate and graduate students in meeting educational costs. The programs include scholarships, grants, loans and part-time employment, which may be awarded in various combinations and amounts to meet individual student needs. Because funds are limited in many programs, it is important to begin the application process early and complete the necessary applications properly and on time. To receive priority consideration for Supplemental Equal Opportunity Grant and all state grant funds, all necessary applications must be on file in the Office of Scholarships and Financial Aid by April 1 of each year. Most federal and state aid is awarded on the basis of proven financial need rather than academic achievement. Most scholarships are awarded on the basis of academic achievement, talents and special skills rather than proven financial need.

## Financial Aid Programs

University of Houston-Downtown participates in the following federal, state and institutional programs. Most programs have limited funds so early application is encouraged.

### Grants

**Federal Pell Grant.** A Federal Pell Grant, unlike a loan, does not have to be repaid. Pell Grants are awarded to undergraduate students who have not earned a bachelor's or a professional degree. The maximum can change each award year and depends on program funding. The amount awarded, though, will depend not only on the student's financial need, but also on their costs to attend school, status as a full-time or part-time student, and plans to attend school for a full academic year or less.

**Academic Competitiveness Grant.** The Academic Competitiveness Grant is available for first year students who graduated from high school after January 1, 2006, and for second year students who graduated from high school after January 1, 2005. An Academic Competitiveness Grant will provide up to \$750 for the first year of undergraduate study and up to \$1,300 for the second year of undergraduate study to full-time students who are eligible for a Federal Pell Grant and who had successfully completed a rigorous high school program, as determined by the state or local education agency and recognized by the Secretary of Education. Second year students must maintain a cumulative grade point average (GPA) of at least 3.0. The Academic Competitiveness Grant award is in addition to the student's Pell Grant award.

**National SMART Grant.** The National Science and Mathematics Access to Retain Talent Grant, also known as the National Smart

Grant is available during the third and fourth years of undergraduate study to full-time students who are eligible for the Federal Pell Grant and who are majoring in physical, life, or computer sciences, mathematics, technology, or engineering or in a foreign language determined critical to national security. A National SMART Grant will provide up to \$4,000 for each of the third and fourth years of undergraduate study. The student must also have maintained a cumulative grade point average (GPA) of at least 3.0 in coursework required for the major. The National SMART Grant award is in addition to the student's Pell Grant award.

**Federal Supplemental Equal Opportunity Grant.** The Federal Supplemental Educational Opportunity Grant (FSEOG) program is for undergraduates with exceptional financial need. Pell Grant recipients with the lowest Estimated Family Contributions will be considered first for a FSEOG. Just like Pell Grants, the FSEOG does not have to be repaid

**Leveraging Educational Assistance Partnership.** This grant, funded by both state and federal funds, is available to students enrolled at least half-time who demonstrate financial need. Must be a US citizen or permanent resident and classified as a Texas resident.

**TEXAS Grant.** This renewable state grant is available to recent Texas high school graduates who completed the recommended or advanced curriculum in high school or who received an associate's degree after May 1, 2001 who also demonstrate financial need. Students must enroll in a minimum of 12 hours and be classified as Texas residents.

**Texas Public Educational Grant.** This grant is funded by tuition revenues and is available to both Texas residents and non-residents. Students must demonstrate financial need to be eligible for this grant. Priority will be given to students who enroll at least half-time.

**License Plate Scholarship.** This grant is funded by revenues from UHD vanity plate fees. Students must enroll at least half-time, be classified as Texas residents and demonstrate financial need.

**Student Deposit Scholarship.** This institutional grant is awarded to students who enroll at least half-time and demonstrate financial need.

### Work-Study Programs

**Texas Work-Study and Federal College-Work Study.** These programs are designed for students who enroll at least half-time who demonstrate financial need. Awards are earned as wages in on- and off-campus positions. Must be a US citizen or permanent resident for federal work-study or be classified as a Texas resident for Texas work-study. Students who have relatives working at UHD must get clearance from the Office of Scholarships and Financial Aid to show they are in compliance with the university's nepotism policy.

### Student Loans

**UHD Going to Direct Lending.** Based on recent developments in the lending industry and further anticipated changes, UHD has made the decision to move to direct loans in order to make the process as easy as possible by eliminating further obstacles that may hamper students'

attempts to borrow Stafford Loans. Beginning Fall 2010 all student loan borrows will accept Stafford Loan funds through Direct Lending.

**Federal Subsidized Stafford Loan.** A low-interest loan with interest subsidies while student is enrolled at least half-time. Must be a US citizen or permanent resident and be enrolled at least half-time to participate. Maximum loan amounts vary with grade level in college. Additional application and loan counseling required.

**Federal Unsubsidized Stafford Loan.** A low-interest loan not based on financial need. Students may defer interest payments while enrolled at least half-time. Must be a US citizen or permanent resident and be enrolled at least half-time to participate. Maximum loan amounts vary with grade level in college. Additional application and loan counseling required.

**Parent Loans to Undergraduate Students.** A low-interest loan for parents of dependent students enrolled at least half-time. Parent must be a US citizen or permanent resident and student must be enrolled at least half-time to participate. Families do not need to demonstrate need to participate in this program. Additional application required.

**Texas B-On-Time Loan.** A no-interest loan to attend colleges and universities in Texas. If the student meets specified goals, the entire loan amount can be forgiven upon graduation.

## Application Procedures

At a minimum, students should complete the Free Application for Federal Student Aid (FAFSA). Other forms or documentation may be required to determine eligibility for state and/or federal programs. When completing the FAFSA, students should list UHD's school code (003612) in Step Six. Once a student has begun the application process, the Office of Scholarships and Financial Aid will notify the student of missing forms and/or documentation by mail. Students will also be mailed an award letter when their eligibility for aid has been finalized. Students may also access their financial aid information online at [www.uhd.edu/eservices](http://www.uhd.edu/eservices)

Certain categories of foreign-born and immigrant students in the state of Texas can meet state requirements for residency. Such students are able to pay the resident tuition rate while attending public institutions of higher education in Texas. If a student falls into this category he/she will need to complete the Texas Application for State Financial Aid (TASFA). The application is available online at <http://www.uhd.edu/financial/index.html>

## Direct Lending Procedures for All Borrowers Effective Fall 2010

### Getting Started:

1. **Important:** You will need your Department of Education issued PIN (the same PIN used for the FAFSA) in order to complete and electronically sign your *new* electronic Master Promissory Note (eMPN) under the Direct Loan Program. If you have forgotten your PIN or do not yet have one, please go to [www.pin.ed.gov](http://www.pin.ed.gov) to have your PIN sent to you.

2. Have your social security number, date of birth, and driver's license number accessible.
3. You will also be required to provide two personal references (full name, address, and telephone number) whom you have known for at least three years. Each reference provided must reside at a different U.S. address as well as different from the student's address.

## Complete a New Electronic Master Promissory Note (eMPN)

To complete your eMPN, you will need to go to The Direct Loan eMPN website and click on "Complete New MPN for Student Loans". Remember that you will need your Department of Education issued PIN to begin the process.

An eMPN can be completed in 9 steps. We estimate that it will take 30 minutes to complete the eMPN process. Make sure you allow enough time to complete the entire process in a single session. If you exit the web site before submitting your signed MPN in Step 8 and return later, you'll have to start over beginning with Step 1.

- Step 1 - PIN Registration
- Step 2 - Disclosure and Consent
- Step 3 - Provide Name and School
- Step 4 - Complete MPN
- Step 5 - Review/Read Draft MPN
- Step 6 - Sign Your MPN
- Step 7 - Review signed MPN/Enter Confirmation Code
- Step 8 - Confirm Acceptance of MPN Terms and Submit MPN
- Step 9 - Success! Now Print Your MPN

Once you complete the eMPN process correctly, UHD will receive notification electronically that you have completed your MPN. This will allow the UHD Financial Aid Office to continue working on your loan disbursement process.

## Other Eligibility Requirements

### UHD Degree-Seeking Student Requirement

To be eligible for financial aid, students must be admitted as a degree-seeking student at UHD. Transient students (students taking classes to transfer toward a degree pursued at another institution) are not eligible for financial aid at UHD.

### Satisfactory Academic Progress Requirements

In order to receive financial aid, students must make progress toward their degree as defined by the Office of Scholarships and Financial Aid. There are three components to academic progress:

#### Grade Point Requirement

Undergraduate students must achieve and maintain at least a 2.0 cumulative grade point average on all course work attempted.

Graduate students must achieve and maintain a cumulative GPA of 3.0.

### Completion Requirement

Students must complete at least 73% of all course work attempted.

### Time Frame Requirement

Students may attempt up to 170 hours without earning a degree. Students who have earned their first bachelor's degree are allowed 150% of the hours remaining to complete their program. A complete copy of the Satisfactory Academic Progress Policy is available upon request. Please read this policy to see how progress will be monitored. The Office of Scholarships and Financial Aid is required to review students' entire academic records (regardless of the age of the record or whether or not aid was received) to determine compliance. Students found not to be in compliance will be notified in writing of any denial/suspension and the appropriate appeal procedure.

### Dropping Classes

Students' final eligibility for aid will be based on the number of hours for which they are enrolled on the Official Day of Record listed in the *Class Schedule*. If they register and then drop classes prior to that date, their eligibility for aid will be RECALCULATED on the remaining hours as of the Official Day of Record. Since financial aid is released prior to the Official Day of Record, students who receive a financial aid payment based on more hours than those remaining as of the Official Day of Record may be responsible for repaying a portion of any financial aid received. Dropping classes may affect students' eligibility for future aid. Students should consult the Satisfactory Academic Progress Policy to determine if dropping classes will affect their eligibility for aid.

### Total Withdrawal from School

For students who register and then totally withdraw from all classes, eligibility for aid will be RECALCULATED based on the number of days they attended class. If they totally withdraw from all classes prior to the first class day, they must repay any and all financial aid received. If they withdraw on or after the first class day, they may have to repay a portion of any cash financial aid received. Students who have failed to earn a passing grade in any of their classes are considered to have totally withdrawn from school and may have to repay a portion of any financial aid received. See Return of Title IV Funds below. Students who totally withdraw should consult the definition of Satisfactory Academic Progress to determine if their withdrawal will affect their eligibility for future aid.

### Return of Title IV Funds

The Higher Education Amendments of 1998 changed the formula for calculating the amount of aid a student and school can retain when the student totally withdraws from all classes or fails to earn a passing grade in any of the current semester's classes. Students who withdraw from all classes prior to completing 60% of the semester will have their eligibility for aid recalculated based on the percent of the semester completed. For example, a student who withdraws completing only 30% of the term will have "earned" only 30% of any Title IV aid received. The remaining 70% must be returned by the school and/or the student. A student who fails to earn a passing grade in any of his/her courses will have their eligibility recalculated based on the

midpoint of the semester or the last date of participation in an academically related activity. The Office of Scholarships and Financial Aid encourages you to obtain a complete copy of this policy from the office and read it carefully. If you are thinking about withdrawing from all classes PRIOR to completing 60% of the semester, you should contact the Office of Scholarships and Financial Aid to see how your withdrawal will affect your financial aid.

## Academic Scholarships

Academic scholarships at UHD are intended to recognize and reward outstanding achievement and community involvement. Applicants for most scholarships, therefore, do not need to show evidence of financial need to apply. The application deadline for most UHD scholarships is April 1 of each academic year. However, the Office of Scholarships and Financial Aid may accept applications at other times during the year if scholarship funds are available. Interested students should contact the Office of Scholarships and Financial Aid as soon as they decide to apply for admission at UHD to find out what scholarships are available. Many academic departments at UHD also award scholarships. Students are encouraged to contact the department of their major to find out what departmental scholarships are available.

## Tuition and Fee Exemptions

### Hazlewood Act for Veterans

State law provides that a veteran who is a legal Texas resident is exempted from tuition and certain required fees, but not from deposits, if the following criteria are met. The veteran:

- has resided in Texas for a period of not less than 12 months prior to the date of registration;
- served in the armed forces or in certain auxiliary services for more than 180 days;
- was a bona fide legal Texas resident at the time of entering such service;
- was honorably discharged (except those who were discharged because of being over the age of 38 or because of personal request);
- has exhausted all veteran's educational benefits;
- is not eligible for federal grants, including federally sponsored grants provided for veterans by the US government; and
- is not be in default on any federal or state student loans.

To obtain this exemption, the veteran must submit an application with attached evidence to the Office of Scholarships and Financial Aid by the Official Day of Record of the term for which the veteran is applying for the Hazlewood benefits. Hazlewood applications must be renewed each year.

### Courses and Course Credit

#### Course Load

Maximum course loads are established to encourage students to think carefully about the amount of time they will need to devote to each class. The following policies are in place so that students are better able to meet their course obligations successfully.

- A standard undergraduate course load during the fall and spring terms is 15 to 16 semester credit hours, or five courses. Twelve semester credit hours are considered the minimum full-time load.
- Students who are employed 40 hours per week should take no more than two courses, or six credit hours.
- Students who wish to enroll in 20 credit hours or more in a fall or spring term must receive approval from the assistant or associate dean of their college.
- The standard load for one summer session is six to eight credit hours.
- Students who wish to enroll in nine hours or more in a single summer session or in two overlapping summer sessions must receive approval from the assistant or associate dean of their college.

For information on the graduate course load, consult specific master's degree coordinator.

#### Schedule Changes

Schedule changes are made online, and may require approval by an academic advisor. Instructions are found in each term's *Registration & Information Bulletin*.

#### Discontinued Classes

The university reserves the right to discontinue classes or otherwise alter the class schedule. Whenever possible, enrollment in an alternate course is completed through an administrative change form initiated by the department responsible for discontinuing the class.

#### Classification

Undergraduate classification is determined by the number of credit hours which have been completed: 0-29 semester hours: freshman; 30-59 semester hours: sophomore; 60-89 semester hours: junior; and 90 semester hours and above: senior. Master's classification is determined by admission status.

#### Class Attendance

Students are expected to attend all class sessions. The responsibility for withdrawing from a course lies with the student. Departments and faculty members may have other attendance policies for their courses.

### Transfer Credit-Undergraduate

#### Acceptance of Transfer Credit

Transfer students must submit official transcripts from all colleges or universities attended as a part of the admission process (see *New and Transfer Student Admission*, pages 11-12). An evaluation will be performed during a student's first semester at the university. Course work transferred or accepted for credit toward an undergraduate degree must represent collegiate course work relevant to the degree, with course content and level of instruction resulting in student competencies at least equivalent to those of students enrolled in the institution's own undergraduate degree program.

UHD may not accept transfer credit for courses in which grades of D have been earned except for courses which are part of the approved transferable core curriculum.

Courses transfer on the same level and with the corresponding number of hours as earned at another institution. Courses taken at a junior or community college do not transfer as upper-level credits.

Courses taken at other colleges that do not correspond to courses offered by UHD may transfer as elective credit, with the approval of the appropriate academic dean.

With the consent of the appropriate dean, the chair of the department in which a student is majoring will make the decision concerning application of transfer credit to the degree program. Therefore declared majors should obtain approval from their degree-granting college before taking courses from a community or junior college which they wish to transfer to UHD.

In general, UHD does not award transfer credit for vocational courses that are not considered part of a standard college curriculum. Students may petition the academic dean of the college in which they are seeking their degree, who may agree to award credit for such courses in exceptional circumstances.

Students should direct questions concerning transfer credit to their academic advisor or degree program coordinator.

#### Evaluation of Transfer Credit

Transcripts will be evaluated for institutional transfer credit upon completion of the admission application process. Students accepted later in the admission cycle may not have their transcripts evaluated until after they have actually enrolled. Transfer work will be further evaluated for applicability to the student's chosen degree plan by the degree-granting college once the student has been accepted into the college as a declared major.

Students who apply to UHD while they are attending another institution must submit two official transcripts. The first should be sent at the time of application and should reflect the student's current enrollment. A second must be sent as soon as grades are available for those classes.

#### Transferring Credits from Other Countries

Students applying for admission with college credits from other countries must submit an evaluated transcript from a credential evaluation service recognized by the university. Credits will be granted based on the recommendations of the evaluating service with respect

to University of Houston-Downtown degree requirements at the time of enrollment.

Information and brochures from evaluating services are available at the Office of Admissions and online at [www.uhd.edu/admissions](http://www.uhd.edu/admissions).

### Transfer Credit Dispute Resolution Procedures

Students who receive written notification from Office of Admissions that a lower-level course taken at another Texas public institution of higher education has not been accepted may challenge denial of credit by UHD. To initiate a dispute action, a Transfer Dispute Resolution form must be completed. The form and instructions for its completion are available in the Office of the Vice President for Academic Affairs, Room 950-South.

## Credit by Examination

UHD accepts up to 24 hours of credit by examination. Credit by examination may be obtained on the basis of several types of examinations. Nationally recognized standardized examinations such as the College Level Examination Program (CLEP) and the College Board's Advanced Placement program may be used. Examinations widely used within a professional field and locally designed examinations also may be used. Students may not attempt to receive credit by exam for any course in which they are or have been enrolled at an accredited institution; however, students may attempt credit by examination for courses in which they are or have been enrolled at a non-accredited institution. Students planning to take CLEP exams should do so before their final semester.

Nationally standardized examinations are administered through Testing Services; all other examinations are administered through the responsible department.

If credit is not awarded, a period of six months must elapse before application for re-examination will be considered. Appropriate fees are charged for each examination. No student may attempt the exam for a particular course more than twice.

Credit may be granted for professional certification and training received from armed forces and service schools. With consent of the appropriate dean, the chair of the department in which the student is majoring will make the decision concerning the applicability of such courses to the degree program.

Credit received by examination does not fulfill residency requirements for graduation.

No grade is awarded for courses for which credit has been obtained by exam, nor are hours received for such courses included in the calculation of grade point average for graduation. Listed below are the subject examinations for the Advanced Placement Program and the College Level Examination Program.

### College Level Examination Program

Examination	score	earns credit for	hrs
American Government	50	POLS 2304	3
American Literature	50	ENG 2311 & 2312	6

Analyzing & Interpreting Literature	50	ENG 2300	3
College Algebra	50	MATH 1301	3
College French	50	FREN 1401 & 1402	8
College Spanish	50	SPAN 1401 & 1402	8
English Literature	50	ENG 2313 & 2314	6
Freshman College Composition	50	ENG 1301	3
History of the US I	50	HIST 1305	3
History of the US II	50	HIST 1306	3
Human Growth & Development	50	PSY 2310	3
Information Systems & Computer Applications	50	CIS 1301	3
Introductory Psychology	50	PSY 1303	3
Introductory Sociology	50	SOC 1303	3
Precalculus	50	MATH 1302 & 1404	7
Principles of Macroeconomics	50	ECO 2301	3
Principles of Microeconomics	50	ECO 2302	3

### Advanced Placement Program

Examination	score	earns credit for	hrs
Art History	4	ART 1302	3
	5	ART 1301 & 1302	6
Biology	3 or 4	BIOL 1301/1101	4
	5	BIOL 1301/1101 & 1302 /1102	8
Chemistry	3 or 4	CHEM 1307/1107	4
	5	CHEM 1307/1107 & 1308/1108	8
Computer Science A	3	CS 1410	4
English: Language & Composition	3	ENG 1301	3
English: Literature & Composition	3	ENG 1302	3
French Language	3 or higher	FREN 1401 & 1402	8
Mathematics: Calculus AB	3	MATH 2401	4
Mathematics: Calculus BC	3	MATH 2402	4
Physics B	3 or 4	PHYS 1307/1107	4
	5	PHYS 1307/1107 & 1308/1108	8
Physics C: Mechanics	3	PHYS 1307/1107	4
Physics C: Electricity & Magnetism	3	PHYS 1308/1108	4
Psychology	3	PSY 1303	3
Spanish Language/Literature	3 or 4	SPAN 1401	4
	4	SPAN 1401 & 1402	8
	5	SPAN 1401, 1402, & 2301	11
US History	3	HIST 1305	3
US History	4 or 5	HIST 1305 & 1306	6

## Credit for Military Service

It is the policy of the University of Houston Downtown to award transfer credit for military courses and/or military service based on the recommendations of the American Council on Education (ACE)'s Guide to the Evaluation of Education Experiences in the Armed Services. Credit for military courses and/or credit is available to all admitted undergraduates. Either elective or direct course credit will be awarded based on ACE recommendations.

### Credit for Military Service (HB 269)

HB 269 makes military veterans who enroll in Texas universities and who meet certain requirements eligible to receive undergraduate college credit for the time they spent in the service. Eligible veterans receive college credit for all the required physical education courses

needed for their degree and up to an additional 12 semester hours of elective coursework.

To be eligible to receive credit under HB 269, veterans must have:

- Graduated from a public or private high school accredited by a generally recognized accrediting organization or from a high school operated by the United States Department of Defense
- Completed at least two years of service in the armed forces (or discharged because of a disability)
- Been honorably discharged from the U.S. armed forces
- Credit awarded under HB 269 is awarded for having served, not for college-level courses that might have been taken while in the military.

Acceptable forms of documentation include:

**AARTS** Transcript (Army ACE Registry Transcript)

**CCAF** Transcript (Community College of the Air Force Transcript)

**SMART** Transcript (Sailor/Marine ACE Registry Transcript)

## Elective credit

### Directed Studies Courses

A directed studies course allows students to work directly with a faculty member on an individual basis. This type of study is intended to expand the curriculum and may not duplicate an organized course. A directed studies course requires a term paper, research study or comparable project.

Students wishing to enroll in a directed studies course must be juniors or seniors and have a grade point average of at least 3.0, with a grade point average of at least 3.3 in the specific area of the directed studies course.

Procedures for enrolling in directed studies courses are available in each academic department. Degree requirements may limit the number of hours of directed studies that may be applied.

### Auditing Courses

To audit a course is to enroll in a course on a noncredit basis. Audit students pay the regular tuition and all other applicable fees as set forth in the current Catalog. Senior citizens 65 years or over may audit for free on a space-available basis. A change to credit status may not be made after the student has registered to audit a course. Changes from credit status to audit status in a course must be made prior to the end of the Official Day of Record. A Request for Audit form must be processed in the Registrar's Office by the Official Day of Record for the appropriate term along with Instructor approval. Students wishing to audit courses should contact the Registrar's Office for further details [http://www.uhd.edu/registrar/documents/audit\\_form.pdf](http://www.uhd.edu/registrar/documents/audit_form.pdf)

## Grading System and Standards

### Academic Honesty

The Academic Honesty Code is embraced by all members of the University of Houston-Downtown academic community and is an essential element of the institution's academic credibility. The Honesty

Code states "We will be honest in all our academic activities and will not tolerate dishonesty." The purpose of the Academic Honesty Policy is to deal with alleged violations of the Honesty Code in a fair and consistent manner. The policy is administered jointly by students and faculty. It is each student's responsibility to read and understand the Academic Honesty Policy. It may be found in the *Student Handbook*.

## Grading System

The following grades are included in the calculation of grade point averages:

Grade	Grade Points
A Superior.....	4.0
B Above Average.....	3.0
C Average.....	2.0
D Below Average.....	1.0
F Failure .....	0.0

The following grades are not included in the calculation of grade point averages:

### Grade

A*	Non-credit grade
B*	Non-credit grade
C*	Non-credit grade
I.....	Incomplete
IP .....	In Progress
Aud .....	Audit
S .....	Satisfactory (passing)
U .....	Unsatisfactory (not passing)
W .....	Withdraw

### I (Incomplete)

An incomplete grade is given only when an unforeseen emergency prevents a student from completing the course work and only with the instructor's approval. A grade of I will be changed to a passing grade if the missing work is completed satisfactorily by the deadline set by the instructor but no later than the end of the long semester immediately following the term in which the grade was received. An incomplete grade that is not removed by this deadline becomes an F. Repetition of a course for which an incomplete grade was received does not affect resolution of the original grade. An incomplete grade earned in a student's graduating semester is computed as an F in determining grade point average.

### IP (In Progress)

The grade of IP may be given in some developmental courses and the Writing Proficiency Exam. In the calculation of grade point average, a grade of IP is treated as a W. To receive credit for a course in which an IP was assigned, a student must register for the course again and earn a passing grade.

### S (Satisfactory)

The grade of S may be earned in field experience courses and certain other courses. Credit received with a grade of S is not part of the grade point average calculation.

## W (Withdrawal from Courses)

Students will not receive a grade if they withdraw from a course by the Official Day of Record.

Students automatically receive a grade of W for any course from which they withdraw after the Official Day of Record up to the withdrawal deadline as listed in the *Registration & Information Bulletin*.

Official Day of Record and withdrawal deadlines are published in the University Calendar online ([www.uhd.edu/AcademicCalendars](http://www.uhd.edu/AcademicCalendars)) and may be found in the *Registration & Information Bulletin*.

Class days are defined as days on which the university normally has one or more classes scheduled; not the days for which an individual student is scheduled for his/her particular classes.

Additional policies applicable to graduate students are published in the specific master's degree handbooks.

## Grade Point Average (GPA)

The grade point average is a measure of a student's academic achievement. Grade point averages are computed by multiplying the grade point value by the number of credit hours in each course, and then dividing the sum of all grade points obtained by the total number of hours attempted. The following formula represents the method of computing grade point average:

$$\frac{\text{Total Number of Grade Points}}{\text{Total Number of Semester Hours}} = \text{Grade Point Average}$$

The number of grade points earned for each course equals the hour credit value of the course multiplied by the points awarded for grades received. Grades of I, S, U, IP and grades marked with an asterisk (\*) in the table above are not counted in the calculation of the grade point average, except for graduation. Grades of I will be calculated as F grades in determining grade point average for graduation.

Undergraduate students must meet a graduation requirement of a minimum 2.0 grade point average calculated on all grades earned at UHD. Some departments may specify more stringent requirements, such as a 2.5 grade point average in the major or a 2.5 grade point average in all upper-level courses.

Graduate students must meet a graduation requirement of a minimum 3.0 grade point average.

## Appeal of Grades

Any grade which a student believes to be in error should be appealed, first to the instructor, then to the appropriate department chair, and finally to the appropriate dean. If an appeal is not made within one calendar year after the close of the semester in which the grade was received, the grade will be considered final and no appeal is allowed.

## Dean's List

The Dean's List recognizes students who have achieved superior academic performance during the fall or spring semester. To be

included on the Dean's List for a specific semester, a student must, during that semester, complete at least nine semester hours of college-level work, earn at least a 3.5 grade point average, and receive no grade of I or F. The Dean's List is published by the Provost's Office at the end of each fall and spring semester.

## Repeated Course Policy

When a course is repeated, the last grade received in the course will be used in computing the grade point average.

## Graduation with Honors

Students who complete bachelor's degree requirements with exceptionally high grade point averages receive degrees with honors. Those who earn a cumulative grade point average of 3.75-4.00 graduate *summa cum laude*, while a cumulative grade point average of 3.50-3.74 is required for *magna cum laude*. A grade point average of 3.25-3.49 is needed to graduate *cum laude*. In the computation of this average, all courses attempted at UHD are counted, including courses repeated, failed and passed, but excluding courses with grades of S, W or IP.

For candidates who complete some portion of their college work at other institutions, the cumulative grade point average of all work attempted at UHD and the grade point average of all college work is computed; the lower of the two averages is used as the basis for determining honors.

Students not eligible for *cum laude*, *magna cum laude* or *summa cum laude* honors may be eligible for College Honors. Students who have earned a GPA of 3.50 or greater in their last 60 hours attempted at UHD, including at least 30 upper-level hours, are eligible to receive the designation, "College Honors."

## Academic Probation and Suspension

### Probation

Academic probation is a warning to the student that his or her academic record has been unsatisfactory. A student who is not making satisfactory progress toward meeting graduation requirements may be placed on academic suspension if this record does not improve. A student is placed on academic probation at the end of any term in which his or her cumulative GPA falls below the specified minimum cumulative GPA shown below. The cumulative GPA for academic probation and suspension is computed on all grades earned at UHD. Grades of I, IP, S or W are not counted.

Semester hours	Minimum Required Cumulative GPA
1-29	1.70
30-59	1.90
60 or more, or upon declaration of a major	2.00

Transfer students on suspension from their most recent institution of higher education will be placed on academic probation if admitted to UHD.

Students will remain on academic probation until their cumulative GPA

reaches the specified minimum cumulative GPA or until they are suspended. Only courses taken at UHD may be counted in removing a student from academic probation.

### **Suspension**

Suspension means that a student is ineligible to register or remain in classes. Students on academic probation will be suspended at the end of any term in which their cumulative GPA falls below the specified minimum cumulative GPA unless they earn a minimum GPA of 2.0 in that term.

A student's first academic suspension will become effective at the beginning of the next term and will remain in effect for that term only. The student may be granted earlier readmission at the discretion of the student's academic dean or the dean's designated representative.

The second time a student is placed on academic suspension, the length of the suspension will be indefinite. The student may be considered for readmission after one term and only upon appeal to the students' academic dean or the dean's designated representative.

The third time a student is placed on academic suspension, the suspension will be permanent. Any appeals for readmission following a permanent suspension must be initiated at the academic dean's office. The final decision rests with the Vice President for Academic Affairs and Provost.

## **Academic Amnesty**

After a four-year absence, a student returning to UHD may petition his or her academic dean for academic amnesty. To be eligible, the student must not have attended any institution of higher education for the four-year period immediately preceding readmission to UHD. In addition, the student also must complete 24 semester credit hours with a minimum grade point average of 2.5 following readmission. The amnesty provision applies only to the application of credit toward a degree and computation of the student's grade point average. No grades on the student's permanent record are altered or deleted.

If academic amnesty is granted, all courses with grades of F or D earned prior to readmission are ignored in applying credit toward fulfillment of degree requirements and in future computations of the student's grade point average. A student granted academic amnesty relinquishes all rights to graduation with honors and any other academic recognition based on grade point average.

## **Student Records**

### **Transcripts**

Requests for official UHD transcripts are made online through the MyUHD portal and are processed by the Registrar's Office. All requested official UHD transcripts will be processed within 2-3 business days. Requests for official transcripts which include coursework completed at South Texas Junior College may take up to 10 business days for processing.

Official transcripts from other institutions which are submitted as part of

the admissions process become the property of UHD and will not be rereleased to the student. Additionally, UHD does not include completed transfer coursework on the official UHD transcript.

## **Release of Student Records**

UHD has a policy in conformity with the Family Educational Rights and Privacy Act (FERPA) covering the release of student records. Student rights include the following:

- Students have the right to inspect and review their education records within 45 days of the day the university receives the request.
- Students have the right to request amendment of their education records that they believe are inaccurate or misleading.
- Students have the right to consent to the disclosure of personally identifiable information in their education records, except to the extent that FERPA authorizes disclosure without consent.
- Students have the right to file a complaint with the US Department of Education concerning alleged failures by the university to comply with the requirements of FERPA.

## **Directory Information**

At its discretion the University of Houston-Downtown may provide directory information to the general public without student consent. Directory information is defined by University of Houston-Downtown (within the guidelines of the Family Educational Rights and Privacy Act of 1974) as follows:

- Student's name
- Mailing address
- Telephone number
- University assigned e-mail address
- Date and place of birth
- Classification
- Enrollment status
- Major and minor fields of study
- Degrees, certificates, awards and honors received
- Dates of attendance
- Graduation date
- Expected graduation date
- Student's user name
- Most recent previous education institution attended
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams

Students may request that directory information be withheld from the public by contacting the Registrar's Office at any time during the semester. Such requests must be made in writing and will remain in place until the student directs the office in writing that it is to be removed.

## **Disclosure of Education Records**

In accordance with FERPA and at its discretion, UHD will disclose information from a student's education records without the written consent of the student to school officials who have a legitimate educational or administrative interest in the records. A school official is defined as a person employed by the university in an administrative, supervisory, academic, or support staff position (including the university's police department and health care staff); a person or



company with whom the university has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Regents; or a person assisting another school official in performing his or her official duties.

## Procedure for Inspecting Education Records

A student has the right to inspect his or her education records and challenge the contents. To review records, a student must make a request in writing to the Registrar's Office. The request must identify the record or records he or she wishes to inspect.

## Procedure for Amending Education Records

If a student believes the information in his or her education record contains information that is inaccurate, misleading, or in violation of the student's rights of privacy, the student should submit a written request for amendment to the Registrar's Office. The request should clearly identify and correct the inaccuracy. The university will notify the student within a reasonable time regarding the request. If the request for amendment is denied the student has the right to appeal the decision. This procedure does not govern grade appeals.

## Change of Name and Address

Change in name must be reported to the Registrar's Office. Original legal documentation must be presented along with a copy of the Social Security card when requesting a name change or correction, i.e. marriage certificate, divorce decree, naturalization certificate, etc. The Registrar's Office will also need to make a copy of your state issued driver's license or government issued photo ID. Mailing addresses may also be changed online through Student e-Services at [www.uhd.edu/eservices](http://www.uhd.edu/eservices) under "My Personal Profile & Emergency Alerts".

## Graduation Requirements

### General Degree Requirements for Graduation

For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD.

In addition to completion of specific degree requirements, all students must meet the requirements described below. The final 30 semester credit hours of course work toward the degree must be taken at the University of Houston-Downtown. At least 18 of these hours must be at the upper level and be approved by the student's major department. Only the appropriate academic dean may waive any portion of these requirements and only upon petition by a student who has extraordinary reasons.

The University of Houston Downtown limits academic residency to no more than twenty-five percent of the degree requirements for all degrees for active-duty service members. Academic residency can be completed at any time while active-duty service members are enrolled. Reservist and National Guardsmen on active-duty are covered in the same manner.

A minimum grade point average of 2.0 calculated on all grades earned at UHD is required for graduation. In addition, a grade point average of 2.0 is required for all courses taken at UHD that apply toward the degree.

Students enrolled in any degree program at the University of Houston-Downtown who wish to take courses at another college or university (including any other institution in the UH System) and apply the credits toward the degree should consult with their degree program officer to be sure the courses apply to their degree program. A student taking courses under these provisions is responsible for having an official transcript from the second campus forwarded the Office of Admissions at UHD. The student also must request that an official evaluation of this transcript be made and reported to the appropriate degree program officer.

## Graduation under a Specific Catalog

A student usually graduates under the degree provisions of the Catalog in effect at the time of his or her first completed term of enrollment; where enrollment is defined as registration for and completion of at least one course. Students have the option of graduating under the Catalog in effect at the time of their major declaration or any subsequent Catalog. If degree requirements change during the time of the student's enrollment, the student may be required to meet the new degree requirements if the number of hours the student must take has not increased.

### Exceptions:

- No Catalog more than 10 years old may be used.
- Students who interrupt their program for more than two consecutive long semesters for reasons other than military service shall be governed by the Catalog in effect at the time of re-entry to the university.
- Students whose enrollment is interrupted by military service must re-enroll within one year from date of separation from the service and no more than five years from the beginning of military service in order to remain under the provisions of the Catalog in effect at the time of original enrollment at the university.
- Students forced to withdraw for adequate cause before completion of their degree may upon readmission petition to graduate under the Catalog in effect at the time of original enrollment.
- Students who change their major shall be governed by the Catalog in effect at the time of the change.

## Application for Graduation

All degree candidates must file an application for graduation with their college and pay the \$50 graduation fee by the Official Day of Record for the term of intended graduation. The graduation fee covers the costs of processing the graduation application, printing the diploma and mailing it to the graduate, and other costs associated with the commencement ceremony. If students fail to complete all degree requirements during the term in which they applied for graduation and paid the graduation fee, then they must apply for graduation and pay the graduation fee again when they become eligible to graduate.

Candidates must also place a diploma order, which specifies how they want their name to appear on the diploma, with the Registrar's Office.

## Commencement Exercises

To participate in commencement exercises, students must be enrolled in the courses needed to complete all degree **requirements and must file** an application for graduation with their college, and pay the graduation fee by the second Monday after the last day to drop a course without a grade (the Official Day of Record) for the term of intended graduation. The final decision on eligibility for graduation and participation in commencement exercises rests with the appropriate academic dean.

Commencement participants with honors are so designated in the commencement program and wear special insignia with their academic regalia. As commencement occurs prior to the posting of final grades, the designation of honors for May and December commencement participants reflects only grades earned prior to the final semester. Designation of final honors on the transcript and diploma, however, is based on all work attempted.

Arrangements for obtaining academic regalia may be made through the university bookstore. Deadlines for ordering and paying for regalia are announced for each commencement.

## Additional Bachelor's Degree

To qualify for a second UHD bachelor's degree, the candidate must:

- earn a minimum of 30 semester hours credit more than needed to receive the degree requiring the fewest hours;
- meet the general and specific requirements for each degree; and
- have 30 semester hours of residence credit at UHD for each degree awarded by the university.

# Undergraduate Academic Programs

## General Education

The granting of a college degree signifies having reached a level of intellectual development that merits formal recognition. Intellectual development can be measured both in terms of depth and breadth of knowledge, and a college degree should signify growth in both dimensions. In most college programs, students demonstrate depth of knowledge by completing courses required in the major field of study.

Breadth of knowledge is demonstrated by satisfying a group of general education requirements that are shared by students in all majors. Whereas the aim of the major field of study is to provide experiences defining membership in a disciplinary community, the aim of the general education program is to provide experiences that define what it means to be a college-educated person. The centerpiece of the general education program is called the "core curriculum" because these courses comprise the core of the college experience. The goals of UH-Downtown's general education program are that graduates will demonstrate:

- The ability to view events from a variety of perspectives, especially including different historical and cultural perspectives;
- An awareness of the different ways of pursuing knowledge, including the methods of scientists and of those engaged in the arts and humanities;
- Knowledge of, and sensitivity to, ethical and moral standards;
- Knowledge of, and a degree of skill with, new technologies;
- The ability to communicate clearly and effectively and to use various media to transmit and process information.

In order to achieve these goals, the general education component of all degrees earned at UH-Downtown consists of four parts: courses satisfying the common core requirements, application course requirements, enhancement course requirements, and the Writing Proficiency Examination. Each of these components is described below:

## Common Core Requirements

Students in all UH-Downtown undergraduate degree programs must complete a common core of courses consisting of at least 42 semester credit hours. If any course taken to fulfill a core requirement has a corequisite, the corequisite course must be taken concurrently. For instance, if a student chose to fulfill the Natural Sciences requirement by taking BIOL 1301, the corequisite lab course, BIOL 1101, would also have to be taken in the same semester. The following table lists the disciplinary components of the core, the number of semester credit hours (SCHs) required in each component, and the UH-Downtown courses that may be used to fulfill these requirements. Departments often suggest certain courses that they prefer their majors to take to fulfill some of the core requirements, so students should carefully study the degree plans that interest them. Degree plans may be found in the sections of this Catalog describing the departments' programs and in degree program brochures available in departmental offices.

A student transferring to UHD who has completed the common core requirements at another Texas institution of higher education will receive credit for each of the core courses transferred and will be considered to have fully satisfied all of UHD's common core requirements.

A student transferring to UHD who has completed some, but not all, of the common core requirements at another Texas institution of higher education will receive credit for each of the core courses transferred and will be considered to have fully satisfied the corresponding common core requirements at UHD. The student must still satisfy any remaining UHD common core requirements.

Students concurrently enrolled at more than one institution of higher education should follow the core curriculum requirements in effect for the institution where they are classified as degree-seeking students.

DISCIPLINARY COMPONENTS	SCHs	UHD COURSE OPTIONS
<b>Communication</b>		
English composition	6	ENG 1301, 1302
Speech	3	One course from COMM 1303, 1304, 1305, 1306, 2307, 2309, 3306
<b>Mathematics</b>	3	Any MATH course numbered 1301 or higher
<b>Natural Sciences</b>	6	Two 3-hour courses from BIOL, CHEM, GEOL, MBIO, NS or PHYS that include lab hours or have corequisite 1-hour labs.
<b>Humanities &amp; Visual &amp; Performing Arts</b>		
Fine Arts	3	One course from ART, DRA, MUS or their cross-listed equivalents
Literature	3	Any literature course
<b>Social &amp; Behavioral Sciences</b>		
US History	6	Two courses from HIST 1305, 1306, 2303, 2309
Political Science	6	POLS 2303, 2304
Social/Behavioral Sciences	3	One course from ANTH 2301, 2302; CJ 1301; ECO 1301; GEOG 1301, 1302; PSY 1303; SOC 1303
<b>Computer Literacy</b>	3-4	One course from CIS 1301; CS 1305, 1408, 1410; ENGR 1400; HUM 2305
<b>Total Hours</b>	<b>42-43</b>	

## Time Frame for Completing Common Core Requirements

The common core of the general education program is designed to provide students with the academic skills and knowledge that constitute the foundation of a baccalaureate education. The specialized course work taken in the major field of study builds upon this

foundation, so it is necessary for students to complete core requirements early in their course of study.

Writing and computational skills are especially critical for future academic success. Therefore, in the first semester in which they are eligible to do so, students must enroll in the courses that will satisfy the English composition/rhetoric requirement (ENG 1301 and ENG 1302), and the courses that will satisfy the mathematics requirement (any MATH course numbered 1301 or higher), and students must continue to enroll in these courses until they have been successfully completed. Students are encouraged to complete all other common core requirements before enrolling in any upper-division (3000-level and 4000-level) courses. Students may not take the writing skills courses within their major until they have successfully completed the Writing Proficiency Examination.

## Application Course Requirements

The application course requirements are intended to ensure that the communication and analytical skills learned in common core courses are applied and further developed. Application courses are required in the following two areas:

### Writing Skills

In addition to the common core requirements in English composition and literature, students must take two upper-division courses that include substantial written assignments. These courses, designated as "W courses" in degree programs, assure students of opportunities to use and further refine their writing skills within the context of the major field of study.

### Nonverbal Analytical Skills

In addition to the common core requirements in mathematics and computer literacy, students must take one course that makes use of the skills learned in these core courses to solve problems related to the major field of study. These courses are designated as "S courses" in degree programs.

## Enhancement Course Requirements

Enhancement courses represent another way in which certain objectives of the general education program are embedded in courses beyond those in the common core. Each degree program includes certain courses that (1) give significant emphasis to ethical and moral issues, and (2) engender in students a greater appreciation of their membership in a world community marked by vast diversities of every type.

## Writing Proficiency Examination

All students must take and pass the Writing Proficiency Examination after completing 60 semester credit hours and before completing 75 semester credit hours. Transfer students with 75 or more hours must attempt the examination during their first semester at the university. The purposes of the examination are to determine if students have retained the language skills learned in their lower-division composition courses, and to ensure that students proceeding to upper-division work possess college-level writing skills. Please go to

<http://www.uhd.edu/admissions/testing/WPE/aboutWPE.htm> to obtain information on registration procedures and updated testing dates.

## University College

**B. Christiana Birchak**, PhD, Dean  
**Gary Greer**, PhD, Assistant Dean  
Room 655-South, 713-221-8007

All new undergraduate students to UH-Downtown are first admitted into University College. University College is responsible for assisting students in their academic progress until they officially declare a major. Students are encouraged to officially declare their major when they have completed 30-60 credit hours of college-level courses. See the Academic Advising Center for specific requirements and the procedures for declaring a major.

**Academic Advising Center**  
Room 370-South, 713-221-8006

The Academic Advising Center is a place where UH-D students can meet with an academic advisor to discuss academic and other university issues. At the Advising Center, Student Success is our number one priority therefore, meeting with an academic advisor each semester will help students to remain in compliance with state and university policies, and to make satisfactory progress toward attaining their degrees.

Academic Advisors are available to make recommendations for registration and degree plan requirements, match students' needs with available resources, communicate university policies and procedures and assist students in declaring their major. Academic advisors are also available to discuss coursework evaluation from previous colleges and universities that students may have attended. The Academic Advising Center is open from 8:00 to 6:00, Monday through Thursday, and 8:00 to 5:00 on Friday. No appointment is necessary.

**Academic Counseling Center**  
Room 655-South, 713-221-8101

Academic counselors are available to provide assistance and guidance to students on academic issues. Counselors work with students on setting goals, managing time, arranging for tutoring in selected subjects, and dealing with unforeseen difficulties that may jeopardize academic success. Support programs are also available to help students with physical or learning disabilities.

### Gaining Early Awareness and Readiness for Undergraduate Programs (GEARUP)

The GEAR Up Program, federally funded by the U. S. Department of Education, has made possible a collaborative involving Project GRAD, the Houston Independent School District (specifically Davis, Yates, Wheatley, Reagan and Sam Houston feeder patterns), and the University of Houston-Downtown. GEAR UP is designed to better prepare middle and high school students for college through academic preparation programs and scholarships for students, professional

development activities for educators, and college access information for students and parents.

### **Educational Talent Search and Upward Bound**

Educational Talent Search: Room 455-South, 713-221-8992

Upward Bound: Room 437-South, 713-221-8515

Educational Talent Search and Upward Bound reach out to students in Houston public schools with programs and activities designed to encourage college-going rates among under-represented populations. These highly successful efforts have significantly increased the number of students who go on to college in the schools where these programs are present.

### **Office of Disability Services**

Room 409-South, 713-226-5227

The Office of Disability Services meets the special needs of students with disabilities in the university. These services are designed to assist students and instructors with placement testing; priority registration and scheduling; academic advising and counseling; and testing accommodation, including taped and enlarged tests, and proctored, extended-time testing. In addition, staff members advise instructors on classroom accommodations, arrange tutoring services, and serve as liaison between students with disabilities and faculty and/or community agencies.

Section 504 of the Rehabilitation Act of 1973 stipulates that students with disabilities must be accommodated so that they may achieve at the level of which they are capable. Detailed information may be found in the *Disabled Requirements Handbook* of the Federal Programs Advisory Service, US Department of Education. Additional information is available in the Office of Disability Services.

## **College of Business**

**Donald Bates**, PhD, Dean

**Forrest Aven**, PhD, Associate Dean

**Carmen Cuevas**, JD, Assistant Dean

Room B400, Shea Street Bldg., 713-221-8179

### **Finance, Accounting and Computer Information Systems Department**

**Justo Manrique**, PhD, Chair

Room 410, Shea Street Bldg., 713-221-8209

#### **Faculty**

Professors:	Islam, Omer, Pelaez, Penkar, Robbins, Serrett, Smith, Wadhwa, Williams
Associate Professors:	Bose, Bressler, Devries, Deo, Hashemi, Manrique, Pence, Shelton, Tokic, Verma, Zhou
Assistant Professors:	Brown, McMahon, Nguyen, Paskelian, Wright
Lecturers:	Barnett, Burrus, Butler, Karkoviata, Kellar, Khan, Phillips, Sykes, Trevino

Emeritus: McNeill, Rebhun

### **Programs of Study**

#### **Bachelor of Business Administration with majors in:**

Accounting  
Computer Information Systems  
Finance  
International Business

#### **Minors in:**

Accounting  
Computer Information Systems  
Economics  
Finance  
International Business

### **Management, Marketing and Business Administration Department**

**Gary Stading**, PhD, Chair

Room 410, Shea Street Bldg., 713-221-8901

#### **Faculty**

Professors:	Ashe, Bates, Evans, Gupta, Jackson, Johnson, Shipley, Spilger, Stanberry, Woods
Associate Professors:	Adams, Aven, Coy, Davis, T., Goff, Hale, Khoja, Nealy, Pointer, Stading, Strain, Usnick
Assistant Professors:	Davis, J., Degrassi, Dillard, Epstein, Gil, Morgan, Perry, Scott, Singletary, Wang
Lecturers:	Bentley, Braniff, Cuevas, Francis, Gleason, Tannous
Emeriti:	Eckles, Efraty, Hebert, Kauffman, Robinson, Rooney, Ruthstrom, Tinkler, Wilkinson

### **Programs of Study**

#### **Bachelor of Business Administration with majors in:**

General Business  
Insurance & Risk Management  
Management  
Marketing  
Supply Chain Management

#### **Minors in:**

Energy Management  
General Business (available only to non-Business majors)  
Human Resource Management  
Insurance & Risk Management  
Management  
Marketing  
Metro-Entrepreneurship  
Professional Land Management  
Retail Management  
Small Business Management

**Certificate in:**

Entrepreneurship

**Accreditation**

The BBA programs of the College of Business are accredited by the Association to Advance Collegiate Schools of Business-International.

## Mission Statement

To provide a professionally accredited reality-based business education to the diverse population of the Texas Gulf Coast Region by graduating students prepared for successful leadership careers in business. The faculty will engage in scholarship, will develop business connections, and contribute to regional development.

**Shared Values**

A highly qualified faculty accomplishes this mission within a dynamic learning environment based on:

- Collegiality
- Integrity
- Mutual Respect
- Professionalism
- Trust
- Commitment.

**Measures of Success**

Graduates will:

- Communicate effectively, think critically, and possess core business knowledge.
- Within 36 months after being admitted to the College of Business 75% of business students complete their undergraduate program.
- One year after graduation 90% of the business graduates have:
  - An entry level career objectives position, or
  - A "springboard" position that will enhance their career objectives, or
  - Achieved a promotion with their current employer, or
  - Pursued appropriate graduate program

Faculty Scholarship Portfolio

- 75% applied/practical research
- 15% pedagogy research
- 10% basic or cross-discipline research

**Beta Gamma Sigma**

The College of Business is privileged to have a student chapter of Beta Gamma Sigma, the national business honorary society recognized by the AACSB-International. Its mission is to encourage and honor academic achievement and personal excellence in the study and practice of business. Each year, the University of Houston-Downtown Chapter invites to membership the juniors in the college who rank in the top 10% of their class and the seniors who rank in the top 10% of their class who are not already members.

## Academic Requirements

Consistent with the University of Houston-Downtown's commitment to quality undergraduate education, the College of Business adopts this policy regarding admissions, the declaration of majors, course enrollment and requirements for graduation for BBA degree programs.

**Admission and Declaration of Major**

Effective January 10, 2010, current students and new transfer students

must have a GPA of 2.50 or higher to declare their major in the College of Business.

Students currently enrolled at UHD with a GPA of 2.50 or higher on all work at UHD may apply for admission to the College of Business and simultaneously declare a major in business if the following requirements are met:

- completion of 42 hours of the common core requirements,
- completion of College Algebra with a "C" or higher,
- satisfactory completion of Texas Success Initiative (TSI) requirements, and
- no transcript or cashier holds.

Joint-Admission community college/UHD students with a GPA of 2.50 or higher at the college/university most recently attended may apply for admission to the College of Business and simultaneously declare a major in business if the following requirements are met:

- completion of the 42 hours of common core requirements,
- completion of College Algebra with a "C" or higher,
- satisfactory completion of TSI requirements, and
- no transcript or cashier holds.

New transfer students with a GPA of 2.50 or higher at the college/university most recently attended may apply for admission to the College of Business and simultaneously declare a major in business if the following requirements are met:

- completion of 42 hours of the common core requirements,
- completion of College Algebra with a "C" or higher,
- satisfactory completion of TSI requirements, and
- no transcript or cashier holds.

**Denial of Admission**

Students with a GPA of less than 2.50 at the last college or university attended do not qualify for admission to the College of Business and must meet with University College advisors for course approvals.

**Post-Baccalaureate and Special Status Admission**

Students who hold bachelors or graduate degrees from accredited universities who are not seeking a degree from the University of Houston-Downtown may apply for admission to the College of Business as post-baccalaureate students prior to enrolling at the University of Houston-Downtown.

Students who desire to take courses offered by the College of Business which have been approved by external certification agencies to fulfill their continuing education requirements may apply for admission to the College of Business as special status students. In order to qualify, the applicant must have at least 60 hours of university credit. Additionally, the student must satisfy TSI requirements if applicable.

Courses taken by a special status student may not be used to fulfill degree requirements of any degree granted by the College of Business.

Transient students who need to take one or more business classes at UHD to complete their degree at another university must obtain prior written approval from their dean to enroll in specific courses which will be used to satisfy graduation requirements.

### **Satisfaction of Prerequisites**

Prerequisites are NOT optional; prerequisites ARE requirements or courses that must be completed PRIOR to taking a course. The prerequisites for a course are described in the catalog course descriptions. It is the student's responsibility to insure that he/she meets the prerequisites prior to enrollment in a course. If the student enrolls and does not meet the prerequisites, he/she may be administratively withdrawn from the course at any time. The administrative withdrawal will result in NO REFUND of tuition and fees because it appears that the student knowingly enrolled in the course in violation of catalog requirements. Any variance in prerequisite requirements or this policy must be obtained in writing from the department chair prior to enrollment in the course.

### **Dismissal from the College of Business**

Students admitted to the College of Business whose overall GPA falls below 2.0 for two consecutive semesters will be placed on academic suspension in accordance with the current UH Catalog. Students on academic suspension will be dismissed from the College of Business.

A student who changes his/her major to a discipline outside of the College of Business will be dismissed from the College of Business and their records will be forwarded to the appropriate college.

A student who is unsuccessful in a required course after three attempts will be dismissed from the College of Business for failure to progress. College of Business interprets a required course as any course in the Business Core or Major Requirements. Finally, the College of Business will interpret failure to progress as not moving forward in a degree plan. Therefore, in some majors a "D" in a course will be considered unsuccessful if the degree sequence requires a "C" or better. An attempt is registered when the student receives either a grade or "W" for the course.

If a student subsequently seeks readmission to the College of Business, she/he must reapply and meet the College of Business standards of admission in force at the time of reapplication.

### **Course Approvals and Advising**

All students admitted to the College of Business will be advised by College of Business advisors. Students with declared majors will be granted self-advising privileges as long as their GPA is 2.25 or above and prerequisites are followed. Students who fail to follow prerequisite requirements will be denied self-advising privileges. This provision applies to students who have not completed the 18 hours of required lower division business core classes in MATH, ACC and ECO before attempting upper division courses, or do not follow advisors' directions. Students who fail to file a declaration of major when eligible will be denied enrollment in courses administered by the College of Business until the declaration has been filed.

Students not admitted to the College of Business who want to enroll in upper division business courses must have an overall GPA of 2.00 or higher, must meet all the prerequisites for the courses, and must have prior written approval of a College of Business advisor or a designated delegate. The only course that does not require prior written approval of a College of Business advisor is BA 3300 (Business Cornerstone).

Students not admitted to the College of Business (non Business

majors) will be restricted to a maximum of 18 hours of upper division Business courses. Students seeking more than 18 hours must receive written permission from the Dean of the College of Business.

### **Graduation Requirements**

In addition to meeting the general requirements established by the University of Houston-Downtown for eligibility to graduate, students receiving a degree in a program administered by the College of Business must have an overall GPA of 2.0 or better for all courses taken in the College of Business

The final 30 semester credit hours of course work toward the degree must be taken at UH-Downtown. Prior to that time, students who wish to take junior- and senior-level courses at another college or university, including any other campus of the UH System, and apply the credits earned toward their degree, must request approval through the College of Business Student Services Office in Room B101. Courses taken without such approval will not be counted toward the fulfillment of degree requirements.

For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UH. Additionally, all of the last 30 hours must be upper division course work taken at UH-Downtown. Only the Dean of the College of Business may waive any portion of these requirements.

### **Courses of Instruction**

Individual courses of instruction are subject to change or cancellation at any time and may not be offered each semester or every year. Students should be especially mindful that summer offerings are limited and vary from year to year. Therefore, careful planning is required if progress toward the degree is expected during the summer months.

### **Field Experience**

Field Experience integrates theory learned in the classroom with practical work experience in a job related to the student's academic and professional goals. The work experience and the academic experience must be directly related. Positions may or may not be paid and may last the duration of the fall or spring semester or the entire summer. Field Experience generally is not approved for students already employed in their area of study.

Eligibility for Field Experience enrollment includes at least 60 semester credit hours completed in the degree program, a minimum cumulative grade point average of 2.5 or prior approval of the department chair in whose area the course is being offered. Other requirements specified by the department may impact the applicant's eligibility. Submission of applications and other preliminary procedures should be completed during the semester prior to the one in which the student wishes to enroll.

The College of Business allows up to two courses (6 semester credit hours) in Field Experience to be applied toward graduation requirements. These courses are graded on a pass/fail basis and do not apply toward calculation of the grade point average. Field Experience credit may NOT be used to satisfy minor program requirements with the exception of the IRM minor.

## Minor Program Requirements

Additionally, the College of Business offers a variety of minors to complement major programs. Both students pursuing a Bachelor of Business Administration degree and those pursuing other degrees offered by the university can select these minors. Students planning to take a minor in the College of Business who are not seeking a Bachelor of Business Administration degree are reminded that in compliance with the accrediting principles of AACSB-International, the course work taken in the College of Business, including all courses applicable to the minor, is limited to 25% of the credit hours applied toward graduation.

The general academic requirements for minors are:

- Student must have a minimum 2.5 GPA at UHD to be approved for a minor.
- Student must have a minimum 2.5 GPA in courses in the minor for minor to be certified at graduation.
- These field experience courses: ACC 4380, BA 4380, CIS 4380, FIN 4380, MGT 4380, MKT 4380, PLM 4380 or SCM 3480 may not be applied to a minor program.
- The minor field elected must be different from the major.
- A student must complete all course work required for the minor in addition to all course work required for the degree prior to graduation.
- All minor programs in the College of Business require at least 9 hours upper-level course work in residence at UHD.

Students should note that in some instances courses listed as requirements or options for the minor program may have prerequisites that are not listed as part of the program. Prerequisites will not be waived. The procedures for declaring a minor are available from the College of Business Student Services Office, Room B101.

## Certificate Requirements

A certificate is given to students completing both BA 3305 (Entrepreneurship) and BA 3306 (Intrapreneurship). Students pursuing a Bachelor of Business Administration degree, along with those pursuing other degrees offered by the university are eligible to earn this certificate in Entrepreneurship. To receive the certificate the student must earn at least a C in both courses. Information concerning the procedure to earn this certificate is available from the College of Business Student Services Office, Room B101.

## Bachelor of Business Administration Programs

All majors within the Bachelor of Business Administration degree program administered by the College of Business share a common core of general education requirements and a common core of business course requirements. These two core areas must be completed in addition to the major discipline requirements.

Students must complete all general education core requirements prior to enrolling in upper-division courses. Upon completion of the Common Core requirements and earning the requisite GPA, students should file for admission to the College of Business.

## General Education Requirements

All students seeking a Bachelor of Business Administration degree from the University of Houston-Downtown must complete the general education requirements. These requirements include the common core requirements, application course requirements, enhancement course requirements, and writing skills.

## Common Core Requirements

To fulfill the common core's speech requirement, COMM 3306 is recommended. To fulfill the mathematics requirement, MATH 1301 is recommended. To fulfill the computer literacy requirement, CIS 1301 is recommended. All other common core requirements may be filled by taking any of the courses listed as options under the heading of Common Core Requirements detailed in the Undergraduate Academic Programs section.

## Application Course Requirements

BA 3350 and BA 4302 (see Business Core Requirements below) satisfy the writing skills requirement. The nonverbal analytical skills requirement is satisfied by MATH 1306 (see Business Core Requirements below).

## Enhancement Course Requirements

The general education requirements related to ethical and moral issues and the world community are addressed throughout the required business core courses. The College of Business faculty believes that for investigation of these issues to be most meaningful, they must be studied in direct relationship with the career path chosen by the student. Thus, within each area of the business core, relevant material related to these dimensions is presented.

## Business Core Requirements

### Lower Level

MATH 1305	Finite Math with Applications
MATH 1306	Fundamentals of Calculus with Applications
ACC 2301	Financial Accounting
ACC 2302	Managerial Accounting
ECO 2301	Principles of Economics I
ECO 2302	Principles of Economics II

### Upper Level

BA 3300	Business Cornerstone
BA 3301	Legal Environment of Business
MKT 3301	Principles of Marketing
MGT 3301	Management of Organizations
BA 3350	Business Communications
CIS 3302	Management Information Systems (Not required for Accounting majors)
STAT 3309	Statistical Analysis for Business Applications
FIN 3302	Business Finance
MGT 3332	Management Sciences for Business Operations
BA 4302	Business Strategy

## Major in Accounting (120 hours)

**Randy Serrett**, PhD, CPA, Coordinator  
Room B414, Shea Street Bldg., 713-221-8578



**Accounting faculty:** Bressler, Omer, Pence, Serrett, Shelton, Wadhwa, Williams

Accounting graduates have flexibility in career choices due to the wide variety of accounting specializations and the breadth of accounting applications. The program prepares graduates for careers in public accounting, accounting within business entities, or accounting within governmental or not-for-profit agencies. Accounting serves as an excellent background for students planning to pursue graduate studies or careers in law.

The Texas Public Accountancy Act of 1991 requires that a CPA candidate sitting in Texas for the CPA Exam for the first time as of May, 1998 have (1) a baccalaureate degree with any major, (2) two basic accounting courses plus an additional 30 hours of accounting, (3) 20 hours of business related courses, (4) an approved 3 semester hour ethics course, and (5) a total of 150 unduplicated college transcript hours. The candidate is NOT required to complete a master's degree. Contact the Texas State Board of Public Accountancy (512-505-5599) for further information.

The accounting program offers sufficient number of required accounting courses and accounting electives to meet the above mentioned requirements for sitting in the Uniform Certified Public Accountants examination. The accounting program also provides the basic courses related to preparing for the Certified Management Accountants exam as well as other specialized accounting certification examinations.

#### **General Education Requirements (42 hours)**

Students must complete all common core requirements listed under the heading of Common Core Requirements detailed in the Undergraduate Academic Programs section prior to enrolling in upper-level courses.

#### **Business Core Requirements (45 hours)**

See the list of Business Core requirements under the section titled Bachelor of Business Administration Programs.

#### **Accounting Major Requirements (27 hours\*)**

ACC 3300	Intermediate Accounting I
ACC 3301	Intermediate Accounting II
ACC 3302	Intermediate Accounting III
ACC 3303	Cost Accounting
ACC 3304	Accounting Information Systems
ACC 4301	Individual Income Taxation
ACC 4302	Corporation Taxation
ACC 4303	Advanced Accounting
ACC 4304	Auditing

\*For purposes of taking the CPA exam in Texas, the Texas State Board of Public Accountancy (TSBPA) will accept not fewer than 30 passing semester hours of upper division accounting courses. The TSBPA requires that at least 15 of these hours must result from physical attendance at classes meeting regularly on the campus.

#### **Professional Track (6 hours)**

Accounting majors may, but are not required to, choose one of the following professional tracks. Students following a particular track will

select one course from Group A and one course from Group B within the chosen track. Students who do not wish to follow a track may choose any two upper level courses in the College of Business.

#### **Financial Reporting**

Group A (choose one of the following)

- FIN 3301 Small Business Finance
- FIN 3306 Treasury Risk Management
- FIN 4301 Cases in Managerial Finance
- FIN 4303 International Finance
- FIN 4305 Investments

Group B (choose one of the following)

- ACC 3305 Governmental Accounting
- ACC 3307 Oil and Gas Accounting
- ACC 3323 International Accounting
- ACC 4321 Financial Reporting Theory

#### **Auditing and Taxation**

Group A (choose one of the following)

- FIN 3306 Treasury Risk Management
- FIN 4301 Cases in Managerial Finance
- FIN 4303 International Finance
- FIN 4305 Investments

Group B (choose one of the following)

- ACC 3305 Governmental Accounting
- ACC 4309 EDP Audit and Controls
- ACC 4322 Estate, Gifts, and Trust Taxation
- ACC 4325 Tax Research Methodology

#### **Cost Management and Decision Analysis**

Group A (choose one of the following)

- ECO 3302 Managerial Economics
- ECO 3303 Economics of Industrial Organization
- ECO 4303 International Economics
- ECO 4307 Health Economics
- FIN 4301 Cases in Managerial Finance
- FIN 4305 Investments
- MGT 4308 Managing People and Teams

Group B (choose one of the following)

- ACC 3323 International Accounting
- ACC 4307 Accounting Analysis for Decision Making
- ACC 4321 Financial Reporting Theory

#### **Accounting Information Systems**

Group A (choose one of the following)

- CIS 3301 Systems Analysis and Design\*
- CIS 3304 Microcomputer Applications in Business
- CIS 4303 Strategic Information Systems
- \*must select CIS 2301 from Group B to fulfill prerequisite

Group B (choose one of the following)

- ACC 4307 Accounting Analysis for Decision Making
- ACC 4309 EDP Audit and Controls
- ACC 4321 Financial Reporting Theory
- CIS 2301 Computer Algorithms and Problem Solving Using C++\*
- \*must be taken as prerequisite if CIS 3301 is selected from Group A

## Major in Computer Information Systems (120 hours)

**Ruth Robbins**, EdD, Coordinator

Room B475, Shea Street Bldg., 713-221-8594

**Computer Information Systems faculty:** Brown, Bose, DeVries, Hashemi, McMahon, Robbins, Wright, Zhou

The Computer Information Systems curriculum prepares students to plan, develop, and support computer information systems for small, mid-size and large corporations. Besides building a solid foundation in the nuts and bolts of how computer information systems work, the program provides the business know-how and communication skills needed to administer information systems in business. The curriculum is structured to instill business skills, information systems concepts, knowledge of information technology architecture and infrastructure, software development, and programming language skills, data communications, database development, and a choice of electives for the student. These areas include software development, database and knowledge management, computer networks and information security, and electronic commerce. An environment is offered to students that allows them to prepare for a lifetime of learning and growth in various information technology careers such as programmer, systems analyst, database administrator, knowledge systems developer, network systems administrator, electronic commerce systems developer, or information systems consultant.

The program is frequently updated with the help of an industry advisory board comprised of information technology professionals from major corporations and public institutions, in order to keep abreast of new information technologies and business methods. The program is based on a national model curriculum developed by educators and computer professionals, endorsed by the Association for Information Technology Professionals, the Association for Computing Machinery, the Association for Information Systems, and adopted by leading universities across the nation.

### General Education Requirements (42 hours)

Students must complete all common core requirements listed under the heading of Common Core Requirements detailed in the Undergraduate Academic Programs section prior to enrolling in upper-level courses.

### Business Core Requirements (48 hours)

See the list of Business Core requirements under the section titled Bachelor of Business Administration Programs.

### Computer Information Systems Major Requirements (18 hours)

CIS 2301 Computer Algorithms and Programming Techniques  
CIS 3301 Systems Analysis and Design  
CIS 3303 Computer Hardware, Systems Software and Architecture  
CIS 3305 Computer Networking and Data Communications  
CIS 3306 Database Management Systems  
CIS 4312 Systems Development Project

### One of the following Programming Languages (3 hours):

CIS 3311 Programming Languages: Procedural, Nonprocedural and Fourth Generation  
CIS 3321 Programming in Visual Basic

CIS 3325 Programming in COBOL

CIS 3330 Programming in Java

### Choose two electives from one of the following groups (6 hours):

Database Management Group

CIS 4306 Advanced Database Management Systems

CIS 4320 Decision Support and Knowledge Systems

### Electronic Commerce Group:

CIS 4313 Introduction to Electronic Commerce

CIS 4314 Electronic Commerce Systems Development

### Application Development Group:

CIS 4306 Advanced Database Management Systems

#### Plus one of the following:

CIS 4317 Advanced Programming in C++

CIS 4321 Advanced Programming in Visual Basic

CIS 4325 Advanced Programming in COBOL

CIS 4330 Advanced Programming in Java

### Computer Networking Group:

CIS 4305 Management of Telecommunication Systems

CIS 4316 Information Security Management

### Information Technology Group:

Any two upper-level CIS courses. Choices may include either CIS 3399 or CIS 4380 but not both.

### One upper-level Business elective (3 hours)

## Major in Finance (120 hours)

**Ohaness Paskelian**, PhD, Coordinator

Room B469, Shea Street Bldg., 713-221-8204

**Finance faculty:** Deo, Paskelian, Pelaez, Penkar, Smith, Tokic, Verma

The finance degree program presents students with the opportunity to learn a body of theory and analytical techniques needed to perform various finance functions in corporations and financial services firms. Finance graduates may pursue careers as financial managers, personal financial advisors, security analysts, real estate brokers and sales agents, insurance sales agents, and securities, commodities, and financial services sales agents, among others. One of the most promising careers paths is that of personal financial advisors. As government regulation of the financial sector increases, the regulatory agencies will employ finance graduates as financial examiners to ensure compliance with laws and regulations. Ideally, the finance graduate will have strong analytical skills, good communication skills, and excellent sales ability.

### General Education Requirements (42 hours)

Students must complete all common core requirements listed under the heading of Common Core Requirements detailed in the Undergraduate Academic Programs section prior to enrolling in upper-level courses.

### Business Core Requirements (48 hours)

See the list of Business Core requirements under the section titled Bachelor of Business Administration Programs.

### **Finance Major Requirements (12 hours)**

FIN 3305 Money, Markets and Institutions  
FIN 4303 International Finance  
FIN 4305 Investments  
FIN 4309 Advanced Financial Management

### **Electives (18 hours)**

Lower-level Business elective  
Upper-level Business elective  
Upper-level Finance Electives (12 hours)

1. A student majoring in Finance must earn a grade of C or better in FIN 3302.
2. A student majoring in Finance must have a GPA of 2.0 or better in all finance courses.
3. A student majoring in Finance must earn a grade of C or better in FIN 4309.

## **Major in General Business (120 hours)**

**Kurt Stanberry**, JD, MBA, Coordinator  
Room B438, Shea Street Bldg., 713-221-8672

**General Business faculty:** Ashe, Evans, Nealy, Spilger, Stanberry, Usnick

A vital part of UH-Downtown's mission is to offer high quality business education to prepare students for immediate entry into the local business community. Designed for students who seek a strong interdisciplinary business program, the General Business major combines a solid foundation of general education with understanding of the fundamental theories and procedures of basic business functions.

Through this major, students have the opportunity to tailor their course work to meet individual career goals. For example, a student with an entrepreneurial interest might choose courses in small business management, marketing and personnel. A student interested in working in the oil industry might choose professional land management courses. Students interested in focusing on international business might take the courses offered in international business, international marketing, international business law, international accounting and international economics.

A student majoring in General Business can combine this major with any minor(s). The General Business major cannot be combined with a second business major to form a double major unless the student takes 30 additional upper-level hours. At least 50% of the upper-level business hours must be taken from the University of Houston-Downtown.

### **General Education Requirements (42 hours)**

Students must complete all common core requirements listed under the heading of Common Core Requirements detailed in the Undergraduate Academic Programs section prior to enrolling in upper-

level courses.

### **Business Core Requirements (48 hours)**

See the list of Business Core requirements under the section titled Bachelor of Business Administration Programs.

### **General Business Major Requirements (27 hours)**

BA 3302 Commercial Law  
24 hours of business courses beyond the Business Core from at least three of the following areas:  
Accounting  
Business Administration  
Computer Information Systems  
Economics  
Energy Management  
Finance  
Insurance & Risk Management  
Management  
Marketing  
Professional Land Management  
Supply Chain Management

No more than 12 of these 24 hours may be taken in any one area. At least 21 of these 24 hours must be upper-level courses that are not being counted toward a second business major.

### **Electives (3 hours)**

An upper-level non-Business course.

## **Major in Insurance & Risk Management (120 hours)**

**Wendall Braniff**, JD, Director  
Room B401, Shea Street Bldg., 713-226-5552

**Insurance & Risk Management faculty:** Braniff

Students are taught Enterprise Risk Management (ERM) processes for handling business and personal risk exposures including property and liability risks, financial, health, employee benefits and international loss exposures, with an emphasis on risk identification and analysis, alternative methods of risk control and risk finance. Courses include content from industry professional designations including Certified Risk Manager, Charter Property Casualty Underwriter, Chartered Life Underwriter, Registered Health Underwriter, and Registered Employee Benefits Counselor. Students that graduate with this degree will be provided the knowledge and skills required to enter the high paying and dynamic insurance and risk management industry. Typical career positions include risk analysis and management, underwriting, adjusting, marketing, and producing.

### **General Education Requirements (42 hours)**

Students must complete all common core requirements listed under the heading of Common Core Requirements detailed in the Undergraduate Academic Programs section prior to enrolling in upper-level courses.

### **Business Core Requirements (48 hours)**

See the list of Business Core requirements under the section titled

Bachelor of Business Administration Programs.

### **IRM Major Requirements (18 hours)**

IRM 3300 Introduction to Risk and Insurance  
IRM 3301 Life and Health Insurance  
IRM 3304 Insurance Operations  
IRM 3305 Risk Management Theory and Practice  
IRM 3306 Legal and Political Aspects of IRM  
IRM 4380 Field Experience in IRM

### **IRM Electives (12 hours)**

IRM 3303 Value Analysis in IRM  
IRM 3307 Surety and Bonds  
IRM 3308 Reinsurance  
IRM 3309 Insurance and Market & Depository Regulations  
IRM 3310 Insurance in Estate Planning  
IRM 3311 Business Owners Planning  
IRM 3312 Group Benefits  
IRM 4301 Advanced Employee Benefits and Applications  
IRM 4302 Advanced Life Insurance and Applications  
IRM 4303 Advanced Property Insurance and Applications  
IRM 4304 Advanced Casualty Insurance and Applications  
IRM 4305 Special Projects in IRM  
IRM 4306 Survey Property & Casualty Insurance  
IRM 4307 Advanced Managed Care  
IRM 4308 Advanced Risk Management Theory and Practice  
IRM 4309 Personal Risk Management  
IRM 3399 Directed Study in IRM  
IRM 4390 Special Topics in IRM

## **Major in International Business (120 hours)**

**Anisul Islam**, PhD, Coordinator  
Room B489, Shea Street Bldg., 713-221-8914

Given the significant role of the United States in world affairs and the importance of globalization of business to American business enterprise, this major offers a combination of basic business knowledge with an interdisciplinary study of international practices and policies. The curriculum of this major is designed to prepare students for positions in government, business or international agencies in the fields of international trade, international finance, international marketing, international management, and international accounting.

### **General Education Requirements (42 hours)**

Students must complete all common core requirements listed under the heading of Common Core Requirements detailed in the Undergraduate Academic Programs section prior to enrolling in upper-level courses.

### **Business Core Requirements (48 hours)**

See the list of Business Core requirements under the section titled Bachelor of Business Administration Programs.

### **IB Major - Foreign Language Requirement: (6 hours):**

Six hours of college level credit in a foreign language (other than English).

### **Required International Core Courses (9 hours)**

BA 3320 International Business

ECO 4303 International Economics  
MGT 4301 International Management

### **Functional Skills Requirement: 2 courses or 6 hours from the following:**

FIN 4303 International Finance  
MKT 3304 International Marketing  
ACC 3323 International Accounting  
BA 3304 International Business Law

### **Electives Requirement: select 2 courses or 6 hours from the following:**

MKT 3304 International Marketing\*  
ACC 3323 International Accounting\*  
BA 3304 International Business Law\*  
FIN 4303 International Finance\*  
BA 3303 Global Environmental Issues in Business  
ECO 3303 Industrial Organizations  
MKT 4308 Exporting and Importing  
ECO 4309 Economic Development  
PHIL 3322 World Religions  
COMM 2307 International Culture Communications

\*If course taken to fulfill Functional Skills Requirement may not be double counted or retaken to fulfill the Electives Requirement.

### **International Experience Requirement: 3 hours from the following with prior approval of the Department Chair:**

1. Study abroad program – actual study outside of U.S. may be approved for more than 3 semester hours.
2. Participating in COB international field trip\*. (see below)
3. International Internship (inside or outside the United States) with pre approved organization.

One semester-long Internship (in U.S.) with a pre-approved organization (private company, government agency, international organization).

\*The COB International Field Trip requirements mentioned may be completed by taking one of the following two course options:

INT 3350: Foreign Country/Regional Study Tour  
INT 3360: Foreign Country/Region Study Project (this option is only available by department and college approval as a substitute for INT 3350)

## **Major In Management (120 hours)**

**Margaret Shipley**, PhD, Coordinator  
Room B485, Shea Street Bldg., 713-221-8571

**Management faculty:** Aven, Bates, Coy, Davis, T., Degrassi, Epstein, Gil, Gupta, Hale, Khoja, Morgan, Perry, Shipley, Singletary, Wang

The management major introduces the student to the processes and activities required for effective functioning of organizations in a global environment. The management program offered at UHD provides flexibility in course selection. Organizational and group behavior, human resource management, small business/entrepreneurship, international management, quality management, project management,

diversity management, and quantitative methods are among the subjects offered in this program. Emphasis is placed on the team building and critical thinking skills necessary for effective managerial decision making. Career opportunities in management exist in both production-oriented and service-oriented organizations in the public and private sectors. Graduates may be employed in management positions within any functional area of a company including human resources and operations planning and control. This program is recommended for students who are interested in the management of organizations as well as those interested in managing their own businesses.

#### **General Education Requirements (42 hours)**

Students must complete all common core requirements listed under the heading of Common Core Requirements detailed in the Undergraduate Academic Programs section prior to enrolling in upper-level courses.

#### **Business Core Requirements (48 hours)**

See the list of Business Core requirements under the section titled Bachelor of Business Administration Programs.

#### **Management Major Requirements (24 hours)**

MGT 4308 Managing People and Teams  
MGT 4330 Project Management

#### **Minimum of 4 of the following courses:**

MGT 3302 Human Resource Management  
MGT 3304 Labor Management Relations  
MGT 3306 Compensation Management  
MGT 3307 Equal Opportunity Management  
MGT 3310 Service Operations Management  
MGT 3399 Directed Studies in Management  
MGT 4301 International Management  
MGT 4303 Small Business Management  
MGT 4314 Quality Management  
MGT 4345 Leadership in Organizations  
MGT 4390 Selected Topics in Management

#### **Maximum of 2 of the following courses:**

MGT/SCM 3303 Negotiating Skills and Techniques  
SCM 3308 Purchasing Management  
SCM 3309 Materials Management  
BA 3303 Environmental Issues in Business  
BA 3305 Entrepreneurship  
BA 3306 Intrapreneurship  
BA 3308 Business Ethics

#### **Electives (6 hours)**

Upper-level Business electives (3 hours)  
Lower- or upper-level non-Business elective: (3 hours)

### **Major In Marketing (120 hours)**

**Brent Goff**, PhD, Coordinator  
Room B430, Shea Street Bldg., 713-221-8080

**Marketing faculty:** Goff, Jackson, Johnson, Pointer, Strain

Marketing is universally needed in both domestic and international

businesses. Careers in marketing offer a large variety of activities utilizing different skills and talents. Those who want to emphasize their creativity may enjoy the promotional aspects of marketing including personal selling, advertising and marketing strategy. Others whose abilities are more quantitative may prefer pricing, distribution and marketing research. The marketing program at UHD is designed to allow students the freedom to develop their individual skills and talents in marketing while providing the marketing fundamentals needed for a career in marketing.

Wherever students' interests lie, there are areas of emphasis in marketing to match their employment objectives. Career opportunities in marketing are not limited to the private sector. Students interested in working in governmental agencies and nonprofit organizations will find that marketing majors are sought by these employers as well.

#### **General Education Requirements (42 hours)**

Students must complete all common core requirements listed under the heading of Common Core Requirements detailed in the Undergraduate Academic Programs section prior to enrolling in upper-level courses.

#### **Business Core Requirements (48 hours)**

See the list of Business Core requirements under the section titled Bachelor of Business Administration Programs.

#### **Marketing Major Requirements (21 hours)**

MKT 4305 Consumer Behavior  
MKT 4306 Marketing Research  
MKT 4309 Marketing Management & Strategy

#### **Four of the following courses:**

MKT 3302 Personal Selling  
MKT 3303 Business Marketing  
MKT 3304 International Marketing  
MKT 3305 Promotional Strategy  
MKT 3310 Marketing Channels  
MKT 3330 Retail Management  
MKT 3399 Directed Study in Marketing  
MKT 4301 E-Marketing  
MKT 4304 Supply Chain Logistics Management  
MKT 4308 Exporting & Importing  
MKT 4310 Seminar in Retail Strategy  
MKT 4390 Selected Topics in Marketing

#### **Electives (9 hours)**

Upper-level Business electives (6 hours)  
Upper-level non-Business elective (3 hours)

### **Major in Supply Chain Management (120 hours)**

**Jeff Adams**, PhD, Coordinator  
Room B421, Shea Street Bldg., 713-221-8609

**Supply Chain Management faculty:** Adams, Davis, J., Scott, Stading

Every year more than \$1,500 billion of materials are purchased by manufacturing firms alone. Federal, state and local governments purchase another \$1,000 billion of goods and services per year. In Houston and across the nation, supply management, the acquisition

and management of supplies and services, plays an important role in the economy. In the private sector, every dollar saved by purchasing and supply management professionals adds another dollar to profit. In the public sector, every dollar saved by a government purchasing office represents either a dollar available for another project or for tax reductions.

Career opportunities in the Supply Chain Management area are available for students with a sound understanding of purchasing and supply management strategies. Hospitals, city and county health departments, public utilities, and such diverse industries as engineering design and construction manufacturing, parts distribution, chemicals, oil, foods, trucking, pipelines, and retail organizations currently employ graduates of UHD's program. A major in Supply Chain Management combined with a minor in engineering technology, marketing, or management provides a broad background, which can enhance students' career opportunities.

The University of Houston-Downtown offers one of the two AACSB-International accredited Supply Chain Management majors in Texas. The program is frequently updated in consultation with the National Association of Purchasing Management-Houston and the local chapter of the National Institute of Governmental Purchasing.

#### **General Education Requirements (42 hours)**

Students must complete all common core requirements listed under the heading of Common Core Requirements detailed in the Undergraduate Academic Programs section prior to enrolling in upper-level courses.

#### **Business Core Requirements (48 hours)**

See the list of Business Core requirements under the section titled Bachelor of Business Administration Programs.

#### **Supply Chain Management Major Requirements (24 hours)**

MGT/SCM 3303 Negotiating Skills and Techniques  
SCM 3308 Purchasing Management  
SCM 3309 Materials Management  
SCM 4307 Supply Chain Logistics Management  
SCM 4311 Management of Supply Chain Contracts  
MGT 4314 Quality Management  
SCM 4315 Supply Chain Management  
SCM 4350 Advanced Purchasing and Supply Management Seminar

#### **Electives (6 hours)**

Upper-level Business elective(3 hours).

The following courses are recommended:

BA 3302 Commercial Law  
ECO 3303 Economics of Industrial Organization  
ECO 4301 Business and Economic Forecasting  
SCM 3301 Introduction to Supply Chain  
SCM 3316 Supply Chain Information and Control Systems  
MGT 4330 Project Management  
MKT 3303 Business Marketing  
MKT 3304 International Marketing  
MKT 4308 Exporting and Importing  
Upper-level non-Business elective (3 hours)

## **Minor Programs**

### **General Academic Requirements for Minors**

- Student must have a 2.5 cumulative GPA or better at UHD to be approved to pursue a minor.
- Student must have a 2.5 GPA or better in courses in the minor for minor to be certified at graduation.
- No field experience course (ACC 4380, BA 4380, CIS 4380, FIN 4380, MGT 4380, MKT 4380, PLM 4380, or SCM 4380) may be applied to a minor program.
- The minor field elected must be different from the major.
- A student must complete all course work required for the minor in addition to all course work required for the degree prior to graduation.
- All minor programs in the College of Business require at least 9 hours upper-level course work in residence at UHD.

Students should note that in some instances courses listed as requirements or options for the minor program may have prerequisites that are not listed as part of the program. Prerequisites will not be waived.

The procedures for declaring a minor are available from the College of Business Student Services Office, Room B101.

### **Minor in Accounting (21 hours)**

#### **Required courses (15 hours)**

ACC 2301 Financial Accounting  
ACC 2302 Managerial Accounting  
ACC 3300 Intermediate Accounting I  
ACC 3301 Intermediate Accounting II  
ACC 4301 Individual Income Taxation

#### **Elective courses (6 hours)**

Choose two of the following:

ACC 3302 Intermediate Accounting III  
ACC 3303 Cost Accounting  
ACC 3304 Accounting Information Systems  
ACC 3307 Oil and Gas Accounting  
ACC 4302 Corporate Taxation  
ACC 4303 Advanced Accounting  
ACC 4304 Auditing  
ACC 3323 International Accounting

### **Minor in Computer Information Systems (18 hours)**

#### **Required courses (6 hours)**

CIS 2301 Computer Algorithms and Problem Solving Using C++  
CIS 3302 Management of Information Systems

#### **Elective courses (12 hours)**

Choose a minimum of two from the following:

CIS 3301 Systems Analysis and Design  
CIS 3303 Computer Hardware, Systems Software and Architecture  
CIS 3305 Computer Networking and Data Communications  
CIS 3306 Database Management Systems

**Choose a maximum of two courses from the following other than the above courses:**

Any 3000-level CIS course

Any 4000-level CIS course

## Minor in Economics (18 hours)

### Required courses (6 hours)

ECO 2301 Principles of Economics I

ECO 2302 Principles of Economics II

### Elective courses (12 hours)

Any 4 upper-level economics courses. One of the following may be substituted for one of the economics courses:

FIN 3305 Money, Market and Institutions

ACC 3300 Intermediate Accounting I

## Minor in Energy Management (18 hours)

### Required courses (15 hours)

EM 3301 Introduction to the Petroleum Industry

EM 4301 Oil and Gas Law

EM 4310 Energy Transactions and Practical Solutions

EM 4350 Hydrocarbon Marketing

MGT/SCM 3303 Negotiating Skills and Techniques

### Elective course (3 hours)

Choose one of the following:

ACC 3307 Oil and Gas Accounting

EM 3399 Directed Study in Energy Management

## Minor in Finance (18 hours)

### Required courses (12 hours)

FIN 3305 Money, Market and Institutions

FIN 4303 International Finance

FIN 4305 Investments

FIN 4309 Advanced Financial Management

### Elective courses (6 hours)

Two additional upper-level finance courses

## Minor in General Business (18 hours)

Available only to non-Business majors.

### Required courses (6 hours)

MGT 3301 Management of Organizations

MKT 3301 Principles of Marketing

### Elective courses (12 hours)

Select 4 courses from Business Administration, Energy Management, Insurance & Risk Management, Management, Marketing, Professional Land Management, or Supply Chain Management. No more than 2 courses may be from any one field. At least 2 courses must be upper-level.

## Minor in Human Resource Management (18 hours)

### Required Courses (12 hours)

MGT 3301 Management of Organizations

MGT 3302 Human Resource Management

MGT 3306 Compensation Management

MGT 3307 Equal Opportunity Management

### Elective Courses (6 hours)

Choose and two of the following:

MGT 3303 Negotiating Skills and Techniques

MGT 3304 Labor Management Relations

MGT 4308 Managing People and Teams

## Minor in International Business (18 hours)

### Required course (9 hours)

BA 3320 International Business

ECO 4303 International Economics

FIN 4303 International Finance

### Elective courses (9 hours)

Choose three of the following:

ACC 4323 International Accounting

BA 3304 International Business Law

ECO 4309 Economic Development

MGT 4301 International Management

MKT 3304 International Marketing

MKT 4308 Exporting and Importing

### Choose one of the following:

COMM 2307 Intercultural Communication

PHIL 3322 World Religions

## Minor in Insurance & Risk Management

### Required Courses (12 hours)

IRM 3300 Introduction to Risk and Insurance

IRM 3301 Life and Health Insurance

IRM 3304 Insurance Operations

IRM 4380 Field Experience in IRM

### Elective courses (6 hours)

IRM 3303 Value Analysis in IRM

IRM 3305 Risk Management Theory and Practice

IRM 3306 Legal and Political Aspects of IRM

IRM 3307 Surety and Bonds

IRM 3308 Reinsurance

IRM 3309 Insurance and Market & Depository Regulations

IRM 3310 Insurance in Estate Planning

IRM 3311 Business Owners Planning

IRM 3312 Group Benefits

IRM 4301 Advanced Employee Benefits and Applications

IRM 4302 Advanced Life Insurance and Applications

IRM 4303 Advanced Property Insurance and Applications

IRM 4304 Advanced Casualty Insurance and Applications

IRM 4305 Special Projects in IRM

IRM 4306 Survey Property & Casualty Insurance

IRM 4307 Advanced Managed Care

IRM 4308 Advanced Risk Management Theory and Practice  
IRM 4309 Personal Risk Management  
IRM 3399 Directed Study in IRM  
IRM 4390 Special Topics in IRM

## Minor in Management (18 hours)

### Required courses (6 hours)

MGT 3301 Management of Organizations  
MGT 4308 Managing People and Teams

### Elective courses (12 hours)

Choose a minimum of two of the following:

MGT 3302 Human Resource Management  
MGT 3304 Labor Management Relations  
MGT 3306 Compensation Management  
MGT 3307 Equal Opportunity Management  
MGT 3310 Service Operations  
MGT 3332 Management Sciences for Business Operations  
MGT 3399 Directed Studies  
MGT 4301 International Management  
MGT 4303 Small Business Management  
MGT 4314 Quality Management  
MGT 4345 Leadership in Organizations  
MGT 4390 Selected Topics in Management  
MGT 4330 Project Management

### Choose a maximum of two of the following:

BA 3305 Entrepreneurship  
BA 3306 Intrapreneurship  
BA 3308 Business Ethics  
MGT/SCM 3303 Negotiating Skills and Techniques  
SCM 3308 Purchasing Management  
SCM 3309 Materials Management

## Minor in Marketing (18 hours)

### Required courses (12 hours)

12 hours of upper-level marketing courses.

### Elective courses (6 hours)

#### Choose two of the following:

BA 3308 Business Ethics  
MGT 4303 Small Business Management  
ECO 4303 International Economics  
MGT/SCM 3303 Negotiating Skills and Techniques  
FIN 3311 Real Estate Valuation

## Minor in Metro-Entrepreneurship (18 hours)

### Required courses (15 hours)

Choose five of the following:

BA 3306 Intrapreneurship  
BA 3340 Entrepreneurial Revenue  
BA 3341 Entrepreneurial Costs and Budgeting  
BA 4304 Entrepreneurial Capitalization and Funding  
BA 4305 The Business Plan  
BA 4379 Implementing the Business Plan

### Elective courses (3 hours)

#### Choose one of the following:

BA 3305 Entrepreneurship  
MGT 4303 Small Business Management

## Minor in Professional Land Management (18 hours)

### Required courses (15 hours)

EM 3301 Introduction to the Petroleum Industry  
EM 4301 Energy Law  
MGT/SCM 3303 Negotiating Skills and Techniques  
PLM 3305 Engineering, Geology and Geophysics for the Land Professional  
PLM 4303 Land Management Practices

### Elective courses (3 hours)

Choose one of the following:

BA 3302 Commercial Law  
BA 3309 Real Estate Law  
PLM 3399 Directed Study in PLM

## Minor in Retail Management (18 hours)

MKT 3301 Principles of Marketing  
MGT 3301 Management of Organizations  
MGT 3310 Service Operations Management  
MGT 4308 Managing People and Teams  
MKT 3330 Retail Management  
MKT 4310 Seminar in Retail Strategy

## Minor in Small Business Management (18 hours)

### Required courses (15 hours)

BA 3305 Entrepreneurship  
ECO 3302 Managerial Economics  
FIN 3301 Small Business Finance  
MGT 4303 Small Business Management  
MKT 4306 Marketing Research

### Elective course (3 hours)

Choose one of the following:

CIS 3319 Management in the Virtual Workplace  
SCM 3308 Purchasing Management  
SCM 3309 Materials Management  
MGT 4308 Managing People and Teams

## Minor in Supply Chain Management (18 hours)

### Required courses (12 hours)

MGT 3301 Management of Organizations  
MGT/SCM 3303 Negotiating Skills and Techniques  
SCM 3308 Purchasing Management  
SCM 3309 Materials Management

### Elective courses (6 hours)

#### Choose two of the following:

BA 3302 Commercial Law  
SCM 3301 Introduction to Supply Chain



SCM 3316/CIS 3316 Supply Chain Information and Control Systems  
SCM 4307/MKT 4304 Supply Chain Logistics Management  
SCM 4311 Management of Supply Chain Contracts  
MGT 4314 Quality Management  
SCM 4315 Supply Chain Management  
MGT 4330 Project Management  
MKT 3303 Business Marketing  
MKT 3304 International Marketing

### Certificate in Entrepreneurship (6 hours)

The following two courses must be completed. To receive the certificate, students must earn at least a C in both courses.

BA 3305 Entrepreneurship  
BA 3306 Intrapreneurship

## College of Humanities and Social Sciences

**Susan K. Ahern**, PhD, Dean

**M. Patricia Mosier**, PhD, Associate Dean  
Room 1015-South, 713-221-8009

**Charlie Finch**, PhD, Assistant Dean  
Room 1086-South, 713-221-2740

The College of Humanities and Social Sciences (CHSS) offers degrees in traditional liberal arts disciplines and interdisciplinary studies and in select applied programs that serve important needs in our employment and educational market. The college also supports and enriches the broader curriculum and enhances the life of the university community through co-curricular initiatives in the Departments of Arts and Humanities, English, and Social Sciences and in the work of the O' Kane Theatre, O' Kane Gallery, and Cultural Enrichment Center.

CHSS promotes the wider mission of the university by supporting general education and core curriculum components, introducing students to the intellectual underpinnings of a college education in English composition and communication, humanities and fine and performing arts, and social and behavioral sciences; prepares students for entering the job market or continuing on to graduate and professional education, and living responsible and fulfilling lives; and encourages the scholarship and professional development of its faculty.

### Requirements for Majors

All undergraduate degree programs in the College of Humanities and Social Sciences require a minimum of 30 semester credit hours in residence and a minimum of 18 upper-level semester credit hours earned at UHD. The College reserves the right to limit the number of directed study, internship, service learning, experience learning, and credit-by-examination credit hours that can be applied to degree requirements, especially major requirements.

Students are responsible for being aware of all degree requirements and for complying with them without duplicating any courses..

## Programs of Study

### Degree Programs

The College of Humanities and Social Sciences offers the following degree programs:

Bachelor of Arts with majors in:

Communication Studies  
English  
Fine Arts  
History  
Humanities  
Philosophy  
Social Sciences  
Spanish

Bachelor of Science with majors in:

Interdisciplinary Studies  
Political Science  
Professional Writing  
Psychology  
Social Sciences  
Sociology

Bachelor of Social Work with major in:

Social Work

Master of Science in:

Professional Writing and Technical Communication

### General Education Requirements

All students seeking a bachelor's degree at the University of Houston-Downtown must complete the general education requirements, including the common core courses, application courses, and enhancement courses. See the General Education section of this catalog for more information about these requirements.

### Being Accepted as a Degree Major

All undergraduate students at UHD are advised in University College until they are accepted into a degree program. Before applying for a degree major in the College of Humanities and Social Sciences, a student must:

- have fulfilled all Texas Success Initiative obligations;
- have completed all required developmental courses;
- have completed ENG 1302 and Math 1301/1310 or equivalent;
- have completed a minimum of 30 hours toward the general education requirements;
- be in good academic standing with a UHD GPA of 2.0 or above or, for first-semester transfer students, a GPA of 2.0 or above at their last institution; and
- submit all college transcripts and meet all other requirements necessary for release by University College.

Students apply for a major by completing the electronic application in Student eServices. Applicants should review carefully any requirements listed above that the electronic application designates as

unfulfilled. If any English, math or other Texas general education core coursework is listed as unfulfilled, but applicants believe they have fulfilled it in transfer coursework, they should confirm with Admissions that the transcript has been received and that the evaluation / articulation of the transcript has been completed. If the transcript has been received but not yet evaluated / articulated, students should submit an evaluation request at

<http://www.uhd.edu/admissions/evaluation.html>. Students whose evaluations have been completed and who still cannot declare their majors online should speak with a University College advisor in Room 370-South to request a "manual declaration."

Within four weeks after receiving applications for a major, the College of Humanities and Social Sciences Advising Center staff will inform students of their acceptance via UHD e-mail and prepare a degree plan. This degree plan will be available in the CHSS Academic Advising Center in Room 1001-South and will track fulfillment of degree requirements by transfer and UHD coursework.

## CHSS Academic Advising Center

Room -1001 South, 713-221-8460

The College provides faculty and staff advisors to:

- advise majors on degree requirements and selection of courses
- initiate the student's application for graduation during course registration for the semester that degree requirements are to be completed
- initiate waivers of degree requirements or requests to exceed the maximum semester course load
- check prerequisites for students to register in upper-level business courses

Students are responsible for being aware of all degree requirements and for complying with them without duplicating any courses.

To see a college advisor, students should come to the CHSS Academic Advising Center in Room 1001-South to check the bulletin board next to the door for advisors' schedules. Before consulting with a college advisor to register for coursework, students should review the requirements for their academic degree described in this catalog, select potential courses to fulfill degree requirements, and prepare a tentative course schedule. Courses, course status (open or closed), and class times for each academic semester are available online in Student eServices.

All students should consult a college advisor several times during their UHD career – the semester that their application for a major is accepted, at any time for advisement on the selection of courses necessary to satisfy degree requirements for their major, and the semester before they intend to complete their degree in order to apply for graduation. Students who wish to enroll in upper-level courses in the College of Business must also consult a CHSS advisor to ensure that they have satisfied all prerequisites for the courses.

Majors in good academic standing are given access to priority registration and may self-advise and register online on Student eServices after the priority registration period begins.

Majors on academic probation who wish to register for next semester courses must see the Associate Dean or the Assistant Dean for course approval. Majors on academic suspension who have not attended UHD for the preceding long semester must apply for readmission to the University and then must submit their appeal to the Assistant or Associate Dean and the Vice President for Academic Affairs at least one week prior to the first day of class. If the appeal is approved, the student will be placed on academic probation and must consult with the Assistant or Associate Dean for course approval.

## Requirements for Minors

Students seeking minors in CHSS must maintain a grade point average for all courses taken at UH-Downtown of at least 2.0, receive a grade of C or better in all courses applied toward the minor, and must meet all requirements of the chosen minor, including prerequisites for courses taken toward the minor. Students must complete all requirements for minors in addition to all course work required for the degree before graduation. All minor programs in CHSS require at least 9 hours upper-level course work in residence at UHD.

To declare a minor, students with majors in CHSS file the Minor Declaration Form with a CHSS advisor. Students with majors in other colleges who select a minor in CHSS should file the Minor Declaration Form with an advisor in their home college. In both cases, CHSS advisors fill out a form which lists the requirements for the minor, indicating which courses already taken apply toward the minor. This record is thereafter maintained by the home college advisors and the minor is certified by the Associate or Assistant Dean of the home college.

## Minor Programs

The College of Humanities and Social Sciences offers undergraduate minors in a number of fields and subfields of the college's disciplines. Detailed requirements for each minor, including the total number of hours required and courses eligible for the minor, are listed under the Minor Programs in the catalog sections for the department offering the minor: Prerequisites for courses to support a minor cannot be waived.

### Department of Arts and Humanities

- Art
- Arts Administration
- Communication Studies
- Drama
- Spanish

### Department of English

- Creative Writing
- English
- Professional Writing

### Department of Social Sciences

- History
- International Politics
- Philosophy
- Political Science
- Psychology

- Public Policy and Administration
- Quantitative Methods in Research Sociology

## Interdisciplinary Minors

Interdisciplinary Minors offer students the opportunity to explore a subject from multiple perspectives. Courses in these minors are principally taught by faculty from the Departments of Arts and Humanities, English, and Social Sciences, with select course offerings from faculty in other colleges. Students must meet the academic Requirements for Minors described above. Prerequisites for courses to support a minor cannot be waived, and internship/field experience courses cannot be applied to these minors.

The College of Humanities and Social Sciences offers interdisciplinary minors in

- Ethnic Studies,
- Film Studies,
- Gender Studies.
- Religious Studies

## Ethnic Studies

**Sharin Elkohly**, PhD, Coordinator  
Room 1061-North, 713-221-8693

18 approved hours required, with at least 9 upper-level hours taken at UHD. Prerequisites cannot be waived; see a college advisor for approval of upper-level business courses. The following courses will apply to the minor without advisor approval:

ANTH 2302 Cultural Anthropology  
ART 3311 / HUM 3311 Survey of Asian Art  
COMM 2307 Intercultural Communications  
COMM 3313 Race, Ethnicity, and Communication  
CJ 3317 Race and Crime  
DRA 3309 / HUM 3319 African American Theater: History and Perspective  
ENG 3321 African-American Literature  
ENG 3322 Mexican-American Literature  
ENG 3341 Postcolonial Studies  
ENG 4321 Advanced African-American Studies  
ENG 4325 Advanced Mexican-American Studies  
HIST 2309 Ethnic Minorities in American History  
HIST 3308 History of Mexico  
HIST 3322 African-American History  
HIST 3322 Mexican-American History  
HIST 3333 Antislavery Movements  
HIST 4320 Slavery in the Americas  
HUM 3304 American Ethnic Heritage  
HUM 3311 / ART 3311 Survey of Asian Art  
HUM 3319 / DRA 3309 African American Theater: History and Perspective  
HUM 3320 Foreign Language Literature in Translation  
HUM 3321 Hispanic Culture and Civilization  
HUM 3317 / MUS 3303 Jazz Styles I  
HUM 3318 / MUS 3304 Jazz Styles II  
MGT 3307 Equal Opportunity in Management  
MUS 3302 Introduction to African-American Music  
MUS 3303 / HUM 3317 Jazz Styles I

MUS 3304 / HUM 3318 Jazz Styles II  
MUS 3305 World Musics  
PED 3314 Children's Literature in Spanish (Requires admission to Teacher Education program; taught in Spanish)  
PHIL 3317 Philosophy of Race  
PHIL 3322 World Religions  
POLS 3303 Urban Politics  
POLS 3306 Civil Liberties in the United States  
POLS 3312 Hispanic Politics  
POLS 4304 American Political Thought  
PSY 4303 African-American Issues in Psychology  
PSY 4304 Multicultural Psychology  
PSY 4313 Psychology of Prejudice  
SOC 3304 Minorities in America  
SOC 3306 Social Inequality  
SOC 4305 Urban Sociology  
SOSE 3306 Culture of the Urban School  
SPAN 3324 Neighbors and Trading Partners: People, Culture and Trade in Spanish America (taught in Spanish)  
All SPAN literature and film courses (taught in Spanish)

Students may petition to apply toward the minor other courses taught with a significant ethnic studies focus. Petitions should be initiated with a college advisor.

## Film Studies

**Charles Jackson**, PhD, Coordinator  
Room 1069-South, 713-221-8615

18 approved hours required, with at least 9 hours taken at UHD. Prerequisites cannot be waived. The following courses will apply to the minor without advisor approval.

### Required coursework: 3 hours

ENG 3354 Introduction to Film Studies (formerly Film as Narrative)

### Elective coursework: 15 hours, selected from the following:

COMM 2305 / ART 2305 Film Appreciation  
COMM 3317 / ART 3315 Film Analysis  
ENG 3356 Film History  
ENG 3357 Film Criticism  
ENG 4327 Advanced Film Studies  
HUM 3327 Myth and Film  
PHIL 3355 Philosophy and Film  
SOC 4302 Sociocultural Analysis of Film  
SPAN 3385 Introduction to Hispanic Film  
XXX 4390: Any CHSS Special Topics course that focuses on film

Students may petition to apply toward the minor other courses taught with a significant film studies focus. Petitions should be initiated with a college advisor.

## Gender Studies

**Cara Murray**, PhD, Coordinator  
Room 1022 South, 713-223-7923

18 approved hours required. 12 hours at the upper-level, with at least 9 hours taken at UHD. Prerequisites cannot be waived; see a college advisor for approval of upper-level business courses. The following courses will apply to the minor without advisor approval:

BIOL 4350 Social Biology  
 COMM 3308 Family Communication  
 COMM 3310 Women, Men, and Communication  
 CJ 4314 Women and the Criminal Justice System  
 ENG 3350 Gender Studies in Literature  
 ENG 4350 Advanced Gender Studies  
 HIST 4303 US Women's History  
 MGT 3307/ADM 3303 Equal Opportunity in Management  
 PHIL 3319 Philosophy of Gender  
 POLS 4306 Women and Politics  
 PSY 3310 Psychology of Women  
 SOC 2304 Sex Roles  
 SOC 3303 Sociology of the Family  
 SOC 3306 Social Inequality  
 SOS 2308 Human Sexuality

Students may petition to apply toward the minor other courses taught with a significant gender studies focus. Petitions should be initiated with a college advisor.

## Religious Studies

**Edmund Cueva**, PhD, Interim Coordinator  
 Room 1009-E South, 713-226-5543

18 approved hours required. 12 hours at the upper-level, with at least 9 hours taken at UHD. Prerequisites cannot be waived. The following courses will apply to the minor without advisor approval:

### Required coursework: 3 hours chosen from the following

ENG 3352 Studies in World Mythology and Folklore  
 HUM 4317 World Mythology  
 PHIL 3322 World Religions

### Required coursework: 3 hours chosen from the following

ENG 3385 Studies in Religious Texts  
 HUM 4314 The Old Testament  
 HUM 4315 The New Testament  
 HUM 4316 The Early Christian Church

### 12 hours chosen from the following

ART 3306 Art and Religion – Origins  
 ART 3307 Art and Religion – Development  
 COMM 4335 Communication and Religion  
 ENG 3352 Studies in World Mythology and Folklore  
 ENG 3385 Studies in Religious Texts  
 HIST 3360 History of Religion in the United States  
 HUM 4314 The Old Testament  
 HUM 4315 The New Testament  
 HUM 4316 The Early Christian Church  
 HUM 4317 World Mythology  
 MUS 3301 / HUM 3331 Music in American Christianity  
 PHIL 3322 World Religions  
 PHIL 3323 Philosophy of Religion  
 SOC 4317 Religion in a Changing Society  
 SOS 3304 Death and Dying

Students may petition to apply toward the minor other courses taught with a significant religious studies focus. Petitions should be initiated with a college advisor.

## Bachelor of Science

### Major in Interdisciplinary Studies

**Barbara Canetti-Rios**, MA, Coordinator  
 Room 1066-South, 713-221-8126

The Bachelor of Science with a major in Interdisciplinary Studies permits students to select, from among UHD's offerings in the arts and sciences, those courses that most interest them, and to present 27 upper-level semester credit hours of those courses as their major and 9 upper-level semester credit hours as an area concentration. The degree shares the basic core curriculum with other degrees and includes a distribution of courses to ensure a good academic foundation. Because the degree includes a large number of elective courses, it is often a suitable degree completion alternative for transfer students or students who have discovered that they are no longer interested in a previous major. Although a minor is not required, students are strongly encouraged to complete one or more, using the concentration as a basis.

Graduates are qualified to undertake a variety of employment or community service opportunities and challenges. By careful selection of courses with the help of a college advisor, students who complete the degree can prepare themselves for graduate or professional programs or for post-baccalaureate teacher certification. Students should consider taking advantage of the service learning opportunity provided by up to 6 upper-level hours of field experience or internship.

### Program Learning Outcomes

Graduates who earn a BS in Interdisciplinary Studies will:

- Be able to write effectively, using proper grammar and sentence construction; their thoughts will be organized effectively with clear awareness of discourse.
- Be able to research topics in one or more arts/sciences disciplines and correctly cite and arrange citations
- Be able to apply disciplinary or interdisciplinary knowledge to an active engagement in workforce, service, or capstone academic experience: internship/business context, service learning, capstone/supervised research experience, or senior-level course project.

### Degree Requirements

The degree requires completion of 120 semester credit hours. Developmental courses (ENG 1300 or below, MATH 0300, MATH 1300 and RDG 1300 or below) will not count as hours toward degree completion. At least 36 hours must be upper-level courses within the arts and sciences (with the possible exception of a maximum of 6 upper-level credit hours in business). No more than 18 of those 36 upper-level hours applied to the major can be in the same discipline, and no more than 27 hours at any level can be in the same discipline, excluding courses used to satisfy the common core requirements. For degree completion, at least 25 percent of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours and 18 of the upper-level hours in the arts and sciences must be successfully completed in residence at UHD. In compliance with the accrediting principles of the American Assembly of Collegiate Schools of Business, the business content of non-business programs is limited to 25 percent of the credit hours applied toward graduation.

Thus, no more than 30 hours in business courses can be applied to this degree, and, again, BS-ISS majors may apply no more than 6 upper-level hours in business to their upper-level requirements.

An overall minimum grade point average of 2.0 at UHD is required for graduation, and a minimum average of 2.0 is required in the 36 hours applied to upper-level requirements, including any applied transfer hours.

#### **Common Core Requirements (42 hours)**

See listing under Common Core Requirements of this Catalog.

#### **Preparatory Lower-Level Requirements (18 hours)**

Six hours of arts and humanities; three hours of literature; six hours of social sciences; three hours of mathematics, natural sciences, or computer science .

#### **Upper-Level Requirements (27 hours)**

At least 27 hours of upper-level work in the arts and sciences offered by UHD's departments of Arts and Humanities, English, Social Sciences, Natural Sciences, and Computer and Mathematical Sciences. With advance approval from the degree coordinator, selected courses from the College of Public Service and the Engineering Technology Department may apply, and no more than 6upper-level hours from the College of Business may apply. Six hours of credit in writing-intensive courses are required as part of this program; three of the hours must be an ENG course with writing in its title. A 3- or 6-hourinternship or field experience is recommended in the upper-level requirements. All BS-ISS majors are required to successfully complete ISS 4098 Portfolio in order to graduate.

#### **Upper-Level Supplemental Concentration (9 hours)**

In order to give a focus to the degree, students also must declare a supplemental area of concentration of at least 9 upper-level hours in one discipline or area of study without exceeding the limit noted above of 18 upper-level hours in a single discipline. Although a minor is not required, students are strongly encouraged to complete one or more, using the concentration as a basis. T

#### **Electives (24 hours)**

These courses can be from any department at any level, with the following restrictions: developmental courses (ENG 1300 or below, MATH 0300, MATH 1300 and RDG 1300 or below) may not apply to graduation requirements. No more than 3 hours of physical activity-related 1-hour classes (physical education or sports) may be used in the degree plan.

Note: In the above course work, students must choose two courses that satisfy the enhancement course requirements: 1) A course that gives significant emphasis to ethical and moral issues and 2) a course that engenders in students a greater appreciation of their membership in a world community marked by vast diversities of every type.

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## **Department of Arts and Humanities**

**Edmund P. Cueva, PhD, Chair**  
Room 1009-South, 713-221-8104

### **Faculty**

Professors:	Cueva, Hagen, Lyttle, Newsum, Roubicek, Wanguri
Associate Professors:	Baker, Cervenka, Chiquillo, DeWitt, Kendall, Lawrence, Mosier, Nowak, Padilla, Shelley
Assistant Professors:	Allen, Bowen, Mandell, Rejaie, Roark, Romero, Siriko-Hoang, Switzer
Lecturers:	R. Wilson
Academic Areas:	Art, Communication Studies, Drama, French, Humanities, Music, Spanish

### **Programs of Study**

Bachelor of Arts with major in Communication Studies  
Bachelor of Arts with major in Fine Arts  
Bachelor of Arts with major in Humanities  
Bachelor of Arts with major in Spanish

### **Mission and Objectives**

The multiple disciplines that comprise the University of Houston-Downtown Department of Arts and Humanities and the stimulating ethnic and cultural diversity of our faculty and students both create and reflect our commitment to the truest sense of the liberal arts. Through the excellence of our faculty in the areas of teaching, scholarship, creativity and service, our mission is to educate students to think critically so that they will then be able to use appropriate communication skills to express effectively their ideas in a variety of media. The critical, historical, and global perspective we offer in the study of languages, rhetoric, and the visual and performing arts is enhanced by courses that offer hands-on applications, including those that incorporate new technologies. Such inclusion further broadens the scope of the liberal arts tradition by taking advantage of contemporary advances to build on past wisdom while anticipating future innovations. Students who wish to pursue a general liberal course of studies may enroll in the program leading to either the Bachelor of Science with a major in Interdisciplinary Studies (see information above) or the Bachelor of Arts with a major in Humanities. Students seeking to work in the communications profession pursue the Bachelor of Arts with a major in Communication Studies. A Bachelor of Arts in Fine Arts degree prepares students for careers in the visual and performing arts industry. The department also offers a Bachelor of Arts in Spanish designed to prepare students for bilingual professions.

### **Honor Societies**

Lambda Pi Eta, Communication Honor Society  
Sigma Delta Pi, Spanish Honor Society

## **Bachelor of Arts**

### **Major in Communication Studies**

**Deborah Shelley, PhD, Coordinator**  
Room 1009-South, 713-221-8082

Students pursuing the Bachelor of Arts in Communication Studies gain a thorough grounding in the theories, skills, and aesthetics of communication. Students learn how to be effective communicators in a variety of contexts and are equipped to become inquisitive, probing and reflective professionals and citizens. The degree offers students a broad foundation in theory and practice, with technological application in support of its courses. Besides the core curriculum and the major requirements, the degree includes course work in adjacent academic disciplines, such as writing and the social sciences.

### **Program Learning Outcomes**

Graduates who earn a BA in Communications Studies will:

- Explain the elements common to all communication contexts.
- Use theories, principles, and concepts to analyze communication interactions.
- Evaluate, prepare, and deliver effective oral messages using technology.
- Access, interpret, and conduct research in communication studies.
- Discuss the impact of communication in the real-world context.

### **Degree Requirements**

The Communication Studies major requires a minimum of 120 hours with a concentration in Corporate Communication, Interpersonal Communication, or Rhetorical/Public Communication. For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours and 18 of the upper-level hours toward the degree must be successfully completed in residence at UHD. An overall minimum grade point average of 2.0 at UHD is required for graduation, and a minimum average of 2.0 must be maintained in the upper-level hour requirements and the supplemental area. Students must complete COMM 4098 Senior Portfolio in order to graduate.

### **Common Core Requirements (42 hours)**

See listing under Common Core Requirements in this Catalog. The 3-hr. COMM requirement must be filled by COMM 1303, 1304, 1305, 1306, 2307, 2309, or 3306.

### **Preparatory Requirements (24-26 hours)**

Foreign language in one language (6-8 hours)\*

Fine Arts (3 hours)

Communication - lower-level (9 hours, which must include both

COMM 1304 and 1306 if not taken as part of common core)

Philosophy (ethics) (3 hours)

Social Sciences (3 hours)

\*Students bypassing foreign language classes because of placement must make up those hours in elective credits

### **Upper-Level Requirements (27 hours) with a concentration in Interpersonal, Corporate, or Rhetoric/Public Communication**

ENG 3302 Business and Technical Report Writing (3 hours)

COMM 3320 Communication Theory (3 hours)

Additional upper-level courses in Communication (21 hours)

COMM 4098 Portfolio

### **Supplemental Area (12 U/L hours)**

Upper-level COMM, relevant U/L CHSS courses (PSY, SOC, ENG, SPAN, etc.), or advisor approval (12 hours)

Note: COMM 4380 Field Experience may be taken twice for a total of 6 hours as U/L Requirements or in Supplemental Area. COMM 4390 Special Topics may be repeated for credit if course descriptions differ.

### **Electives (15 hours)**

From any department at any level, with the following restrictions:

Developmental courses (ENG 1300, MATH 0300, MATH 1300, and RDG 1300) may not apply to graduation requirements. No more than 25% of the hours presented for graduation may be credits in business. Electives are an important part of the degree program and should be selected in consultation with an academic advisor.

## **Bachelor of Arts**

### **Major in Fine Arts**

**Susan Baker, PhD, Coordinator**  
Room 1053-North, 713-226-5298

The courses that form the core of the Fine Arts degree develop students' skills and cultural knowledge in ways appropriate to success in any number of fine arts institutions, including fine arts non-profit organizations; fine arts administration positions; gallery, museum or fine arts foundation work; fine arts journals or publications; fine arts consulting;; or graduate school in art history, music history, drama history or liberal studies. Students with the degree in Fine Arts will complement their fine arts study by fulfilling a concentration in one of the fields of the fine arts - art, music, or drama - that suits their professional goals. They will also complete a field experience in that concentration area to provide practical experience and to encourage networking that can lead to employment after graduation. Students will exit the program with a portfolio of their work that may be used when seeking employment.

### **Program Learning Outcomes**

Graduates who earn a BA in Fine Arts will be able to:

- Describe the historical and stylistic development of each of the fine arts;
- Effectively write about the significance of humanities and fine arts products and performances;
- Express ideas through one or more non-written media or performance.
- Use basic design and graphic software suitable for producing brochures, ads and postcards.

### **Degree requirements**

The Bachelor of Arts in Fine Arts requires a minimum of 120 hours.

Two courses must be in studio (other than graphic design). For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours and 18 of the upper-level hours applied to the degree must be successfully completed in residence at UHD. An overall minimum grade point average of 2.0 at UHD is required for graduation, and a minimum average of 2.0 must be maintained in the 39 upper-level hours in the major. In addition to the requirements listed below, every student's program must include a nonverbal analytical reasoning course (an "S"

course), either as an elective or in fulfillment of a requirement

### **Common Core Requirements (42 hours)**

See listing under Common Core Requirements in this Catalog.

### **Preparatory Requirements (30-32 hours)**

ART 1307 Computer Graphic Design

ACC 1301 Accounting for Non-Business Majors (fulfills S course; prerequisite is any college-level MATH )

Philosophy (ethics)

3 hours ART

3 hours DRA

3 hours MUS

3 hours Fine Arts elective (ART, DRA, or MUS)

Foreign language: At least 6 hours of a single foreign language and 3 hours of the same language or a course focusing on a specific culture, such as:

HIST 2309 Ethnic Minorities in American History

COMM 2307 Intercultural Communication

ENG 3322 Mexican-American Literature

HUM 3304 American Ethnic Heritage

HUM 3320 Foreign Literature in Translation

HUM 3321 Hispanic Culture and Civilization

\*Students bypassing foreign language classes because of placement must make up those hours in elective credits

### **Upper-Level Requirements (39 hours)**

MGT 3301 Management of Organizations\*

MKT 3301 Principles of Marketing\*

ART 3305 Advanced Computer Graphics

3 hours written communication

(ENG 3302, 3326, 3333, 3334, 3336, 3342, 3371; COMM 3311, 3312)

HUM 3310 Cultural Criticism

HUM 3325 Arts Administration

12 hours in a single Fine Arts discipline: ART, DRA, or MUS

6 hours upper-level fine arts electives (3 hours in each of the two areas outside the 12-hr. concentration area)

HUM 4380 Field Experience, related to the concentration area

HUM 4000 Portfolio

\*Prerequisites for upper-level business courses may not be waived, and these courses list BA 3300 as a co-requisite or a pre-requisite.

HUM 3310 and CJ 3300 serve as pre-requisites. See a CHSS advisor to register in these business courses.

Two courses in preparatory or upper-level Fine Arts coursework must be performance or studio courses. Visual Art Studio courses include Design and Materials, Design Color and Structure, Drawing I, Drawing II, Figure Drawing, Painting I, Painting II, Watercolor Painting I, Watercolor Painting II, and certain Special Topics courses. Drama Studio courses include Acting I, Acting II, Stage Design, Stagecraft, Advanced Stagecraft, Stage Directing, and certain Special Topics courses. Music Studio courses include classes in Voice Performance, Piano, and Guitar.

### **Electives (9 hours)**

From any department at any level, with the following restrictions: Developmental courses (ENG 1300, MATH 0300, MATH 1300 and

RDG 1300) may not apply to graduation requirements. Electives are an important part of the degree program and should be selected in consultation with an academic advisor.

## **Bachelor of Arts Major in Humanities**

**Kirk Hagen**, PhD, Coordinator

Room 1027-South, 713-221-8116

The study of the humanities is an investigation of human institutions and artistic achievement, the values embodied in those institutions and works, and the range of aesthetic and philosophic responses to the human condition. The Bachelor of Arts in Humanities program gives a student experience with literature, philosophic writings, the history of human culture, and the performing and visual arts, as well as a framework for critical consideration of cultural values and their expression in institutions, literature and the fine arts. Because this is an interdisciplinary degree, no more than 18 hours of upper-level work in a single discipline may be applied to the major, and no more than 27 total hours in a single discipline (excluding course work required to fulfill common core requirements) may be used to satisfy degree requirements.

### **Program Learning Outcomes**

Graduates who earn a BA in Humanities will:

- Identify and discuss major intellectual trends of Western and World Cultures from antiquity to the present in many domains, including arts, music, literature, science, philosophy, theology, and politics.
- Identify and discuss the historical and cultural contexts in which the great artistic and literary works of Western and non-Western traditions appeared.
- Identify and analyze important works of Western and World Cultures in a way that makes them relevant in the 21st century.
- Use correct English syntax and semantics, cogent reasoning and rebuttal skills, cohesiveness of expression, and effective argumentation.
- Use standard computer office suites like MS Office or OpenOffice to produce professional appearing documents.
- Write papers that comply with MLA, APA, or Chicago style guidelines.

### **Degree Requirements**

The Bachelor of Arts in Humanities requires a minimum of 122 hours. For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours and 18 of the upper-level hours applied to the degree must be successfully completed in residence at UHD. An overall minimum grade point average of 2.0 at UHD is required for graduation, and a minimum average of 2.0 must be maintained in the 33 upper-level hours in the major. In addition to the requirements listed below, every student's program must include a nonverbal analytical reasoning course, either as an elective or in fulfillment of a requirement. Graduating seniors must enroll in HUM 4098 and submit a portfolio of writing samples. See the degree coordinator for more information shortly after you declare your major.

### **Common Core Requirements (42 hours)**

See listing under Common Core Requirements in this Catalog.

### **Preparatory Requirements (32 hours)**

Philosophy: 6 hours (at least 3 hours of ethics)

Fine arts: 6 hours (at least 3 hours in history or appreciation)

Written communication: 3 hours beyond ENG 1302

Communication Studies: 3 hours

Language and culture: 12-14 hours

At least 6 hours of a single foreign language, and 6 hours of course work focusing on other cultures or languages, such as:

ART 3311 / HUM 3311 Survey of Asian Art

DRA 3309 / HUM 3319 African American Theater

HIST 2309 Ethnic Minorities in American History

COMM 2307 Intercultural Communication

ENG 3321 African-American Literature

ENG 3322 Mexican-American Literature

ENG 3387 Studies in World Literature and Culture

HIST 3308 History of Mexico

HIST 3310 20<sup>th</sup> Century Russia

HIST 3317 Middle Eastern History

HIST 3322 Mexican-American History

HIST 3323 African-American History

HUM 3320 Foreign Literature in Translation

HUM 3321 Hispanic Culture and Civilization

MUS 3302 Introduction to African-American Music

MUS 3305 World Musics

POLS 3312 Hispanic Politics

POLS 4308 East and Southeast Asian Politics

POLS 4316 Politics of the Middle East

PSY 4304 Multicultural Psychology

SOC 3304 Minorities in America

For students placing out of any foreign language courses, other courses in the humanities or social sciences may be substituted.

### **Upper-Level Requirements (33 hours)**

#### **Humanities Core (6 hours)**

HUM 3310: Cultural Criticism (3 hours)

HUM 4350: Senior Seminar (3 hours)

HUM 4098: Portfolio (Enroll the semester before graduation)

#### **Humanities Concentration: Upper-level courses in one of the following humanities disciplines (12 hours)**

Art, Communication, Drama, English, French, History, Humanities, Music, Philosophy or Spanish. Students are encouraged to consult with a faculty advisor before deciding on their concentration area.

#### **Upper-level courses taken from any of the following disciplines (15 hours)**

Art, Communication, Drama, English, Spanish, History, Humanities, Music, Philosophy, Political Science (4304 and 4306 only), Psychology (PSY 4301 only)

#### **Electives (15 hours)**

From any department at any level, with the following restrictions: Developmental courses (ENG 1300, MATH 0300, MATH 1300 and RDG 1300) may not apply to graduation requirements. No more than 25% of the hours presented for graduation may be credits in business. Electives are an important part of the degree program and should be selected in consultation with an academic advisor.

## **Bachelor of Arts**

### **Major in Spanish**

**William J. Nowak**, PhD, Coordinator  
Room 1009-South, 713-221-8673

The Bachelor of Arts degree in Spanish is designed especially for professionals and encourages the integration of Spanish language studies as an essential component of professional development. Students will complete a concentration in a field of academic study that suits their professional goals as well as an internship in which the use of Spanish is required. By combining the academic study of Spanish language and culture with the professional world, students will be well positioned for employment opportunities in which bilingualism is an asset.

#### **Program Learning Outcomes**

Graduates who earn a BA in Spanish will:

- Write business letters in Spanish.
- Write an eight-page (minimum) research paper, producing a coherent argument to analyze a complex situation or phenomenon. Proper MLA citation of sources, including at least three in Spanish, is required.
- Deliver clear and comprehensible oral presentations in academic Spanish, using PowerPoint.
- Recognize at least three regional variants of spoken Spanish.
- Engage in and understand professional-level conversations in Spanish.
- Analyze the historical and literary context of a key Hispanic author or film director, producing a brief written explanation of that author's or director's importance.

#### **Degree Requirements**

The Spanish major requires a minimum of 122 hours. For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours and 18 of the upper-level hours toward the degree must be successfully completed in residence at UHD. An overall minimum grade point average of 2.0 at UHD is required for graduation, and a minimum average of 2.0 must be maintained in the upper-level requirements and the supplemental concentration. Graduating seniors must submit a portfolio of five of their best written assignments, chosen from work completed in several of their upper level Spanish courses at UHD.

#### **Common Core Requirements (42 hours)**

See listing under Common Core Requirements in this Catalog.

#### **Preparatory Requirements (20 hours)**

English Writing (ENG beyond ENG 1302 with "writing" in the title)  
Ethics (most PHIL courses, see an advisor; POLS 3300, BA 3308, or CJ 3311)

Foreign Language or Hispanic Culture courses (such as HUM 3321 or ENG 3322; see an advisor for options) (14 hours)

No more than 8 hours of credit will be given for CLEP or retroactive credit.

Students bypassing foreign language classes because of



placement must make up those hours in another foreign language or in Hispanic Culture courses

### Upper Level Requirements (27 hours)

SPAN 3301 Advanced Grammar and Composition  
SPAN 3302 Professional Writing  
SPAN 3320 Professional Oral Communication  
SPAN 4098 Portfolio  
SPAN 4380 Field Experience / Internship  
Additional upper-level elective courses in Spanish (15 hours)

### Supplemental Concentration in one discipline or area of study\* (18 hours)

At least 9 hours must be upper-level (3000-4999). Courses in the supplemental area must be approved by an advisor in conjunction with the Spanish degree coordinator.

\* Prerequisites for upper-level business courses may not be waived.  
See a CHSS advisor to register in business courses. No more than 25% of the hours presented for graduation may be credits in business.

### Electives (15 hours)

From any department at any level, with the following restrictions: Developmental courses (ENG 1300, MATH 0300, MATH 1300, and RDG 1300) may not apply toward graduation requirements. Electives are an important part of the degree program and should be selected in consultation with an academic advisor.

## Minor Programs

For all minor programs in the Department of Arts and Humanities except Spanish, no more than 3 hrs. of internship/field experience coursework are permitted. SPAN 4380 may not apply toward the minor in Spanish.

### Minor in Art

Students may focus on studio art or art history in their minor. See a CHSS advisor for sample plans.

Minimum requirements:

A grade point average of 2.0.  
A grade of at least C in all ART courses.  
A total of 18 hours in ART (or cross-listed HUM courses), including at least 6 hours of upper-level courses, and an approved portfolio.  
12 of the 18 required hours, including the required 6 upper-level hours, must be taken at UHD.

### Minor in Arts Administration

Minimum requirements:

A grade point average of 2.0.  
A grade of at least C in all ART and business courses.  
A total of 18 hours, including ACC 2301, MGT 3301, and MKT 3301, HUM 3325, HUM 4380 (Field Experience / Internship), and a fine arts elective beyond the common core fine arts requirement.  
Prerequisites for upper-level business courses may not be waived; See a CHSS advisor to register in business courses.  
12 of the 18 required hours must be taken at UHD

### Minor in Communication Studies

Minimum requirements:

A grade point average of 2.0.  
A grade of at least C in all COMM courses.  
A total of 18 hours in Communication, including COMM 1306 and at least 9 upper-level hours in Communication at UHD

### Minor in Drama

Minimum requirements:

A grade point average of 2.0.  
A grade of at least C in all DRA courses  
A total of 18 hours in drama, including at least 9 upper-level hours in drama at UHD

### Minor in Spanish

Minimum requirements:

A grade point average of 2.0.  
A grade of at least C in all SPAN courses.  
A total of 9 upper-level hours in Spanish at UHD, including SPAN 3301 plus 6 additional upper-level hours in Spanish. SPAN 4380 may not apply toward the minor.

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## Department of English

**Robert L. Jarrett**, PhD, Chair  
Room 1045-South, 713-221-8013

### Faculty

Professors:	Birchak, Dahlberg, Dressman, Harned, Jarrett, Jennings, Thomas
Associate Professors:	Ahern, Chiaviello, Creighton, Cunningham, Davidson, Farris, Fortunato, Gilbert, Jackson, Kintzele, Moosally, Pavletich, Roundtree, Schmertz, Sullivan,
Assistant Professors:	Aimone, Chaemsaithong, Choudhuri, Duncan, Ellwanger, Hill, Hudson, Jackson, Jager, Kimberly, Kintzele, LaRose, Lund, Matveeva, Murray, Robertson, Sample, Schmadeka, Stokes, Waters
Visiting Assistant Professor	Ogle
Lecturers:	Canetti-Rios, Coblenz, Fadely, Howard, Kuzmick, Rubin-Trimble, Scharold, Williams
Emeriti:	Bartholomew, Levy

Academic Areas: American studies, communication, English, humanities, reading

### Honor Society

Sigma Tau Delta, International English Honor Society

### Programs of Study

Bachelor of Arts with a major in English  
Bachelor of Arts with a major in Humanities  
Bachelor of Science with a major in Professional Writing

## Master of Science in Professional Writing and Technical Communication

The Department of English offers a wide variety of courses designed to improve students' communication skills and enhance their appreciation of the literature, thought, and culture of the English-speaking world. To accomplish these goals, the department offers focused degrees and wide-ranging service courses.

### Degrees

The Bachelor of Arts with a major in English gives students grounding in the language and literature of English. This grounding makes students aware of how cultural forces shape English language and literature and how critical approaches illuminate them. The BA in English offers students a range of educational and career options on graduation, including entrance to graduate and professional schools in preparation for careers in academia and such fields as public policy, social work, and law.

The Bachelor of Science with a major in Professional Writing combines the strengths of a solid liberal arts education with practical training and technical expertise. All Professional Writing majors share a core of required upper-level courses and, beyond that core, choose from clusters of courses, and take internships. The combination of flexibility and focus in the degree enables students to prepare to enter such fields as corporate communications, medical writing, or computer documentation, or to continue their education in graduate or professional schools.

The Master of Science in Professional Writing and Technical Communication provides professional-level skills or knowledge in document production, rhetorical analysis, ethical and global awareness, and research methodologies. Beginning with four required graduate core courses, students select six more graduate courses and conduct directed research to complete their degree in one of two ways - by writing a thesis or by working in an internship and doing a capstone project. This academic experience provides excellent background for employment in business or industry or for advancement to management-level positions. See the Graduate Academic Programs section, pp. 90-95 for more detail.

### Service Courses

The English Department's courses in writing, language, and literature support all degrees offered at the University of Houston-Downtown. In addition, courses taught by department faculty form a major component of the programs of the Bachelor of Arts in Humanities and the Bachelor of Science with a major in Interdisciplinary Studies. In all the courses it offers, the department seeks to promote cultural and technological literacy and to improve students' critical thinking skills through analysis, interpretation, and evaluation.

## Bachelor of Arts

### Major in English

**Robert L. Jarrett**, PhD, Coordinator  
Room 1045-South, 713-221-8013

#### Degree Learning Objectives: Students will

1. **Read literary, cultural, and scholarly texts critically** by
  - analyzing, through close reading, the rhetorical and aesthetic qualities of texts
  - demonstrating understanding of the characteristics, conventions, and techniques associated with various literary genres
  - situating texts within their historical and cultural contexts
  - demonstrating understanding of the literary traditions in U.S., British, and other national literatures
2. **Produce mature college-level writing** that
  - advances rhetorically astute arguments about texts
  - analyzes texts within their historical and cultural contexts
  - applies a guiding critical methodology
  - employs appropriate scholarly diction and tone
3. **Use and document sources appropriately** to
  - advance/enrich an argument
  - demonstrate engagement in critical debate

### Degree Requirements

The English major requires a minimum of 122 hours. For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours and 18 of the upper-level hours toward the degree must be successfully completed in residence at UHD. A minimum grade point average of 2.0 at UHD is required for graduation, and a minimum average of 2.0 must be maintained in the upper-level requirements.

### Common Core Requirements (42 hours)

See listing under Common Core Requirements in this Catalog.

### Lower-Level Requirements (29 hours)

Foreign language in one language\* (8 hours)  
Fine Arts (3 hours)  
Philosophy (6 hours)  
Social Sciences (6 hours)  
Literature (6 hours) - both halves of a survey of World, American, or British Literature  
\*Students bypassing foreign language classes because of placement must make up those hours in elective credits

### Upper-Level Requirements (36 hours)

#### Genre Courses (9 hours)

ENG 3311 Studies in Poetry  
ENG 3312 Studies in Fiction  
ENG 3313 Studies in Dramatic Literature

#### Writing/English language (6 - 12 hours)

May include Essay Writing, Creative Writing, writing workshops, History of Rhetoric, Studies in the Theory of Rhetoric, Studies in English Grammar, Introduction to the Study of Language, History of the English Language, or upper-level courses in professional writing.

#### Literature/Theory (15 - 21 hours)

**ENG 4098 English Portfolio**

### Electives (15 hours)

From any department at any level, with the following restrictions:  
Developmental courses (ENG 1300 and below, MATH 0300, MATH

1300, and RDG 1300 and below) may not apply to graduation requirements. No more than 25% of the hours presented for graduation may be credits in business. Included among the electives should be a course (3 hours) in nonverbal analytical skills if this requirement is not fulfilled by an equivalent course in the lower-level or upper-level requirements.

## Bachelor of Science

### Major in Professional Writing

**Natalia Matveeva**, PhD, Coordinator  
Room 1045-South, 713-221-8013

#### Program Learning Outcomes

Graduates who earn a BS in Professional Writing will:

- Exhibit excellent visual and written communication skills
- Design information for print
- Design information for media other than print, specifically for electronic distribution
- Engage in projects for real clients (e.g., internship, service project)
- Analyze writing situations and adapt standard forms to produce documents of varying complexity
- Work on collaborative as well as individual assignments, incorporating computer technology
- Display problem-solving skills as revealed in writing, editing, and production
- Conduct, evaluate, and report research and provide accurate citations (Ethics)

#### Degree Requirements

The professional writing major requires a minimum of 120 hours. For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours and 18 of the upper-level hours toward the degree must be successfully completed in residence at UHD. An overall minimum grade point average of 2.0 at UHD is required for graduation, and a minimum average of 2.0 must be maintained in the upper-level requirements.

#### Common Core Requirements (42 hours)

See listing under Common Core Requirements in this Catalog. COMM 3306 is recommended in fulfillment of the speech requirement.

#### Preparatory Requirements (9 hours)

- Philosophy (3 hours Ethics)
- Upper- level elective (3 hours)
- Lower- or upper-level elective (3 hours)

#### Upper-Level Requirements (45 hours)

##### Professional Writing Core (18 hours)

- ENG 3302 Business and Technical Report Writing
- ENG 3316 History of Rhetoric or ENG 3317 Studies in the Theory of Rhetoric
- ENG 3330 Desktop Publishing
- ENG 3331 Advanced Desktop Publishing or ENG 3335 Publishing for the Web
- ENG 4322 Editing, Rewriting and Copyreading (prerequisite: ENG 3318)
- ENG 4380 Field Experience

ENG 4099 Professional Writing Portfolio

#### Other Requirements (27 hours)

Select 7-9 writing or publishing courses (21-27 hours) from ENG 3304, 3308, 3325, 3326, 3328, 3329, 3331 or 3335, 3333 (or COMM 3311), 3334 (or COMM 3312), 3336, 3342, 3371 (or COMM 3301), 3373 (or COMM 3303), 4306, 4323, 4360.

Select 0-2 language and writing courses (0-6 hours) from ENG 3305, 3309, 3316 or 3317, 3318 (prerequisite for ENG 4322), 3319, 3320, 4309, 4318, 4680 (4680 covers core requirement for 4380. May not take 4380 and 4680)

#### Electives (24 hours)

Lower- or upper-level electives. Electives are an important part of the degree program and should be selected in consultation with an academic advisor. A 24-hour block of electives may allow you to obtain a minor outside of Professional Writing.

## Minor Programs

### Minor in Creative Writing (18 hours minimum)

**Robin Davidson**, PhD, Coordinator  
Room 1045-South, 713-221-2716

#### Required Courses (9 hours)

- ENG 3309 Introduction to Creative Writing
- ENG 4309 Advanced Creative Writing
- Workshop from one of the following genres:
  - ENG 3343 Workshop in Poetry
  - ENG 3344 Workshop in Fiction
  - ENG 3345 Workshop in Creative Nonfiction

#### Upper-Level Electives (9 hours)

Students may select electives from the following:

- a second creative writing genre workshop from ENG 3343, 3344, 3345
- one literature genre course from ENG 3311, 3312, 3313, 3314, or 3315
- any of the following upper-division courses:
  - ENG 3346 Introduction to Literary Translation
  - ENG 3332 Literary Magazine Production
  - DRA 3308/HUM 3326 Playwriting
  - ENG 3330 Desktop Publishing
  - SPAN 3322 Spanish Translation
- or a maximum of 4 hours of foreign language (may be lower-level).

### Minor in English (18 hours minimum)

#### Required Courses (9 hours)

- Six hours: both halves of sophomore survey of Western World, American, or British Literature.
- Three hours in one of the genre courses (ENG 3311, 3312, or 3313).

#### Upper-Level Electives (9 hours)

Selected in consultation with an advisor from courses in Literature/Theory and/or Writing/English language.

### Minor in Professional Writing (18 hours minimum)

#### Required Courses (9 hours)

- ENG 3302 Business and Technical Report Writing
- ENG 3330 Desktop Publishing

### Upper-Level Electives (9 hours)

In consultation with an advisor, courses selected from Professional Writing Core or "Other Requirements" in Professional Writing.

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## Department of Social Sciences

**Jeffery Jackson**, PhD, Interim Chair

Room 1009-North, 713-221-8014

### Faculty

Professors:	Christian, Fairbanks, McCaffrey, Getz
Associate Professors:	Allen, Alvarez, Anderson, Bailey, Branham, Caro, Case, Chadha, Li, Gillette, Henney, Jackson, Linantud, Mobasher, Pavelich, Preuss, Ryden, Santos, Stewart, Thacker-Kumar, Westfall, Williams
Assistant Professors:	Babb, Bachman, Crone, De La Peña, DeFreitas, Eliassen, Elkholy, Hackett, Johnson, Kaftan, Kane, McCarty, Portillo, Raymundo, Rubinson
Visiting Professors:	Sallee
Visiting Assistant Professors:	Colón
Lecturers:	Hovsepian
Emeriti:	Wright

Academic Areas: anthropology, geography, history, philosophy, political science, psychology, sociology, social work

## Mission and Objectives

The Department of Social Sciences is an interdisciplinary department. Faculty teach courses and conduct research in seven academic areas: anthropology, geography, history, philosophy, political science, psychology, and sociology. In addition to classes in these disciplines, we offer interdisciplinary classes in the social sciences. Currently, eight degrees may be taken in our department: History (BA), Philosophy (BA), Political Science (BS), Psychology (BS), Sociology (BS), Social Sciences (BA or BS), Social Work (BSW). Please come visit us, or call and talk with us about your interests and plans.

The department's educational philosophy is holistic, emphasizing the importance of educational and professional growth both inside and outside of the classroom. Our degree programs prepare students in a number of ways: students are provided with job skills relevant to their career aspirations, a readiness for graduate or professional school, and a strong, broad-based background in the liberal arts which is important in the ever-changing social and economic environment. The essential components of the department's mission are community-based research and public service, and these also constitute integral parts of the department's educational program. All of the department's degree programs are designed to develop skills in research and analysis. Students also are strongly encouraged to engage in internships, volunteer service activities, or other degree-related work experiences in which classroom theory can be applied to "real-life"

problems.

The study and practice of the social sciences provide the means for students to unify their learning, since the social sciences, in attempting to understand human individuals and institutions, employ both the methodologies of the linguistically-oriented humanistic disciplines and the empirically-based natural sciences. Thus our unique contribution to the intellectual life of the university is to provide the arena in which all viewpoints can meet and exchange.

## Honor Societies

Phi Sigma Tau, Philosophy Honor Society  
Pi Gamma Mu, International Social Sciences Honorary Society  
Phi Alpha Theta, History Honor Society  
Psi Chi, National Honor Society in Psychology  
Pi Sigma Alpha, National Political Science Honor Society

## Programs of Study

### Bachelor of Arts (BA) with majors in:

History  
Philosophy  
Social Sciences

### Bachelor of Science (BS) with majors in:

Political Science  
Psychology  
Social Sciences  
Sociology

### Bachelor of Social Work (BSW) with major in:

Social Work

## Bachelor of Arts

### Major in History

**Gene B. Preuss, PhD**, Coordinator  
Room 1049-North, 713-222-5308

A Bachelor of Arts in History provides students with the intellectual discipline and research, analytical, and communication skills that will prepare them for careers in teaching, governmental agencies and non-profit organizations, and also the private sector. Students interested in pursuing a professional degree in law, history, or other disciplines in the Social Sciences and Humanities should find the skills offered by the History Degree to be particularly useful to them in their future studies.

Successful completion of the History Degree Program does not depend upon the mastery of any particular set of facts or any particular canon of historical works. Success in History instead requires students to cultivate an intellectually disciplined approach to factual data and historical works that will manifest itself in the students' developing research, analytical, and communication skills. All courses offered by the History Degree Program seek to foster this development.

### Program Learning Outcomes

Graduates who earn a history degree will:

- Demonstrate historical awareness of the United States' development
- Demonstrate historical awareness of global change
- Demonstrate the intellectual discipline necessary for historical study
- Demonstrate the research skills necessary for historical study
- Demonstrate the mastery of academic conventions appropriate to historical writing
- Demonstrate the mastery of academic conventions appropriate to spoken discourse

### Degree Requirements

The Bachelor of Arts with a major in History requires a minimum of 120 hours, with 33 hours in history courses. For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours in the degree and 18 of the upper-level hours in the major must be successfully completed in residence at UHD. An overall minimum grade point average of 2.0 at UH-Downtown is required for graduation, and a minimum average of 2.0 must be maintained in the upper-level requirements in the major.

### Common Core Requirements (42 hours)

See listing under Common Core Requirements in this Catalog. (History majors/minors who take HIST 2303 Texas History or HIST 2309 Ethnic Minorities in American History to fulfill the state-mandated 6 hours of history required in the core must substitute advanced courses for the major requirements below.)

### Preparatory Requirements (27 - 29 hours)

These courses are preliminary requirements for the degree and are in addition to the core curriculum:

- HIST 3390 Historical Methods (Students should take this course early in the sequence. It is a "W" or writing-intensive course)
- HIST 2315 Introduction to World History I
- HIST 2316 Introduction to World History II
- 3 hours in political science, sociology, or psychology
- 3 hours in philosophy at the 3000 or 4000 level
- 3 hours in literature at the 3000 or 4000 level
- 6-8 hours in the same foreign language (hours depend upon placement exams, courses taken, or transfer credit)
- 3 hours in math, natural science, or any other course that fulfills the "S course" requirement

### Advanced History Requirements: 18 hours

- 9 upper-level hours non-U.S. History (Students may count HIST 4390 Special Topics and 3399 Directed Studies courses with non-U.S. topics for any of these hours.) These courses also satisfy a "W course" requirement.
- 9 upper-level hours U.S. History (Students may count HIST 2303 Texas History, HIST 4390 Special Topics and 3399 Directed Studies courses with U.S. topics for any of these hours.) These courses, except for HIST 2303, also satisfy a "W course" requirement,

### Upper-Level Concentration: 9 hours (Students may apply free elective hours toward a minor and/or teaching certification.)

- **Minor:** 18 hours. To earn a minor in CHSS, a student must meet the academic requirements specified by the minor program, meet all course prerequisites, and maintain a grade point average of at least 2.0 for all courses taken at UHD and applied to the minor. To declare a minor, history majors must file the Minor Declaration Form with a CHSS

advisor.

- **Teacher Certification Courses:** See the requirements in the Department of Urban Education in the College of Public Service for information relating to Secondary Education certification.
- **Self-Directed Concentration:** Students may elect to take at least 9 hours in upper-level courses in any single discipline or area of study. For example, students planning to teach in public schools may consider related fields such as political science or economics.

### Free Electives (22 – 24hours)

Students will need to take other courses as necessary to fulfill the minimum of 120 hours needed to complete the degree requirements. These may be from any department at any level, with the following restrictions: Developmental courses (ENG 1300, MATH 0300, MATH 1300 and READ 1300) may not apply to graduation requirements. No more than 25% of the hours presented for graduation may be credits in business. Electives are an important part of the degree program and should be selected in consultation with an academic advisor.

## Bachelor of Arts

### Major in Philosophy

**Jeffrey Jackson**, PhD, Coordinator  
Room 1009-North, 713-221-2793

Philosophy majors study the history of Western thought and the foundational ideas behind all institutions and thinking belonging to Western society and beyond. The Philosophy program at UHD emphasizes both the study of major figures and movements in the history of philosophy as well as the application of philosophical ideas to social and political problems, including questions about the meaning of life. Philosophy not only broadens a student's horizon of knowledge, but above all develops the capacity for critical thinking, analysis, the art of persuasive writing and reading skills. UHD Philosophy majors are prepared to go on to graduate school in philosophy, as well as to engage in advanced study of law, medicine, and a variety of other disciplines.

### Program Learning Outcomes

Graduates who earn a BA in Philosophy will

- Demonstrate the ability to read and understand a philosophical text
- Demonstrate the ability to construct and analyze a philosophical argument
- Demonstrate the ability to do basic secondary in philosophy
- Demonstrate the ability to write a well-reasoned essay.
- Demonstrate mastery of a general knowledge of the history of philosophy
- Demonstrate the ability to think through perspectives other than their own.
- Demonstrate the ability to communicate and exchange ideas verbally

### Degree Requirements

The Bachelor of Arts with a major in Philosophy requires a minimum of 122 hours. For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours in the degree and 18 of the upper-level hours in the

major must be successfully completed in residence at UHD. A minimum grade point average of 2.0 at UHD is required for graduation, and a minimum average of 2.0 must be maintained in the upper-level requirements.

### **Common Core Requirements (42 hours)**

See listing under Common Core Requirements in this Catalog.

### **Supplemental Courses (26 hours)**

**Foreign Language** in same language (8 hours). If a student is able to bypass foreign language classes because of placement, any hours not transcribed must be made up in elective credits

#### **Lower-level Philosophy (9 hours)**

PHIL 2301 Classical Philosophy

PHIL 2302 Modern Philosophy

One additional LL PHIL course (1301, 1302, 2305, 2310)

#### **Elective field (9 hours)**

Chosen by the student, at any level in any one discipline, with advisor's consent.

### **Upper-level Required Courses (30 hours)**

ENG 3302 or another upper-level ENG course with "writing" in the title

PHIL 3304 Logic or PHIL 4315 Symbolic Logic

Two upper-level HIST courses or choose two from HUM 3301, HUM 3302, HUM 3310

Six additional upper-level PHIL courses (18 hours). See Philosophy course descriptions.

### **Elective Courses (24 hours)**

From any department at any level, with the following restrictions: Developmental courses (ENG 1300, MATH 0300, MATH 1300 and RDG 1300) may not apply to graduation requirements. No more than 25% of the hours presented for graduation may be credits in business. Electives are an important part of the degree program and should be selected in consultation with a faculty member.

## **Bachelor of Science**

### **Major in Political Science**

**Anita Chadha**, PhD, Coordinator  
Room 1030-North, 713-221-2769

The program in political science leading to a Bachelor of Science degree is designed to prepare a student for graduate school in political science as well as other disciplines, including law, history, economics, and anthropology. It is also excellent grounding in the operations of governmental, political, and other complex organizations.

#### **Program Learning Outcomes**

Graduates who earn a BS in Political Science will

- Be able to do written research in political science
- Be proficient in understanding quantitative and qualitative political science research
- Demonstrate an ability to orally present their political science research in a comprehensive, clear and organized manner

- Demonstrate broad knowledge of United States and foreign governments and political science
- Be able to present political arguments logically and assess opposing political arguments critically
- Be proficient in the use of current technology to complete political science assignments
- Adhere to the UHD Academic Honesty Policy in doing political science research

### **Degree Requirements**

The Bachelor of Science with a major in Political Science requires a minimum of 120 hours. For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours in the degree and 18 of the upper-level hours in the major must be successfully completed in residence at UHD. A minimum grade point average of 2.0 at UHD is required for graduation, and a minimum average of 2.0 must be maintained in the upper-level requirements.

### **Common Core Requirements (42 hours)**

See listing under Common Core Requirements in this Catalog. In fulfillment of the Behavioral Sciences requirement, PSY 1303 is recommended.

### **Preparatory Requirements (15 hours)**

These courses are preliminary requirements for the degree and are in addition to the core curriculum:

SOS 2304 Research Methods in the Social Sciences

SOS 3312 Statistics in the Social Sciences

Geography or Economics (6 hours in any combination)

Math or Natural Science (3 hours)

### **Upper Level Requirements (36 hours)**

ENG 3302, 3308, or 3326

SOS 4301 or 4380

POLS 4399

18 hours from 3000-4000 level Political Science courses

9 additional hours in Political Science or advisor approved courses

### **Electives (27 hours)**

From any department at any level, with the following restrictions: Developmental courses (ENG 1300, MATH 0300, MATH 1300 and READ 1300) may not apply to graduation requirements. No more than 25% of the hours presented for graduation may be credits in business. One of the courses must be in Ethics unless the requirement is filled elsewhere. An English course with "literature" in the title is recommended. Electives are an important part of the degree program and should be selected in consultation with an academic advisor.

## **Bachelor of Science**

### **Major in Psychology**

**Cindy Stewart**, PhD, Schedule Coordinator  
Room 1063-North, 713-221-8173  
**Ruth Johnson**, PhD, Degree Coordinator  
Room 1073-North, 713-223-7937

The program in psychology leading to a Bachelor of Science degree

may prepare a student for graduate school in psychology and other disciplines. It also serves as preparation for entry - level positions in the field of mental health and other types of employment, including social service agencies and business. The study of psychology also provides a foundation of knowledge for healthy coping with life circumstances and human relationships.

### **Program Learning Outcomes**

Graduates who earn a BS in Psychology will

- Demonstrate familiarity with the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology
- Evaluate and apply basic research methods in psychology including research design, data analysis, and interpretation of results
- Use the scientific approach to develop a research question, and use critical thinking to evaluate and synthesize empirical findings
- Apply psychological principles to personal and social issues
- Exhibit the ability to act ethically, recognize diversity, and engage and social duties
- Use information and technology when doing work in psychology
- Demonstrate effective writing and collaboration skills

### **Degree Requirements**

The Bachelor of Science with a major in Psychology requires a minimum of 120 hours. For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours in the degree and 18 of the upper-level hours in the major must be successfully completed in residence at UHD. An overall minimum grade point average of 2.0 at UHD is required for graduation, and a minimum average of 2.0 must be maintained in the upper-level Major Requirements and the Related Upper-Level Requirements.

### **Common Core Requirements (42 hours)**

See listing under Common Core Requirements in this Catalog. In fulfillment of the Behavioral Sciences requirement, PSY 1303 Introduction to Psychology is recommended. If not taken in the core, PSY 1303 should be added to the following preparatory requirements.

### **Preparatory Requirements (21-24 hours)**

These courses are preliminary requirements for the degree and are in addition to the core curriculum, with the possible exception of one three-hour course in introductory behavioral science that may have been taken as part of the core:

PSY 1303 Introduction to Psychology (if not taken in the core)  
 SOC 1303 Introduction to Sociology (if not taken in the core)  
 ANTH 2301 Physical Anthropology or ANTH 2302 Cultural Anthropology  
 PSY 3320 Research Methods in Psychology  
 SOS 3312 Statistics in the Social Sciences

Three hours in philosophy to fulfill the general education requirement in ethics. PHIL 3301 Moral Issues, Personal and Professional, is the preferred course. :

Any additional three hours in mathematics or natural science.

Any additional three hours in literature.

### **Major Requirements (27 hours)**

PSY 2302 Social Psychology  
 PSY 2310 Human Growth and Development

PSY 3311 Biological Psychology

PSY 4305 Memory and Cognition

PSY 4306 Theories of Personality

Nine additional hours in PSY at the 3000 or 4000 level

Three hours of internship or special project credit from either SOS

4301 Special Projects in the Social Sciences or SOS 4380 Field

Experience in the Social Sciences

### **Related Upper-Level Requirements (9 hours)**

These are upper-level courses in support of the degree. Courses in this category, together with courses chosen as free electives, may be used toward a minor, at the student's option:

#### **Advanced Writing , one of the following courses:**

ENG 3302 Business and Technical Report Writing

ENG 3325 Medical Writing

ENG 3326 Proposal Writing

ENG 4306 Science Writing

#### **Social and Behavioral Science Electives, (two of the following courses:**

Any additional upper-level course in PSY

Any additional upper-level course in SOC

Any additional upper-level course in SOCW, except practicums/internships

CJ 3301 Criminology

CJ 3306 Crime and Delinquency

CJ 3311 Ethics of Social Control

CJ 3316 Victimology

CJ 3317 Race and Crime

CJ 4305 Correctional Counseling

COMM 3308 Family communication

COMM 3309 Theory and Practice of Interviewing

COMM 3310 Men, Women, and Communication

COMM 3313 Race, Ethnicity, and Communication

COMM 3315 Small Group Communication

COMM 3319 Communication in Conflict

COMM 3328 Communication and Intimacy

ENG 4313/HUM4313 Psychology through Literature

MGT 3301 Management of Organizations

MGT 3302 Human Resource Management

MGT 3303 Negotiating Skills and Techniques

MKT 3301 Principles of Marketing

PHIL 3315 Philosophy of Psychology

PHIL 3317 Philosophy of Race

PHIL 3319 Philosophy of Gender

SOS 3301 Social Gerontology

SOS 3304 Death and Dying

SOS 4302 The Study of the Future

SOSE 3306 Culture of the Urban School

SOSE 3320 Assessment and Evaluation of Children

Note: prerequisites for the above courses cannot be waived.

### **Free Electives (21 hours)**

From any department at any level, with the following restrictions:

Developmental courses (ENG 1300, MATH 0300, MATH 1300 and READ 1300) may not apply to graduation requirements. No more than 25% of the hours presented for graduation may be credits in business.

Electives are an important part of the degree program and should be selected in consultation with an academic advisor.

# Bachelor of Science

## Major in Sociology

**J. Greg Getz**, PhD, Coordinator  
Room 1024-North, 713-221-8939

The program in sociology leading to a Bachelor of Science degree may prepare a student for graduate school in sociology or in other disciplines of behavioral or social sciences. It also serves as preparation for entry-level positions in public sector social service agencies or in business. The study of sociology provides a unique perspective for studying complex social problems including poverty, deviant behaviors such as crime, violence, and drug use. Further, courses in sociology address the functional importance of social institutions such as the family, religion, government, education, mass media, and health care delivery.

### Program Learning Outcomes

Graduates who earn a BS in Sociology will

- Articulate what it means to have a sociology imagination
- Explain the scientific method including: induction, deduction, criteria for a sound argument, and ethical practices in conduct of sociological research
- Discuss key sociological concepts
- Articulate basic assumptions of the main sociological theoretical perspectives
- Summarize basic empirical findings in various substantive areas of sociology including: social inequality, minority groups, deviance, family, migration, and globalization

### Degree Requirements

The Bachelor of Science with a major in Sociology requires a minimum of 120 hours. For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. The last 30 of the total hours in the degree and 18 of the upper-level hours in the major must be successfully completed in residence at UHD. A minimum grade point average of 2.0 at UHD is required for graduation, and a minimum average of 2.0 must be maintained in the upper-level Major Requirements and the Related Upper-Level Requirements.

### Common Core Requirements (42 hours)

See listing under Common Core Requirements on page 26 of this Catalog. In fulfillment of the Behavioral Sciences requirement, SOC 1303 Introduction to Sociology is recommended. If not taken in the core, SOC 1303 should be added to the following supplemental requirements.

### Supplemental Course Requirements (18-21 hours)

These courses are preliminary requirements for the degree and are in addition to the core curriculum, with the possible exception of one three-hour course in introductory behavioral science that may have been taken as part of the core:

- PSY 1303 Introduction to Psychology
- SOC 1303 Introduction to Sociology (if not taken in the core)
- ANTH 2301 Physical Anthropology or ANTH 2302 Cultural Anthropology
- SOS 2304 Research Methods in the Social Sciences
- SOS 3312 Statistics in the Social Sciences

Three hours in philosophy to fulfill the general education requirement in ethics. PHIL 3302 (Philosophy of Science) is the preferred course. Another upper-level philosophy course may be substituted at the discretion of the degree coordinator.

Three hours in mathematics, science, or computer science.

### Additional Lower-Level Requirements (9 hours)

Six hours of lower-level sociology courses

Three hours of lower-level sociology, social sciences, psychology, or anthropology electives

### Major Requirements (27 hours)

Twenty-one hours of courses in Sociology at the 3000 or 4000 level

Three hours of SOC 4315 Sociological Theory

Three hours of special project or internship credit from either SOS 4301 Special Projects in the Social Sciences, similar to a senior honors thesis, or SOS 4380 Field Experience in the Social Sciences, recommended

### Related Upper-Level Requirements (9 hours)

These are upper-level courses in support of the degree. Courses in this category, together with courses chosen as free electives, may be used toward a minor, at the student's option:

#### Advanced Writing (3 hours), one of the following courses:

- ENG 3302 Business and Technical Report Writing
- ENG 3325 Medical Writing
- ENG 3326 Proposal Writing
- ENG 4306 Science Writing

#### Social and Behavioral Science Electives (6 hours), two of the following courses:

Any upper-level course in Sociology, Psychology, Political Science, History, Anthropology, Philosophy, English, Communication, Humanities, Social Sciences, or Criminal Justice

- BA 3301 Legal Environment of Business
- BA 3302 Commercial Law
- BA 3304 International Business Law
- BA 3315 Diversity and the Law
- BIOL 4350 Social Biology
- MGT 3301 Management of Organizations
- MGT 3302 Human Resources Management
- MGT 3303 Negotiating Skills and Techniques
- MGT 3307 Equal Opportunity Management
- MKT 3301 Marketing Principles
- MKT 4305 Consumer Behavior

- SOSE 3306 Culture of the Urban School
- SOSE 3320 Assessment and Evaluation of Children

Note: Prerequisites for business courses cannot be waived, and approval from a CHSS advisor is required for registration.

### Free Electives (15 hours)

From any department at any level, with the following restrictions: Developmental courses (ENG 1300, MATH 0300, MATH 1300 and READ 1300) may not apply to graduation requirements. No more than 25% of the hours presented for graduation may be credits in business. Electives are an important part of the degree program and should be selected in consultation with an academic advisor. No degree program may have fewer than 120 semester credit hours.



# Bachelor of Social Work

## Major in Social Work

**Jo Daugherty Bailey**, PhD, LMSW, BSW Program Director  
Room 1036-North, 713-226-5245

Social Work is an applied field, offering a scientifically-grounded, value-based approach to human services. Social workers work in a variety of settings, including schools, hospitals, mental health, juvenile justice, and perform a variety of tasks such as case management, client advocacy, and counseling. The mission of the Bachelor of Social Work Program is to prepare entry-level social workers for theoretically informed, value-based, justice-oriented, generalist practice in an urban environment and to prepare students for future professional development and graduate study. The BSW Program is currently in candidacy for accreditation by the Council on Social Work Education.

### BSW Admissions

- Admission to the Social Work Program is a competitive process. Students considering applying to the program are encouraged to take SOCW 2361 and SOCW 2363 as soon as possible; these two required courses are open to non-majors and serve as prerequisites for several upper-level courses. All students who wish to apply for the BSW Program must complete an admissions application available on-line from the Social Work Program office. Applications are accepted throughout the year. A completed application includes: Completed and signed Social Work Program application form available at [www.uhd.edu/sos/bsw](http://www.uhd.edu/sos/bsw).
- Copy of official transcripts for all colleges/universities ever attended. Students are responsible for ensuring they meet the GPA requirement. Students must have a 2.5 GPA for their most recent 30 hours of college credit hours that have been taken in the past five years. (We will not count GPA for courses taken more than five years ago.)
- Completed recommendation forms from two references; forms are available at [www.uhd.edu/sos/bsw](http://www.uhd.edu/sos/bsw).
- Admissions Essay, see [www.uhd.edu/sos/bsw](http://www.uhd.edu/sos/bsw) for details.

### Major Declaration and Advising

Students will not submit their own declaration of the major in Social Work. Students who receive admission to the program will automatically be coded by the system as Social Work majors. This process may take up to two or three months after the student has been accepted by the program and has enrolled in courses at UHD. Students who have received admission to the program but whose major is not displayed in their records within three months of their admission to the program should notify their Social Work advisor at [baileyj@uhd.edu](mailto:baileyj@uhd.edu) or [mccartyd@uhd.edu](mailto:mccartyd@uhd.edu).

Students accepted in the program must meet with their Social Work advisor during their first term to develop their official Degree Plan and at least once each semester thereafter. Students should note that many Social Work courses must be taken in sequence and may not be available every semester.

### Degree Requirements

The Bachelor of Social Work requires a minimum of 120 hours. For degree completion, the last 33 of the total hours in the degree must be successfully completed in residence at UH-Downtown. A minimum grade point average 2.5 at UH-Downtown is required for graduation and a grade of C or better is required in all Social Work courses.

### Common Core Requirements (42 hours)

See listing under Common Core Requirements in this Catalog. It is recommended that for the Behavioral Science requirement, the student take a course from one of the following disciplines ANTH 2302, PSY 1303 or SOC 1303 as each will meet program requirements. If one of these courses is taken as part of the common core requirement, the student will have one additional free elective.

### Additional Requirements (15 hours)

SOS 2304	Research Methods in the Social Sciences
SOS 3312	Statistics in the Social Sciences
ENG 3XXX	Upper-level English, writing intensive course (check program webpages for acceptable courses)
ANTH XXXX or SOC XXXX	One Anthropology or Sociology course
PSY XXXX	One Psychology course

### Major Requirements (39 hours)

SOCW 2361*	Introduction to Social Work and Social Welfare
SOCW 2363*	Introduction to Social Welfare Policy
SOCW 3311	Urban Practice 1
SOCW 3312	Urban Practice 2
SOCW 3361*	Human Behavior in the Social Environment I
SOCW 3362*	Human Behavior in the Social Environment II
SOCW 3363*	Urban Issues in a Global Environment
SOCW 3364*	Social Justice & Professional Ethics
SOCW 3313	Case Management
SOCW 4311	Issues in Social Services
SOCW 4401	Field Experience 1
SOCW 4502	Field Experience 2

\*indicates course is open to non-majors, prerequisites will apply as indicated in catalog

### Major Electives (6 hours)

Any two of the following:

SOCW 3331	Practice with Aging Populations
SOCW 3332	Practice with Children & Adolescents
SOCW 4331	Urban Community Organizing
SOCW 4332	Crisis Intervention\
SOCW 4361*	Comparative Social Policy

\*indicates course is open to non-majors, prerequisites will apply as indicated in catalog

### Free Electives (18 hours)

From any department at any level, with the following restrictions: Developmental courses (ENG 1300, MATH 0300, MATH 1300 and READ 1300) will not apply to graduation requirements. Electives are an important part of the degree program and should be selected in consultation with a Social Work advisor. If the student takes one of the following courses from one of the following disciplines as part of their common core requirement, they will have 21 hours of free electives: ANTH, PSY or SOC.

### Transfer Credit

A maximum of 15 hours of social work courses taken at CSWE-accredited programs in other colleges and universities may transfer as social work credit. Social work courses will transfer for social work credit only if the student earned a C or better in them. Practice courses and field courses will not transfer as social work credit but may transfer as free electives.

Note: The BSW program is not yet accredited, but is under review by the Council on Social Work Education, the accrediting body for schools of social work in the U.S. Any student who begins the program once the program is in candidacy will graduate from an accredited program, provided that the program actually achieves accreditation (which should be determined in 2013).

## Interdisciplinary Degrees

The Bachelor of Arts and Bachelor of Science degrees with majors in Social Sciences (described in the following sections) are interdisciplinary degrees meant to prepare the graduate with a general foundation across the social sciences, and the experience of deeper inquiry in at least two areas of study in the social sciences. For purposes of these degrees, the social sciences include history, political science, psychology and sociology. Because this is an interdisciplinary degree, no more than 18 hours of upper-level work in a single discipline may be applied to the major, and no more than 27 total hours in a single discipline (excluding course work required to fulfill Common Core Requirements) may be used to satisfy degree requirements.

### Degree Requirements

The Bachelor of Arts with major in Social Sciences requires a minimum of 122 hours, including a foreign language requirement. The Bachelor of Science with major in Social Sciences requires a minimum of 120 hours. For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. For both degrees, the last 30 of the total hours and 18 of the upper-level hours toward the degree must be successfully completed in residence at UHD. An overall minimum grade point average of 2.0 at UHD is required for graduation, and a minimum grade point average of 2.0 must be maintained in the upper-level requirements in the major. A description of these interdisciplinary degrees follows.

## Bachelor of Arts

### Major in Social Sciences

**Adolfo Santos**, PhD, Coordinator  
Room 1009-North, 713-221-8014

#### Program Learning Outcomes

Graduates who earn a BA in Social Sciences will

- Demonstrate an understanding of social science theory
- Demonstrate proficiency in empirical social science research
- Demonstrate the mastery of academic conventions appropriate to writing within the social sciences

#### Common Core Requirements (42 hours)

See listing under Common Core Requirements in this Catalog. In fulfillment of the Behavioral Sciences requirement, PSY

1303 Introduction to Psychology is recommended. If not taken in the core, PSY 1303 should be taken as part of the following additional basic requirements.

### Additional Basic Requirements (27 – 29 hours)

SOC 1303 Introduction to Sociology or PSY 1301 Introduction to Psychology

ANTH 2301 Physical Anthropology or ANTH 2302 Cultural Anthropology

SOS 2304 Research Methods in the Social Sciences

SOS 3312 Statistics in the Social Sciences Literature (3 hours)

Foreign language (At least 11 hours of a single foreign language through 2301 or 2311 and 3 hours of either 2302/2312 or a course focusing on a specific culture). For students placing out of any foreign language courses, other courses in English, humanities or social sciences may be substituted to obtain a minimum of 120 hours.

### Upper-Level Requirements (36 hours)

Eighteen upper-level hours in social sciences from the following disciplines: History, Political Science, Psychology, Sociology

- At least three courses (9 hours) must be taken in each of two separate disciplines.
- No more than 18 upper-level hours in a single discipline may be applied to the major.

Nine upper-level hours in social sciences or related disciplines (history, political science, psychology, sociology, or anthropology)

PHIL 3301 Moral Issues or another course to fulfill the ethics requirement

ENG 3302 Business and Technical Report Writing or another upper-level ENG course with "writing" in the title

SOS 4380 Field Experience in the Social Sciences (recommended) or SOS 4301 Special Projects in the Social Sciences

### Electives (15 hours)

From any department at any level, with the following restrictions: Developmental courses (ENG 1300, MATH 0300, MATH 1300 and RDG 1300) may not apply to graduation requirements. No more than 25% of the hours presented for graduation may be credits in business. Electives are an important part of the degree program and should be selected in consultation with an academic advisor.

## Bachelor of Science

### Major in Social Sciences

**Adolfo Santos**, PhD, Coordinator  
Room 1009-North, 713-221-8014

#### Program Learning Outcomes

Graduates who earn a BS in Social Sciences will

- Demonstrate an understanding of social science theory
- Demonstrate proficiency in empirical social science research
- Demonstrate the mastery of academic conventions appropriate to writing within the social sciences

#### Common Core Requirements (42 hours)

See listing under Common Core Requirements in this Catalog. In fulfillment of the Behavioral Sciences requirement, PSY

1303 Introduction to Psychology is recommended. If not taken in the core, PSY 1303 should be added to the following additional basic requirements.

#### **Additional Basic Requirements (18 hours)**

SOC 1303 Introduction to Sociology or PSY 1303 Introduction to Psychology  
ANTH 2301 Physical Anthropology or ANTH 2302 Cultural Anthropology  
SOS 2304 Research Methods in the Social Sciences  
SOS 3312 Statistics in the Social Sciences  
Literature (3 hours)  
Mathematics or Natural Sciences (3 hours)

#### **Upper-Level Requirements (36 hours)**

Eighteen upper-level hours in social sciences from the following disciplines: History, Political Science, Psychology, Sociology

- At least three courses (9 hours) must be taken in each of two separate disciplines.
- No more than 18 upper-level hours in a single discipline may be applied to the major. Nine x upper-level hours in social sciences or related disciplines (history, political science, psychology, sociology, or anthropology)

PHIL 3301 Moral Issues or another course to fulfill the ethics requirement  
ENG 3302 Business and Technical Report Writing or another upper-level ENG course with "writing" in the title  
SOS 4380 Field Experience in the Social Sciences (recommended) or SOS 4301 Special Projects in the Social Sciences

#### **Electives (24 hours)**

From any department at any level, with the following restrictions: Developmental courses (ENG 1300, MATH 0300, MATH 1300 and RDG 1300) may not apply to graduation requirements. No more than 25% of the hours presented for graduation may be credits in business. Electives are an important part of the degree program and should be selected in consultation with an academic advisor.

## **Minor Programs**

All minor programs in the Department of Social Sciences require at least 6 hours upper-level coursework in residence at UHD. Internship/field experience courses may not apply toward any minors in the Department of Social Sciences.

#### **Minor in History (18 hours minimum)**

Six hours of US History courses from the common core  
Twelve additional hours of 3000/4000-level History courses

#### **Minor in International Politics (18 hours minimum)**

POLS 2303 United States Government I  
POLS 2304 United States Government II  
POLS 3308 Introduction to World Politics  
POLS 4399 Political Science Capstone Seminar  
Six hours from among the following courses:  
POLS 4305 War in the Modern World  
POLS 4308 East and Southeast Asian Politics

POLS 4309 Dictatorship and Democracy in the Developing World  
POLS 4310 International Terrorism  
POLS 4312 Dictatorship and Democracy in Europe and the US  
POLS 4314 US Foreign Policy since WWII  
POLS 4316 Politics of the Middle East  
POLS 4318 International Political Economy

#### **Minor in Philosophy (15 hours minimum)**

Six hours of 1000/2000-level Philosophy courses  
Nine hours from among the following courses:

PHIL: any 3000/4000-level course  
HUM 3301 Foundations of Western Culture I  
HUM 3302 Foundations of Western Culture II

At least six of the 15 hours must be taken at UHD.

#### **Minor in Political Science (18 hours minimum)**

POLS 2303 United States Government I  
POLS 2304 United States Government II  
POLS 4399 Political Science Capstone Seminar  
Nine additional hours of 3000/4000 level Political Sciences courses

#### **Minor in Psychology (18 hours minimum)**

PSY 1303 Introduction to Psychology  
15 additional hours, including nine hours of 3000/4000-level courses, from among the following:  
PSY any course  
SOS 2308 Human Sexuality  
SOS 3301 Social Gerontology  
SOS 3304 Death and Dying  
SOSE 3320 Assessment and Evaluation of Adolescents and Children

#### **Minor in Public Policy and Administration (18 hours minimum)**

POLS 2303 United States Government I  
POLS 2304 United States Government II  
POLS 3301 Introduction to Public Administration  
Nine hours from among the following courses:  
POLS 3300 Ethics in Public Life  
POLS 3302 Public Policy Analysis  
POLS 3303 Urban Politics  
POLS 4307 Participation and Democracy in American Politics  
POLS 4315 Education Policy and Administration  
POLS 4317 State and Local Government  
POLS 4319 Non-Profit Organizations in American Society  
POLS 4399 Political Science Capstone Seminar

#### **Minor in Quantitative Methods in Research (18 hours minimum)**

Group A: Lower Level Preparatory requirements (6 hours)  
SOS 2304 Research Methods in the Social Sciences  
MATH 1305 Finite Mathematics with Applications  
Group B: Upper-Level Course work (9 hours)  
STAT 3310 Statistical Analyses and Applications II  
Select two of the following:  
STAT 4306 Mathematical Models and Computer Simulation  
STAT 4307 Time Series  
STAT 4309 Design and Analysis of Experiments

STAT 4310 Applied Regression

PSY 4308 Psychological Assessment

Group C: Select one of the following (3 hours)

PHIL 2303 Logic

PHIL 4315 Symbolic Logic

PHIL 3302 Philosophy of Science

SOS majors seeking this minor will need the following courses as part of their regular degree:

MATH 1301 serves as a prerequisite for most of the courses in this minor.

SOS 3312 or MATH 3309 may serve as prerequisites for MATH 3310.

SOS 3312 Statistics in the Social Sciences (this cannot count toward minor because it is a required upper-level course)

## Minor in Sociology (18 hours minimum)

SOC 1303 Introduction to Sociology

15 additional hours, including nine hours of 3000/4000-level courses, from among the following:

SOC any course

SOS 2308 Human Sexuality

SOS 3301 Social Gerontology

## Pre-Law Studies

**Edgardo Colon**, PhD, Advisor

Room 1094-North, 713-221-2749

Students interested in pre-law studies, regardless of their major, may contact Dr. Colón. Catalogs of many law schools also are available for review through the pre-law advisor.

## Air Force ROTC

(Cooperative Program with University of Houston)

To register for courses, inquire in the Department of Social Sciences, 713-221-8014. For all other purposes, contact the Air Force Science program at UH, 713-743-4932.

**Col. Phil Bossert**, Commander

The Air Force Reserve Officer Training (ROTC) program prepares men and women of character, commitment, and courage to assume leadership positions as commissioned officers in the active duty United States Air Force. Upon completion of the curriculum, students will have a thorough understanding of the core values, leadership, teamwork, and other requirements to be an effective officer in the US Air Force. All courses and physical training sessions take place at the University of Houston. Flight orientation occurs at airports in the Houston metro area.

### Course Credit

ROTC classes may be taken for elective credit toward any degree plan at the University of Houston-Downtown. Freshman and sophomore level classes are open to all students. No military obligation is incurred as a result of enrollment in these courses. Junior and senior level courses are more restrictive and do require a military obligation. ROTC scholarship students also incur a military obligation.

## Four-Year Program

The General Military Course (GMC) is the first half of the four-year ROTC program and is taken during the freshman and sophomore years. This program allows the student to experience Air Force ROTC without obligation (unless the student is on an Air Force ROTC scholarship).

Each semester of the GMC consists of one classroom hour of instruction as well as Leadership Laboratory each week. During the first two years, the student will learn about the Air Force and the historical development of aerospace power. During the summer preceding the junior year, the student will compete for the opportunity to attend a four-week Field Training Unit. Successful completion of field training is mandatory for entrance into the Professional Officer Course (POC), the junior and senior years of the four-year program.

As a junior, the student will study the core values, leadership, teamwork, and management tools required to become an effective Air Force officer.

During the senior year students study the national security policy process, regional and cultural studies, and complete final requirements for commissioning as second lieutenants. Enrollment in the POC is open to graduate students if they have four semesters of school remaining. Each semester of the POC consists of three classroom hours of instruction as well as Leadership Laboratory each week.

### Leadership Laboratory

As an Air Force ROTC cadet, each student is required to attend an additional two-hour class known as Leadership Laboratory.

Although not part of the academic class requirement, it is an essential element of officer training. Leadership Laboratory is an intensive, military training program in which students gain invaluable leadership and managerial experience while learning about the Air Force way of life. Students have numerous opportunities to hear guest speakers and panel discussions participate in field trips, and experience practical leadership exercises.

### AFROTC Scholarship Opportunities

Air Force ROTC offers various scholarship opportunities for students at the University of Houston-Downtown:

**In-College Scholarship Program (ICSP)**—is a highly competitive scholarship program aimed primarily at college freshmen and sophomores in any major (students with a bachelor's degree can compete to earn a master's degree). The ICSP awards cover tuition capped at either \$15,000 per year plus \$750 per year for books or \$9,000 per year plus \$750 per year for books.

**The Express Scholarship Program**—is operated on a fully qualified basis: those who meet the qualifications are awarded the scholarship. Though the list of eligible college majors differs from year to year, the express scholarship pays up to \$15,000 tuition per year and \$750 for books. Recent majors which qualified for express scholarships included electrical engineering, computer science, and strategic foreign languages. The processing of the scholarship award is completed at the local detachment.

### **Stipend**

All AFROTC scholarship recipients and POC cadets receive a nontaxable monthly stipend. The annual stipend amount ranges from \$2,000 per year to \$4,000 per year depending on the recipient's enrollment year.

For additional information on AFROTC scholarship opportunities, please visit the AFROTC website at [www.afrotc.com](http://www.afrotc.com) or call 1-800-4AFROTC.

### **Field Training (FT)**

Cadets completing the General Military Course attend four weeks of field training (FT) during the summer at a selected Air Force base. Those who have not completed the GMC attend an extended FT Unit. This rigorous program of leadership training, physical conditioning and academics assesses the cadet's potential to be an Air Force officer. Cadets also receive survival and firearms training and career information. Cadets receive travel pay and daily pay for FT.

### **Flight Orientation Program**

All cadets can volunteer to participate in a joint Air Force ROTC/Civil Air Patrol flight orientation program. This consists of eight flights, four in the front seat of a small passenger aircraft and four additional flights in the back seat as an observer. In addition, an abbreviated flying ground school course is taught in the ROTC classrooms using FAA textbooks. The flight orientation and ground school course are both free for all cadets.

### **Physical Fitness Training**

Cadets meet three times per week at 0600 at the University of Houston Alumni Center to perform physical fitness training. The training is mandatory and emphasizes push-ups, sit-ups, and running in order to pass the USAF physical fitness test.

### **Professional Development Training (PDT)**

Cadets are eligible to compete to attend PDT during the summer months.

PDT consists of several programs, including:

- Tours of nearby active duty Air Force bases
- Soaring and free-fall parachuting at the United States Air Force Academy (USAF)
- Cultural and Foreign Language Immersion
- Hands-on research at Air Force laboratories
- Shadowing a Air Force officer in Operation Air Force
- Internships at NASA and other government organizations

Cadets receive travel pay and daily pay for the majority of these programs.

## **Army ROTC**

(Cooperative Program with University of Houston)

To register for courses, inquire in the Department of Social Sciences, 713-221-8014. For all other purposes, contact the Military Science program at UH, 713-743-3875.

**Lt. Col. Anthony Landry**, Chair

The goal of the US Army ROTC program is to develop technically competent, physically fit and highly motivated men and women for positions of responsibility as commissioned officers in the active Army,

the Army Reserve and National Guard. Upon completion of the curriculum, students will have an understanding of the fundamental concepts and principles of the military as an art and as a science. The leadership and managerial experience gained through ROTC provides great benefit for students in both their civilian endeavors and their military careers.

### **Statutory Authority**

General statutory authority for establishment and operation of the ROTC program, including the scholarship program, is contained in Title 10, United States Code, Chapter 103 (Sec. 21022111). Specific rules and procedures are found in US Army Regulation 145-1.

### **Course Credit**

ROTC classes may be taken for elective credit toward any degree plan at the University of Houston-Downtown. Freshman and sophomore level classes are open to all students, regardless of age or physical condition. No military obligation is incurred as a result of enrollment in these courses. Junior and senior level courses are more restrictive and do require a military obligation. ROTC scholarship students also incur a military obligation.

### **Four-Year Program**

The four-year program is divided into two courses: the basic course, which is normally attended by students during their freshman and sophomore years, and the advanced course, attended during the junior and senior years. Advanced course students attend a six-week advanced camp at Fort Lewis, Washington, normally between their junior and senior years.

### **Basic Course**

The basic course consists of four semesters of military science, which includes: MSC1 1210, 1220, 2210 and 2220. These freshman and sophomore level classes are open to all students without obligation.

### **Advanced Course**

Students entering the advanced course must enter into a contract to pursue and accept a commission in the active Army, the Army Reserve or the National Guard. To be considered for contracting into the advanced course, the student must be a full-time student in a course of instruction that leads to a degree in a recognized academic field, have a minimum of two years of academic work remaining in a curriculum leading to a baccalaureate or advanced degree, be under age 30 when commissioned, and pass a physical examination.

### **Two-Year Program**

The two-year program is designed for students who did not take the basic course but are otherwise eligible to enroll in the advanced course. This program allows students completing their sophomore year to attend a five-week "basic camp" during June and July at Fort Knox, Kentucky, in lieu of taking the first two years of ROTC. There is no military obligation for attending Basic Camp. The Army provides transportation, room, and board. Students are paid approximately \$700 for the five-week period.

### **Laboratory Requirements**

A military science laboratory is required for students enrolling in MSC1 1210, 1220, 2210, 2220, 3310, 3320, 4310 and 4320. This laboratory provides opportunities for marksmanship training, rappelling, drill and

ceremonies, communications training, and other activities.

### **Veterans**

Veterans who have served on active duty or in the Army Reserve or National Guard are also eligible for the ROTC program. Although veterans are not required to take the Basic Course, they are encouraged to do so. All students, including veterans, must have a minimum of 60 credit hours prior to enrolling in the Advanced Course.

### **National Guard and Army Reserve Members**

Students enrolled in ROTC may also be a member of the Army Reserve or National Guard. Through the Simultaneous Membership Program (SMP), those students enrolled in the Advanced Course will be assigned in a leadership position as a cadet and receive pay and entitlements from the Guard or Reserve in the pay grade of Sergeant (E-5).

### **Scholarships**

The United States Army offers, on a competitive nationwide basis, four-, three-, and two-year scholarships. The scholarships will cover up to \$16,000 of tuition. Recipients will also receive benefits for educational fees (to include lab fees), a book allowance and a subsistence allowance of \$200 per month. Applicants must be US citizens and must be under age 27 on the anticipated graduation date. Applications are available from the military science department. Veteran applicants can extend the age limit up to a maximum of three years, based on prior active duty service.

### **Other Financial Aid**

All students enrolled in the Advanced Course will receive a subsistence allowance of \$200 per month. For more information contact the Military Science Department at the University of Houston (713-743-3875). GI Bill recipients still retain benefits.

### **Tuition**

Members of the Army or the National Guard, Texas State Guard, or other reserve forces may be exempted from the nonresident tuition fee and other fees and charges.

### **Special Training**

Basic and advanced course students may volunteer for and attend the US Army Airborne and Air Assault courses during June, July and August. Cadet Troop Leadership training positions are also available to Advanced Course cadets during the summer months.

### **Miscellaneous**

Cadets in the Advanced Course are paid an allowance of \$200 per month during the school year. Military textbooks and uniforms are furnished to all cadets. The Corps of Cadets sponsors an annual military ball in addition to other social events throughout the school year. The Department of Military Science at the University of Houston sponsors extracurricular activities such as the University of Houston Color Guard and the Ranger Challenge Team.

## **College of Public Service**

**Beth Pelz, PhD, Dean**

**Peggy A. Engram PhD, Associate Dean**

Suite 400E, 1002 Commerce Street, 713-221-8194

The College of Public Service is a community-based center for higher learning dedicated to preparing students to enter and/or advance in professional careers in criminal justice, education and security management. It believes that an educated society creates thoughtful policy and humanistic practices for the betterment of its diverse constituents. The College seeks to instill analytical thinking skills that nurture in students an appreciation of the use of scientific inquiry to solve the problems of our time and encourages creativity and the development of new ideas. It embraces the professional and personal growth of its faculty, staff and students by promoting intellectual collaboration within the school, university, and community at large. The College of Public Service strives to engage in dynamic research that will improve the quality of our area schools and justice institutions and will instill scholarship, integrity, and responsibility in tomorrow's leaders.

## **Programs of Study**

### **Degree Programs**

Bachelor of Arts with major in Interdisciplinary Studies (Elementary and Middle School Education)

Bachelor of Science with major in Criminal Justice

Bachelor of Applied Arts and Sciences Degree Major in Criminal Justice

Post-baccalaureate Teacher Certification

Master of Arts in Teaching\*

Master of Science with major in Criminal Justice\*

Master of Security Management for Executives\*

*\*See Graduate Academic Programs section of this catalog.*

### **Special note: Teacher Education Program**

The University of Houston-Downtown's teacher education program offers certification in elementary, secondary, and bilingual education. Students wishing to obtain EC-6, Bilingual (EC-6 or 4-8), and 4-8 certification will need to take courses in a variety of academic areas. Secondary certification majors may choose from the following subject areas: Mathematics, Spanish, English-Language Arts and Reading, History, Social Studies with Composite Social Studies Certification, Life Science, Physical Science, Composite Science, and Computer Science. Additional content areas (of certification) for post-baccalaureate students are also available. Formal admission to Teacher Education requires the following:

- A minimum 2.5 overall grade point average
- Completion of 30 semester credit hours (SCH) of course work
- Obtain passing scores on all three sections of the THEA exam (no exemptions)
- Be in good standing
- Completion of all developmental courses, if required
- Successful completion of ENG 1301 and 1302
- Successful completion of MATH 1301 (or above)
- Declaration of major
- Formal application to the program

Teacher education students are not permitted to self-advise or telephone register for BED, EED, or SED courses. These sections are closed to non-teacher education students. Students interested in the teacher education program should contact the College Advising Center

at 713-221-8906 or visit Room 420 (Commerce Street Building).

## Undergraduate Programs

### General Education Requirements

All students seeking a bachelor's degree at the University of Houston-Downtown must complete the general education requirements (see pages 27), including the common core courses, application courses, enhancement courses and the Writing Proficiency Examination.

Fulfillment of general education requirements may vary depending on the degree.

### Being Accepted as a Degree Major

All undergraduate students at UH-Downtown are assigned for academic advising to University College until they are accepted into one of the degree programs. Before applying for acceptance to programs in the College of Public Service, a student must:

- have fulfilled all TSI obligations for UE;
- have completed all required developmental courses;
- have completed a minimum of 30 hours toward the general education requirements; and
- be in good academic standing

After these requirements are met, the student may apply to the College of Public Service to become a major. This can be done online.

### Requirements for Majors

All undergraduate degree programs in the College of Public Service require a minimum of the last 25% of the semester credit hours in residence in the last semester(s) of the student's course of study and a minimum of 18 upper-level semester credit hours earned at this university. The College reserves the right to limit the number of directed study, internship, service learning, experience learning, and credit-by-examination credit hours that can be applied to degree requirements, especially for major requirements.

### Minors

The College of Public Service offers undergraduate minors in the following area:

- Criminal Justice
- Security Management

Students seeking a minor in this area must meet the following requirements:

- The grade point average for all courses taken at UH-Downtown and applied to the minor must be at least 2.0.
- Transfer courses applied to the minor may be restricted by the individual program.
- Courses applied toward a minor must include a minimum of six hours of upper-level course work taken at UH-Downtown.
- Upper-level courses applied toward the major may not also be counted toward the fulfillment of minor requirements.

Requirements for each minor are listed with the curricula of the departments offering the minor.

## Department of Criminal Justice

**Clete Snell**, PhD, Chair

Suite 340, 1002 Commerce Street, 713-221-8943

### Faculty

Professors:	McShane, Williams
Associate Professors:	Ahmad, Belbot, Engram, Kellar, Pelz, Snell, Wang
Assistant Professors:	Berthelot, Blackburn, Chiotti, Emeka, Fowler, Hignite, Nguyen, Gehring
Instructors:	
Lecturers:	Harris, Hill, Karson

### Programs of Study

Bachelor of Applied Arts and Sciences in Criminal Justice

Bachelor of Science in Criminal Justice

Master of Science in Criminal Justice

### Mission and Objectives

The mission of the Department is to maintain high quality academic programs to meet the needs of students. In furtherance of this mission, the faculty recognize the connection between excellence in education, research, scholarship, and service with applied, theoretical, and policy relevance. This includes demonstrated competency in criminological, methodological, and administrative theory, as well as analytical and technical skills. Thus the Department strives to provide students with knowledge of mechanisms and processes of criminal justice systems that is sufficient to prepare students for professional and managerial careers in criminal justice, as well as research and advanced study.

### Honor Society

Alpha Phi Sigma - National Criminal Justice Honorary

## Bachelor of Applied Arts and Sciences

CPS Academic Advisor 713-221-8906

### Major in Criminal Justice

The BAAS in Criminal Justice provides a seamless transfer from community colleges for AAS graduates.

### Degree Requirements

The BAAS Degree requires a minimum of 120 hours. At least 25% of the semester credit hours must be earned through instruction offered by UH-Downtown. At least 18 hours must reflect approved upper-level courses. The final 30 semester credit hours must be taken at UH-Downtown. The degree requires a minimum of 24 upper-level criminal justice hours earned at UH-Downtown. An overall minimum grade point average of 2.0 at UH-Downtown is required for graduation, and a minimum average of 2.0 must be maintained in the upper-level hours in the major.

### Common Core Requirements – Academic Foundation (42 hours)

Community College AAS Degree credits; must meet Common Core Requirements listed in this Catalog.

### AAS Degree or ACE Equivalency (36 hours)

### **BAAS Criminal Justice Major Requirements (12 Hours)**

CJ 3301 Criminology  
CJ 3303 Criminal Justice Cornerstone  
CJ 3311 Ethics of Social Control  
CJ 4370 Senior Seminar in Criminal Justice

### **Prescribed Elective Courses (Select any 6 courses listed below) (18 hours)**

CJ 3302 Criminal Investigation  
CJ 3304 Criminal Law  
CJ 3305 Criminal Evidence and Procedure  
CJ 3306 Crime and Delinquency  
CJ 3307 Community Oriented Policing  
CJ 3308 Juvenile Justice System  
CJ 3312 Prisons in America  
CJ 3313 Community-Based Corrections  
CJ 3316 Victimology  
CJ 3317 Race and Crime  
CJ 3318 Sex Crimes  
CJ 3319 Legal Research  
CJ 4301 Criminal Justice Administration  
CJ 4302 Organized Crime  
CJ 4303 Vice, Drugs, and the Law  
CJ 4304 White Collar Crime  
CJ 4305 Correctional Counseling  
CJ 4307 Rights of the Convicted  
CJ 4306 Domestic Terrorism  
CJ 4313 International Criminal Justice  
CJ 4390 Special Topics in Criminal Justice

### **Free Upper Division Electives ( 12 hours)**

Select 4 upper level courses. They may be from any area.  
Prerequisites may apply. Electives are an important part of the degree program and should be selected in consultation with an academic advisor.

## **Bachelor of Science**

### **Major in Criminal Justice**

**Clete Snell, PhD, Chair, 713-226-5271**

Course work leading to this bachelor's degree provides the student with strong communication and analytical skills. This is accomplished (1) through a comprehensive and extensive set of general education requirements; (2) through a critical and in-depth interdisciplinary analysis of the causes of crime, the definition and measurement of crime, and society's formal and informal efforts at preventing and controlling crime; and (3) by treatment of the field of criminal justice as an applied science where the student is taught to integrate theory construction, empirical validation, and practical application.

#### **Degree Requirements**

The Criminal Justice major requires a minimum of 120 hours. At least 25% of the semester credit hours must be earned through instruction offered by UH-Downtown. Twenty-four hours of criminal justice must be at the upper level, and 24 hours must be completed as course work at UH-Downtown. The last 30 of the total hours and 18 of the upper-

level hours toward the degree must be successfully completed in residence at UH-Downtown. The degree requires a minimum of 36 upper-level hours. An overall minimum grade point average of 2.0 at UH-Downtown is required for graduation, and a minimum average of 2.0 must be maintained in the upper-level hours in the major.

### **Common Core Requirements (42 hours)**

See listing under Common Core Requirements in this Catalog.

### **General Education Requirements (9-12 hours)**

Specific General Education Application and Enhancement Requirements for the Criminal Justice degree are:

#### **Writing Skills (3 hours)**

ENG 3302 Business and Technical Report Writing  
or  
ENG 3308 Legal Writing

#### **Nonverbal Analytical Skills (3 hours)**

CJ 3320 Statistics in Criminal Justice

#### **Ethics and Morality (3 hours)**

CJ 3311 Ethics of Social Control  
or  
PHIL 3301 Moral Issues, Personal and Professional

#### **World Community (3 hours)**

One course is required that addresses topics beyond American society. Consult a degree advisor for specific courses that complement this degree. Courses commonly used to fulfill this requirement in the College of Public Service include courses in geography, foreign languages and literature, and history, political science and humanities courses that focus on other cultures. This requirement may be fulfilled through elective hours or in some other course applied within the degree, including CJ 4313.

### **Criminal Justice Core (21 hours)**

CJ 1301 Crime, Law, and Society  
CJ 2301 The Police System  
CJ 2302 The Criminal Court System  
CJ 2303 The Correctional System  
CJ 3300 Research Methods in Criminal Justice  
CJ 3301 Criminology  
CJ 4370 Senior Seminar in CJ

### **Criminal Justice Electives (21 hours)**

To be chosen from among Criminal Justice courses not applied to the Criminal Justice core. All 21 hours must be at the upper level.

### **Criminal Justice Writing Intensive Courses (6 hours)**

Students must take two upper-division courses that include substantial written assignments. These courses, designated as "W courses" in degree programs, assure students of opportunities to use and further refine their writing skills within the context of the major field of study. The following upper-division criminal justice courses have been designated as writing intensive:

CJ 3301 Criminology  
CJ 3311 Ethics of Social Control



### **Supplemental Concentration (12 hours)**

Students must select 12 hours of non-criminal justice course work of which nine hours must be 3000-4000 level courses. The courses must be approved by the criminal justice advisor in the College of Public Service.

### **Electives (9-15 hours)**

To be selected from any department at any level, with the following restrictions: Developmental courses (ENG 1300, MATH 0300, MATH 1300 and RDG 1300), or their equivalent, which may not apply to graduation requirements. No more than 25% of the hours presented for graduation may be credits in business. Electives are an important part of the degree program and should be selected in consultation with an academic advisor. (If the world community requirement is fulfilled by any course that meets another degree requirement, the total of elective hours is 9-15.)

## **Minors**

### **Minor in Criminal Justice (18 hours minimum)**

CJ 1301 Crime, Law, and Society

CJ 2301 The Police System

CJ 2302 The Criminal Court System

CJ 2303 The Correctional System

CJ 3301 Criminology

3 hours of upper-level Criminal Justice courses

### **Minor in Security Management (18 hours minimum)**

#### **Required Core Courses (9 hours)**

BA 3300 Business Cornerstone

CJ 3309 Security and the Law

CJ 4311 Security Management

#### **Choose from following electives (9 hours)**

BA 3308 Business Ethics

CJ 4304 White Collar Crime

CJ 4306 Domestic Terrorism

ECO 3310 Current Issues in Economics

POLS 4310 International Terrorism

PSY 3301 Industrial/Organizational Psychology

## **Academy Credit**

Students who complete the UHD Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) Basic Peace Officer's Academy and pass the licensing exam can apply for advanced placement for CJ 2301 (Police Systems) and CJ 2302 (Criminal Courts) by paying an administrative fee of \$15. Students must be enrolled at UHD in order to receive credit and may not receive credit for classes in which they are currently enrolled or for which they have already received credit. No other Criminal Justice classes may be substituted. No grade is awarded for credit obtained in this manner. No other academy credit will be accepted.

## **Master of Science**

### **Major in Criminal Justice**

*See Graduate Academic Programs section of this catalog.*

### **Master of Security Management for Executives**

*See Graduate Academic Programs section of this catalog.*

## **Criminal Justice Training Center**

**Rex White**, Director, 713-221-8690

The University of Houston-Downtown has one of the largest criminal justice training centers in Texas. The mission of the Training Center is to provide quality adult education to people desiring to enter public and private sector criminal justice professions and continuing education to criminal justice practitioners. In addition, students, faculty, and staff of the division donate thousands of hours annually to activities leading to the improvement of the criminal justice professions and the community at large. The division has conducted more than 130 police academy classes, trained more than 15,000 students for the criminal justice professions, and won regional and national awards for excellence. Its location near the Harris County courthouse and criminal justice complex makes it an ideal training site.

### **Law Enforcement Training Program**

Entry-level training for prospective police officers is provided by the Center's Police Academy. The academy is certified by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) and is approved for veterans' benefits through the Texas Education Agency. Approximately 40-50 specialized and advanced courses are offered annually for police officers and other public sector practitioners. Basic and advanced management training courses (ranging from one to 14 weeks in length) are provided through the Police Management Institute.

### **Specialized Certification Courses and Seminars**

Specialized training and certification opportunities are provided through unique seminars and courses. In cooperation with the International Foundation for Protection Officers, the Center co-sponsors the Certified Protection Officer Program. In cooperation with the Houston Police Department and the Houston Chapter of the American Society for Industrial Security, the Center co-hosts an annual Joint Professional Development Conference. Certification courses are available in such diverse areas as arson investigation, investigative hypnosis, emergency medical care and technician training, and management.

### **UH-Downtown Criminal Justice Training Center Credit**

Students who complete the UHD Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) Basic Peace Officer's Academy and pass the licensing exam can apply for advanced placement for CJ 2301 (Police Systems) and CJ 2302 (Criminal Courts) by paying an administrative fee of \$15. Students must be enrolled at UHD in order to receive credit and may not receive credit for classes in which they are currently enrolled or for which they

have already received credit. No other Criminal Justice classes may be substituted. No grade is awarded for credit obtained in this manner. No other academy credit will be accepted.

## Department of Urban Education

**Myrna Cohen**, EdD, Chair

Suite 440, 1002 Commerce Street, 713-221-2759

### Faculty

Professor:	Sikka
Associate Professors:	Bhattacharjee, Chen, Cohen, Connell, Garcia, R. Johnson, Mahoney, Mullinnix, Nath, Thielemann-Downs, Van Horn
Assistant Professors:	Beebe, Bedard, Burnett, Hardin, Hewitt, Jenkins, Mitchell, Pedrana, Sack, Witschonke
Instructors:	Bundoc, Hill, Paige, Wingfield

Academic Areas: Bilingual Education, Curriculum and Instruction, Elementary Education, Secondary Education

## Programs of Study

### Undergraduate/Post-baccalaureate

Bachelor of Arts in Interdisciplinary Studies

Post-baccalaureate Teacher Certification

### Certification Areas

Early Childhood–Sixth Grade Elementary Generalist

Early Childhood–Sixth Grade Bilingual Generalist

Fourth–Eighth Grade Generalist

Fourth–Eighth Grade Bilingual Generalist (check with the Department of Urban Education for availability of program)

Fourth–Eighth Grade Language Arts/Social Studies Specialist (check with Department of Urban Education for availability of program)

Secondary (grades 8-12) (undergraduate degrees to be obtained in content-area department)

### Graduate

Master of Arts in Teaching: Elementary Education (with certification)

Master of Arts in Teaching: Bilingual Education (with certification)

Master of Arts in Teaching: Secondary Education (with certification)

Master of Arts in Teaching: Curriculum & Instruction (for certified teachers only)

### Mission and Objectives

The Urban Education Department offers preparation for both undergraduate and post-baccalaureate students seeking elementary, bilingual, or secondary certification. Professional Development and field-based courses in this department are taught in three Interdisciplinary Blocks (9 hours each) and are field-based in selected public schools within several Houston metropolitan area districts. Field-based blocks of courses also require a minimum of 60 clock hours of internship/fieldwork (per semester) in these schools on weekdays between 7:00 AM and 3:30 PM.

Building upon an understanding of cultural, economic, and linguistic diversity developed through the program's general education requirements and its Urban Education Core, the Interdisciplinary Blocks provide opportunities for future teachers to:

- observe and interact with master teachers and divergent learners within the school setting
- interact with children of diverse backgrounds and experiences to create an understanding of themselves, their own culture, and the cultures of others
- develop a community of learners which acknowledges the similarities of diverse members and appreciates differences
- plan and implement effective strategies which ensure academic success for all learners, and
- use technology in effective ways to enhance student achievement.

To promote and ensure student success, the design of the curriculum is based on (a) state certification standards, (b) the Texas Essential Knowledge and Skills, and (c) the state teacher education proficiencies. It is expected that at the end of the teacher education program, the new teacher will have internalized the state identified proficiencies for teacher education and will successfully pass the state examinations required for teacher certification.

## Post-baccalaureate Teacher Certification

Post-baccalaureate students seeking certification must meet the requirements for admission to Teacher Education and have a minimum 2.5 cumulative grade point average or a 2.5 overall grade point average in the last 60 hours. Students interested in secondary certification must also have a 2.5 GPA in their area of specialization. In addition to the undergraduate route, there are three other possible post-baccalaureate routes to teacher certification.

- Alternative Certification Program (ACP)
- Master of Arts in Teaching with certification (ACP-MAT)
- Post-Baccalaureate Plan

Teacher certification is available in EC-6 (Generalist), EC-6 (Bilingual), 4-8 (Generalist), 4-8 (Bilingual Generalist), 4-8 (Language Arts/Social Studies Specialist), and secondary education.

The ACP option starts in the spring and fall semesters of each academic year. The application deadline for the Alternative Certification Program is: Fall Start – June 1<sup>st</sup> and Spring Start – November 1<sup>st</sup>. The successful completion of all components of the ACP program is required before students are recommended for full certification. Please see the Urban Education website for more information.

The Master of Arts in Teaching with certification (MAT-ACP) option allows students to work toward teacher certification and a Master of Arts in teaching (Curriculum and Instruction). The application deadline for the MAT-ACP program is: Fall Start – June 1<sup>st</sup> and Spring Start – November 1<sup>st</sup>. Students must submit completed applications for the Alternative Certification Program and the Master of Arts in Teaching program. Please see the Urban Education website for more information.

A Post-Baccalaureate plan sponsored by the University of Houston-Downtown requires a minimum of 27-33 semester credit hours to be

taken after the date of the student's bachelor's degree. All courses taken in fulfillment of the plan are to be taken at UHD unless the student has written permission in the form of a waiver from the Office of the Dean of Public Service.

Students interested in obtaining an MAT with certification should refer to the graduate section of this catalog.

**Please note:**

As state guidelines change, continual program revisions may occur. Teacher education programs are developed in response to the Texas Higher Education Coordinating Board and State Board for Educator Certification (SBEC) regulations and guidelines. Thus, course requirements and sequencing are subject to change. All students pursuing teacher certification plans must understand that the advising staff will make every effort to communicate program changes as they occur, but it is the responsibility of each student to stay apprised of any changes that may affect degree plans. Thus constant monitoring of plans is necessary, and students are urged to visit regularly with an academic advisor and to check the SBEC website for teacher certification changes ([www.sbec.state.tx.us](http://www.sbec.state.tx.us)).

## Honor Society

Kappa Delta Pi

## Student Organizations

Urban Educators' Literacy Society

The Association of Supervision and Curriculum Development  
Bilingual Education Student Organization

## Requirements for All Undergraduate Degrees

The degree programs in Urban Education require a minimum of 124–126 semester credit hours (SCH). For degree completion, at least the last 30 SCH, representing the professional development and field-based courses, must be earned through instruction offered by the University of Houston-Downtown. Formal admission to Teacher Education requires the following:

- A minimum 2.5 overall grade point average
- 30 semester credit hours (SCH) of course work
- Obtain passing scores on all three sections of the THEA exam (no exemptions)
- Be in good standing
- Complete all developmental courses, if required
- Successful completion of ENG 1301 and 1302
- Successful completion of MATH 1301 (or above)
- Declaration of major.
- Formal application to the program

The University Core and foreign language instruction must be chosen as part of these degrees. Graduation requires successful completion of all course work including three interdisciplinary blocks and field work. In addition, certification requires passing scores on state-mandated certification examinations.

## Bachelor of Arts

### Major in Interdisciplinary Studies

Students seeking a Bachelor of Arts with a major in Interdisciplinary Studies will select from among five certification programs:

- Early Childhood–Sixth Grade Elementary Generalist
- Early Childhood–Sixth Grade Bilingual Generalist
- Fourth-Eighth Grade Elementary Generalist
- Fourth-Eighth Grade Bilingual Generalist (check with Department of Urban Education for availability of programs)
- Fourth-Eighth Grade Language Arts/Social Studies Specialist (check with Department of Urban Education for availability of programs)

#### Early Childhood–Sixth Grade Elementary Generalist (124 SCH)

##### Common Core Requirements (42 hours)

See listing under Common Core Requirements in this Catalog.

##### Preparatory Requirements and Non-Field-Based Courses for the Educational Component (27 hours, Interdisciplinary Blocks I, II, and III)

These courses are requirements for the degree and are in addition to the core curriculum. These courses fulfill the Preparatory Requirements and include other courses that are not field-based for students in the Early Childhood–Sixth Grade Elementary Generalist certification program.

ECH 2311 Early Childhood Classroom

ECH 2312 The Young Child

ECH 2313 Early Childhood Learning Environment

ETC 3301 Educational Technology (prerequisite: CS 1305, or CIS 1301, or demonstrated competency)

READ 3305 Foundations of Literacy

READ 3306 Language and Literacy Development (prerequisites: READ 3305, admission to Teacher Education)

SOSE 3306 Culture of Urban Schools (prerequisite: Introductory course in the social sciences)

SOSE 3320 Assessment and Evaluation of Children

PED 3301 Introduction to Special Populations (prerequisite: SOSE 3306)

##### Academic Major and Non-Field-Based Courses for the Educational Component (28 hours)

These courses are preliminary requirements for the degree and are in addition to the core curriculum. These courses fulfill the Academic Major requirements and include other courses that are not field-based for students in the Early Childhood–Sixth Grade Elementary Generalist certification program.

ENG 3305 or 3318 (prerequisite: 3 hours of literature)

MATH 3321 Math Concepts I (prerequisites: MATH 1301 or MATH 1310, admission to Teacher Education)

MATH 3322 Math Concepts II (prerequisites: MATH 1301 or MATH 1310, admission to Teacher Education)

NS 3310 Physical Science (prerequisite: admission to Teacher Education Program)

NS 3312 Life Sciences Studies (prerequisite: admission to Teacher

Education Program)

PED 3304 Aesthetic and Physical Development

READ 3307 Language Arts Instruction (prerequisite: READ 3305 and admission to Teacher Education Program)

SOC/BEH One course from:

SOSE 3310 Critical Social Studies Education

ECO 1301 Introduction to Economics (prerequisite: ENG 1301)

GEOG 1302 World Regional Geography

HIST 2303 Texas History (prerequisite: POLS 2303, or 2304 and junior standing)

HIST 2309 Ethnic Minorities in America (prerequisite: Enrolled in or completion of ENG 1301)

POLS 3309 Texas Politics (prerequisite: POLS 2303 or 2304 and junior standing)

SOC 3304 Minorities in America (prerequisite: SOC 1303 and junior standing)

SPAN 1401 (or CLEP)

### Education Component (27 hours)

The Professional Development courses require concurrent enrollment in specific field-based blocks of courses. A minimum of 60 clock-hours per semester is required for Blocks I and II. Block III represents a full semester, full-day student teaching experience. In order to successfully complete each block, students must demonstrate mastery of the content. Thus it is highly recommended that preparatory and academic courses be taken before beginning the Blocks. Admission to these blocks is approved by the advisor/coordinator of the Urban Education Department.

#### Block I

(Prerequisites: ECH 2311, ECH 2313, READ 3305, READ 3306; admission to Teacher Education program; Core Complete; Pre- or Co-requisites SOSE 3306, MATH 3321, MATH 3322, READ 3307.

Concurrent enrollment: EED 3301, EED 3312 and READ 3303)

EED 3301 Understanding the Learner in the Elementary Classroom

EED 3312 Effective Teaching Strategies in Mathematics Education

READ 3303 Literacy Curriculum, Methods, and Assessment EC-2

#### Block II

(Prerequisites: Successful completion of Block I. Pre- or co-requisites: NS 3310, NS 3312: Concurrent enrollment in: EED 3311, READ 4303 and EED 3315)

EED 3311 Social Studies Instruction

EED 3315 Effective Teaching Strategies in Science Education

READ 4303 Literacy Curriculum, Methods, and Assessment, 3-6

#### Block III

Prerequisites: Successful completion of Block II and must have completed all other courses on degree plan.

EED 4301 Student Teaching in the Elementary Classroom

EED 4304 Student Teaching in the Early Childhood Classroom

SOSE 4303 Current Issues in Urban Teaching

- I. Block III with THECB Educational Aide Exemption Approval  
II. Declared majors who are exempt from student teaching are required to take SOSE 4304 and must choose two courses (6 SCHs) from those listed below to substitute for the 6 SCHs of student teaching. Students who will seek an ESL endorsement after initial certification should consider taking both ESL 5333 and ESL 5334.

*Prerequisites: Successful completion of Block II and completion of all other courses on degree plan.*

Select two Courses (6 SCHs):

ESL 5333 ESL Instruc/Assess & Acq of Lang Concepts

ESL 5334 Foundations of ESL Ed

PED 3302 Tch Middle Sch Math

PED 3303 Tch Middle Sch Env Science

READ 3309 Tch Rdg in Content Areas

SOSE 3310 Crit Soc Studies Ed

Content area course by Advisement

SOSE 4304 Current Issues in Urban Teaching

**Total: 124 SCH**

### Early Childhood–Sixth Grade Bilingual Generalist (126 SCH)

#### Common Core Requirements

See listing under Common Core Requirements in this Catalog. (42 hours)

#### Preparatory Requirements and Non-Field-based Courses for the Educational Component (Interdisciplinary Blocks I, II, and III) (24 hours)

These courses are preliminary requirements for the degree and are in addition to the core curriculum. These courses fulfill the Preparatory Requirements and include other courses that are not field-based for students in the Early Childhood–Sixth Grade Bilingual Generalist certification program.

ECH 2311 Early Childhood Classroom

ECH 2312 The Young Child

ECH 2313 Early Childhood Learning Environment

PED 3301 Introduction to Special Populations (prerequisite SOSE 3306)

ETC 3301 Educational Technology (prerequisites: CS 1305 or CIS 1301, or demonstrated competency)

READ 3305 Foundations of Literacy

SOSE 3306 Culture of Urban Schools

SOSE 3320 Assessment and Evaluation of Children

#### Academic Major and Non-Field-based Courses (27 hours)

These courses are preliminary requirements for the degree and are in addition to the core curriculum. These courses fulfill the Academic Major requirements and include other courses that are not field-based for students in the Early Childhood–Sixth Grade Bilingual Generalist certification program.

ENG 3305 or 3318 (prerequisite: 3 hours of literature)

MATH 3321 Math Concepts I (prerequisite: MATH 1301 or 1310; admission to Teacher Education Program)

MATH 3322 Math Concepts II (prerequisite: MATH 1301 or 1310; admission to Teacher Education Program)

NS 3310 Physical Science (prerequisite: admission to Teacher Education Program)

NS 3312 Life Sciences Studies (prerequisite: admission to Teacher Education Program)  
 PED 3304 Aesthetic and Physical Development  
 PED 3314 Children's Literature in Spanish (prerequisite: admission to Teacher Education Program)  
 READ 3306 Language and Literacy (prerequisite: admission to Teacher Education Program and READ 3305)  
 SPANISH (9 hours of Spanish beyond 1401 and 1402. Placement does not equal hours credit.)  
 SPAN 2311 Spanish for Native Speakers  
 SPAN 2312 Spanish II for Native Speakers  
 SPAN 3301 Advanced Spanish Grammar and Composition

### Professional Development (27 hours)

The Professional Development courses require concurrent enrollment in specific field-based blocks of courses. A minimum of 60 clock hours of fieldwork per semester is required for Blocks I and II. Block III represents a full-semester, full-day student teaching experience. In order to successfully complete each block, students must demonstrate mastery of the content; thus it is highly recommended that preparatory and academic courses be taken before beginning the Blocks. Admission to these blocks is approved by the advisor/coordinator of the Urban Education Department.

#### Block I

(Prerequisites: admission to the Teacher Education program, ECH 2313, READ 3305, PED 3314, SPAN 2311, SPAN 2312, SPAN 3301, and may take one of the following courses concurrently: SOSE 3306, ETC 3301) Concurrent enrollment in BED 3301, BED 3311 and READ 4306

BED 3301 Understanding the Second Language Learner  
 BED 3311 Foundations of Bilingual/ESL Education  
 READ 4306 Literacy Curriculum, Methods, and Assessment in Bilingual/ESL

#### Block II

(Prerequisites: Successful completion of Block I, MATH 3321, MATH 3322, pre- or concurrent enrollment NS 3310, NS 3312. Concurrent enrollment in BED 4301, BED 4311, and READ 3317)  
 BED 4301 Teaching Language Arts and Reading in Spanish  
 BED 4311 Integrating Curriculum in a Bilingual/ESL Classroom  
 READ 3317 Language Arts Instruction for the Bilingual / ESL Classroom

#### Block III

(Prerequisites: Successful completion of Block II and must have completed all other courses on degree plan.  
 EED 4303 Student Teaching in the Bilingual/ESL Classroom  
 EED 4304 Student Teaching in the Early Childhood Classroom  
 SOSE 4303 Current Issues in Urban Teaching

III. Block III with THECB Educational Aide Exemption Approval  
 IV. Declared majors who are exempt from student teaching are required to take SOSE 4304 and must choose two courses (6 SCHs) from those listed below to substitute for the 6 SCHs of student teaching.

*Prerequisites: Successful completion of Block II and completion of all other courses on degree plan.*

#### Select two Courses (6 SCHs):

SPAN 3302 Professional Writing  
 PED 3302 Tch Middle Sch Math

PED 3303 Tch Middle Sch Env Science  
 READ 3309 Tch Rdg in Content Areas  
 SOSE 3310 Crit Soc Studies Ed  
 Content area course by Advisement

SOSE 4304 Current Issues in Urban Teaching

**Total: 126 SCH**

### Fourth–Eighth Grade Generalist (125 SCH)

#### Common Core Requirements

See listing under Common Core Requirements in this catalog.

#### Preparatory Requirements and Non-Field-based Courses for the Educational Component (Interdisciplinary Blocks I, II, and III)

These courses are requirements for the degree and are in addition to the core curriculum. These courses fulfill the Preparatory Requirements and include other courses that are not field-based for students in the 4-8 Generalist certification program.

READ 3305 Foundations of Literacy  
 SOSE 3306 Culture of Urban Schools  
 ETC 3301 Educational Technology (Prerequisites: CS 1305 or CIS 1301, or demonstrated competency)  
 MATH 3321 Math Concepts I (Prerequisites: MATH 1301 or MATH 1310, admission to teacher education)  
 MATH 3322 Math Concepts II (Prerequisites: MATH 1301 or MATH 1310, MATH 3321, admission to teacher education)  
 SOSE 3320 Assessment and Evaluation of Children

#### Academic Major and Non-Field-based Courses

These courses are preliminary requirements for the degree and are in addition to the core curriculum. These courses fulfill the Academic Major requirements and include other courses that are not field-based for students in the 4-8 Generalist certification program.

PED 3301 Introduction to Special Populations (Prerequisite: SOSE 3306)  
 PED 3302 Teaching Middle School Mathematics  
 PED 3303 Effective Teaching Strategies in Environmental Science Education  
 READ 3307 Language Arts Instruction (Prerequisites: READ 3305, admission to Teacher Education)  
 READ 3309 Reading in the Content Areas 4-12 (Prerequisites: READ 3305, admission to Teacher Education)  
 NS 3310/3312 Physical Science Studies/Life Science Studies (either course) (Prerequisite: admission to Teacher Education)  
 NS 3311 Earth and Environmental Science Studies (Prerequisite: admission to Teacher Education)

SOC/BEH (any one of the following courses)  
 SOSE 3310 Critical Social Studies Education  
 ECON 1301 (Prerequisite: ENG 1301)  
 GEOG 1302  
 HIST 2303 (Prerequisite: Enrollment in or completion of ENG 1301)  
 POLS 3309 (Prerequisites: POLS 2303, 2304, and junior standing)  
 SOC 3304 (Prerequisites: SOC 1303 and junior standing)

SPAN 140, 1402, or CLEP Test (0-8 SCH depending upon placement)  
 HIST 3316 (Prerequisite: junior standing or consent of instructor)  
 ENG (any one of the following courses)  
 ENG 3302 (Prerequisite: 3 hours of literature)  
 ENG 3305 (Prerequisite: 3 hours of literature)  
 ENG 3320 (Prerequisites: ENG 1302 and junior standing)  
 ENG 3355 (Prerequisite: 3 hours of literature)

### Education Component

The Professional Development courses require concurrent enrollment in specific field-based blocks of courses. A minimum of 60 clock hours of fieldwork per semester is required for Blocks I and II. Block III represents a full-semester, full-day student teaching experience. To successfully complete each block, students must demonstrate mastery of the content; thus it is highly recommended that preparatory and academic courses be taken before beginning the Blocks. Admission to these blocks is approved by the advisor/coordinator of the department.

#### Block I

(Prerequisites: admission to the Teacher Education program, READ 3305, PED 3302, MATH 3321, and MATH 3322 and may take one of the following courses concurrently: SOSE 3306, SOSE 3320, ETC 3301, PED 3303, READ 3307)  
 EED 3316 Understanding the Adolescent Learner and Environment  
 EED 3312 Effective Teaching Strategies in Mathematics Education  
 ESL 3303 Instruction and Assessment of Eng Lang Learners 4-8

#### Block II

(Prerequisites: Successful completion of Block I, PED 3303, READ 3309, NS 3311, NS 3310/3312)  
 READ 3313 Reading Curriculum, Methods, Assessment, & Diagnosis 4-8  
 EED 3311 Teaching Social Studies in the Elem Classroom  
 EED 3315 Effective Teaching Strategies in Science Education

#### Block III

(Prerequisites: Successful completion of Block II and must have completed all other courses on degree plan.  
 EED 4301 Student Teaching Elementary  
 EED 4302 Student Teaching Middle School Classroom  
 SOSE 4303 Issues in Urban Teaching

- V. Block III with THECB Educational Aide Exemption Approval  
 VI. Declared majors who are exempt from student teaching are required to take SOSE 4304 and must choose two courses (6 SCHs) from those listed below to substitute for the 6 SCHs of student teaching. Students who will seek an ESL endorsement after initial certification should consider taking ESL 5334.

*Prerequisites: Successful completion of Block II and completion of all other courses on degree plan.*

Select two Courses (6 SCHs):

ESL 5334	Foundations of ESL Ed HIST 2303 Texas History
SOSE 3310	Crit Soc Studies Ed SED 3302 Inst Design
SED 3312	Org & Manag Classroom Sec Content area course
by Advisement	
SOSE 4304	Current Issues in Urban Teaching

**Total: 125 SCH**

**Fourth–Eighth Grade Bilingual Generalist (138 SCH)**

Please check with the Department of Urban Education about availability of the program before pursuing this degree.

### Common Core Requirements

See listing under Common Core Requirements in this Catalog. Students who have not yet completed their history requirement in the core are urged to fulfill 3 SCH of the requirement by taking HIST 2309 (Ethnic Minorities in American History). In fulfillment of the Behavioral Science requirement, PSY 1303 (Introduction to Psychology) is recommended.

### Preparatory Requirements and Non-Field-based Courses

These courses are preliminary requirements for the degree and are in addition to the core curriculum. These courses fulfill the Preparatory Requirements and include other courses that are not field-based for students in the 4-8 Grade Bilingual Generalist program.

#### GEOG 1302 World Geography

Select 3 SCH from the following two courses:

- HIST 2303 Texas History (Prerequisite or Concurrent Enrollment: ENG 1301)
- POLS 3309 Texas Politics (Prerequisites: POLS 2303, and junior standing) POLS 2304

Select 3 SCH from the following two courses:

- ECON 2301 Principles of Economics I (Prerequisite: MATH 1301 or MATH 1310)
- ECON 2302 Principles of Economics II (Prerequisite: MATH 1301 or MATH 1310)

Select 9 SCH from the following Spanish courses:

- SPAN 1401 Elementary Spanish I
- or
- SPAN 2311 Spanish I for Native Speakers
- SPAN 1402 Elementary Spanish II
- or
- SPAN 2312 Spanish II for Native Speakers
- SPAN 2301 Intermediate Spanish I (Prerequisite: SPAN 1402, SPAN 1412 or equivalent)
- SPAN 2302 Intermediate Spanish II (Prerequisite: SPAN 2301 or equivalent)
- SPAN 3301 Advanced Spanish Grammar and Composition (Prerequisite: SPAN 2302 or placement by examination)
- SPAN 4310 Spanish Linguistics (Prerequisite: SPAN 3301 or Approval of Chair)

### Academic Major and Non-Field-Based courses

BED 3311 Foundations of Bilingual/ESL Education (Prerequisite: admission to Teacher Education)

Select 3 SCH from the following:

- ENG 3319 Introduction to the Study of Language
- ENG 3320 History of the English Language

Select 3 SCH from the following:

- ENG 3322 Mexican-American Literature (Prerequisite: 3 SCH of literature)
- ENG 3353 Social Class and Literature (Prerequisite: 3 SCH of

literature

Select 3 SCH from the following:

- ENG 3318 Advanced English Grammar for Writers (Prerequisite: ENG 1302 and junior standing)
- ENG 3305 Essay Writing (Prerequisite: ENG 1302 and junior standing)
- ETC 3301 Educational Technology (Prerequisite: CS 1305 or CIS 1301, or demonstrated competencies)

Select 3 SCH from the following:

- HIST 2303 Texas History (Prerequisite or Concurrent Enrollment: ENG 1301)
- POLS 3309 Texas Politics (Prerequisites: POLS 2303, POLS 2304 and junior standing)
- HIST 3316 World History Since 1500 AD (Prerequisite: junior standing)

MATH 3321 Math Concepts I (Prerequisites: MATH 1301, admission to Teacher Education)

MATH 3322 Math Concepts II (Prerequisites: MATH 1301, admission to Teacher Education)

NS 3310 Physical Science Studies (Prerequisite: admission to Teacher Education)

NS 3311 Earth and Environmental Science Studies (Prerequisite: admission to Teacher Education)

NS 3312 Life Science Studies (Prerequisite: admission to Teacher Education)

PED 3314 Children's Literature in Spanish (Prerequisite: admission to Teacher Education)

READ 3305 Foundations of Literacy Development and Instruction EC-12

READ 3307 Language Arts Instruction (Prerequisite: READ 3305 and admission to Teacher Education)

READ 3309 Teaching Reading in the Content Area 4-8 (Prerequisite: READ 3305)

SOSE 3424 Culture of the Urban School (Prerequisite: Introductory course in social sciences)

### Professional Development and Field-based Courses

The Professional Development courses require concurrent enrollment in specific field-based blocks of courses. A minimum of 60 clock-hours of fieldwork per semester is required for Blocks I and II. Block III represents a full-semester, full-day student teaching experience. Admission to these blocks is approved by the advisor/coordinator of the Urban Education Department.

#### Block I

(Prerequisites: admission to Teacher Education, READ 3305.

Additional prerequisite and/or concurrent enrollment: SOSE 3306, SOSE 3320, ETC 3301)

EED 3311 Teaching Social Studies in the Elementary Classroom

EED 3316 Understanding the Adolescent Learner and Environment

READ 3312 Reading Curriculum, Methods, and Assessment in ESL 4-8

#### Block II

(Prerequisites: Block I, MATH 3321, and MATH 3322)

EED 3312 Effective Teaching Strategies in Mathematics Education

EED 3315 Effective Teaching Strategies in Science Education

READ 4307 Diagnostic Instruction of Reading in the ESL Classroom 4-8

#### Block III

(Prerequisites: Block II)

EED 4302 Student Teaching in the Middle School Classroom

EED 4303 Student Teaching in the Bilingual/ESL Classroom

SOSE 4303 Current Issues in Urban Teaching

### Fourth–Eighth Grade Language Arts-Social Studies Specialist (132-137 SCH)

Please check with the Department of Urban Education about availability of the program before pursuing this degree.

#### Common Core Requirements

See listing under Common Core Requirements in this Catalog.

Students who have not yet completed their history requirement in the core are urged to fulfill 3 SCH of the requirement by taking HIST 2309 (Ethnic Minorities in American History). In fulfillment of the Social/Behavioral Science requirement, PSY 1303 (Introduction to Psychology) or SOC 1303 (Principles of Sociology) is strongly recommended.

#### Preparatory Requirements and Non-Field-based Courses

These courses are preliminary requirements for the degree and are in addition to the core curriculum. These courses fulfill the Preparatory Requirements and include other courses that are no field-based for students in the 4-8 grade Language Arts-Social Studies program.

Select 3 SCH from the following:

ECON 2301 Principles of Economics I (Prerequisites: MATH 1301 or MATH 1310)

ECON 2302 Principles of Economics II (Prerequisites: MATH 1301 or MATH 1310)

GEOG 1302 World Geography

Select 3 SCH from the following:

HIST 2303 Texas History (Prerequisite or Concurrent Enrollment: ENG 1301)

HIST 3312 Readings in Texas History (Prerequisites: junior standing and 3 SCH in history)

POLS 3309 Texas Politics (Prerequisites: POLS 2303, POLS 2304, junior standing)

POLS 3302 Public Policy Analysis (Prerequisites: POLS 2303, POLS 2304, junior standing)

Select 3 SCH from the following:

SOC 1303 Principles of Sociology (Prerequisite or Concurrent Enrollment: ENG 1301)

PSY 1303 General Psychology (Prerequisite or Concurrent Enrollment: ENG 1301)

#### Academic Major and Non-Field-based Courses

These courses are preliminary requirements for the degree and are in addition to the core curriculum. These courses fulfill the Academic Major Requirements and other courses that are not field-based for students in the Fourth–Eighth Grade Language Arts/Social Studies Specialist program.

ENG 3351 Children's Literature (Prerequisite: 3 SCH of literature)  
 ENG 3355 Young Adult Literature  
 ENG 3318 Advanced English Grammar for Writers (Prerequisite: ENG 1302, junior standing)  
 ENG 3305 Essay Writing (Prerequisite: ENG 1302, junior standing)  
 ENG 3306 Introduction to Literary Theory (Prerequisite: 3 SCH of literature)

Select 3 SCH from the following:

ENG 3319 Introduction to the Study of Language (Prerequisite: ENG1302, junior standing)  
 ENG 3320 History of the English Language (Prerequisite: ENG 1302, junior standing)

ETC 3301 Educational Technology (Prerequisite: CS 1305 or CIS 1301, or demonstrated competencies)  
 HIST 3316 World History since 1500 A.D. (Prerequisite: junior standing)  
 READ 3305 Foundations of Literacy Development and Instruction EC-12  
 READ 3309 Teaching Reading in the Content Area 4-8 (Prerequisite: READ 3305)

Select 3 SCH from the following:

SOC 4301 Political Sociology (Prerequisites: SOC 1303, 3 additional SCH in sociology, junior standing)  
 POLS 3310 American Legislatures (Prerequisites: POLS 2303, POLS 2304, junior standing)  
 POLS 4306 Women and Politics (Prerequisites: POLS 2303, POLS 2304, junior standing)

Select 3 SCH from the following:

SOC 3304 Minorities in America (Prerequisites: SOC 1303, junior standing)  
 SOC 3306 Social Inequality (Prerequisites: SOC 1303, junior standing)  
 SOC 4305 Urban Sociology (Prerequisites: SOC 1303, 3 additional SCH in sociology, junior standing)  
 SOSE 3306 Culture of the Urban School  
 SPAN 3–8 SCH (depending upon placement)

### Professional Development and Field-based Courses

The Professional Development courses require concurrent enrollment in specific field-based blocks of courses. A minimum of 60 clock hours of fieldwork per semester is required for Blocks I and II. Block III represents a full-semester, full-day student teaching experience. In order to successfully complete each block, students must demonstrate mastery of the content. Admission to these blocks is approved by the advisor/coordinator of the Urban Education Department.

#### Block I

(Prerequisites: admission to Teacher Education, READ 3305.  
 Additional prerequisite and/or concurrent enrollment: SOSE 3306, SOSE 3320, ETC 3301)  
 EED 3316 Understanding the Adolescent Learner and Environment  
 READ 3327 Language Arts Instruction 4-8  
 READ 3304 Reading Curriculum, Methods, and Assessment 4-8

#### Block II

(Prerequisites: Block I. Additional prerequisite or concurrent enrollment: SOSE 3320)  
 EED 3311 Teaching Social Studies in Elementary Classroom  
 EED 4320 Advanced Processes for Teaching Writing in the Middle Grades  
 READ 4304 Diagnostic Instruction of Reading 4-8

#### Block III

(Prerequisites: Block II.)  
 EED 4301 Student Teaching in the Elementary Classroom  
 EED 4302 Student Teaching in the Middle School Classroom  
 SOSE 4303 Current Issues in Urban Teaching

**Total: 132-137 SCH**

## Secondary Education

Undergraduates seeking secondary certification must meet the requirements for formal admission to Teacher Education for Undergraduate Students. In addition to the minimum 2.5 overall grade point average, secondary candidates must have a 2.5 overall grade point average in the area of specialization. Students seeking certification in an area not listed below should contact the department certification officer. For program completion and certification, at least the last 30 SCH, representing the professional development and field-based courses, must be earned through instruction offered by the University of Houston-Downtown. Students seeking secondary certification (grades 8-12) will select from the following:

Bachelor of Science with Life Science Certification  
 Bachelor of Science with Physical Science Certification  
 Bachelor of Science with Science Composite Certification  
 Bachelor of Science in Composite Social Studies Certification  
 Bachelor of Arts in English with English Language Arts and Reading Certification  
 Bachelor of Arts in Spanish with Spanish Certification  
 Bachelor of Science with Mathematics Certification  
 Bachelor of Science with Computer Science Certification\*  
 Bachelor of Arts with History Certification  
*\*State certification examinations are pending. In order to determine certification requirements for the areas above, please contact your content area department.*

#### Please note:

As state guidelines change, continual program revisions may occur. Teacher education programs are developed in response to the Texas Higher Education Coordinating Board and State Board for Educator Certification (SBEC) regulations and guidelines. Thus, course requirements and sequencing are subject to change. All students pursuing teacher certification plans must understand that the advising staff will make every effort to communicate program changes as they occur, but it is the responsibility of each student to stay apprised of any changes that may affect degree plans. Thus constant monitoring of plans is necessary, and students are urged to visit regularly with an academic advisor and to check the SBEC website for teacher certification changes ([www.sbec.state.tx.us](http://www.sbec.state.tx.us)).

To obtain certification to teach in grades 8-12, students must also take course work in the area of Professional Development. These are:



## College of Sciences and Technology

**J. Akif Uzman**, PhD, Interim Dean  
**Kenneth Oberhoff**, PhD, Associate Dean  
Room 723-North, 713-221-8015

The College of Sciences and Technology provides intellectual discipline and academic experiences essential to a sound education. It offers degrees to prepare students to enter professional schools, technical and scientific careers, graduate study and research. The college offers undergraduate courses and programs in the Biological and Physical Sciences, Mathematical and Computer Sciences, and Engineering Technology. The degree programs offer opportunities for specialization as well as breadth.

The College of Sciences and Technology places the highest emphasis on quality instruction throughout its programs. Bringing the leading edge of science and technology into the classroom is a major goal that the faculty accomplishes by remaining current and active in their fields of specialization. The UHD Scholars Academy is designed to encourage more students to pursue and complete undergraduate degree programs in computer science, engineering/engineering technology, mathematics, and the natural sciences.

The College of Sciences and Technology also offers its students rare opportunities for undergraduate-level research. Resident research centers are: the Center for Applied Polymer Science Research, created in 1994 to provide undergraduate students at UHD with the opportunity to participate directly in basic and applied polymer research projects that are of academic and industrial significance, and the Center for Computational Sciences and Advanced Distributed Simulation, whose mission is to formally assemble a human resource base in the field, perform research that supports funded activities, develop software and investigate new technologies which respond to funding agency needs. Summer research assistantships are available for qualified students.

## UHD Scholars Academy

Mary Jo Parker, EdD, Director  
Room 725-North, 713 221-8471

The Scholars Academy is an exciting and innovative program designed for students who want to major in Computer Science, Mathematics, Engineering/Engineering Technology, and all areas of Natural Science. This competitive program is funded by the National Science Foundation, NASA, Office of Naval Research, UHD, US Army Research Office and the US Department of Agriculture. Academy Scholarships vary from \$2,500 to \$5,000 per academic year with additional summer stipends available for research participation. Students applying for admission to the Academy must be graduates of a college-preparatory high school curriculum; have a minimum GPA of 3.0 in mathematics and science; have minimum SAT Math and Verbal scores of 450 each or THEA math, reading and writing component scores of 250 each; and be enrolled as full-time students majoring in one of the degree programs in the College of Sciences and Technology.

### Support Courses: (9 hours):

ETC 3301 Educational Technology  
PED 3301 Introduction to Special Populations  
READ 3309 Teaching Reading in the Content Areas  
SOSE 3306 Culture of the Urban School

### Professional Development Sequence (27 hours)

Courses in the professional development sequence must be taken as a block of courses. These blocks will be offered at various times to accommodate student schedules. Blocks I and II require a minimum of 60 clock-hours of fieldwork per semester (internships in public schools), and Block III represents a full-semester, full-day student teaching experience. In order to successfully complete each block, students must demonstrate mastery of the content; thus it is highly recommended that preparatory and academic courses be taken before beginning the Blocks.

#### Block I

(Prerequisites: admission to the Teacher Education program, SOSE 3306; Concurrent enrollment in SED 3301, SED 3312)

SED 3301 Understanding the Learner in the Secondary School  
SED 3312 Organizing and Managing the Classroom Environment in the Secondary School

#### Block II

(Prerequisites: Successful completion of Block I, ETC 3301, PED 3301; Concurrent enrollment in SED 3302, SED 3307)  
SED 3302 Enhancing Student Achievement in the Secondary School  
SED 3307 Secondary Teacher Roles in Assessment and Profession

#### Block III

READ 4321 Literacy Across the Curriculum 8-12  
SED 4301 Student Teaching in the Secondary School  
SED 4302 Student Teaching in the Secondary School

VII. Block III with THECB Educational Aide Exemption Approval

VIII. Students who are exempt from student teaching are required to take READ 4321 and two courses (6 SCHs) to substitute for the 6 SCHs of student teaching.

*Prerequisites: Successful completion of Block II and completion of all other courses on degree plan.*

Select two Courses (6 SCHs):  
ESL 5333 ESL Instruc/Assess & Acq of Lang Concepts  
ESL 5334 Foundations of ESL Ed

Content area course by Advisement

## Master of Arts in Teaching

Elementary Education (EC-6, 4-8)  
Bilingual Education  
Secondary Education  
Curriculum & Instruction

For information on these programs, see the Graduate Academic Programs section of this catalog.

## Programs of Study

The College offers degree programs leading to:

Bachelor of Applied Arts and Sciences with major in:

Safety Management

Bachelor of Arts with major in:

Mathematics

Bachelor of Science with majors in:

Applied Mathematics

Applied Statistics

Biological and Physical Sciences

Biology

Biotechnology

Chemistry

Computer Science

Industrial Chemistry

Microbiology

Bachelor of Science in Engineering Technology with majors in:

Control and Instrumentation Engineering Technology\*

Safety and Fire Engineering Technology

Structural Analysis and Design Technology\*

*\*Accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology (111 Market Place, Suite 1050, Baltimore, MD 21202, Phone: 4210-374-7700, Email: [accreditation@abet.org](mailto:accreditation@abet.org), <http://www.abet.org>)*

## General Degree Requirements

### General Education Requirements

All students seeking a bachelor's degree at the University of Houston-Downtown must complete the general education requirements (see page 26), including the common core courses, application courses, enhancement courses and the Writing Proficiency Examination.

Fulfillment of general education requirements may vary depending on the degree.

### Prerequisites

Registration for any course offered by the College of Sciences and Technology that has a course prerequisite must be authorized by an advisor. Students may be dropped from any class for which they lack a prerequisite or a co-requisite. A course that is a prerequisite or co-requisite for another course may not be dropped unless the student drops both courses.

### Transfer Credits

The department chair in consultation with department faculty will determine the applicability of transfer credits into specific degree programs.

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## Computer and Mathematical Sciences Department

Dennis Rodriguez, PhD, Chair  
Room 705-South, 713-221-8410

### Faculty

Professors: Aló, Barnes, Becerra, de Korvin, London, Rodriguez, Sirisaengtaksin, Turski, Xie  
Associate Professors: Berrached, DeLaViña, Hodgess, Oberhoff, Simeonov, Vobach, Waller, Yoon, Zafiris  
Assistant Professors: Chan, Chen, Jegdic, Leveille, Lin, Pepper, Redl, Tecarro, Yuan  
Lecturers: Baker, Gad, John, Hayes, Nadler-Blumberg, Nakamura, Nguyen, Rosenthal-Simmons, Solomon  
Emeriti: Freeman  
Academic Areas: Computer science, mathematics, statistics

## Programs of Study

### Bachelor of Arts with major in:

Mathematics

### Bachelor of Science with majors in:

Applied Mathematics

Applied Statistics

Computer Science

The degree programs in the Department of Computer and Mathematical Sciences provide students with an education responsive to the expanding uses of mathematical and computer techniques in business, government and industry. They are designed to permit students to select courses suited to a variety of interests and career goals. In achieving these objectives, advising plays an important role and consequently each student is assigned an advisor to assist with the student's schedule and career planning. The departmental Academic Screening Committee periodically evaluates academic progress by departmental majors, and students are advised appropriately.

Undergraduate training in the mathematical sciences has undergone substantial change during the past decade. This change has been driven by advances and developments in the computer field and the expanding use of computers in business, government and industry. Growing demands exist for professional applied mathematical scientists. These individuals should have a solid background in basic mathematics, an understanding of advanced programming languages as well as advanced software techniques, and a mastery of important techniques in applied mathematics such as operations research and statistics. Virtually all industrial, business and governmental environments need individuals with these qualifications.

Those whose interests lie in the administrative or managerial sciences are especially valuable in market forecasting, computer-based accounting systems, industrial control, management training programs and long-range planning decisions. Those with an interest in statistics are valuable to firms that deal with large amounts of data, such as banking and insurance companies, which need personnel to develop and maintain the associated software.

## General Requirements for Graduation

The Department of Computer and Mathematical Sciences requires all candidates pursuing degrees in that department to have a grade of "C"

or better in all Computer and Mathematical Sciences course work. Transfer grades of "D" in CMS courses are not accepted by the department.

Students are responsible for meeting the requirements for graduation. Therefore, students should become familiar with the requirements listed in this Catalog and their degree plan and should refer to them each time they plan their semester program of study.

The last 25% (30 hours) of the semester credit hours of course work toward the degree must be taken at the University of Houston-Downtown. A minimum of 18 semester hours of upper-level credit in CMS courses must be completed at UHD. Students who wish to take courses at another college or university, including any other campus of the University of Houston System, and apply the credits earned toward their degree must request approval through the department that administers their program before taking the course. Courses taken without such approval may not be counted toward the fulfillment of the degree requirements.

## Bachelor of Arts

### Mathematics Major (120 hours)

The BA degree is designed to provide students with the foundation of a liberal arts education and a broad overview of mathematics and its applications. The mathematical component of this plan is designed to prepare students to develop and use analytical skills and problem-solving skills, to master mathematical techniques required in related fields of application, and to enter the employment market with relevant and proficient mathematical tools. The BA degree is especially appropriate for students who wish to combine an extensive study of mathematics with a second concentration in such fields as secondary teacher certification, business, the natural sciences or social sciences, and it prepares students for various graduate or professional programs including mathematics education, medicine or law.

#### General Education and Core Requirements (see page 26)

Additional General Education Requirements: Students majoring in a BA in mathematics are also required to take ENG 3302. MATH 2405 satisfies the analytical skills requirement of the General Education program. The writing skills requirement may be met by taking ENG 3302 and one of the following W courses: MATH 4395; MATH 4304; MATH 4312; MATH 4301; MATH 4315.

#### Computer Science Requirement (3 hours)

CS 1305

#### Mathematical Sciences Requirements (38 hours)

MATH 2405, 2407, 2401, 2402, 2403, 3302, 3306 or 3307, 4294, and 4395 (or approved W course). Nine hours of additional upper level mathematical sciences courses, not including MATH 3321 and MATH 3322. Students interested in secondary teacher certification are encouraged to choose MATH 3303 or MATH 3311, MATH 3312 and MATH 3313 as their mathematical sciences electives.

#### Humanities Requirements (9 hours chosen from at least two of the following categories)

- Humanities and Visual and Performing Arts - ART, DRA, MUS

- Political and Social Sciences - ECO, GEOG, HIST, PHIL, POLS
- Behavioral Sciences – ANTH, PSY, SOC
- English and Speech – ENG, COMM; e. Languages – FREN, SPAN

#### Minor (18 approved hours minimum)

Any university-approved minor will satisfy this requirement, or secondary teacher certification in mathematics. Students seeking secondary teacher certification should complete a formal application in the Urban Education Department.

**Electives** (sufficient hours to complete a minimum of 120 hours total)

## Bachelor of Science

### Majors in Applied Mathematics, Applied Statistics, and Computer Science

**Dennis Rodriguez**, PhD, Coordinator  
Room 705-South, 713-221-8410

The Computer and Mathematical Sciences degree programs are structured to develop written and oral communication skills, to provide broad-based studies in the mathematical sciences, and to provide a selection of advanced course work in computer science, mathematics and/or applied statistics.

One of the key aspects of the program is the Senior Seminar during which students are exposed to the world community as it relates to the major. In addition, students prepare a project proposal for their possible practicum. As a result of their performance in this course, students are invited to participate in the Senior Project or are assigned an appropriate writing course. The writing course requires prerequisites of STAT/MATH/CS 4294, COMM 1304, ENG 3302 and department approval.

All degree candidates must have a 2.0 GPA average and a grade of "C" or better in all Computer and Mathematical Sciences course work. Transfer grades of "D" are not accepted by the department. Any course substitutions or waivers must be approved by the department chair and dean.

Students who complete the requirements of the University College are accepted for advising into the Department of Computer and Mathematical Sciences after they complete MATH 1301 College Algebra with a grade of "C" or better.

To declare a major in the department, students must satisfy: TSI complete or exempt; 30 hours with 6 hours or more at UHD, or 60 transfer hours; "C" or better in MATH 1301; "D" or better in ENG 1302; and GPA of 2.0 or better. Policies regarding the degree programs are printed on the program sheets distributed by the department. In compliance with the accrediting principles of the American Assembly of Collegiate Schools of Business, the business content of non-business programs is limited to no more than 25 percent of the hours prescribed for graduation.

## Applied Mathematics Major (120 hours)

The curriculum is structured to prepare the student to develop and use analytical skills, to master mathematical techniques required in related fields of applications, and to enter the employment market with relevant and proficient mathematical tools for areas such as industrial mathematics, applied statistics, or computer analysis and programming for various types of applications. The degree requires a minimum of 120 semester credit hours.

### General Education and Core Requirements (see page 26)

Additional General Education Requirements: Students majoring in applied mathematics are also required to take ENG 3302. Eight hours of lab sciences are required and must be in the same natural science and be approved by the department: MATH 2405 satisfies the analytical skills requirement of the General Education program. The writing skills requirement may be met by taking ENG 3302 and one of the following W courses: MATH 4395; MATH 4304; MATH 4312; MATH 4301; MATH 4315.

### Computer Science Requirement (4 hours)

CS 1410

### Mathematical Sciences Requirements (47 hours)

MATH 2301, 2405, 2407, 2401, 2402, 2403, 3301, 3302, 3306, 3307, 3308, 4294, and 4395 (or approved W course). Six hours of additional upper-level mathematics courses selected from MATH 3311, 4301, 4302, 4304, 4305, 4315.

### Minor (18 approved hours minimum)

Any university-approved minor will satisfy this requirement.

**Electives** (sufficient hours to complete a minimum of 120 hours total)

## Applied Statistics Major (120 hours)

The curriculum in Applied Statistics is structured to allow students to be employed in areas requiring the tools of discrete mathematics and statistics. The advent of high-speed computers and technological advances being made in this area has encouraged the development of, and has resulted in, important advances that constitute significant statistical tools for such areas as the life sciences, administrative/managerial sciences and the social/behavioral sciences.

### General Education and Core Requirements (see page 26)

Additional general education requirements for students majoring in Statistics are: ENG 3302; PHIL 3304; COMM 1304. Eight hours of lab sciences are required and must be in the same natural science and approved by the department. MATH 2305 satisfies the analytical skills requirement of the General Education program. The writing skills requirement may be met by taking ENG 3302 and one of the following: STAT/MATH/CS4395; STAT 4300; STAT 4303; STAT 4307; STAT 4309; STAT 4310 and STAT 4306.

### Mathematical Sciences Requirements (39 hours)

CS 1408 or CS 1410, MATH 1305, 1306, 2305, 2307, CS/MATH/STAT 4294, 4395 (or approved W course), STAT 3309, 3310, and four courses chosen from STAT 4306, STAT 4311; STAT 4300, 4303, 4307, 4309, 4310. The sequence MATH 2401, MATH 2402, MATH

3302 may be substituted for MATH 1305, MATH 1306, STAT 3309, STAT 3310.

### Minor (18 hours minimum)

Any university-approved minor will satisfy this requirement.

**Electives** (27 hours to complete a minimum of 120 hours)

## Computer Science Major (120 hours)

The Computer Science program in the Department of Computer and Mathematical Sciences at UH-Downtown offers students a strong foundation in the fundamental concepts of computer science combined with sound practical training relevant to the common applications of computing in business and industry. The Bachelor of Science degree provides preparation for all career paths in computer science and information technology, including database systems, scientific computing and simulation, graphics, artificial intelligence, software engineering, and networking and telecommunications. By emphasizing broad-based studies including mathematics and science requirements, the student's choice of an approved university minor, and sustained development of writing and speaking proficiency, the degree furnishes students with the problem solving and communication skills that are in high demand in today's job market and graduate schools. Possessing many areas of expertise, the computer science faculty shares UH-D's commitment to quality teaching in a challenging yet personal and supportive learning environment. This commitment helps our majors compete successfully for positions involving the use and support of current computer applications, as well as for positions designing and building the computer applications of tomorrow.

### General Education and Core Requirements (see page 26)

Additional general education requirements for students majoring in Computer Science are ENG 3302 and COMM 1304. Eight hours of lab sciences are required and must be in the same natural science and be approved by the department. MATH 2405 satisfies the analytical skills requirement of the General Education program. The writing skills requirement may be met by taking ENG 3302 and one of the following W courses: CS 4395; CS 4319, CS 4325, CS 4326, CS 4328.

### Mathematics Requirements (17 hours)

MATH 2405, 2407, 2401, 2402, and 3302.

### Computer Science Requirements (52 hours)

CS 1410, 2401, 2402, 2410, 3304, 3306, 3420, 4294, 4303, 4315, 4318, and 4395 (or approved W course). In addition,

12 hours of computer science electives must be completed, at least 9 of which must be 3000 or 4000-level; 3 hours may be 1000 or 2000-level above CS 1305.

**Electives** (sufficient hours to complete a minimum of 120 hours total)

## Minor Programs

### Minor in Applied Mathematics (21 hours minimum)

MATH 2407, 2401, 2402, 2403, 3301 and 3 hours of upper level mathematics courses, excluding MATH 3321, 3322 and 3313. All upper level hours must be completed at UH-D. All hours counted toward the minor must be "C" or better.

### Minor in Applied Statistics (18 hours minimum)

The sequence of MATH 1305, MATH 1306, STAT 3309 or

The sequence of MATH 2401, MATH 2402, MATH 3302

Nine hours from:

- STAT 3310
- STAT 4300
- STAT 4303
- STAT 4306
- STAT 4307
- STAT 4309
- STAT 4310
- STAT 4311

Six of the upper level hours must be completed at UHD.

All hours counted toward the minor must be "C" or better.

### Minor in Bioinformatics

BIO 1301/1101, BIO 3303/3103, CHEM 1307/1107, CHEM 1308/1108, CS 1410, CS 2410, CS 3304, CS 4318, and two courses from: CS 4328, CS 4319, or any approved upper-level CS course. All hours counted toward the minor must be passed with "C" or better. At least 6 hours of upper-level course work in the minor must be completed at the University of Houston-Downtown. Students majoring in an area of the natural sciences, computer science or mathematics should choose courses in consultation with their academic advisor.

### Minor in Computer Science (20 hours minimum)

CS 1410

CS 2410

Six hours beyond CS 1305

Six hours of upper-level Computer Science. The six upper level hours must be completed at UHD.

All hours counted toward the minor must be "C" or better.

### For all minors:

- All hours counted toward the minor must be passed with "C" or better.
- At least 6 hours of upper-level course work in the minor must be completed at the University of Houston-Downtown

## Honors Program in the Computer and Mathematical Sciences

To enhance the educational opportunities and experiences of the academically talented students at UH-Downtown, the Department of Computer and Mathematical Sciences offers an Honors Program. The program is designed to challenge and motivate students to do more than the minimum required for a particular degree. Students who successfully complete this program will be designed as graduates of an Honors Program in the Department of Computer and Mathematical Sciences on their diploma and university transcript.

### Admission Requirements:

- Application to the department's Honors Program Admission and Review Committee
- Completion of at least 60 semester credit hours of recognized university-level work
- An overall GPA of at least 3.0 with a GPA of 3.25 or better in CMS

courses

- Completion of at least 16 semester credit hours in CMS courses, eight of which must have been taken at UH-Downtown.

### Program Requirements:

- Satisfy the requirements for one of the department's Bachelor of Science degree programs
- Complete at least two honors designated courses in addition to three hours of credit in Senior Honor Thesis. The Senior Thesis will be done under the supervision of an approved member of UHD faculty and will be presented in both oral and written form to the CMS faculty.
- Maintain a minimum GPA of 3.25 in all CMS courses including the required honors courses.
- Maintain a GPA of 3.0 or better in all courses outside the CMS Department taken at UH-Downtown.

The department Honors Program Admissions and Review Committee must approve all honors designated courses and all projects proposed by students for their honors theses. Upper-level courses designated as Honors require at least 25 percent more in-depth study than that required of students taking the course without honors credit. The additional course requirements will vary depending on the course instructor.

## Mathematics Certification Program

In addition to the degree programs, the CMS Department offers, in conjunction with the Urban Education Department, a bachelor of science in Applied Mathematics with mathematics certification or a bachelor of arts in Mathematics with mathematics certification.

## Pi Mu Epsilon

The Department of Computer and Mathematical Sciences is privileged to have a chapter of the prestigious honorary mathematics society Pi Mu Epsilon. The name of our chapter is Texas Nu. The mission of the society is to encourage and promote mathematics. Each year the Pi Mu Epsilon coordinators invite students who have shown exceptional abilities in the mathematical sciences to join the chapter. In addition, the Department of Computer and Mathematical Sciences is also privileged to have student chapters of the prestigious organizations: The Mathematical Association of America and the Association of Computing Machinery.

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## Engineering Technology Department

**Ed Sheinberg**, MME, Chair

Room 738-North, 713-221-8089

### Faculty

Professors:	Gomez-Rivas, Pincus
Associate Professors:	Feng, Franz, Sheinberg, Tito-Izquierdo
Assistant Professor:	Tzouanas

## Programs of Study

**Bachelor of Applied Arts and Sciences with major in:**

### **Bachelor of Science in Engineering Technology with majors in:**

Control and Instrumentation Engineering Technology (CIET)  
Fire Protection Engineering Technology (FPET)  
Structural Analysis and Design Technology (SAD)

### **Mission and Objectives**

The Engineering Technology Department strives to provide high quality engineering technology degree programs and unique curricula for students from diverse social, educational, and ethnic backgrounds.

The department is committed to maintaining an educational environment in which students can significantly enhance their academic standing as well as their skills in computing, problem-solving, communication, and teamwork. With a strong sense of professionalism, students are trained to become successful individuals who are socially responsible and professionally competitive.

The Engineering Technology curricula reflect the demands and requirements of industries and businesses in the greater Houston area. The close partnerships forged between the department and local industries ensure that our academic programs are dynamic and up-to-date. Such partnerships also benefit graduates when they seek employment.

Our academic programs include solid foundation courses in the basic sciences, mathematics, and applied engineering together with a strong emphasis in computer applications. Courses in PC applications in engineering and analysis of engineering networks are included in the curricula of all Engineering Technology programs to promote the philosophy of productivity. Design-oriented semester projects embedded in technological courses give students ample opportunities to gain practical experience, and to prepare themselves to be productive engineering technologists after graduation.

The Department provides an innovative teaching and learning environment. Classroom lecturing is typically combined with laboratory experiments and computer simulations. The degree programs aim to empower students with lifelong learning and continuous improvement capabilities. Members of the faculty are committed to providing extended support to students' learning activities both inside and outside the classroom. The faculty's open-door policy and flexible class scheduling accommodate the needs of working students. The existence within the Department of a number of student chapters of professional organizations promotes networking, career awareness and planning opportunities. Special scholarships are available to promote excellence in academics, service, and leadership. Students and faculty in the Engineering Technology Department also have the opportunity to participate in undergraduate research sponsored by the Scholars Academy.

### **Honor Societies**

Texas Zeta Chapter of Tau Alpha Pi, National Honor Society for Engineering Technologies

### **Student Sections**

International Society of Automation (ISA)  
Society of Fire Protection Engineers (SFPE)

### **Professional Organization**

The Engineering Technology Department is the home of the Society of Fire Protection Engineers, Houston chapter.

### **Facilities**

The modern laboratory facilities in the Engineering Technology Department provide students with ample opportunities for hands-on practice. The laboratories are:

- Structures and Soil Mechanics Laboratory (sponsored by NSF)
- GPS–GIS Laboratory
- Electronics Laboratories
- Control and Instrumentation Laboratory
- Fire Protection Laboratories

These labs are equipped with materials, equipment, instruments, computers, and various industrial standard design and application software tools.

### **Semester Projects**

In order to fulfill the accreditation requirements of TAC of ABET, all courses in the Engineering Technology Department include semester projects. The purpose of the project is to train students to work on real-industry problems in the team environment that they will encounter working in industry after graduation.

### **Advising**

For information about requirements for admission to Engineering Technology degree programs, declaration of major, transferability of courses, and requirements for graduation, please contact the department office in Room 738-North, or phone 713-221-8089.

### **Declaring a Major**

You can declare an Engineering Technology degree program as your major when you have completed at least 30 hours of college-level coursework, fulfilled all of the Texas Success Initiative (TSI) obligations, have a GPA of at least 2.0, and have completed MATH 1301 (College Algebra) and currently enrolled in or completed ENG 1302 (Composition II). You must also be currently enrolled at UHD and have no holds on your academic record. After you declare your major you will be able to see an advisor in the appropriate college.

Engineering Technology faculty will recommend courses and provide course sequence guidelines to ensure that students make smooth progress toward completion of degree requirements. Faculty members also provide information regarding career opportunities and other development opportunities.

When a student is accepted into an Engineering Technology degree program, the department prepares a computerized official degree plan and makes it available for review by the student. The student's degree plan serves as a basic advising document used by the department faculty. In order to facilitate advising during registration, students should bring an electronic copy of their degree plan.

### **Requirements for Graduation**

The requirements for graduation with an Engineering Technology major comply with the UHD policy on graduation requirements. In addition, the students should complete all the requirements listed for the specific degree program. It is the students' responsibility to become familiar with the requirements listed in this Catalog and in their degree plan, and the students should refer to them each time they plan their

semester program of study.

### Courses of Instruction

All courses of instruction are offered at least once each academic year, including summer. Careful planning is required in order for a student to complete a specific degree plan within shortest period of time.

### Minor in Engineering Technology

The Engineering Technology minor is offered to provide specific engineering knowledge and skills to students pursuing degrees in other fields such business, humanities, or the sciences, and also to enhance the employment prospects of students enrolled in non-technical majors. Laboratories associated with our courses give students hands-on skills in the use of up-to-date equipment, laboratory devices, and instruments. The minor can be customized to meet the needs of the student and to complement the student's academic background. Course requirements shall include 20 semester credit hours in Engineering Technology courses with a limit of 12 credit hours transferred from other institutions. Course grades in the Engineering Technology minor must be "C" or better. Credit for Field Experience cannot apply.

### Sample Requirements

- Sample for students pursuing the BBA, major in Purchasing & Materials Management or Bachelor of Science, major in Computer Science:  
ENGR 1302, ENGR 1400, ENGR 2407 and ENGR 3302 or other courses chosen in consultation with Engineering Technology advisor.

## Bachelor of Applied Arts and Sciences

### Safety Management (120 hours)

**Edward R. Sheinberg**, MME, Coordinator  
Room 706-North, 713-221-8441

Students enrolled in the Safety Management program will be exposed to the human and equipment aspects of safety. They will also be trained in the ability to absorb new technologies generated from industry. The Engineering Technology Department will develop personnel able to apply the most modern technologies to assure the safety operation of current enterprises. As such, the program produces

graduates who

- have a sound foundation in safety management, management of organizations, human factors, domestic terrorism, and industrial safety, hygiene and loss prevention
- are all-around individuals with strong social skill, able to work in team environments, competent in communication and information presentation, and with a strong sense of professionalism;
- are committed to continuous improvement and lifelong learning.

The BAAS degree is intended for recipients of the AAS degree awarded by community or junior colleges. These programs extend for 4 or more semesters and include 60 semester credit hours, although some programs include additional semester hours.

### General Education Core Requirements

ENG 1301 Composition I  
ENG 1302 Composition II  
HIST 1305 US History to 1877  
HIST 1306 US History after 1877  
COMM 1304 Introduction to Speech Communication  
MATH 1301 College Algebra  
POLS 2303 US Government I  
POLS 2304 US Government II  
Literature (three hours)  
Natural Sciences (six hours)  
Fine Arts (three hours)  
Social/Behavioral Sciences (three hours)  
Computer Literacy (three hours)

### Other Basic Requirements

ENG 3302 Business Tech Writing  
Writing Proficiency Examination

### Safety Management Requirements

#### Lower Division

18 hours of Approved Electives

#### Upper Division

ENGR 3320 Principles of Fire Protection Chemistry and Physics  
ENGR 3330 Fire Alarm Signaling Systems  
ENGR 3340 National Fire Alarm Codes  
ENGR 3350 Construction Safety  
ENGR 3365 Fire Protection for Power Plants  
ENGR 3370 Fire Protection Law (subject to approval)  
ENGR 3375 Radiation Safety  
ENGR 3376 Nuclear Power Plant Operations & Safety  
ENGR 3380 Occupational Safety  
ENGR 4310 Industrial Hygiene  
ENGR 4330 Systems Safety Management  
ENGR 4350 Industrial Loss Prevention  
ENGR 4355 Industrial Safety  
ENGR 4370 Human Factors in Safety and Fire  
ENGR 4380 Violence and Safety (subject to approval)  
ENGR 4385 Scheme Management  
ET 4323 Technology Seminar

#### Upper Electives (6 hours, Approved by advisor)

ENG 3302 and ET 4323 satisfy the W and S application course requirements of the General Education Program.

## Bachelor of Science in Engineering Technology

### Control and Instrumentation Engineering Technology (124 hours)

Accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering Technology

**Weining Feng**, PhD, Coordinator  
Room 708-North, 713-221-8591

The main focus of Control and Instrumentation Engineering Technology degree program is the application of computer technology

and modern electronics to industrial process control and instrumentation systems. As such, the program produces graduates who:

- have a sound foundation in the analysis, design, testing, and implementation of instrumentation and control systems;
- are proficient in applying their knowledge (in mathematics, sciences, and engineering), and standard tools, especially computer software and hardware tools, to technical problem solving;
- are all-around individuals with strong social skills, able to work in team environments, competent in communication and information presentation, and with a strong sense of professionalism;
- are committed to continuous improvement and lifelong learning.

Control and instrumentation engineering technology has its basis in computer technology, electrical/electronics systems and communication systems. Control and instrumentation specialists are among the most sought-after personnel in the Houston area due to the growing demand from process industries (petrochemical and oil refining), power companies, and energy industries. The broad technical background of control and instrumentation graduates opens up bright employment prospects.

#### **General Requirements for Graduation in Control and Instrumentation Engineering Technology (CIET)**

In addition to UHD general requirements for graduation, the CIET division of the Engineering Technology Department requires that all candidates pursuing a degree in CIET can have no more than two grades of "D" in Math, Physics, Chemistry, and engineering technology courses.

#### **General Education Core Requirements**

ENGR 1400 PC Applications in Engineering  
ENG 1301 Composition I  
ENG 1302 Composition II  
HIST 1305 US History to 1877  
HIST 1306 US History after 1877  
MATH 2401 Calculus I  
MATH 2402 Calculus II  
PHYS 1307/1107 General Physics I with Lab  
PHYS 1308/1108 General Physics II with Lab  
CHEM 1307/1107 General Chemistry with Lab  
POLS 2303 US Government I  
POLS 2304 US Government II  
COMM 1304 Introduction to Speech Communication  
ENG 3302 Business and Technical Report Writing  
Behavioral/Social Sciences (three hours)  
Fine Arts (three hours)  
Literature (three hours, sophomore level or above)

#### **Control and Instrumentation Engineering Technology Requirements**

##### **Lower Division**

EET 1411 Electric Circuits with Lab  
EET 2410 Analysis of Engineering Networks  
EET 2421 Electronic Devices with Lab  
EET 2431 Digital Logic Design

##### **Upper Division**

ENGR 3404 Digital Signal Processing with Lab  
EET 3435 Fundamentals of Automation and Control  
EET 3451 Instruments and Transducers with Lab  
ENGR 3406 Process Control Systems  
ENGR 3407 Industrial Robotics with Lab  
EET 3334 Electrical Power Systems  
ENGR 3302 Engineering Economics  
ENGR 3307 Applied Thermodynamics and Heat Transfer I  
ENGR 3410 Process Modeling and Simulation  
ET 4323 Technology Seminar  
EET 4335 Computer Networking  
EET 4402 Process Design and Operation  
ENGR 4328 CIET Senior Project

##### **Electives**

Three(3 hours of electives selected in consultation with department advisors.

ENG 3302 and ET 4323 satisfy the W and S application course requirements of the General Education program.

## **Bachelor of Science in Engineering Technology**

### **Fire Protection Engineering Technology (125 hours)**

**Edward R. Sheinberg, MME**, Coordinator  
Room 706-North, 713-221-8441

The main focus of the Fire Protection Engineering Technology degree program is the application of engineering principles, including fire dynamics and fire codes, together with computer technology and the design of fire safe industrial facilities. As such, the program produces graduates who:

- have a sound foundation in the analysis, design, testing, and implementation of fire protection systems and are proficient in applying their knowledge (in mathematics, sciences, and engineering) and standard tools, especially computer software and hardware tools, to technical problem solving;
- are all-around individuals with strong social skills, able to work in team environments, competent in communication and information presentation, and with a strong sense of professionalism;
- are committed to continuous improvement and lifelong learning.

Fire protection specialists are among the most sought-after personnel in the Houston area and throughout the United States due to the growing demand from process industries (petrochemical and oil refining), power companies, and the energy industry. Fire protection engineering technology has its basis in computer technology, principles of fire protection, chemistry and physics, thermodynamics, heat transfer, fluid mechanics, and data communications. The broad technical background of Fire Protection Engineering Technology graduates opens up bright employment prospects, from process industries to the energy industry.



## General Requirements for Graduation in Fire Protection Engineering Technology (FPET)

The FPET division of the Engineering Technology department requires that all candidates pursuing a degree in FPET must earn a grade of "C" or better in "all" ENGR course work. In addition, no more than two grades of "D" in Math, Physics and Chemistry will be accepted.

### General Education Core Requirements

ENGR 1400 PC Applications in Engineering  
ENG 1301 Composition I  
ENG 1302 Composition II  
HIST 1305 US History to 1877  
HIST 1306 US History after 1877  
PHYS 1307/1107 General Physics I with Lab  
PHYS 1308/1108 General Physics II with Lab  
POLS 2303 US Government I  
POLS 2304 US Government II  
PSY 1303 General Psychology  
COMM 1304 Introduction to Speech Communication  
ENG 3302 Business and Technical Report Writing  
Fine Arts Fine Arts (three hours)  
Literature (three hours, sophomore level or above)

### Fire Protection Engineering Technology Requirements

#### Lower Division

CHEM 1307/1107 General Chemistry I with Lab  
EET 1411 Electric Circuits with Lab  
MATH 2401 Calculus I  
ENGR 1302 Engineering and Technology Fundamentals  
ENGR 1400 PC Applications in Engineering  
ENGR 2407 Surveying with GIS-GPS  
ENGR 2409 Engineering Mechanics with Lab  
ENGR 2410 Analysis of Engineering Networks  
ENGR 2411 Modern Methods of Engineering Analysis

#### Upper Division

ENGR 3302 Engineering Economics  
ENGR 3307 Applied Thermodynamics and Heat Transfer  
ENGR 3308 Fluid Mechanics  
ENGR 3310 3-D Fire Modeling  
ENGR 3320 Principles of Fire Protection Chemistry and Physics  
ENGR 3330 Fire Alarm Signaling Systems  
ENGR 3340 National Fire Alarm Codes  
ENGR 3345 Automatic Fire Suppression Systems  
ENGR 3365 Fire Protection for Power Plants  
ENGR 4310 Industrial Hygiene Instrumentation  
ENGR 4350 Industrial Loss Prevention  
ENGR 4360 Advanced Fire and Safety Problems  
ENGR 4370 Human Factors in Safety and Fire  
ENGR 4411 Structural Design for Fire Safety  
ENGR 4420 Fire Dynamics  
ET 4323 Technology Seminar

ENG 3302 and ET 4323 satisfy the W and S application course requirements of the General Education Program.

## Bachelor of Science in Engineering Technology

### Structural Analysis and Design Technology (120 hours)

Accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology

**Alberto Gomez-Rivas**, PhD, Coordinator  
Room 713-North, 713-221-8581

The main focus of our degree program is the application of computer technology, modern materials, and construction techniques to the design of structures. As such, the program produces graduates who:

- have a sound foundation in the analysis, design, testing, and construction of civil structures (bridges, buildings, and communication towers);
- are proficient in applying their knowledge (in mathematics, sciences, and engineering) and standard tools, especially computer software and hardware tools, to technical problem solving;
- are all-around individuals with strong social skills, able to work in team environments, competent in communication and information presentation, and with a strong sense of professionalism;
- are committed to continuous improvement and lifelong learning.

Structural analysis specialists are among the most sought-after personnel in the Houston area due to the growing demand from construction industries, power companies, transportation systems and energy industries. Structural analysis and design technology has its basis in computer technology, construction systems, and materials science. The broad technical background of structural analysis graduates opens up bright employment prospects, from construction industries to telecommunications and transportation systems.

### General Education Core Requirements

ENGR 1400 PC Applications in Engineering  
ENG 1302 Composition II  
HIST 1305 US History to 1877  
HIST 1306 US History after 1877  
MATH 2401 Calculus I  
PHYS 1307/1107 General Physics I with Lab  
PHYS 1308/1108 General Physics II with Lab  
POLS 2303 US Government I  
POLS 2304 US Government II  
COMM 1304 Introduction to Speech Communication  
ENG 3302 Business and Technical Report Writing  
PSY 1303 General Psychology  
Fine Arts (three hours)  
Literature (three hours, sophomore level or above)

### Structural Analysis and Design Requirements

#### Lower Division

CHEM 1307/1107 General Chemistry with Lab  
EET 1401 Engineering Graphics I

ENGR 1411 Electric Circuits with Lab  
 ENGR 2304 Computer-Aided Drafting and Design I  
 ENGR 2409 Engineering Mechanics with lab  
 ENGR 2407 Surveying  
 MATH 2407 Linear Algebra

#### Upper Division

ENGR 3302 Engineering Economics  
 ENGR 3311 Structural Analysis I  
 ENGR 3312 Reinforced Concrete Design  
 ET 3320 Modern Concrete Technology  
 ET 3321 Soil Mechanics  
 ET 3325 3D Computer Modeling, Rendering and Animation  
 ET 3322 Finite Element Analysis of Structures  
 ET 4320 Prestressed Concrete  
 ET 4321 Structural Steel Design  
 ET 4322 Foundation Design  
 ET 4323 Technology Seminar  
 ET 4324 Senior Concrete Project  
 ET 4325 Senior Steel Project  
 ENGR 3308 Material Science  
 ENGR 3409 PC Facilities Management

#### Electives (9 hours)

Nine hours of career electives selected from the list approved by the department.

ENGR 3311, ENG 3302, and ET 4323 satisfy the W and S application course requirements of the General Education program.

## Natural Sciences Department

**Lisa Morano, PhD, Chair**  
 Room 609-North, 713-221-2782

#### Faculty

Professors:	Christmas, Merrill, Morris-Smith, Spears, Uzman
Associate Professors:	Aoki, Benavides, Flosi, Grebowicz, Gulati, Jiang, J. Johnson, Lyons, McCullough, Montgomery, Morano
Assistant Professors:	Baird, Bowden, Hoge, K. Johnson, Jose, Matson, Sadana, Sullender
Lecturers:	Kang, Mouchaty, Musselwhite, Sterna, Parker
Emeriti:	Abramowitz, Avenoso, Fefer, Hoffmann-Pinther, Price, Sherman, Umland

Academic Areas: biology, chemistry, geology, microbiology, physics

Pre-Professional Areas: clinical laboratory science, dental hygiene, dentistry, medicine, nutrition and dietetics, nursing, occupational therapy, optometry, pharmacy, physical therapy, physician's assistant, and veterinary medicine

Specialized Areas Environmental science and science education (see list of certification areas below).

## Programs of Study

#### Bachelor of Science with majors in:

Biology  
 Biological and Physical Sciences  
 Biotechnology  
 Chemistry  
 Industrial Chemistry  
 Microbiology

The Department of Natural Sciences offers lower and upper-level courses in the academic and specialized areas listed above. In addition, it provides courses that serve a number of pre-professional areas. Students interested in biology may pursue the Bachelor of Science in Biology or Biotechnology. Students interested in chemistry may pursue the Bachelor of Science program in Chemistry or Industrial Chemistry. Students interested in microbiology may pursue the Bachelor of Science in Microbiology. Students interested in environmental science or science education may seek the Bachelor of Science degree in the Biological and Physical Sciences.

#### Affiliation Agreement between UHD and UTHSC at Houston Graduate School of Biomedical Sciences

The University of Houston-Downtown and The University of Texas Health Science Center (UTHSC) at Houston Graduate School of Biomedical Sciences have a formal joint program designed to increase the number of students who pursue graduate degrees in the biomedical sciences. This exciting and successful program allows UHD science majors to earn undergraduate degree credit while pursuing advanced-level research in participating laboratories of the Graduate School of Biomedical Sciences. In addition, this agreement fosters the exchange of faculty for seminars, guest lectures and joint research projects.

#### Declaring a Major and Advising

Students who wish to officially declare a major in an area of natural science and be accepted into a degree program in the Department of Natural Sciences should have passed all portions of THEA, have credit for 30 or more hours of university-level course work with a minimum grade point average of 2.0, and be cleared by University College (Room 655-South). All students accepted into the department will be assigned an advisor. The department's Health Professions Advisory Committee will coordinate the advising of students interested in a particular health professions area. Students who wish to declare a major in science or one of the health-related areas should go to the department office in Room 813-North.

#### Drop Policy for Science Courses with Prerequisites/Co-requisites

Students must follow stated prerequisite/co-requisite listings for natural science courses. Students may be dropped from any class for which they lack a prerequisite or a co-requisite. A student can drop a co-requisite course after mid-semester up to and including the last day to drop the course. The student would receive a W for the dropped course. The department will not allow graduation credit for a science course in which the student has not satisfactorily completed any listed co-requisite.

#### General Requirements for Graduation

The Department of Natural Sciences has the following general

requirements for all science degrees: (1) Students must have a minimum GPA of 2.0 in all science courses that could apply toward the degree; (2) The only transfer credit courses with grades of D that apply toward a degree are first-year non-mathematics and non-science courses; (3) No more than three credit hours with a grade of D in upper-level science courses may be applied toward the degree; (4) Students must have at least 18 credit hours of upper-level science from UH-Downtown with a minimum GPA of 2.0 to apply toward the degree;

(5) Credit for science courses that are more than 10 years old must be approved by the department before they can be applied toward a degree.; and (6) Students must complete an exit survey with an NS faculty member (see Department Office, N813).

Students are responsible for meeting the requirements for graduation. Therefore, students should become familiar with the requirements listed in their degree plan and should refer to them each time they plan their semester program of study.

The last 25% of the semester credit hours of work toward the degree must be taken at the University of Houston-Downtown. Students who wish to take courses at another college or university, including any other campus of the UH System, and apply the credits earned toward their degrees must request approval through the Natural Sciences Department. Courses taken without such approval may not be counted toward the fulfillment of degree requirements.

#### Requirements for Minors in Science

No upper-level courses with grades of D will be counted. No transfer credits with grades of D will be counted. Must have a minimum GPA of 2.0 in courses applied to the minor. Upper-level courses must be taken at UH-Downtown. Credit for directed studies, field experiences, honors thesis and undergraduate research cannot apply.

Bioinformatics:	22 hours: BIOL 3303/3103, MATH 3302 One course from BIOL 3302/3102, BIOL 4303, BIOL 4320, BIOL 4330, CHEM 4340/4140. At least two courses from CS/MATH 3308, STAT/MATH 4306, CS 4328, CS/MATH 4333, CS/MATH 4399 At least two courses from MATH 3301, MATH 4315, MATH 4304, STAT 4307 Students majoring in an area of the natural sciences, computer science or mathematics should choose courses in consultation with their academic advisor.
Biology:	22 hours of biology with only eight hours at the lower level: must include a minimum of four three-contact hour laboratory courses.
Chemistry:	21 hours of chemistry: must include CHEM 1307/1107, 1308/1108, 3301/3201 and eight hours of upper-level chemistry.
Environmental Sciences:	23 hours: BIOL 3302/3102; BIOL 3310/3110 or GEOL (e.g., GEOL 3410 or petrology or stratigraphy related course) with approval of Environmental Science Coordinator; BIOL/CHEM 4260, or relevant

BIOL/CHEM/GEOL 3300 with approval of Environmental Science Coordinator; Pick two: BIOL 4360, CHEM 3320, GEOL 3303, MBIO 3340; pick one: CHEM 3310/3110, GEOL 3340, GEOL 3410, or 4390 Special Topics course relevant to Environmental Science with approval of Environmental Science Coordinator; pick one: ENG 3329, PHIL 3320, BA 3303.

Geology:	20 hours: must include GEOL 1405, 1406 and 12 hours of upper-level courses in geology.
Microbiology:	20 hours: must include BIOL 1301/1101, 1302/1102, MBIO 2305/2105 and eight hours of upper-level microbiology.
Physics:	20 hours: must include PHYS 2401/2101, 2402/2102 and three upper-level courses in physics.

## Science Certification Programs

**Jon Aoki**, EdD, Coordinator  
Room 725G-North, 713-221-8687

The Department of Natural Sciences, in cooperation with the Department of Urban Education, offers a full array of science certification programs for secondary-level education. These programs satisfy the requirements established by the State Board for Educator Certification and Texas Education Agency. Detailed curriculum guides are available for each program in Room 813-North

## Honors Program in the Natural Sciences

**Jerry Johnson**, PhD, Coordinator  
Room 606-North, 713-221-2720

In order to enhance the educational opportunities and experiences of academically talented students at UH-Downtown, the Department of Natural Sciences offers an Honors Program in the Natural Sciences. The program is designed to challenge and motivate students to do more than the minimum required for a particular degree in science. Students who successfully complete this program will be designated as graduates of an Honors Program in the Department of Natural Sciences on their university transcript.

#### Admission Requirements:

- Application to the department's Honors Program Admissions and Review Committee
- Completion of at least 60 semester credit hours of recognized university-level work
- An overall GPA of at least 3.0 with a GPA of 3.25 or better in science courses
- Completion of at least 16 semester credit hours in science, eight of which must have been taken at UHD

#### Program Requirements:

- Satisfy the requirements for one of the department's Bachelor of Science degree programs
- Complete one honors-designated course in addition to six hours

credit in BIOL, CHEM, GEOL, MBIO, or PHYS 4399 Senior Honors Thesis. The senior thesis will be completed under the supervision of an approved member of the UHD faculty with input from the Honors Program Committee

- Maintain a minimum GPA of 3.25 in all science courses including the required honors courses
- Maintain a GPA of 3.0 or better in all non-science courses taken at UHD

The departmental Honors Program Admissions and Review Committee must approve all honors designated courses and all projects proposed by students for their honors theses. Upper-level courses designated as Honors require at least 25 percent more in-depth study than that required of students taking the course without honors credit. The additional course requirements will vary depending on the course and instructor. For more information, contact Dr. Morano.

## Bachelor of Science

### Major in Biological and Physical Sciences

**Ken Johnson**, PhD, Coordinator  
Room 822-North, 713-221-5375

The Bachelor of Science in Biological and Physical Sciences provides both a broad-based curriculum in the liberal arts and a specific set of courses in the natural sciences designed to meet the personal and career goals and interests of the student. This degree is especially appropriate for students interested in multidisciplinary areas such as environmental science, earth/geological science, forensic science, life science, medical technology, public health, science education, and any health-related program that requires a bachelor's degree for entry into a particular graduate program. Students interested in careers in teaching can pursue the B.S. in Biological and Physical Sciences with Emphasis in Teacher Certification.

#### **Course Requirements for the Biological and Physical Sciences Major (120 hours) and Biological and Physical Sciences Major with Emphasis in Teacher Certification (128 hours)**

The approved degree plan for this program will be determined by consultation between the student, his or her advisor, and the department chair. A minimum of 120 hours of university-level course work is required. All general requirements for graduation in the Department of Natural Sciences apply to this degree.

#### **General Education Requirements**

All common core requirements (math and science listed below) may be fulfilled by taking any of the courses listed as options on page 26. The writing skills requirement is satisfied by the completion of two upper-level writing courses chosen from an approved list of courses available from the program coordinator, departmental office, or the department's web page. The nonverbal analytical skills requirement is satisfied by many of the required natural sciences courses. The general education program's emphases on ethical and moral issues and the world community are addressed by taking one course in each area. A list of approved courses for these two requirements is available from the Department of Natural Sciences website, (under Degree Plans), program coordinator or the departmental office.

#### **Lower-Level Science Requirements**

*(Some of the following courses may be taken to fulfill common core requirements)*

MATH 1404

CS 1408 or 1410

Seven of the following lecture/laboratory courses:

BIOL 1301/1101, 1302/1102

CHEM 1307/1107, 1308/1108

GEOL 1405, 1406

PHYS 1307/1107, 1308/1108

#### **Upper-Level Requirements**

Forty-four hours, of which at least 22 hours must be in the natural sciences, (biology, chemistry, geology, microbiology and physics) with a minimum grade point average in natural sciences courses of 2.0 or better. At least 18 of these hours must be taken at UHD. At least 7-8 hours must be in 4000-level natural sciences lecture courses with at least one laboratory course. Field experience or thesis credit cannot be used to satisfy this requirement. No more than 3 credit hours in upper-level sciences with a grade of D.

#### **Electives**

At least 10 hours, at any level, chosen with advisor approval (at least 18 hours for Emphasis in Teacher Certification)

NOTE: Excluding the hours listed under "Lower-Level Science Requirements," no more than 28 hours of natural sciences courses (biology, chemistry, geology, microbiology and physics) may be in a single discipline, and no more than 18 hours of the required upper-level science may be in a single discipline.

## Bachelor of Science

### Major in Biology (120 hours)

**Deanna McCullough**, PhD, Coordinator  
Room 607-North, 713-221-8487

The Bachelor of Science program provides both a broad-based curriculum in the Liberal Arts and in the Natural Sciences and a set of courses specifically in Biology. It is designed to meet the personal and career goals and interests of the student. The program allows the student a certain amount of flexibility in tailoring a degree program to his/her unique needs, yet does so within the confines of a traditional major in biology. This degree is particularly appropriate for students interested in the following areas: dentistry, medicine and related fields that require post-graduate study, public health, graduate work in biological or biomedical sciences, and science education. The Natural Sciences Department offers other degree programs that serve similar student career objectives. Some are more broad-based; others are more narrowly focused.

#### **Course Requirements for the Biology Major**

The approved degree plan for this program will be determined through consultation among the student, her/his advisor, and the chairperson of the department. A minimum of 120 hours of university-level work will be required. A maximum of 66 hours from junior or community colleges may be approved as credit toward this degree. All general requirements for graduation in the department and the university apply

to this degree.

### General Education Requirements

To fulfill the common core's speech requirement, COMM 1304, 3304, or 3306 are recommended. All common core requirements (math and science listed below) may be fulfilled by taking any of the courses listed as options on page 26. The writing skills requirement is satisfied by ENG 3302, 3325, 3326, 3329, or 4306, and at least one designated W course in the natural sciences. The nonverbal analytical skills requirement is satisfied by many of the required natural sciences courses. The general education program's emphases on ethical and moral issues and the world community are addressed by taking one course in each area. A list of approved courses for these two requirements is available from the Department of Natural Sciences website (Enhancement Courses link), program coordinator or the departmental office.

### Basic Mathematics and Science

*(Some of the following courses may be taken to fulfill common core requirements)*

BIOL 1301/1101  
BIOL 1302/1102  
CHEM 1307/1107  
CHEM 1308/1108  
CS 1408 or 1410  
MATH 2411  
MATH 2412  
STAT 3311  
MBIO 2305/2105  
PHYS 1307/1107  
PHYS 1308/1108

### Upper-Level Science

BIOL 3303/3103  
CHEM 3301/3201  
CHEM 3302/3202 or 4340/4140

One of the following:

BIOL 4320, 4230, 4330, or 4390\*

One of the following:

BIOL 3310/3110, 3330/3130, 3340/3140 or 4390\*

Two of the following:

BIOL 3304/3104, 3305/3105, 3320/3120, 4303, 4310/4110, 4313/4113 or 4305 or 4390\*

One of the following:

BIOL 3302/3102, 4260, 4301, 4340, 4350, 4360 or 4390\*

*\*BIOL 4390 courses must be approved by coordinator.*

### Approved Electives

At least 11 hours, which must be approved by your faculty advisor and/or program coordinator, of which a minimum of 8 hours must be at the upper-level. Students are encouraged to use an appropriate research experience to satisfy six hours of this requirement.

## Bachelor of Science

### Major in Biotechnology (120 hours)

**Phil Lyons**, PhD, Coordinator  
Room 608-North, 713- 221-8489

This Bachelor of Science program provides a rigorous, broad-based curriculum in the Liberal Arts and in the Natural Sciences, and a set of courses specifically directed toward the field of Biotechnology. This interdisciplinary program provides both entry-level job skills in biotechnology and a strong academic background needed to pursue a master's or doctorate degree in Biotechnology, Biochemistry, Microbiology or Molecular Biology. This program will also satisfy course requirements for all major pre-professional degree programs in medicine, dentistry, pharmacy, optometry, and veterinary medicine.

### Course Requirements for the Biotechnology Major

The approved degree plan for this program will be determined through consultation among the student, her/his advisor, and the chairperson of the Department of Natural Sciences. A minimum of 133 hours of university-level course work will be required. The Department of Natural Sciences has the following requirements for all science degrees: (1) Students must have a minimum GPA of 2.0 in all science courses that could apply toward the degree; (2) The only transfer credit courses with grades of D that apply toward a degree are first-year non-mathematics and non-science courses; (3) No more than three credit hours with a grade of D in upper-level science courses may be applied toward the degree; (4) Students must have at least 18 credit hours of upper-level science from UHD with a minimum GPA of 2.0 to apply toward the degree; and (5) Credit for science courses that are more than 10 years old must be approved by the department before they can be applied toward a degree. All general requirements for graduation in the department and the university apply to this degree.

### General Education Requirements

To fulfill the common core's speech requirement, COMM 1304, 3304 or 3306 are recommended. All common core requirements (math and science listed below) may be fulfilled by taking any of the courses listed as options on page 26. To fulfill the writing skills requirement, ENG 3302, 3325, 3326, 3329, or 4306, and at least one designated W course in the natural sciences. The nonverbal analytical skills requirement is satisfied by many of the required math and natural sciences courses. The general education program's emphases on ethical and moral issues and the world community are addressed by taking one course in each area. A list of approved courses for these two requirements is available from the Department of Natural Sciences website (Enhancement Courses link), program coordinator or the departmental office.

### Basic Mathematics and Science

*(Some of the following courses may be taken to fulfill common core requirements)*

BIOL 1301/1101  
BIOL 1302/1102  
CHEM 1307/1107  
CHEM 1308/1108  
CS 1408 or 1410  
MATH 2411  
MATH 2412  
STAT 3311  
MBIO 2305/2105

Eight additional hours of lower-level biology or physics

### Upper-Level Science

BIOL 3303/3103

BIOL 3330/3130 or 3340/3140

BIOL/MBIO 4210

BIOL 4230

BIOL 4220 or 4330

CHEM 3301/3201

CHEM 4340/4140

MBIO 4310

MBIO 4320/4120

One of the following: CHEM 3302/3202, CHEM 3310/3110

One of the following: BIOL 4313/4113, BIOL 4325, BIOL/CHEM/MBIO 4390 (as approved by advisor), CHEM 4360, MBIO 3320, MBIO 3340, CS 3308, CS 3330, CS 4307, CS 4328, CS 4333, CS 4399

One of the following: BIOL 4320, CHEM 4342, CHEM 4364, MATH 3301, MATH 4304, MATH 4315, MATH 4399, STAT 4307

#### **Research or internship in Biotechnology (3 hours)**

## **Bachelor of Science**

### **Major in Chemistry (122 hours)**

**Maria Benavides**, PhD, Coordinator  
Room 811-North, 713-221-8170

#### **Course Requirements for the Chemistry Major**

The courses specified for this degree are approved by the American Chemical Society for a Bachelor of Science in Chemistry. This degree will provide students with the knowledge needed to pursue graduate studies in chemistry or related fields.

The program is divided into three principal areas. The first area contains a group of courses in the liberal arts that provide the student with a broad-based general education. The second area contains courses that provide a strong foundation in basic science, including courses in biology, chemistry, computer science, mathematics, and physics. The third area emphasizes the advanced methods, theories, and applications that are important to the world of chemistry. Some of the courses included in this area are organic chemistry, physical chemistry, quantitative analysis, and biochemistry. Students are required to participate in research during the junior or senior year. All general requirements for graduation in the Department of Natural Sciences apply to this degree.

#### **General Education Requirements**

To fulfill the common core's speech requirement, COMM 1304 or 3306 is recommended. All common core requirements (math and science listed below) may be fulfilled by taking any of the courses listed as options on page 26. The writing skills requirement is satisfied by ENG 3302, 3325, 3326, 3329, or 4306 and CHEM 3320. The nonverbal analytical skills requirement is satisfied by many of the required math and natural sciences courses. The general education program's emphases on ethical and moral issues and the world community are addressed by taking one course in each area. A list of approved courses for these two requirements is available from the Department of Natural Sciences website (Enhancement Courses link), program coordinator or the departmental office.

#### **Chemistry Major – Areas of Emphasis**

Students majoring in Chemistry may choose to emphasize their curriculum in three specific areas: biochemistry, environmental chemistry, and forensic science. Students interested in these areas will be assigned an advisor specific to that area by the Chemistry degree coordinator.

#### **Basic Science and Mathematics**

BIOL 1301/1101

BIOL 1302/1102

CHEM 1307/1107

CHEM 1308/1108

CS 1408 or 1410

MATH 2401

MATH 2402

MATH 2403

PHYS 1307/1107 and 1308/1108 or 2401/2101 and 2402/2102

STAT 3311

#### **Major Area of Emphasis**

CHEM 3300

CHEM 3301/3201

CHEM 3302/3202

CHEM 3310/3110

CHEM 3320

CHEM 3330/3130

CHEM 3332/3132

CHEM 4410

CHEM 4340/4140

CHEM 4362/4162

CHEM 4364.

#### **Electives**

Three hours, which the degree coordinator must approve. Students are encouraged to use an appropriate field experience or undergraduate research course to satisfy part of this requirement.

### **Major in Chemistry with Emphasis in Biochemistry (120 hours)**

#### **Basic Science and Mathematics**

BIOL 1301/1101, BIOL 1302/1102 CHEM 1307/1107, CHEM 1308/1108 CS 1408 or CS 1410, MATH 2411, MATH 2412, PHYS 1307/1107 and PHYS 1308/1108 or PHYS 2401/2101 and PHYS 2402/2102, STAT 3311

#### **Major Area of Emphasis**

BIOL 3303/3103

BIOL 3320/3120

BIOL 4320 or BIOL 4330

CHEM 3301/3201

CHEM 3302/3202

CHEM 3310/3110

CHEM 3300

CHEM 3330/3130

CHEM 4340/4140

CHEM 4342 or CHEM 4344

CHEM 4362/4162

#### **Electives**

Five hours, which the degree coordinator must approve. Students are encouraged to use an appropriate field experience or undergraduate research course to satisfy part of this requirement.

## Major in Chemistry with Emphasis in Environmental Chemistry (122 hours)

### Basic Science and Mathematics

BIOL 1301/1101, BIOL 1302/1102 CHEM 1307/1107, CHEM 1308/1108 CS 1408 or CS 1410, GEOL 1405, MBIO 2305/2105, MATH 2411, MATH 2412, PHYS 1307/1107 and PHYS 1308/1108 or PHYS 2401/2101 and PHYS 2402/2102, STAT 3311

### Major Area of Emphasis

CHEM 3301/3201  
CHEM 3302/3202  
CHEM 3310/3110  
CHEM 3300  
CHEM 3320  
CHEM 3330/3130  
CHEM 4340/4140  
CHEM 4410  
CHEM 4362/4161  
CHEM 4364 or CHEM 4344 or CHEM 4360  
BIOL 4360 or GEOL 3303 or MBIO 3340

## Major in Chemistry with Emphasis in Forensic Science (121 hours)

### Basic Science and Mathematics

BIOL 1301/1101, BIOL 1302/1102 CHEM 1307/1107, CHEM 1308/1108 CS 1408 or CS 1410, MATH 2411, MATH 2412, PHYS 1307/1107 and PHYS 1308/1108 or PHYS 2401/2101 and PHYS 2402/2102, STAT 3311

### Major Area of Emphasis

BIOL 3303/3103 or BIOL 3320/3120  
CHEM 3301/3201  
CHEM 3302/3202  
CHEM 3310/3110  
CHEM 4380  
CHEM 3330/3130  
CHEM 4340/4140  
CHEM 4342 or CHEM 4344  
CHEM 4362/4162  
CHEM 4410  
CJ 3302  
CJ 3305  
CJ 3311

## Bachelor of Science

### Major in Industrial Chemistry (120 hours)

**Maria Benavides**, PhD, Coordinator  
Room 817-North, 713-221-8485

The Bachelor of Science in Industrial Chemistry is a flexible, broad-

based curriculum in the liberal arts and natural sciences that prepares the student for a wide variety of technical positions in the chemical and petroleum industries of the greater Houston area, which is considered to be the chemical capital of the world. Graduates of this program will be well prepared to enter the highly technical and demanding field of industrial chemistry.

### Course Requirements for the Industrial Chemistry Major

The program is divided into three principal areas. The first area contains a group of courses in the liberal arts that provide the student with a broad-based general education. The second area contains courses that provide a strong foundation in basic science including courses in biology, chemistry, computer science, mathematics and physics. The third area emphasizes the advanced methods, theories and applications that are important to the world of industrial chemistry. Some of the courses included in this area are organic chemistry, physical chemistry, instrumental analysis, and polymer chemistry. Students are encouraged to participate in an appropriate field experience or research activity during their junior or senior year. All general requirements for graduation in the Department of Natural Sciences apply to this degree.

### General Education Requirements

To fulfill the common core's speech requirement, COMM 1304 or 3306 is recommended. All common core requirements (math and science listed below) may be fulfilled by taking any of the courses listed as options on page 26. To fulfill the social and behavioral sciences requirement, ECO 1301 is recommended. The writing skills requirement is satisfied by ENG 3302, 3325, 3326, 3329, or 4306, and at least one designated W course in the natural sciences. The nonverbal analytical skills requirement is satisfied by many of the required math and natural sciences courses. The general education program's emphases on ethical and moral issues and the world community are addressed by taking one course in each area. A list of approved courses for these two requirements is available from the Department of Natural Sciences website (Enhancement Courses link), program coordinator or the departmental office.

### Basic Mathematics and Science

BIOL 1301/1101  
BIOL 1302/1102  
CHEM 1307/1107  
CHEM 1308/1108  
CS 1408 or 1410  
MATH 2401  
MATH 2402  
PHYS 1307/1107 & 1308/1108, or 2401/2101 & 2402/2102  
STAT 3311

### Major Area of Emphasis

CHEM 3301/3201  
CHEM 3302/3202  
CHEM 3310/3110  
CHEM 3330/3130  
CHEM 4410  
CHEM 4360  
CHEM 4364  
Four hours in CHEM, PHYS, or engineering  
**Electives**

At least 16 hours, which the degree coordinator must approve. No more than seven hours of lower-level courses may be used unless they are part of a minor approved by the degree coordinator. No more than six hours may be undergraduate research and/or appropriate field experience.

## Bachelor of Science

### Major in Microbiology (120 hours)

**Poonam Gulati**, PhD, Coordinator  
Room 807-North, 713-221-8486

The Bachelor of Science degree in Microbiology will prepare the student to be a productive team member in a variety of settings. A graduate will be prepared for positions in the biomedical or biotechnology industry, research and clinical laboratories in the health care industry. In addition to being qualified for immediate industrial employment, a student with this background can also continue with graduate studies in such areas as biochemistry, biotechnology, dentistry, medicine, microbiology, molecular biology and public health microbiology.

#### Course Requirements for the Microbiology Major

The program consists of three basic areas. The first area contains courses that provide the student with a broad-based general education. These courses are selected from English, fine arts, humanities and the social sciences. The second area contains courses that provide the student with a strong foundation in basic sciences, math and analytical reasoning skills. These basic courses include biology, chemistry, computer science, mathematics, microbiology and physics. The third area involves in-depth study in areas related to microbiology, including courses in industrial microbiology, immunology, pathogenic microbiology, biochemistry, and virology. All general requirements for graduation in the Department of Natural Sciences apply to this degree.

#### General Education Requirements

To fulfill the common core's speech requirement, COMM 1304 or 3306 are recommended. All common core requirements (math and science listed below) may be fulfilled by taking any of the courses listed as options on page 26. The writing skills requirement is satisfied by ENG 3302, 3325, 3326, 3329, or 4306, and at least one designated W course in the natural sciences. The nonverbal analytical skills requirement is satisfied by many of the required natural sciences courses. The general education program's emphases on ethical and moral issues and the world community are addressed by taking one course in each area. A list of approved courses for these two requirements is available from the Department of Natural Sciences website (Enhancement Courses link), program coordinator or the departmental office.

#### Basic Mathematics and Science

*(Some of the following courses may be taken to fulfill common core requirements)*

BIOL 1301/1101  
BIOL 1302/1102  
CHEM 1307/1107

CHEM 1308/1108  
CS 1408 or 1410  
MATH 2411  
MATH 2412  
MBIO 2305/2105  
PHYS 1307/1107  
PHYS 1308/1108  
STAT 3311

#### Major Area of Emphasis

BIOL 3303/3103  
BIOL 4320  
CHEM 3301/3201  
CHEM 3302/3202  
CHEM 4340/4140  
MBIO 4210  
MBIO 4320/4120  
Choose at least three lecture or lecture/lab courses from the following:  
MBIO 3320  
MBIO 4310  
MBIO 4340/4140  
MBIO3350/3150/BIOL3340/3140  
BIOL/MBIO4313/4113  
MBIO 3340  
MBIO 4390  
Choose one lecture or lecture/lab courses from the following:  
BIOL 4220  
BIOL/MBIO 4230  
BIOL 4310/4110  
BIOL 4330  
CHEM 3310/3110  
CHEM 4342

## Pre-Professional Areas

The Department of Natural Sciences offers lower and upper-level courses in the academic and specialized areas described above. In addition, it provides courses that serve a number of pre-professional areas. Students in pre-dentistry, pre-medicine and pre-veterinary medicine who plan to earn a bachelor's degree prior to entering the respective professional school may choose to follow one of the degree programs offered by the department. The pre-clinical course requirements for students interested in clinical laboratory science, dental hygiene, nursing, nutrition and dietetics, occupational therapy, optometry, pharmacy, physical therapy, physician's assistant and dentistry, medicine and veterinary medicine are described below. Since entrance requirements vary widely and are subject to frequent changes, close consultation with an assigned advisor is recommended.

### Clinical Laboratory Science/Medical Technology

Students who plan to become registered medical technologists must complete one year of clinical training during the fourth or fifth year of study. Prior to entering the clinical program they should complete the following courses: BIOL 1301/1101, 1302/1102, 3420; CHEM 1307/1107, 1308/1108, 3301/3201, 3310/3110, and 4340/4140; ENG 1301, 1302, and six hours of sophomore English; POLS 2303, 2304; HIST 1305, 1306; six hours of mathematics; MBIO 2305/2105, 4320/4120; PHYS 1307/1107, 1308/1108; suggested electives include



BIOL 3303/3103, 3305/3105. The BS program in Biological and Physical Sciences is recommended for students interested in Medical Technology or Clinical Laboratory Science. UH is affiliated with the School Clinical Laboratory Science Program at the Methodist Hospital of Houston.

## Dental Hygiene

Students applying to schools of dental hygiene to pursue the Bachelor of Science in Dental Hygiene are required to complete at least 62 semester hours prior to their admission. Courses generally required include: BIOL 1301/1101, 1302/1102; CHEM 1305/1105; ENG 1301/1302, and 6 hours of sophomore English; POLS 2303, 2304; 3 hours of mathematics; HIST 1305, 1306; PSY 1303; SOC 1303; COMM 1304.

## Medical Records Administration/Health Information Management Program

To qualify for the Medical Record Administration designation, a bachelor's degree and completion of an accredited Medical Record Administration are required. There are two accredited HIM programs at the baccalaureate level in the State of Texas. The general requirements for the program in the State of Texas are: BIOL 1303/1103, 1304/1104; ENG 1301, 1302 and three hours of Sophomore English, POLS 2303, 2304; HIST 1305, 1305; MBIO 1305/1105; three hours each of business, mathematics, computer science and speech; and up to 21 hours, which must include biology and other courses depending on the institution. Check with your advisor for the specific requirements for a given institution.

## Nursing

Students who intend to pursue a bachelor of science degree in nursing are required to complete at least 60 semester hours prior to entering a school of nursing. Courses generally required include: ANTH 2302; BIOL 1303/1103, 1304/1104; CHEM 1305/1105, ENG 1301, 1302; POLS 2303, 2304; HIST 1305, 1306; STAT 2300 or SOS 3312; MBIO 1305/1105; PHIL 1301; PSY 1303, 3307; SOC 1303.

## Nutrition and Dietetics

Students applying to schools of nutrition and dietetics to pursue the bachelor of science degree during their junior and senior year are required to complete at least 60 semester hours prior to their admission. UH-Downtown and the University of Texas School of Allied Health Sciences have a cooperative program for a Bachelor of Science in Nutrition and Dietetics. Lower-level courses required include: BIOL 1303/1103, 1304/1104; CHEM 1307/1107, 1308/1108, 3301/3201; ECO 2301 or 2302; ENG 1301, 1302 and 3 hours of sophomore English; POLS 2303, 2304; PSY 1303; SOC 1303. Recommended electives include courses in physics, statistics, speech and additional courses in social sciences, biology and mathematics.

## Occupational Therapy

Prior to admission to a clinical program in occupational therapy, students are required to complete a minimum of 60 semester hours. Courses generally required include: BIOL 1301/1101, 1302/1102, 1303/1103, or 3304/3104, 1304/1104 or 3305/3105; CHEM 1307/1107, ENG 1301, 1302, plus zero-six hours of literature; POLS 2303, 2304; HIST 1305, 1306; zero-six hours of mathematics; PHYS 1307/1107; six hours of psychology, three-six hours of sociology and zero-three

hours of speech. TWU requires a baccalaureate degree for transfer students.

## Optometry

Students applying to the UH College of Optometry to pursue the bachelor of science and doctor of optometry degrees are required to complete a baccalaureate degree prior to their admission. Students may apply for admission while completing their pre-optometry course work. Courses required to enter the University of Houston College of Optometry include: BIOL 1301/1101, 1302/1102, 3305/3105, 3320/3120; CHEM 1307/1107, 1308/1108, 3301/3201 and 4340; ENG 1301, 1302, and 6 hours of sophomore English; POLS 2303, 2304; HIST 1305, 1306; MATH 1404, 2401; MBIO 2305/2105; PHYS 1303; PSY 1303; STAT 3311; electives: six hours from art, drama, history, literature, music and philosophy.

## Pharmacy

The schools of Pharmacy in the State of Texas are now instituting the Doctor of Pharmacy (PharmD) as the entry level degree for the field of pharmacy. For admission to the program at the University of Houston College of Pharmacy the courses listed below must be successfully completed or in progress. The courses listed also meet all but one or two of the minor requirements for admission to the colleges of pharmacy at the University of Texas at Austin, Texas Southern University, and Texas Tech University.

BIOL 1301/1101, 1302/1102; CHEM 1307/1107, 1308/1108, 3301/3201, 3302/3202; ENG 1301, 1302 and three hours of sophomore English; POLS 2303, 2304, HIST 1305, 1306; MATH 1306; MBIO 2305/2105; PHYS 1307/1107, PSY 1303, PSY 2302 or SOC 1303, STAT 2300; Six hours of Cultural Heritage electives which meet the requirements of the UH core curriculum. Suggested electives are BIOL 3305/3105 and CHEM 4340/4140, COMM 1304, 3304 or 3306.

## Physical Therapy

Most physical therapy programs require a Bachelor of Science degree prior to admission. Courses required include: BIOL 1301/1101, 1302/1102, 3305/3105, 3320/3120; CHEM 1307/1107, 1308/1108; COMM 1304; ENG 1301, 1302; POLS 2303, 2304; HIST 1305, 1306; MATH 1301; PHYS 1307/1107, 1308/1108; PSY 1303, 2310; SOC 1303; STAT 2300. The BS program in Biological and Physical Sciences is recommended for students interested in Physical Therapy.

## Physician's Assistant

Prior to admission to a program leading to professional certification as a physician's assistant, students must complete a minimum of 90 hours. Many students who enter these programs have a four-year degree. Some programs require a degree prior to admission. Students should consult with their advisor for the requirements of the program(s) they are interested in. Courses generally required are: BIOL 1301/1101, 1302/1102 and 1303/1103, 1304/1104; CHEM 1307/1107, 1308/1108, ENG 1301, 1302, three hours of literature; three hours of speech; POLS 2303, 2304; HIST 1305, 1306; MATH 1301; MBIO 2305/2105, STAT 2300; nine hours of behavioral and social sciences; eight hours of electives in health-related areas; and a computer literacy course.

## Dentistry and Medicine\*

A baccalaureate degree is strongly recommended for all pre-dental and pre-medical students since dental and medical colleges accept very few students without a degree. The courses required of most pre-dental and pre-medical students in Texas prior to admission include: BIOL 1301/1101, 1302/1102 and eight hours of advanced biology with lab, CHEM 1307/1107, 1308/1108, 3301/3201, 3302/3202, 4340; ENG 1301, 1302 and six hours of sophomore English (may include ENG 3302), MATH 2401 (except for dental students); PHYS 1307/1107, 1308/1108.

## Veterinary Medicine\*

A baccalaureate degree is recommended for all pre-veterinary medicine students. The following lists the minimum requirements for admission to the Texas A&M College of Veterinary Medicine: BIOL 1301/1101, 1302/1102, 3303/3103; CHEM 1307/1107, 1308/1108, 3301/3201, 4340/4140; MATH 2401 or STAT 2300; MBIO 2305/2105; PHYS 1307/1107, 1308/1108; COMM 1304; ENG 1301, 1302, 3302, three hours of literature, three hours of technical writing, and a three hour course in animal nutrition.

*\*After completion of 30 semester hours of university-level work and passing all sections of the THEA exam, the pre-dental, pre-medical and pre-veterinary major must contact the Health Professions Advisory Committee in order to be assigned a permanent faculty advisor. The advisor and other committee members will be responsible for advising the student, providing information about application procedures and professional entrance exams, and providing letters of evaluation.*

## Degrees at Large

### Applied Administration Program Office

**Karen C. Kaser, Ph.D.**, Director  
Room 400S, One Main Bldg., 713-223-7992

#### Faculty

Karen C. Kaser, Ph.D.  
Tara Nuwal, Ph.D.

### Programs of Study

#### Bachelor of Applied Arts and Sciences Major in Applied Administration (120 hours)

##### Accreditation

The Bachelor of Applied Arts and Sciences with a major in Applied Administration (BAAS-AA) is accredited by Colleges of the Southern Association of Colleges and Schools, but is not accredited by The Association to Advance Collegiate Schools of Business (AACSB).

### Mission Statement

The Bachelor of Applied Arts and Sciences with a major in Applied Administration (BAAS-AA) is designed to offer students that have completed the Associate of Applied Science degree (AAS) the

opportunity to develop competencies, skills, and the foundation preparation for promotion to upper level administrative and supervisory positions in organizations.

Through the completion of the BAAS in Applied Administration, the student is provided the opportunity to acquire knowledge in the areas of program planning and evaluation, supervision and leadership, human resources, budgeting, interpersonal communication skills, change management, information systems, and the development of technology for use in organizational processes. This degree will provide the skills and knowledge for upward mobility into supervisory and administrative positions.

### Program Administration

The Bachelor of Applied Arts and Sciences with a major in Applied Administration is a freestanding program attached to the College of Business for administrative purposes only. It is a separate and distinct program from BBA programs in the College of Business. Students in the BAAS in Applied Administration may not enroll in courses in the College of Business BBA programs. Likewise, students in College of Business BBA programs may not enroll in BAAS in Applied Administration courses.

### Academic Requirements

Consistent with the University of Houston-Downtown's commitment to quality undergraduate education, the BAAS in Applied Administration Program adopts this policy regarding admissions, the declaration of majors, course enrollment and requirements for graduation for the BAAS in Applied Administration degree.

#### Admission and Declaration of Major

Students who have a GPA of 2.5 or higher at UH or the last institution attended may be admitted to the BAAS in Applied Administration if they meet the following criteria:

- Completion of an AAS degree from a community college,
- Satisfactory completion of Texas Success Initiative (TSI) requirements, and
- No transcript or cashier holds.

Students may declare their major in Applied Administration if they meet the above criteria.

#### Denial of Admission

Students with a GPA of less than 2.50 at the last college or university attended do not qualify for admission to the BAAS in Applied Administration and must meet with University College advisors for course approvals.

#### Satisfaction of Prerequisites

Prerequisites are NOT optional; prerequisites ARE requirements or courses that must be completed PRIOR to taking a course. The prerequisites for a course are described in the catalog course descriptions. It is the student's responsibility to insure that he/she meets the prerequisites prior to enrollment in a course. If the student enrolls and does not meet the prerequisites, he/she may be administratively withdrawn from the course at any time. The administrative withdrawal will result in NO REFUND of tuition and fees

because it appears that the student knowingly enrolled in the course in violation of catalog requirements. Any variance in prerequisite requirements or this policy must be obtained in writing from the program director prior to enrollment in the course.

#### Dismissal from the BAAS-AA Program

Students admitted to the BAAS in Applied Administration whose overall GPA falls below 2.0 for two consecutive semesters will be placed on academic suspension in accordance with the current UHD Catalog. Students on academic suspension will be dismissed from the program.

Students who fail a required course after three attempts will be dismissed from the BAAS in Applied Administration for failure to progress.

#### Course Approvals and Advising

Students admitted to the BAAS in Applied Administration will be advised by BAAS advisors only. Students with declared majors will be granted self-advising privileges as long as their GPA is 2.25 or above and prerequisites are followed. Students who fail to follow prerequisite requirements will be denied self-advising privileges. This provision applies to students who have not completed the 42 hour Common Core, or do not follow advisors' directions. Students who fail to file a declaration of major when eligible will be denied enrollment in courses administered by the BAAS-AA Program until the declaration has been filed.

#### Graduation Requirements

In addition to meeting the general requirements established by the University of Houston-Downtown for eligibility to graduate, students receiving a degree in the BAAS-AA program must have an overall GPA of 2.0 or better for all courses taken in the BAAS-AA program. The final 30 semester credit hours of course work toward the degree must be taken at UH-Downtown. Prior to the start of the final 30 hours of course work, students, who wish to take Common Core classes at a community college may apply those credits toward the BAAS-AA degree.

For degree completion, at least 25% of the semester credit hours must be earned through instruction offered by UHD. Additionally, 18 of the last 30 hours must be in upper division course work as approved by BAAS-AA Program. Only the Director of the BAAS-AA Program may waive any portion of these requirements and only upon written petition by a student who has demonstrated extraordinary ability.

#### Courses of Instruction

Individual courses of instruction are subject to change or cancellation at any time and may not be offered each semester or every year. Students should be especially mindful that summer offerings are limited and vary from year to year. Therefore, careful planning is required if progress toward the degree is expected during the summer months.

### Course Requirements for BAAS-AA Major

This major integrates the Associate of Applied Sciences (AAS) with the requirements of the BAAS-AA enabling the student to earn a four-year

degree with *minimal loss of AAS credit hours*.

### Common Core Requirements (42 hours)

Check the common core requirements listed in this catalog.

#### Application Course Requirements

AA 3302 and AA 3307 (see Required Courses below) satisfy the writing skills requirement. The nonverbal analytical skills requirement is satisfied by AA 3306 (see Required Course below).

#### Enhancement Course Requirements

The general education requirements related to ethical and moral issues and the world community are addressed by AA 3301 and applied throughout the required applied administration core courses. For the study of these issues to be most meaningful, they must be studied in direct relationship with the major chosen by the student. Thus, within the content of each Required Courses, relevant material related to these ethical and moral issues is presented.

### Courses in Technical in Major from the AAS Degree (36 hours)

#### Applied Administration Major Requirements (30 hours)

AA 3301	Professional Ethics
AA 3302	Administrative Communication
AA 3303	Information Technology Administration
AA 3304	Budgeting for Administrators
AA 3305	Human Resources Administration
AA 3306	Decision Making Skills for Administrators
AA 3307	Administrative Leadership
AA 3308	Negotiation and Mediation Skills
AA 3309	Administration of Operations
AA 3310	Administering Organizational Change

#### Prescribed Electives (9 hours)

Select three courses from AA 4301, AA 4303, AA 4304, AA 4305, AA 4306, or AA 4307.

### Free Upper Division Electives—No UHD College of Business Courses (3 hours)

# Graduate Policies and Procedures

## Admission

Applicants wishing to pursue graduate-level work at UHD must hold a bachelor's degree from an institution accredited by an accrediting agency recognized by the US Department of Education and meet the minimum admissions criteria of the graduate program for which they wish to pursue a degree.

An applicant must be accepted into a specific graduate program at UHD to be admitted to the university as a graduate student.

### International Applicants

International applicants whose undergraduate work was completed at a foreign university are eligible for admission if UHD determines that their academic preparation is equivalent to or higher than that of graduates of an accredited US institution.

Individuals who hold non-immigrant visas are classified as international students. Individuals who have applied for immigrant status, but who have not adjusted their status with US Citizenship and Immigration Services, also must follow procedures specified to obtain an I-20 immigration form.

International students and US citizens born outside the United States must provide original, valid immigration documents (I-551, I-688, I-94, passport or US citizenship certificate). International graduate students are also subject to the general provisions regarding undergraduate international student admission including providing a transcript evaluation by a certified evaluation service of all transcripts from colleges and universities outside the United States, a statement of financial support indicating who will be responsible for the applicant's educational and living expenses, a current TOEFL score of at least 550 or other evidence of English language proficiency as required by the program the applicant desires to enter, evidence of required health insurance, and any other documentation required to comply with policies and procedures of US Citizenship and Immigration Services.

### Graduate Admission Procedures

Applicants must submit all application materials to the Office of Admissions and pay the non-refundable \$35 application fee by the application deadline. The application fee for international students is \$60. Application materials should be sent to:

University of Houston-Downtown  
Office of Admissions  
Coordinator of Graduate Admissions  
One Main Street, Suite N325  
Houston, TX 77002  
713-221-8522

Applicants must submit a completed application form and official copies of all previous college transcripts including previous graduate work. A transcript is considered official when it bears the institution's seal, is signed by the issuing authority, and is sent directly by the issuing institution or delivered in a sealed envelope from the institution.

Additional application materials, such as standardized test scores, vary based on the specific graduate program. Please consult graduate admissions website ([www.uhd.edu/admissions/graduate/](http://www.uhd.edu/admissions/graduate/)) or contact the Office of Admissions for more information.

Application deadlines and enrollment procedures are printed in the *Registration & Information Bulletin*.

## Tuition and Fees

The amounts shown in this section are provided to better assist students in assessing the cost of enrolling at the University of Houston-Downtown. While this information is intended to be comprehensive, tuition and fees are subject to change without notice by action of the Texas Legislature and/or the Board of Regents of the University of Houston System. Students are responsible for any additional amounts due UHD, including changes to any fees and waivers, resulting from audits and corrections, such as registration assessing errors, or schedule changes resulting in additional charges. For current information on tuition and fees, see the *Registration & Information Bulletin* for the semester in which enrollment is planned or inquire at the Cashier's Office.

### Residency Status for Tuition Purposes

Residency status is determined in accordance with Rules and Regulations for Determining Residency Status, published by the Texas Higher Education Coordinating Board and pursuant to Title 3, Texas Education Code. Applicants provide residency information in the Application for Admission.

If the information provided is insufficient, UHD will classify the applicant as non-resident and request additional information. As a UHD student, you must establish both Texas residency and US residency in order to pay in-state tuition. If the student has been classified as a nonresident, the student may be required to show proof of either Texas or US residency or both. If you are a first time student at UHD or it is your first semester as a transfer student you must go to the Admissions Office to request a change in residency status along with all supporting documentation. If you have established any academic history at UHD then you must request a residency reclassification form and provide all supporting documentation to the Registrar's Office.

The burden of proof lies with the applicant that the residency requirements have been met for UHD to consider reclassification. Residency appeals must be submitted with all appropriate documentation by the Official Day of Record of the current semester. See University Academic Calendar or the *Registration & Information Bulletin* for dates.

### Auditing Courses

To audit a course is to enroll in a course on a noncredit basis. Audit

students pay the regular tuition and all other applicable fees as set for the current academic year. Senior citizens 65 years or over may audit free on a space-available basis. A change to credit status may not be made after the student has registered to audit a course. Changes from credit status to audit status in a course must be made prior to the end of the Official Day of Record. A Request for Audit form must be processed in the Registrar's Office by the Official Day of Record for the appropriate term along with Instructor approval. Students wishing to audit courses should contact the Registrar's Office for further details. [http://www.uhd.edu/registrar/documents/audit\\_form.pdf](http://www.uhd.edu/registrar/documents/audit_form.pdf)

## Fees

In addition to tuition, all students are subject to student services, general use, University Center, student record, international education and computer access fees (see chart below). Some courses and services also require additional fees:

Application for admission (nonrefundable).....	\$35
Late application for admission (nonrefundable) .....	\$75
Application for international admission (nonrefundable) .....	\$60
Late application for international admission (nonrefundable).....	\$100
Laboratory (per laboratory class) .....	Varies from \$10 to \$30
Course Fees (designated classes).....	Varies from \$10 to \$30
Advanced standing exam .....	\$15
Graduation application .....	\$50
Late registration (nonrefundable) .....	\$50
Returned check .....	\$20
Orientation fee.....	\$80
Field trip .....	Amount necessary to defray cost of trip
International student service fee .....	\$45
Student parking: long semester .....	Varies by location \$50 to \$75
Student parking: summer session.....	Varies by location \$25-\$50
Health Service Visit Fee.....	\$10
Course attempted 3rd time.....	\$65 per SCH

The university reserves the right to change tuition, other charges, and related requirements and regulations as necessitated by Board of Regents or legislative action. International students pay out-of-state tuition and fees plus a \$45 international student service fee per semester. Student Health Insurance is also required for each semester. Students purchasing Health Insurance in the spring semester are covered thru the summer and need not purchase the insurance again for any summer semester. Students attending summer sessions but who did NOT attend or pay for the Health Insurance in the spring semester must purchase health insurance for the summer.

## Fall 2011 Graduate Tuition and Mandatory Fees

*All fees are subject to change without notice.*

The Fall 2011 tuition rate for Texas resident graduate students is \$190 per semester credit hour (minimum of \$570) and for nonresident students the rate is \$468 per semester credit hour (minimum of \$1,1404). Mandatory fees also vary according to the number of semester credit hours a student is taking.

In addition to nonresident tuition and fees, international students also pay an international student service fee of \$45 per semester. Student health insurance is also required for each semester. Students

purchasing health insurance in the spring semester are covered through the summer and need not purchase the insurance again for any summer semester. Students attending summer sessions but who did not attend or pay for health insurance in the spring semester must purchase health insurance for the summer.

<b>Mandatory Fees</b>								
	Student Center	Student Service	International	Incidental	Records	Advising	Extended Access	Library
Hrs	\$	\$	\$	\$	\$	\$	\$	\$
12+	35	140	5	168	20	36	65	64
11	35	140	5	168	20	36	65	64
10	35	140	5	160	20	36	65	64
9	25	140	5	144	20	36	65	64
8	25	140	5	128	20	32	65	64
7	25	140	5	112	20	28	65	64
6	25	120	5	96	20	24	60	60
5	25	100	5	80	20	20	50	50
4	25	80	5	64	20	16	40	40
3	25	60	5	48	20	12	30	30
2	25	40	5	32	20	8	20	20
1	25	20	5	16	20	4	10	10

<b>Total Tuition and Mandatory Fees</b>			
	Texas Resident	Nonresident	International
Hrs	\$	\$	\$
19	4143.00	9425.00	9470.00
18	3953.00	8957.00	9002.00
17	3763.00	8489.00	8534.00
16	3573.00	8021.00	8066.00
15	3383.00	7553.00	7598.00
14	3193.00	7085.00	7130.00
13	3003.00	6617.00	6662.00
12	2813.00	6149.00	6194.00
11	2623.00	5681.00	5726.00
10	2425.00	5205.00	5250.00
9	2219.00	4721.00	4766.00
8	2009.00	4233.00	4278.00
7	1799.00	3745.00	3790.00
6	1560.00	3228.00	3273.00
5	1300.00	2690.00	2735.00
4	1050.00	2162.00	2207.00
3	800.00	1634.00	1679.00
2	550.00	1106.00	1151.00
1	300.00	578.00	623.00

## Fall 2011 MBA Tuition and Fees

The base tuition rate for Texas residents in the MBA program is described in the following table in two semester hour courses (one graduate course) increments. Each semester is divided into two terms. The typical student will take two courses (4 semester hours) in each term or eight semester hours in a 16 week semester. Course loads in excess two courses per term must be approved in advance of registration by the COB Graduate Programs Director. These requests will be approved only for extenuating circumstances.

6000 level courses Tuition and fees structure	Student Load (2 Student Credit Hours = 1 Course)			
Tuition/ Fee Type	2	4	6*	8*
<b>University Wide</b>				
State Mandated	\$ 100	\$ 200	\$ 300	\$ 400
Premium	70	140	210	280
Designated	196	392	588	784
Student Service	40	80	120	140
Technology	32	64	96	128
University Center	25	25	35	35
Library	16	32	48	60
Extended Access & Support	16	32	48	62
Advising	6	12	18	24
International Education	5	5	5	5
Student Record	20	20	20	20
<b>College Specific</b>				
Differential Designated	352	704	1,056	1,408
Administrative	150	300	450	600
Technology	100	200	300	400
<b>Total Tuition/Fees for SCH</b>	\$ 1,128	\$ 2,206	\$ 3,249	\$ 4,346

\*Requires prior approval of COB Graduate Programs Director.

5000 level courses tuition and fees	Student Load (2 Student Credit Hours = 1 Course)			
Tuition/ Fee Type	2	4	6*	8*
<b>University Wide</b>				
State Mandated	\$ 100	\$ 200	\$ 300	\$ 400
Premium	70	140	210	280
Designated	196	392	588	784
Student Service	40	80	120	140
Technology	32	64	96	128
University Center	25	25	35	35
Library	16	32	48	60
Extended Access & Support	16	32	48	62
Advising	6	12	18	24
International Education	5	5	5	5
Student Record	20	20	20	20
<b>College Specific</b>				
Differential Designated	8	704	1,056	1,408
Administrative	150	300	450	600
Technology	100	200	300	400
<b>Total Tuition/Fees for SCH</b>	\$ 780	\$ 1,152	\$ 2,205	\$ 2,950

The above fee structure is for Texas residents; if you are a nonresident of Texas additional fees will be charged. International students, in addition to paying the additional nonresident fees also pay an additional student service fee. Please refer to the current issue of the UHD Catalog for the specific fees.

## Method of Payment

Students shall be provided with two alternative methods of payment of tuition and mandatory fees for each semester for which they are enrolled.

- Full payment of all tuition and mandatory fees prior to the beginning of the semester, or
- Installment Plan

Fall and Spring semesters - Four equal payments with the first payment plus a \$24 installment fee to be made in advance of the beginning of the semester and the remaining payments to be made monthly beginning approximately 30 days after the start of the semester and the final payment to be made before the last day of the semester. There will be a \$10 late fee added for each installment payment not received by the due date. Installment payments are also available online through Student e-Services under the *My Payment* option.

Summer semesters – Two equal payments with the first payment plus a \$16 installment fee to be made in advance of the beginning of the summer term and the final payment to be made before the last day of the term. There will be a \$10 late fee added for each installment payment not received by the due date. Installment payments are also available online through Student e-Services under the *My Payment* option.

Payment may be made by cash, check or credit card. Payment may be made in person, by mail, online (credit/debit card or echeck) or thru the payment drop box located in the hall next to the cashier's office on the third floor. Credit card payment (Visa, MasterCard, American Express, or Discover) may be made over the web via UHD's *Student e-services* ([www.uhd.edu](http://www.uhd.edu)) or by fax to 713-226-5267. Please remember that mailed payments must be **received** by the posted payment deadlines to avoid having classes dropped or late fees assessed. UHD does **not** receive mail on Saturday, so payments must be received by Friday for Saturday deadlines.

Health Insurance fees shall be paid prior to the beginning of the semester.

Most financial aid awards will be credited to your account automatically once processing is completed and you are registered for the same number of hours for which you are awarded. It is the student's responsibility to check their fee statement to assure that their funds have been posted to their account before the payment deadline. If the funds have not been posted, the student must make the payment or other arrangements with the cashier office by the deadline to avoid losing their classes. Student fee statements can be viewed through UHD's *Student e-services* ([www.uhd.edu](http://www.uhd.edu)), the *My Payment* option.

Students receiving financial aid equal to, or in excess of, the total amount of tuition and fees prior to the beginning of the semester may not participate in the installment plan. The full payment of tuition and fees for the semester in which they are enrolled must be made upon issuance of that semester's financial aid funds before any excess amounts will be refunded.

Withdrawal from the university, for whatever reason, will not cancel the obligation to pay the full amount of the installment plan. If the amount of tuition and fees credited as a result of withdrawal is less than the

remaining balance of an installment plan, the balance remaining is still the obligation of the student. If the credited amount is more than the balance of an installment plan, the remaining credit will be refunded to the student.

Any student who has elected to pay tuition and fees by installment, and who is delinquent in making payment by the final installment due date, is barred from registering at any institution in the University of Houston System until full payment, including delinquent charges, has been made. Each university maintains records and informs other institutions about the status of payments should the student attempt to register for courses or pursue a degree at any other component of the University of Houston System.

An additional default fee of \$50 is collected from any student who fails to make all installment payments by the end of the semester. This fee, in addition to all other amounts due, must be paid prior to the student's registering for courses during a subsequent semester.

## Financial Responsibility

Students are required to meet financial responsibilities to the university. Students who write checks to the university on accounts with insufficient funds are assessed a \$20 service charge for each such check, regardless of the amount. If a check is returned as a result of bank error, the student must deal with the bank for reimbursement of the \$20 returned check charge paid to the university. If such a check is presented in payment of tuition and fees, the return of the check could also result in charges of late fees, and if the check is not redeemed within 10 days, the student may be dropped from all classes.

A student who does not meet financial responsibilities to the university may be subject to withdrawal from classes and may be referred to law enforcement authorities and/or the local credit bureau. Once an account is referred to our collection agency, the student is responsible for payment of additional collection fees. These fees are no less than 23% of the delinquent amount.

An official transcript shall not be given to or on behalf of a student who is in default on any payment due the university. The student will not be allowed to re-enroll at the university until all past due payments have been made, and a reinstatement charge may be required before enrollment is approved.

## Refunds

All refunds are made in accordance with the following rules and regulations:

### Concurrent Enrollment

Under the provisions of Section 54.062 of the Texas Education Code, the university will refund to students excess tuition paid as a result of being concurrently enrolled at more than one Texas public institution of higher education. Excess tuition applies for students taking only 1 or 2 semester credit hours at UH-Downtown. To qualify the student must:

- register at UH-Downtown after registering at the first institution;
- provide the university proof of being concurrently enrolled and paid at both institutions; and
- provide the university proof of the amount of tuition paid at the first institution.

All concurrent enrollment refund requests must be made in writing at the Business Affairs Office.

### Complete Withdrawal

Students who officially withdraw from all university courses may be eligible for a refund of tuition and mandatory fees. Please refer to the current academic calendar for the refund schedule. All 100% refunds incur a \$15 processing fee. Students who are withdrawing and who have received financial aid should consult the Office of Scholarships and Financial Aid.

### Partial Withdrawal

Students who officially drop some but not all of their courses within the first 12 class days of the fall or spring semester, or within the first four days of a summer session, are eligible for a 100% refund of tuition and fees for the dropped classes. After this period there is no refund for partial withdrawals. Refunds resulting from dropped classes will not be processed until after the ADD/DROP period has ended. Students who are withdrawing and who have received financial aid should consult the Office of Scholarships and Financial Aid.

### IMPORTANT NOTICE REGARDING ALL REFUNDS

All refunds are now processed through HigherOne, the issuer of your GatorCard. In order to receive a refund you **MUST** activate your GatorCard and choose one of the three refund methods. To activate your GatorCard, go to [www.uhdgatorcard.com](http://www.uhdgatorcard.com). If you have not received your card, you can click on the *Where's My Card?* link also at [www.uhdgatorcard.com](http://www.uhdgatorcard.com) to see the status.

No refund will be made to a student who has not met all financial obligations for the semester, including full payment of installment balances. If a student received financial aid, the refund may be credited to the appropriate financial aid account. The Registration & Information Bulletin provides specific dates and deadlines.

If a balance is owed for a semester other than the semester due the refund, funds will not be automatically moved to cover that balance. If you were allowed to register with an outstanding balance or incurred a debt for a prior semester after you registered, you must pay that balance before you will be allowed to register for future semesters, received a transcript or a diploma.

## Scholarships and Financial Aid

The University of Houston-Downtown offers a variety of financial aid programs to assist undergraduate and graduate students in meeting educational costs. The programs include scholarships, grants, loans and part-time employment, which may be awarded in various combinations and amounts to meet individual student needs. Because funds are limited in many programs, it is important to begin the application process early and complete the necessary applications properly and on time. To receive priority consideration for Supplemental Equal Opportunity Grant and all state grant funds, all necessary applications must be on file in the Office of Scholarships and Financial Aid by April 1 of each year. Most federal and state aid is awarded on the basis of proven financial need rather than academic achievement. Most scholarships are awarded on the basis of academic achievement, talents and special skills rather than proven financial need.

## Estimated Costs

The following are estimated costs for attending UHD full time for the 2011-2012 academic year:

Direct Costs	Resident	Non-Resident
Tuition & Fees (9 hours)	\$3,400	\$8,200
Books and Supplies	\$1,044	\$1,044
<b>Indirect Costs</b>		
Living Expenses		
With Parents	\$4,300	\$4,300
Not with Parents	\$8,600	\$8,600
Transportation	\$3,800	\$3,800

## Financial Aid Programs

UH-Downtown participates in the following federal, state and institutional programs. Most programs have limited funds so early application is encouraged.

### Grants

**Texas Public Educational Grant.** This grant is funded by tuition revenues and is available to both Texas residents and non-residents. Students must demonstrate financial need to be eligible for this grant. Priority will be given to students who enroll at least half-time.

### Work-Study Programs

**Texas Work-Study and Federal College Work Study.** These programs are designed for students who enroll at least half-time who demonstrate financial need. Awards are earned as wages in on- and off-campus positions. Must be a US citizen or permanent resident for federal work-study or be classified as a Texas resident for Texas work-study. Students who have relatives working at UH-Downtown must get clearance from the Office of Scholarships and Financial Aid to show they are in compliance with the university's nepotism policy.

### Student Loans

**UHD Going to Direct Lending.** Based on recent developments in the lending industry and further anticipated changes, UHD has made the decision to move to direct loans in order to make the process as easy as possible by eliminating further obstacles that may hamper students' attempts to borrow Stafford Loans. Beginning Fall 2010 all student loan borrows will accept Stafford Loan funds through Direct Lending.

**Federal Subsidized Stafford Loan.** A low-interest loan with interest subsidies while student is enrolled at least half-time. Must be a US citizen or permanent resident and be enrolled at least half-time to participate. Maximum loan amounts vary with grade level in college. Additional application and loan counseling required.

**Federal Unsubsidized Stafford Loan.** A low-interest loan not based on financial need. Students may defer interest payments while enrolled at least half-time. Must be a US citizen or permanent resident and be enrolled at least half-time to participate. Maximum loan amounts vary

with grade level in college. Additional application and loan counseling required.

## Application Procedures

At a minimum, students should complete the Free Application for Federal Student Aid (FAFSA). Other forms or documentation may be required to determine eligibility for state and/or federal programs. When completing the FAFSA, students should list UH-Downtown's school code (003612) in Step Six. Once a student has begun the application process, the Office of Scholarships and Financial Aid will notify the student of missing forms and/or documentation by mail. Students will also be mailed an award letter when their eligibility for aid has been finalized. Students may also access their financial aid information online at [www.uhd.edu/eservices](http://www.uhd.edu/eservices).

Certain categories of foreign-born and immigrant students in the state of Texas can meet state requirements for residency. Such students are able to pay the resident tuition rate while attending public institutions of higher education in Texas. If a student falls into this category he/she will need to complete the Texas Application for State Financial Aid (TASFA). The application is available online at [www.uhd.edu/eservice/financialaid](http://www.uhd.edu/eservice/financialaid).

## Direct Lending Procedures for All Borrowers Effective Fall 2010

### Getting Started:

- **Important:** You will need your Department of Education issued PIN (the same PIN used for the FAFSA) in order to complete and electronically sign your *new* electronic Master Promissory Note (eMPN) under the Direct Loan Program. If you have forgotten your PIN or do not yet have one, please go to [www.pin.ed.gov](http://www.pin.ed.gov) to have your PIN sent to you.
- Have your social security number, date of birth, and driver's license number accessible.
- You will also be required to provide two personal references (full name, address, and telephone number) whom you have known for at least three years. Each reference provided must reside at a different U.S. address as well as different from the student's address.

## Complete a New Electronic Master Promissory Note (eMPN)

To complete your eMPN, you will need to go to The Direct Loan eMPN website and click on "Complete New MPN for Student Loans". Remember that you will need your Department of Education issued PIN to begin the process.

An eMPN can be completed in 9 steps. We estimate that it will take 30 minutes to complete the eMPN process. Make sure you allow enough time to complete the entire process in a single session. If you exit the web site before submitting your signed MPN in Step 8 and return later, you'll have to start over beginning with Step 1.



- Step 1 - PIN Registration
- Step 2 - Disclosure and Consent
- Step 3 - Provide Name and School
- Step 4 - Complete MPN
- Step 5 - Review/Read Draft MPN
- Step 6 - Sign Your MPN
- Step 7 - Review signed MPN/Enter Confirmation Code
- Step 8 - Confirm Acceptance of MPN Terms and Submit MPN
- Step 9 - Success! Now Print Your MPN

Once you complete the eMPN process correctly, UHD will receive notification electronically that you have completed your MPN. This will allow the UHD Financial Aid Office to continue working on your loan disbursement process.

## Other Eligibility Requirements

### UHD Degree-Seeking Student Requirement

To be eligible for financial aid, students must be admitted as a degree-seeking student at UH-Downtown. Transient students (students taking classes to transfer toward a degree pursued at another institution) are not eligible for financial aid at UHD.

### Satisfactory Academic Progress Requirements

In order to receive financial aid, students must make progress toward their degree as defined by the Office of Scholarships and Financial Aid. There are three components to academic progress:

#### Grade Point Requirement

Undergraduate students must achieve and maintain at least a 2.0 cumulative grade point average on all course work attempted. Graduate students must achieve and maintain a cumulative GPA of 3.0.

#### Completion Requirement

Students must complete at least 73% of all course work attempted.

#### Time Frame Requirement

Students may attempt up to 170 hours without earning a degree. Students who have earned their first bachelor's degree are allowed 150% of the hours remaining to complete their program. A complete copy of the Satisfactory Academic Progress Policy is available upon request. Please read this policy to see how progress will be monitored. The Office of Scholarships and Financial Aid is required to review students' entire academic records (regardless of the age of the record or whether or not aid was received) to determine compliance. Students found not to be in compliance will be notified in writing of any denial/suspension and the appropriate appeal procedure.

### Dropping Classes

Students' final eligibility for aid will be based on the number of hours for which they are enrolled on the Official Day of Record listed in the *Class Schedule*. If they register and then drop classes prior to that date, their eligibility for aid will be RECALCULATED on the remaining hours as of the Official Day of Record. Since financial aid is released prior to the Official Day of Record, students who receive a financial aid payment based on more hours than those remaining as of the Official Day of Record may be responsible for repaying a portion of any

financial aid received. Dropping classes may affect students' eligibility for future aid. Students should consult the Satisfactory Academic Progress Policy to determine if dropping classes will affect their eligibility for aid.

### Total Withdrawal from School

For students who register and then totally withdraw from all classes, eligibility for aid will be RECALCULATED based on the number of days they attended class. If they totally withdraw from all classes prior to the first class day, they must repay any and all financial aid received. If they withdraw on or after the first class day, they may have to repay a portion of any cash financial aid received. Students who have failed to earn a passing grade in any of their classes are considered to have totally withdrawn from school and may have to repay a portion of any financial aid received. See Return of Title IV Funds below. Students who totally withdraw should consult the definition of Satisfactory Academic Progress to determine if their withdrawal will affect their eligibility for future aid.

### Return of Title IV Funds

The Higher Education Amendments of 1998 changed the formula for calculating the amount of aid a student and school can retain when the student totally withdraws from all classes or fails to earn a passing grade in any of the current semester's classes. Students who withdraw from all classes prior to completing 60% of the semester will have their eligibility for aid recalculated based on the percent of the semester completed. For example, a student who withdraws completing only 30% of the term will have "earned" only 30% of any Title IV aid received. The remaining 70% must be returned by the school and/or the student. A student who fails to earn a passing grade in any of his/her courses will have their eligibility recalculated based on the midpoint of the semester or the last date of participation in an academically related activity. The Office of Scholarships and Financial Aid encourages you to obtain a complete copy of this policy from the office and read it carefully. If you are thinking about withdrawing from all classes PRIOR to completing 60% of the semester, you should contact the Office of Scholarships and Financial Aid to see how your withdrawal will affect your financial aid.

### Academic Scholarships

Academic scholarships at UH-Downtown are intended to recognize and reward outstanding achievement and community involvement. Applicants for most scholarships, therefore, do not need to show evidence of financial need to apply. The application deadline for most UH-Downtown scholarships is April 1 of each academic year. However, the Office of Scholarships and Financial Aid may accept applications at other times during the year if scholarship funds are available. Interested students should contact the Office of Scholarships and Financial Aid as soon as they decide to apply for admission at UHD to find out what scholarships are available. Many academic departments at UHD also award scholarships. Students are encouraged to contact the department of their major to find out what departmental scholarships are available.

## Tuition and Fee Exemptions

### Hazlewood Act for Veterans

State law provides that a veteran who is a legal Texas resident is exempted from tuition and certain required fees, but not from deposits, if the following criteria are met. The veteran:

- has resided in Texas for a period of not less than 12 months prior to the date of registration;
- served in the armed forces or in certain auxiliary services for more than 180 days;
- was a bona fide legal Texas resident at the time of entering such service;
- was honorably discharged (except those who were discharged because of being over the age of 38 or because of personal request);
- has exhausted all veteran's educational benefits;
- is not eligible for federal grants, including federally sponsored grants provided for veterans by the US government; and
- is not be in default on any federal or state student loans.

To obtain this exemption, the veteran must submit an application with attached evidence to the Office of Scholarships and Financial Aid by the Official Day of Record of the term for which the veteran is applying for the Hazlewood benefits. Hazlewood applications must be renewed each year.

#### **Benefits for Children of Texas Veterans and Children of Disabled Firemen or Peace Officers**

Exemption from payment of certain fees also extends to children of members of the armed forces who were killed in action or died while in the service and to the children of disabled firemen and peace officers where injury or death was sustained in the line of duty. Contact the Office of the Scholarships and Financial Aid for proper procedures.

## Academic Policies - Graduate

### Graduate Admission Procedure

Admission to graduate programs is competitive, incorporating a consideration of multiple factors like GPA, standardized test scores, etc. Decisions for admission are made by department graduate committees. Usually deadlines for admission are set by each department. For information on deadlines, please visit [www.uhd.edu/academic/gradprograms.htm](http://www.uhd.edu/academic/gradprograms.htm).

Applicants are notified about their status of application and admissions by mail. Appeals of admission denials should be submitted to the appropriate Department Chair, and if necessary, to the College Dean.

### Courses and Course Credit

#### Course Load

A full-time graduate course load during the fall and spring terms is 9 semester credit hours or three courses. For students who are employed 40 hours per week, the recommended load is two courses, or six credit hours. Depending on the program, the regular load for one

combined summer session (9 weeks) is 6-9 credit hours. Students who wish to enroll in more than the recommended course load must seek approval from the appropriate academic dean. For further information on graduate course load consult specific master's degree handbooks.

### Schedule Changes

Schedule changes are made online, and may require approval by an academic advisor. Instructions are found in each term's *Registration & Information Bulletin*.

### Discontinued Classes

The university reserves the right to discontinue classes or otherwise alter the class schedule. Whenever possible, enrollment in an alternate course is completed through an administrative change form initiated by the department responsible for discontinuing the class.

### Classification

Students admitted to a graduate program are classified as graduate students. Post-baccalaureate students enrolled in graduate courses are governed by undergraduate policies.

### Class Attendance

Each department or instructor has policies on class attendance. Regular presence in class is strongly encouraged.

### Transfer Credit

#### **Acceptance of Transfer Credit**

Students must submit official transcripts from all colleges or universities attended as a part of the admission process. An evaluation will be performed upon acceptance into the university. Course work transferred or accepted for credit toward a graduate degree must represent collegiate course work relevant to the degree, with course content and level of instruction resulting in student competencies at least equivalent to those of students enrolled in the institution's own graduate degree program.

Six semester hours of graduate credit from another accredited institution may be transferred into a degree plan, subject to approval from the graduate degree coordinator. After being admitted into a UH-Downtown graduate program, students should obtain approval from their degree-granting college before taking any courses, with intent to transfer. Students may take up to 9 graduate hours with post-baccalaureate status. However, these courses are evaluated by the department admitting the student, may not be accepted into the specific degree program, and may be limited to 6 hours.

Transfer credit will not be granted for courses in which grades of C or lower have been earned. Students should direct questions concerning transfer credit to their graduate coordinator.

#### **Evaluation of Transfer Credit**

Transcripts will be evaluated for institutional transfer credit upon admission to a UH-Downtown graduate program.

Transferring Credits from Other Countries

Students applying for admission with college credits from other countries must submit an evaluated transcript from a credential evaluation service recognized by the university. Graduate coordinators will consider granting transfer credit based on the recommendations of the evaluating service. Information and brochures from evaluating services are available at the Office of Admissions.

Auditing Courses

To audit a course is to enroll in a course on a noncredit basis. Students wishing to audit courses should contact the Registrar's Office. Students auditing courses pay regular tuition and all other applicable fees as set forth in this Catalog. A change to credit status may not be made after the student has registered to audit a course. Changes from credit status to audit status in a course must be made prior to the end of the Official Day of Record.

Grading System and Standards

All students are expected to maintain high academic standards throughout their graduate programs. In general, graduate students may not make any more than a certain number of grades of C. Please consult your graduate handbook for additional information. In addition, grades of D or F are grounds for dismissal from the graduate program. All graduate students at UHD are subject to the following policies as well as any policies stated in the handbooks for each degree program. Links to the graduate programs can be found at <http://www.uhd.edu/academic/gradprograms.htm>.

Academic Honesty

The Academic Honesty Code is embraced by all members of the University of Houston-Downtown academic community and is an essential element of the institution's academic credibility. The Honesty Code states "We will be honest in all our academic activities and will not tolerate dishonesty." The purpose of the Academic Honesty Policy is to deal with alleged violations of the Honesty Code in a fair and consistent manner. The policy is administered jointly by students and faculty. It is each student's responsibility to read and understand the Academic Honesty Policy. It may be found in the Student Handbook for each program.

Grading System

The following grades are included in the calculation of grade point averages:

Grade*	Grade Points
A Superior .....	4.0
B Above Average .....	3.0
C Average .....	2.0
D Below Average .....	1.0
F Failure .....	0.0

\*Grade descriptions are subject to override by descriptions published in the handbooks for each graduate program.

The following grades are not included in the calculation of grade point

averages:

Grade

A*	Non-credit grade
B*	Non-credit grade
C*	Non-credit grade
I	Incomplete
IP	In Progress
Aud	Audit
S	Satisfactory (passing)
U	Unsatisfactory (not passing)
W	Withdraw

I (Incomplete)

An incomplete grade is given only when an unforeseen emergency prevents a student from completing the course work and only with the instructor's approval. A grade of I will be changed to a passing grade if the missing work is completed satisfactorily by the deadline set by the instructor but no later than the end of the long semester immediately following the term in which the grade was received. An incomplete grade that is not removed by this deadline becomes an F. Repetition of a course for which an incomplete grade was received does not affect resolution of the original grade. An incomplete grade earned in a student's graduating semester is computed as an F in determining grade point average.

IP (In Progress)

A grade of IP may be given in thesis and capstone courses. In the calculation of grade point average, a grade of IP is treated as a W. To receive credit for a course in which an IP was assigned, a student must register for the course again and earn a passing grade.

S (Satisfactory)

The grade of S may be earned in thesis and certain other courses. Credit received with a grade of S is not part of the grade point average calculation.

W (Withdrawal from Courses)

Students will not receive a grade if they withdraw from a course by the Official Day of Record.

Students automatically receive a grade of W for any course from which they withdraw after the Official Day of Record but before the end of Thursday of the 10th week during a long term and Thursday of the fourth week during a summer term.

Official Day of Record and withdrawal deadlines are published in the University Calendar found in the Class Schedule.

Class days are defined as days on which the university has one or more classes scheduled, not the days for which an individual student is scheduled for his/her particular classes. Additional policies applicable to graduate students are published in the specific master's degree handbooks.

Grade Point Average (GPA)

The grade point average is a measure of a student's academic achievement. Grade point averages are computed by multiplying the

grade point value by the number of credit hours in each course, and then dividing the sum of all grade points obtained by the total number of hours attempted. The following formula represents the method of computing grade point average:

$$\frac{\text{Total Number of Grade Points}}{\text{Total Number of Semester Hours}} = \text{Grade Point Average}$$

The number of grade points earned for each course equals the hour credit value of the course multiplied by the points awarded for grades received. Grades of I, S, U, IP and grades marked with an asterisk (\*) in the table above are not counted in the calculation of the grade point average, except for graduation. Grades of I will be calculated as F grades in determining grade point average for graduation.

Graduate students must meet a graduation requirement of a minimum 3.0 grade point average.

## Appeal of Grades

Any grade which a student believes to be in error should be appealed, first to the instructor, then to the appropriate department chair, and finally to the appropriate dean. If an appeal is not made within one calendar year after the close of the semester in which the grade was received, the grade will be considered final and no appeal will be heard.

## Repeated Course Policy

The policies applicable to graduate students covering repeated courses are published in the specific degree program handbooks.

## Academic Probation and Suspension

In general, grades of D and F are grounds for suspension from the graduate program. Students whose GPA falls below 3.0 will be placed on academic probation and must continue to obtain a semester GPA of 3.0 or above while on probation. Failure to do so will result in suspension. Please note that policies applicable to graduate students covering academic probation and suspension are published in the specific degree program handbooks.

## Student Records

### Transcripts

Requests for official UHD transcripts are made online through the MyUHD portal and are processed by the Registrar's Office. All requested official UHD transcripts will be processed within 2-3 business days. Requests for official transcripts which include coursework completed at South Texas Junior College may take up to 10 business days for processing.

Official transcripts from other institutions which are submitted as part of the admissions process become the property of UHD and will not be rereleased to the student. Additionally, UHD does not include completed transfer coursework on the official UHD transcript.

### Release of Student Records

UHD has a policy in conformity with the Family Educational Rights and Privacy Act (FERPA) covering the release of student records.

Student rights include the following:

- Students have the right to inspect and review their education records within 45 days of the day the university receives the request.
- Students have the right to request amendment of their education records that they believe are inaccurate or misleading.
- Students have the right to consent to the disclosure of personally identifiable information in their education records, except to the extent that FERPA authorizes disclosure without consent.
- Students have the right to file a complaint with the US Department of Education concerning alleged failures by the university to comply with the requirements of FERPA.

## Directory Information

At its discretion the University of Houston-Downtown may provide directory information to the general public without student consent. Directory information is defined by University of Houston-Downtown (within the guidelines of the Family Educational Rights and Privacy Act of 1974) as follows:

- Student's name
- Mailing address
- Telephone number
- University assigned e-mail address
- Date and place of birth
- Classification
- Enrollment status
- Major and minor fields of study
- Degrees, certificates, awards and honors received
- Dates of attendance
- Graduation date
- Expected graduation date
- Student's user name
- Most recent previous education institution attended
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams

Students may request that directory information be withheld from the public by contacting the Registrar's Office at any time during the semester. Such requests must be made in writing and will remain in place until the student directs the office in writing that it is to be removed.

## Disclosure of Education Records

In accordance with FERPA and at its discretion, UHD will disclose information from a student's education records without the written consent of the student to school officials who have a legitimate educational or administrative interest in the records. A school official is defined as a person employed by the university in an administrative, supervisory, academic, or support staff position (including the university's police department and health care staff); a person or company with whom the university has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Regents; or a person assisting another school official in performing his or her official duties.

## Procedure for Inspecting Education Records

A student has the right to inspect his or her education records and

challenge the contents. To review records, a student must make a request in writing to the Registrar's Office. The request must identify the record or records he or she wishes to inspect.

## Procedure for Amending Education Records

If a student believes the information in his or her education record contains information that is inaccurate, misleading, or in violation of the student's rights of privacy, the student should submit a written request for amendment to the registrar. The request should clearly identify and correct the inaccuracy. The university will notify the student within a reasonable time regarding the request. If the request for amendment is denied the student has the right to a hearing. This procedure does not govern grade appeals.

## Change of Name and Address

Change in name must be reported to the Registrar's Office and to the Financial Aid Office if applicable. Original legal documentation must be presented along with a copy of the Social Security card when requesting a name change or correction, i.e. marriage certificate, divorce decree, naturalization certificate, etc. The Registrar's Office will also need to make a copy of your state issued driver's license or government issued photo ID. Addresses may also be changed online through Student e-Services at [www.uhd.edu/eservices](http://www.uhd.edu/eservices).

## Graduation under a Specific Catalog

A student usually graduates under the degree provisions of the Catalog in effect at the time of his or her first completed term of enrollment, where enrollment is defined as registration for and completion of at least one course. Students have the option of graduating under the Catalog in effect at the time of their major declaration or any subsequent Catalog. If degree requirements change during the time of the student's enrollment, the student may be required to meet the new degree requirements if the number of hours the student must take has not increased.

### Exceptions:

- No Catalog more than 10 years old may be used (unless specified otherwise in the student handbook for the student's graduate degree program).
- Students who interrupt their program for more than two consecutive long semesters for reasons other than military service shall be governed by the Catalog in effect at the time of reentry to the university.
- Students whose enrollment is interrupted by military service must re-enroll within one year from date of separation from the service and no more than five years from the beginning of military service in order to remain under the provisions of the Catalog in effect at the time of original enrollment at the university.
- Students forced to withdraw for adequate cause before completion of their degree may upon readmission petition to graduate under the Catalog in effect at the time of original enrollment.
- Students who change their major shall be governed by the Catalog in effect at the time of the change.

## Application for Graduation

All degree candidates must file an application for graduation with their college and pay the \$50 graduation fee by the Official Day of Record for the term of intended graduation. The graduation fee covers the costs of processing the graduation application, printing the diploma and mailing it to the graduate, and other costs associated with the commencement ceremony. If students fail to complete all degree requirements during the term in which they applied for graduation and paid the graduation fee, then they must apply for graduation and pay the graduation fee again when they become eligible to graduate.

Candidates must also place a diploma order, which specifies how they want their name to appear on the diploma, with the Registrar's Office.

## Commencement Exercises

Only students who complete all degree requirements, file an application for graduation, and pay the graduation application fee by the second Monday after the last day to withdraw from a course for the semester of graduation may participate in the commencement exercises. The final decision on eligibility for graduation and participation in commencement exercises rests with the appropriate academic dean.

Students participating in commencement must wear academic regalia. Arrangements for obtaining the appropriate academic regalia may be made through the university bookstore. Deadlines for ordering and paying for regalia are announced for each commencement.

# Graduate Academic Programs

## College of Business

**Don Bates**, PhD, Dean

**Forrest Aven**, PhD, Associate Dean

**Carmen Cuevas**, JD, Assistant Dean

Suite 400, 320 North Main Street, 713-221-8179

The College of Business offers the Master of Business Administration (M.B.A.).

## Master of Business Administration (MBA)

**Debbie Frances**, Interim Director of Graduate Programs

Suite 400, 320 North Main Street, 713-221-8179

UHD's Master of Business Administration (MBA) degree program is structured to help current and aspiring business leaders develop the knowledge and skills they need to succeed in today's fast-paced business environment. The College of Business designed this career-friendly option for working professionals who want to pursue their studies while continuing to work. It fits the needs of those who have earned an undergraduate degree in business administration and those who hold a bachelor's degree in an unrelated area and want the flexibility, expertise and earning power of an MBA. Students who did not earn a business degree may need to complete leveling courses that will cover business fundamentals as part of their program.

All UHD MBA courses use a concentrated hybrid, eight-week format combining face-to-face meetings with online instruction and interaction. Students in each class will meet for a single two-hour session each week for a total of 16 hours and will complete the equivalent of 17 hours of work online, bringing the total class-contact hours to 33 hours. This delivery method is career-friendly because it allows intense focus on one or two courses each term.

### Admission Requirements

Admission is competitive and selective. Admission requirements for the UHD MBA are designed to identify applicants who have the ability, interest, and qualities necessary to complete the program, with the potential to contribute to the field of business.

### Mandatory Application Requirements

To be considered for admission, an applicant is required to submit the following:

- Baccalaureate degree conferred by a regionally-accredited institution
- Official transcripts, submitted to the Office of Admissions, of all academic work previously undertaken
- Resume that emphasizes personal and professional accomplishments and leadership experience
- Two letters of recommendation from individuals acquainted with your professional work experience
- A personal statement documenting 3 years of full-time professional work experience
- A personal statement addressing why the applicant desires an MBA

from UHD, as well as other circumstances the applicant desires to share with the admissions committee (optional)

- GMAT
- For graduates of universities where English is not the native language: minimum TOEFL scores of 550 with section scores of 50 or higher

### Calculating Undergraduate GPA

The UHD MBA Admission Committee will recalculate an applicant's undergraduate GPA in accordance with the rules of the Texas Higher Education Coordinating Board. According to Title 19, Part 1, Chapter 5, Subchapter A, Rule 5.7, all grades assigned for academic course work shall be used in calculating the grade-point average, except that an institution may base the calculation on the last 60 semester credit hours (or equivalent) of undergraduate work and any previous work in a graduate or professional school. This means that all transcribed grades in an undergraduate course will be used to recalculate the GPA, not just the last grade earned.

### Admissions Process

1. Students must complete an application by going to the following website (<http://www.uhd.edu/admissions/application.htm>). The college uses the Texas Common Application. It is to be completed and submitted online. At this point the UHD Graduate Admissions Office starts a file for the students.
2. In addition to the application, the student must request that official academic transcripts and graduate test scores be submitted to the Graduate Admissions Office. The Graduate Admissions Office handles all graduate admissions with exception of International Students. The UHD International Students office currently coordinates International Admissions. International students must submit official TOEFL scores and must also have a certified English translation of all transcripts that are not in English. The student must also initiate requests for recommendations and instructs his/her references to forward those letters to the Graduate Admissions Office.
3. Once all necessary documents are in the Graduate Admissions Office, they are scanned and placed in a file by admissions staff that may be accessed by authorized university personnel. Once the application materials are scanned, the Director of Graduate Programs is notified that the file is complete. Authorized personnel may access the file using a database called Fortis. This file includes the student's name, ID number, test scores, GPA's by institution attended, cumulative GPA, GPA for the last 60 hours of undergraduate work and all other application materials. This file is delivered to the Director of Graduate Programs.
4. The Director of Graduate Programs disseminates the files to MBA Admissions Committee for consideration. The committee assesses the candidate's strengths and weaknesses, develops recommendations for leveling classes or other conditions for admissions, and makes a recommendation (accept or deny) to the Dean of the College of Business.
5. The Director of Graduate Programs will then complete a Decision Review Sheet and write a letter to the student stating whether or not they have been accepted. The letter gives the student instructions

- on taking leveling courses, attending an orientation for new students, or contacting the coordinator concerning the next step.
6. A copy of the letter and decision review sheet is also submitted to the Graduate Admissions Office. They also notify the student about the status of their admission. If accepted, the Graduate Admissions Office instructs the student on how to register for classes, apply for financial aid, and the development of a student e-mail account.

### Preparation

Students who hold an undergraduate degree from an AACSB accredited program in a field of business administration may be deemed to be prepared for graduate study if the degree is not more than ten years old and if the core courses were completed with a grade of "C" (or equivalent) or higher. Students who hold an undergraduate degree in a field other than business administration or in business from a non-AACSB accredited program will be required to demonstrate preparation for graduate study in business. Preparation may be demonstrated in a variety of ways including, for-credit classes, self-study and testing out, or standardized tests, e.g., the CLEP program, or leveling courses as described below.

### Leveling Courses

The leveling courses serve as prerequisites for the graduate business courses and are **required** for students who did not take the equivalent courses as part of their baccalaureate program, have a degree in business from a non-AACSB accredited program, or for students with a baccalaureate degree from a non-U.S. university. Preparation for graduate study in business may be demonstrated in a variety of ways including, for-credit classes, self-study and testing out, or standardized tests, e.g., the CLEP program. The graduate leveling courses (520s) do not apply to the 34-hour graduate credit hour requirement of the MBA degree. When a student is admitted to the program, the Graduate Program Director will notify the student of courses that must be taken. Students are not allowed to register for leveling courses on their own; a student must have approval from the Graduate Program Director to register for a leveling course.

These leveling courses are condensed to the essential core knowledge that a student must possess in order to do valid graduate business study. The leveling set of management fundamentals courses consists of 7 short courses designed to provide only the theoretical concepts and tools that are the foundations for management decisions. All leveling courses are two (2) semester credit hours (SCH) each and are offered every four weeks once a term begins. Students may register and start the courses prior to each 4-week term after admission to the MBA program, progress at their own pace, and complete each course in the four week time period. All leveling courses are taught online.

14 SCH Leveling Courses		
Course Number	Course Name	Credits
GBA 5202	Foundations of Management Theory	2
GBA 5203	Accounting/Financial Information	2
GBA 5206	Production & Operation Management	2
GBA 5207	Management Information Systems	2
GBA 5208	Marketing Information	2
GBA 5212	Quantitative Methods in Business	2
GBA 5215	Legal Environment of Business	2
<b>Total</b>		<b>14</b>

### Degree Requirements

The Master of Business Administration degree requires satisfactory completion of 34 credit hours offered by the College of Business. The required courses are:

34 SCH Required MBA Courses for all students		
Prefix and Number	Required Courses	SCH
<u>MBA 6201</u>	Leadership, Team Building and Team Management	2
<u>MBA 6202</u>	Strategic Management	2
<u>MBA 6203</u>	Managerial Accounting and Budgeting	2
<u>MBA 6204</u>	Managerial Finance	2
<u>MBA 6205</u>	Management of the Supply Chain	2
<u>MBA 6206</u>	Operations Management	2
<u>MBA 6207</u>	Management of Information Flows	2
<u>MBA 6208</u>	Marketing Management	2
<u>MBA 6209</u>	Human Resource Management	2
<u>MBA 6210</u>	Legal Environment of Management	2
<u>MBA 6211</u>	Managerial Decision-Making	2
<u>MBA 6212</u>	Managerial Economics	2
<u>MBA 6213</u>	Management of Organizational Behavior	2
<u>MBA 6214</u>	Management in a Global Context	2
<u>MBA 6415</u>	Capstone Project Courses	4
<u>MBA 6290</u>	Current Topics in Business	2
<b>Total</b>		<b>34</b>

Graduation is dependent upon successful completion of all course work with a minimum graduate grade point average of 3.0 and successful completion of the Capstone Project.

### Minimum Grade Point Average to remain in the MBA program

No more than two grades below a "B" in required graduate courses will be accepted toward the MBA degree and then only if your GPA is 3.01 or higher. Upon receipt of the third grade below a "B" in any three required graduate courses, or if your GPA drops below 3.00 the student will be academically dismissed from the program.

### Transfer of Graduate Credits

A maximum of two approved courses (4SCH) may be transferred from another AACSB accredited universities. A minimum grade of B is required for the course to transfer. All petitions for transfer credit must be submitted to the UHD MBA Admission Committee at the time of application for the committee's approval.

## College of Humanities and Social Sciences

**Susan K. Ahern**, PhD, Dean

**M. Patricia Mosier**, PhD, Associate Dean

Room 1015-South, 713-221-8009

**Charlie Finch**, PhD, Assistant Dean

Room 1086-South, 713-221-2740

UH-Downtown's College of Humanities and Social Sciences offers the Master of Science in Professional Writing and Technical Communication. It also offers graduate courses in support of the Master of Arts in Teaching degree offered by the Department of Urban Education.

### Department of English

**Robert L. Jarrett**, PhD, Chair

Room 1045-South, 713-221-8013

#### Faculty

Professors:	Birchak, Dahlberg, Dressman, Harned, Jarrett, Jennings, Thomas
Associate Professors:	Ahern, Chiaviello, Creighton, Cunningham, Davidson, Farris, Fortunato, Gilbert, Jackson, Kintzele, Moosally, Pavletich, Roundtree, Schmertz, Sullivan,
Assistant Professors:	Aimone, Chaemsaithong, Choudhuri, Duncan, Ellwanger, Hill, Hudson, Jager, Kimberly, LaRose, Lund, Matveeva, , Murray, Robertson, , Sample, Schmadeka, Stokes, Waters
Visiting Assistant Professor	Ogle
Lecturers:	Canetti-Rios, Coblenz, Fadely, Howard, Kuzmick, Rubin-Trimble, Scharold, Williams
Emeriti:	Bartholomew, Levy

### Master of Science

#### Major in Professional Writing and Technical Communication

**Michelle Moosally**, PhD, Coordinator

Room 1037-South, 713-221- 8254

The Master of Science in Professional Writing and Technical Communication, an outgrowth of our well-established undergraduate program in Professional Writing, will provide graduates with writing, design, and management skills based on rhetorical principles. Students will gain publication and production skills, study project management and the ethical and global implications of professional communication, participate in research, conduct audience analyses and usability tests, and create web sites and on-line help.

This program is valuable for a range of candidates:

- Professional writers seeking promotion to managerial positions or interested in teaching technical writing in high schools or community colleges
- Science and technology, public relations, or corporate training professionals with the goal of expanding employment options
- Undergraduates interested in an applied master's level degree, either to increase their employability or to pursue a doctoral degree in technical communication

#### Program Objectives

Students graduating with an MS in Professional Writing and Technical Communication will demonstrate professional-level skills or knowledge in the following areas:

*Document production and project management:* writing, editing, and delivering documents in the various print and electronic genres of professional communication.

*Rhetorical analysis:* identifying, assessing, and articulating the theoretical principles that underlie rhetorical choices in professional writing. Students will demonstrate these skills in the analysis, design, and production of professional communication documents.

*Ethical and global awareness:* analyzing the ethical and global implications of professional communication.

*Research methodologies:* conducting research in technical and professional communication, including audience analysis and usability testing.

#### Admission

Admission is competitive and selective. Applicants must demonstrate that they possess the abilities, interests, and qualities necessary to successfully complete the program and the potential to contribute to the fields of professional writing or technical communication.

Applicants seeking admission will provide the following application materials for review by the Graduate Curriculum Committee:

- Official transcript showing a baccalaureate degree from an accredited university
- Official transcripts showing GPA from all colleges or universities previously attended. (As admission to the degree program is competitive, candidates with a cumulative GPA of 3.0 or higher will be preferred.)
- Graduate Record Exam (GRE) scores
- Personal application statement and resume
- Academic or professional writing sample (1-3 documents totaling 2500 words or more)
- Three letters of recommendation and recommendation forms from individuals acquainted with the applicant's work and academic potential
- Test of English as a Foreign Language scores if graduate of a university in which English is not the native language (minimum score of 550 with section scores of 50 or higher)

The Graduate Curriculum Committee will not review a candidate's application until the file contains all of the items listed above.

#### Admission Process

The Graduate Curriculum Committee will evaluate applications using a matrix based on GPA, GRE score, relevant course work or experience,



recommendations, and other written materials in the applicant's file. The Graduate Curriculum Committee will use the results of this evaluation to determine if an applicant is admitted. The Graduate Coordinator will notify students, in writing, of the committee's decision.

### Degree Requirements

The Master of Science in Professional Writing and Technical Communication requires a minimum of thirty-six semester hours that include a choice of thesis or capstone project. All students must complete successfully a graduation portfolio.

12 hours	Required Core Courses
18 hours	Elective Courses
6 hours	Thesis or Capstone Project
36 hours	Required

### Thesis or Capstone Project Options

Students will choose either the Thesis or Capstone Project option.

*Thesis option:* Candidates opting for the thesis must complete 3 hours of thesis, 3 hours of directed research practicum, and oral defenses of the thesis.

*Capstone Project option:* Candidates opting for the capstone project must complete 3 hours of capstone project, either 3 hours of directed research practicum or an internship, and oral defenses of the capstone project.

### Minimum Grade Point Average

Students must maintain a minimum grade point average of 3.0. Grades of C or lower do not count toward graduation, and two course grades of C or lower are cause for dismissal from the program.

### Transfer

Students may transfer no more than six semester hours of graduate work and must have the approval of the Graduate Coordinator to do so; transferred coursework must be at B level or above.

### Curriculum

#### Required Core Courses (12 hours)

ENG 5304 Proseminar in Professional & Technical Communication  
ENG 5317 Rhetorical Theory & Criticism  
ENG 5330 Visual Design Theory  
ENG 5340 Project Management

#### Thesis or Capstone Project Options (6 hours)

Thesis:

ENG 6390 Directed Research  
ENG 6391 Thesis

Capstone:

ENG 6390 Directed Research or 6380 Internship  
ENG 6392 Capstone Project

#### Elective Courses (18 hours)

ENG 6303 Public Relations and Media Management  
ENG 6310 Intercultural and World Communication  
ENG 6312 Ethical and Legal Dimensions of Communication  
ENG 6318 Stylistics & Editing

ENG 6322 Instructional Design  
ENG 6323 Communications and Technology  
ENG 6324 Writing in the Professions  
ENG 6328 Hypermedia Theory & Design  
ENG 6330 Usability Research  
ENG 6360 Special Topics in Technical and Professional Communication

The following graduate and undergraduate courses may be accepted as electives towards the degree, at the discretion of the Graduate Coordinator:

ENG 6301 Composition Pedagogy  
ENG 6319 Language Development and Variation: Implications for Educators  
CJ 6320 Research Design and Methods  
CJ 6321 Quantitative Analysis in Criminal Justice  
MATH 5309 Business Statistics  
ENG 4322 Editing, Rewriting, and Copyreading  
ENG 3325 Medical Writing

A maximum of six (6) undergraduate hours may be accepted as degree electives, at the discretion of the Graduate Coordinator.

## College of Public Service

**Beth Pelz**, PhD, Dean

**Peggy A. Engram** PhD, Associate Dean

Suite 400E, 1002 Commerce Street, 713-221-8194

The College of Public Service offers the Master of Security Management for Executives, the Master of Arts in Teaching, and the Master of Science in Criminal Justice.

## Master of Security Management for Executives

**John Presley**, Lecturer

Suite 400D, 1002 Commerce Street, 713-221-5292

The Master of Security Management for Executives (MSME) is an innovative program developed in collaboration with leaders in security management. The goal of the program is to provide students with the knowledge and skills necessary to address the continuously changing security environment. The MSME is for individuals who have a vision of their future in the security industry and are able to demonstrate professional competency and commitment to their organizations and the community.

Delivery of the Master of Security Management for Executives is a two-year program offered on alternative Saturdays to allow the security professional to obtain the degree without interfering with their professional responsibilities. MSME instructors include current security industry leaders in addition to faculty from both the College of Public Service and the College of Business. The supervisory or managerial experience admissions requirement ensures students that they will be participating in class discussions and projects with other students who understand the leadership environment. A major element of the program design is peer interaction and exchange of ideas.

## Admission Requirements

Admission is competitive and selective, and is designed to identify applicants who have the ability, interest, and qualities necessary to complete the program, with the potential to contribute to the field of security management.

## Mandatory Admission Requirements

To be eligible for admission, an applicant will be required to present the following:

- Baccalaureate degree conferred by a regionally-accredited institution
- Official transcripts, submitted to the Office of Admissions, of all academic work previously undertaken
- Three letters of recommendation from individuals acquainted with your academic work and academic potential.
- A letter describing why the applicant desires this particular degree.
- For graduates of universities where English is not the native language: minimum TOEFL scores of 550 with section scores of 50 or higher
- Three years of paid work experience with supervisory or managerial responsibilities

## Preferences:

- Undergraduate GPA of 3.0, or higher, on a 4-point scale for the final 60 semester hours of study • \*Evidence of scores in the higher percentiles on any of the acceptable standardized tests
- Applicant's letter should demonstrate strong writing skills, expressed desire to work in the security field at the management level and/or assist in developing security policy within a governmental environment, commitment to completing the degree, and strong rationale for wanting this specific degree
- Letters of recommendation should come from persons sufficiently acquainted with the student to be able to comment on the potential to successfully complete a graduate program and should provide evidence of applicant's excellent critical thought, motivation, study and writing skills, and strong overall faculty recommendation

## Admissions Process

- Students must complete an application by going to the following website (<http://www.uhd.edu/admissions/application.htm>). The department uses the Texas Common Application. It is to be completed and submitted online. At this point the Graduate Admissions Office starts a file for the students.
- In addition to the application, the student must request that official academic transcripts and graduate test scores be submitted to the Graduate Admissions Office. The Graduate Admissions Office handles all graduate admissions with exception of International Students. Spencer Lightsey currently coordinates International Admissions. International students must submit official TOEFL scores and must also have a certified English translation of all transcripts that are not in English. The student must also initiate requests for recommendations and instructs his/her references to forward those letters to the Graduate Admissions Office. The student writes his/her personal statement and submits that document to the Graduate Admissions Office.
- Once all necessary documents are in the Graduate Admissions Office, they are scanned and placed in a file by admissions staff that may be accessed by authorized personnel such as Chairs,

Assistant Chairs, Coordinators, College Advisors, etc. Once the application materials are scanned, the Coordinator and College Advisors are notified that the file is complete. Authorized personnel may access the file using a database called Fortis. College Advisors print the application and develop a checklist that includes the student's name, ID number, test scores, GPA's by institution attended, cumulative GPA, and GPA for the last 60 hours of undergraduate work. This information is then placed in a file and delivered to the Graduate Coordinator.

- The Graduate Coordinator disseminates the files to graduate faculty for consideration. The faculty assess the candidate's strengths and weaknesses, develops recommendations for stem classes or other conditions for admissions, and makes a recommendation (accept, deny or conditionally accept) to the Interview Committee.
- The Interview Committee will interview the applicant to determine if the applicant has the experience and the interest and potential to complete the MSM program. It will then make an admissions recommendation (accept, deny or conditionally accept).
- The Graduate Coordinator will then complete a Decision Review Sheet and write a letter to the student stating whether or not they have been accepted. The letter gives the student instructions on taking stem courses, attending an orientation for new students, or contacting the coordinator concerning the next step.
- A copy of the letter and decision review sheet is also submitted to the Graduate Admissions Office. They also notify the student about the status of their admission. If accepted, the Graduate Admissions Office instructs the student on how to register for classes, apply for financial aid, and the development of a student e-mail account.

## Degree Requirements

The Master of Security Management for Executives degree requires satisfactory completion of 36 credit hours offered by the College of Public Service and the College of Business. The required courses are:

- SM 6360** Security Management for Executives
- SM 6362** Risk Assessment and Abatement
- SM 6364** Legal Environment of the Security Executive
- SM 6365** Computer Forensics
- SM 6367** Global Perspectives of Security Management
- MGT 6302** Human Resources Management for Security Executives
- MGT 6332** Managerial Decision Making for Security Executives
- MGT 6301** Leadership, Motivation and Communication for Security Executives
- SM 6670** Current Issues for Security Executives
- SM 6680** Capstone Project

The Capstone Project gives students the opportunity to bring together all the theories, skill and knowledge obtained in the degree program and integrate them into a learning experience that is consistent with the experiences of the security executive.

Graduation is dependent upon successful completion of all course work with a minimum graduate grade point average of 3.0 and successful defense of the Capstone Project.

# Department of Criminal Justice

**Clete Snell**, PhD, Chair  
1002 Commerce Street, 713-221-8943

## Faculty

Professors:	McShane, Williams
Associate Professors:	Ahmad, Belbot, Engram, Kellar, Pelz, Snell, Wang
Assistant Professors:	Chiotti, Emeka, Hignite, Nguyen
Lecturers:	Harris, Hill, Karson

## Master of Science

### Major in Criminal Justice

**Traqina Emeka**, PhD, Coordinator  
Suite 340, 1002 Commerce Street, 713-221-8943

The degree is designed to prepare graduate students to provide leadership, critical thinking, and knowledge in the areas of criminological theory, program evaluation, and criminal justice administration. The curriculum provides for the development of skills in criminal justice planning, implementation, and evaluation in order to ensure that the management and administration of the criminal justice system is effective, efficient, and responsive to the needs of the community. The degree is particularly beneficial for students already working in a criminal justice occupation and who wish to:

- increase their professional knowledge and skills or obtain employment in a criminal justice agency
- teach at the community college level, and
- pursue a doctoral degree.

### Admission Requirements

Admission is competitive and selective and is designed to identify applicants who have the ability, interest, and qualities necessary to successfully complete the program and the potential to contribute to the field of criminal justice. To be eligible for admission, an applicant will be required to present the following:

#### *Mandatory Admission Requirements*

- Baccalaureate degree conferred by a regionally-accredited institution;
- Official transcripts, submitted to the Office of Admissions, of all academic work previously undertaken;
- Choice of three standardized tests, submit one: Graduate Record Examination (GRE) general scores; Miller Analogies Test (MAT); Graduate Management Admission Test (GMAT). Scores must be provided by the testing authority. Test scores are not required if the applicant has already completed a graduate degree.
- Three letters of recommendation from individuals acquainted with applicant's academic work and academic potential;
- A letter describing why the applicant desires this particular degree, and
- For graduates of universities where English is not the native language: minimum TOEFL scores of 550 with section scores of 50 or higher.

#### *Preferences:*

- \*Major or minor in criminal justice or a related field from accredited university. Otherwise, additional preparatory course work will be needed.
- \*Undergraduate GPA of 3.0, or higher, on a 4-point scale for the final 60 semester hours of study.
- \*Evidence of scores in the higher percentiles on any of the acceptable standardized tests.
- \*Letter should demonstrate strong writing skills, a commitment to completing the degree, and a strong rationale for wanting this specific degree.

\*Letters of recommendation from faculty sufficiently acquainted with the student to be able to comment on his/her potential to successfully complete a graduate program and that provide evidence of excellent critical thought, motivation, study and writing skills, and a strong overall faculty recommendation.

- Completion of a previous master's degree in any field, from an accredited institution.
- Authoring of publication(s) - technical, professional or academic.
- Research experience.
- Grant-writing experience.

\*Primary attention is paid to these preferences.

Any student accepted into the MS program may be required to take remedial course work in Criminal Justice. Applicants who have earned a graduate degree in a field other than criminal justice at an accredited institution, and who meet all other admission requirements, are not required to submit GRE, GMAT, or MAT scores. However, they are required to submit all graduate transcripts.

### Degree Requirements

The degree requires a minimum of 36 semester hours for either thesis or non-thesis options. Thirty of these hours must be taken at UH-Downtown. Both thesis and non-thesis options require completion of the following core for a total of 18 hours:

- CJ 6310 Issues in Criminal Justice
- CJ 6320 Research Design and Methods
- CJ 6321 Quantitative Analysis in Criminal Justice
- CJ 6330 Advanced Criminology
- CJ 6340 Administration in Criminal Justice
- CJ 6350 Policy Analysis and Program Evaluation

A minimum GPA of 3.0 for all course work is required.

### Thesis Option

In addition to the core, thesis option candidates are required to complete 12 hours of electives, 3 hours of Thesis I, and continuous enrollment in Thesis II until completion of the thesis.

### Non-Thesis Option

In addition to the core, non-thesis option candidates are required to complete 15 hours of electives and the following course (3 hours):

- CJ 6301 Criminal Justice Project

Non-thesis option candidates will be required to address a criminal justice agency problem or criminal justice system issue and prepare a written document and formal presentation before a project committee. Students will continuously enroll until the final project is approved by the project committee.

### Transfer of Graduate Credits

A maximum of six units of equivalent graduate course work may be transferred from other accredited universities. A minimum grade of B is required in any such courses. Transfer credit is granted by petition to, and approval by, the Graduate Committee. It is the student's responsibility to initiate the petition and justify the acceptance of the courses. The Graduate Committee will determine whether the courses are equivalent. Please keep in mind that transfer credit is by permission only and is not a right of the student.

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## Department of Urban Education

**Myrna Cohen**, EdD, Chair

Suite 440, 101 Commerce Street, 713-221-2759

### Faculty

Professors: Chen, Connell, Garcia, Nath, Sikka,  
Thielemann-Downs

Associate Professors: Bedard, Bhattacharjee, Cohen, Jenkins, R.  
Johnson, Mahoney, Mullinnix, Pedrana,  
Van Horn

Assistant Professors: Beebe, Burnett, Hardin, Herrera, Hewitt,  
Kelly, Mitchell, Sack, Witschonke

Instructors: Bundoc, Hill, Paige, White, Wingfield

## Master of Arts in Teaching

Ron Beebe, PhD, Coordinator

Suite 440, Commerce Street, 713-221-8689

The Master of Arts in Teaching, with - certification in Elementary Education (EC-6 Generalist, EC-6 Bilingual Generalist & 4-8 Generalist) and Secondary Education, and the Masters of Arts in Teaching in Curriculum and Instruction, are designed to support existing teachers and to prepare future teachers to teach in urban classrooms. The emphasis on urban teaching makes this degree truly unique. To meet the special needs of children in urban classrooms, students completing the MAT degree will demonstrate competency in the following areas of knowledge:

- Characteristics and needs of learners in multicultural settings
- Effective teaching practices that enhance student achievement for all students, regardless of socioeconomic status, ethnicity, or language spoken
- Factors related to the development of effective teaching environments in urban classrooms
- Classroom-based research methodology to support best instructional practices
- Enriched understanding of academic content areas of language arts, social studies, mathematics, the natural sciences, English as a second language and educational technology.

Admission into the MAT program requires that the applicant:

- Possess a baccalaureate degree from an accredited university and a minimum GPA of 2.5
- Be a certified teacher (unless seeking certification) and have access to a classroom for some of the program's coursework which requires

some fieldwork

- Obtain acceptable scores on a matrix composed of four areas: GPA, GRE (verbal, quantitative, and analytical writing), personal statement-, and recommendation forms
- Obtain an acceptable score on the Test of English as a Foreign Language for graduates of universities in which English is not the native language

Completed application due:

- Non-certification seeking – March 1<sup>st</sup> for summer start, June 1<sup>st</sup> for fall start, and November 1 for spring start
- Certification seeking – June 1<sup>st</sup> for fall start and November 1<sup>st</sup> for spring start

### Degree Requirements

The MAT degree program requires a minimum of 39 semester credit hours. For degree completion, at least 33 hours must be completed at UH-Downtown with a grade point average of 3.0. In addition, students must successfully complete a directed studies project (MAT 6390) with approval of the faculty advisor and the graduate committee.

Students seeking the MAT degree should select one of the following options:

- Curriculum & Instruction (for Certified Teachers only) (39 graduate hours)
- Elementary Education (EC-6 Generalist, EC-6 Bilingual Generalist, or 4-8 Generalist - Certification Track) (39 graduate hours)
- 
- Secondary Education (- Certification Track) (-39 graduate hours)

Students seeking alternative certification in conjunction with the MAT will be recommended for certification based upon: (1) satisfactory completion of coursework, (2) performance in the classroom, (3) the passing of required state certification tests for the Texas Examination of Educator Standards (TExES), and (4) recommendation of the Graduate Studies Coordinator.

### Core requirements (15 hours)

All MAT students (alternative certification track or curriculum and instruction track) will take the following courses:

MAT 6315 Introduction to Educational Research  
MAT 6316 Advanced Methods for the Culturally Diverse Classroom  
MAT 6317 Classroom-Based Research  
MAT 6318 Technology Application for Curriculum Development and Instruction  
MAT 6390 Directed Study in Urban Teaching

### MAT students will take the following courses, depending upon their track:

#### *MAT Curriculum and Instruction*

MAT 6310 Reading in a Multicultural Classroom  
MAT 6311 Advanced Study of Developmental Psychology and Diversity  
MAT 6312 Foundations of Curriculum and Instruction for Culturally Diverse Settings  
MAT 6380 Practicum for Urban Teachers

#### *MAT with EC-6 Generalist Certification*

MAT 5310 Understanding the EC-6 Learner and the Learning Environment

MAT 5311 Mathematics Methods for EC-6  
MAT 5313 Literacy Curriculum, Methods, and Assessment EC-2  
MAT 5314 Curriculum, Methods, and Assessment in EC-6 Reading  
MAT 6381 Internship in Urban Classrooms

*MAT with 4-8 Generalist - Certification*

MAT 5315 Understanding 4-8 Learner and Learning Environment  
MAT 5316 Mathematics Methods  
MAT 5318 Curriculum, Methods, and Assessment in ESL, Science,  
and Social Studies 4-8  
ESL 5333 ESL Instruction/Assessment and the Acquisition of  
Language Concepts  
MAT 6381 Internship in Urban Classrooms

*MAT with Secondary Education - Certification*

MAT 5301 Understanding the Middle and High School Learner  
MAT 5302 Curriculum, Instruction, and Evaluation in Secondary  
Schools  
MAT 5312 Managing the Secondary Environment for Student Success  
MAT 5321 Literacy in Middle and Secondary Schools  
MAT 6381 Internship in Urban Classrooms

**Electives (12 hours)**

Students (except MAT with certification track) will select three  
semester hours from:

MAT 5320 Introduction to Educational Statistics,  
MAT 6319 Teaching the Language Minority Child  
MAT 6321 Teaching Children's Literature in Spanish  
MAT 6322 Readings in Critical Pedagogy  
ESL 5333 ESL Instruction/Assessment and the Acquisition of  
Language Concepts  
ESL 5334 Foundations of ESL Education, Cultural Awareness, and  
Family/Community Involvement  
Depending on their teaching area, students will select nine semester  
hours from one of the following strands:

**Advanced Technology Strand**

MAT 6324 Innovative Teaching Applications Using Technology  
MAT 6325 Advanced Multimedia for Teachers  
MAT 6326 Electronic Publishing for Teachers

**ESL Strand**

ESL 5333 ESL Instruction/Assessment and the Acquisition of  
Language Concepts  
ESL 5334 Foundations of ESL Education, Cultural Awareness, and  
Family/Community Involvement  
MAT 6319 Teaching the Language Minority Child

**Language Arts Strand**

ENG 6306 Methods of Reading and Writing about Literature  
ENG 6319 Language Development and Variation: Implications for  
Educators  
ENG 6307 Advanced Shakespeare  
ENG 6330 Composition Pedagogy  
COMM 6301 Speech Communication for the Elementary/Middle  
School Teacher  
COMM 6302 Speech Communication for the Secondary School

Teacher

**Mathematics Strand**

MATH 6301 Geometry for Elementary School Teachers  
MATH 6302 Mathematical Structures for Elementary Teachers  
MATH 6304 Combinatorics and Probability for Elementary Teachers  
MATH 6311 Geometry for Secondary School Teachers  
MATH 6312 Analysis for Secondary School Teachers  
MATH 6318 Special Topics for Secondary School Teachers

**Natural Sciences Strand**

BIOL 6301 Selected Topics in Advanced Biology  
CHEM 6301 Selected Topics in Advanced Chemistry  
GEOL 6331 Selected Topics in Advanced Geology and Physics  
NS 6301 Selected Topics in Earth and Environmental Science  
NS 6311 Selected Topics in Life Science  
NS 6321 Selected Topics in Physical Science

**Social Studies Strand**

GEOG 6301 World Cultural Geography  
HIST 6301 Seminar in Modern European History  
HIST 6302 Seminar in US History  
HIST 6303 Seminar in Texas History  
POLS 6301 American Government and Politics  
POLS 6302 Elements of Politics  
ECO 5331 Economic Processes

# Texas Common Course Numbering System Cross-Reference List

<b>TCCNS Course Number</b>	<b>UHD Course Number</b>	<b>TCCNS Course Number</b>	<b>UHD Course Number</b>	<b>TCCNS Course Number</b>	<b>UHD Course Number</b>
ACCT 2301	ACC 2301	ECON 1301	ECO 1301	PHYS 2426	PHYS 2402
ACCT 2302	ACC 2302	ECON 2301	ECO 2301	PSYC 2301	PSY 1303
ANTH 2301	ANTH 2301	ECON 2302	ECO 2302	PSYC 2306	SOS 2308
ANTH 2351	ANTH 2302	EDUC 1100	CSP 1101	PSYC 2314	PSY 2310
ARTS 1301	ART 1310	EDUC 1300	CSP 1301	PSYC 2315	PSY 2306
ARTS 1303	ART 1301	ENGL 1301	ENG 1301	PSYC 2319	PSY 2302
ARTS 1304	ART 1302	ENGL 1302	ENG 1302	REAL 1301	FIN 2301
ARTS 1311	ART 1303	ENGL 2322	ENG 2313	SOCI 1301	SOC 1303
ARTS 1312	ART 1304	ENGL 2323	ENG 2314	SOCI 1306	SOC 2302
ARTS 1316	ART 1305	ENGL 2327	ENG 2311	SOCI 2326	PSY 2302
ARTS 1317	ART 1306	ENGL 2328	ENG 2312	SOCW 2361	SOC 2306
ARTS 2316	ART 2303	ENGL 2332	ENG 2301	SPAN 1300	SPAN 1305
ARTS 2317	ART 2304	ENGL 2333	ENG 2302	SPAN 1411	SPAN 1401
ARTS 2323	ART 2301	ENGR 1407	ENGR 2407	SPAN 1412	SPAN 1402
ARTS 2366	ART 2306	FREN 1411	FREN 1401	SPAN 2311	SPAN 2301
ARTS 2367	ART 2307	FREN 1412	FREN 1402	SPAN 2312	SPAN 2302
BCIS 1301	CIS 1301	FREN 2311	FREN 2301	SPAN 2313	SPAN 2311
BIOL 1106	BIOL 1101	FREN 2312	FREN 2302	SPAN 2315	SPAN 2312
BIOL 1107	BIOL 1102	GEOG 1303	GEOG 1302	SPCH 1311	COMM 1304
BIOL 1306	BIOL 1301	GEOL 1403	GEOL 1405	SPCH 1315	COMM 1306
BIOL 1307	BIOL 1302	GEOL 1404	GEOL 1406	SPCH 1318	COMM 2309
BIOL 1322	BIOL 2306	GOVT 2301	POLS 2303	SPCH 1342	COMM 1301
BIOL 2101	BIOL 1103	GOVT 2302	POLS 2304	SPCH 2341	COMM 1305
BIOL 2102	BIOL 1104	HIST 1301	HIST 1305		
BIOL 2120	MBIO 1105	HIST 1302	HIST 1306		
BIOL 2121	MBIO 2105	HIST 2301	HIST 2303		
BIOL 2301	BIOL 1303	HUMA 2319	HIST 2309		
BIOL 2302	BIOL 1304	MATH 1314	MATH 1301		
BIOL 2320	MBIO 1305	MATH 1316	MATH 1302		
BIOL 2321	MBIO 2305	MATH 1324	MATH 1305		
CHEM 1105	CHEM 1105	MATH 1325	MATH 1306		
CHEM 1111	CHEM 1107	MATH 1332	MATH 1310		
CHEM 1112	CHEM 1108	MATH 1342	STAT 2300		
CHEM 1305	CHEM 1305	MATH 2318	MATH 2407		
CHEM 1311	CHEM 1307	MATH 2405	MATH 2405		
CHEM 1312	CHEM 1308	MATH 2413	MATH 2401		
COMM 1307	COMM 1302	MATH 2414	MATH 2402		
COMM 2366	COMM 2305	MATH 2415	MATH 2403		
COSC 1301	CIS 1301	MUSI 1311	MUS 1304		
COSC 2330	CS 2310	PHIL 1301	PHIL 1301		
CRIJ 1301	CJ 1301	PHIL 2317	PHIL 2302		
CRIJ 1306	CJ 2302	PHYS 1101	PHYS 1107		
CRIJ 2313	CJ 2303	PHYS 1102	PHYS 1108		
CRIJ 2328	CJ 2301	PHYS 1301	PHYS 1307		
DRAM 1310	DRA 1301	PHYS 1302	PHYS 1308		
DRAM 1330	DRA 1305	PHYS 2125	PHYS 2101		
DRAM 1351	DRA 1303	PHYS 2126	PHYS 2102		
DRAM 1352	DRA 1304	PHYS 2425	PHYS 2401		

## Course Credit and Numbering System

Progress toward the completion of academic work is measured in terms of semester credit hours. One semester credit hour is normally equivalent to one hour of class work, or from one to six hours of laboratory work per week for a semester.

All courses are identified by discipline and number. The first digit of a course number indicates the academic level. Courses in the 1000 series are generally for freshmen, 2000 for sophomores, 3000 for juniors and 4000 for seniors. The 5000 and 6000 series courses are graduate courses. Undergraduates are not allowed to enroll in graduate courses without permission of the academic department which offers the courses. The second digit indicates the number of semester credit hours that the course carries. The third and fourth digits specify a particular course within its discipline.

The three numbers in parentheses after each course title indicate the number of semester credit hours, the number of class hours per week, and the number of additional laboratory or activity hours per week.

## Texas Common Course Numbering System

The University of Houston-Downtown is a participant in the Texas Common Course Numbering System (TCCNS). This system ensures that if a student takes a course bearing a common course number at another college or university, UH-Downtown will accept the course in transfer as equivalent to the corresponding UH-Downtown course. Common course numbers have a four-letter prefix followed by a four-digit number. The four-letter prefix identifies the subject area. For example, ENGL is the common prefix for English courses, and COSC is the common prefix for computer science courses. The four-digit number following the prefix identifies a specific course with the subject area.

Each digit in the four-digit sequence gives additional information about the course. The first digit identifies the course as either freshman level (1) or sophomore level (2). The second digit identifies the number of credit hours students earn upon completing the course. The final two digits indicate the sequence in which courses are generally taken. Thus, French I (FREN 1311) is taken before French II (FREN 1312). In this Catalog, for courses corresponding to those in the TCCNS, the common course number is indicated in parentheses at the end of the course description. The preceding page lists all UH-Downtown courses for which a common course number exists.

More information about the Texas Common Course Numbering System is available from the Office of Admissions (Room 326-South; 713-221-8533).

## AA (Applied Administration)

### 3301 Professional Ethics for Administrators (3-3-0)

*Prerequisite:* 60 completed hours and declared BAAS major.

This course will examine the role of ethics as a professional and in

administration of public and private sector organizations. An emphasis will be on the influencing of legal, economic regulatory and cultural conditions in determining ethical behavior.

### 3302 Administrative Communication (3-3-0)

*Prerequisite:* 60 hours completed hours and declared BAAS major.

A study of the skills necessary to communicate effectively in the workplace.

### 3303 Information Technology Administration (3-3-0)

*Prerequisite:* 60 completed hours and declared BAAS major.

The use of information technology in commercial and industrial enterprises.

### 3304 Budgeting for Administrators (3-3-0)

*Prerequisite:* 60 completed hours, declared BAAS major, and completion of additional General Education courses.

The use of accounting information by non-financial managers. Emphasis is placed on the interpretation, rather than the construction, of accounting information. This course will examine the technical managerial skills required to sustain and enhance the organization's performance through the accounting and finance processes of reporting, compliance, research, analysis, interpretation, and application.

### 3305 Human Resources for Administrators (3-3-0)

*Prerequisite:* 60 completed hours, declared BAAS-AA major, and completion of additional General Education courses.

This course examines the major trends in human resources including problems and issues faced by organizations and individuals in times of change. Responsibilities of the human resources department and the roles of supervisors and clients of the human resources department.

### 3306 Decision Making Skills for Administrators (3-3-0)

*Prerequisite:* 60 completed hours, declared BAAS major, and completion of additional General Education courses.

Analytic and systematic approach to the study of decision making through management science processes and techniques.

### 3307 Administrative Leadership (3-3-0)

*Prerequisite:* 60 completed hours, declared BAAS major, and completion of additional General Education courses.

This course examines the nature and scope of leadership as it relates to administration and direction the workforce, the techniques for leadership, empowerment and team building are emphasized.

### 3308 Negotiation and Mediation (3-3-0)

*Prerequisite:* 60 completed hours, declared BAAS major, and completion of additional General Education courses.

This course examines the nature of conflict and the methods to resolve conflict with an emphasis on collaborative problem solving and mediation. The theory and practice of negotiation are also studied, and students are given the opportunity to practice negotiation and mediation techniques through case study. Ethical decision making throughout these processes is addressed.

### 3309 Administration of Operations (3-3-0)

*Prerequisite:* 60 completed hours, declared BAAS major, and completion of additional General Education courses.

This course is an introduction to the concepts, principles, problems, and practices of operations management. Emphasis is on administrative processes for effective operations in both good-producing and service-rendering organization.

### **3310 Administering Organizational Change (3-3-0)**

*Prerequisite:* 60 completed hours, declared BAAS major, and completion of additional General Education courses.

Change is the only constant facing an administrator and therefore, knowing the accepted ways of reorganizing change and modifying the organization's position and behavior to gain the most from change is the focus of this course.

### **4301 Administering Budgets and Cost Centers (3-3-0)**

*Prerequisite:* AA 3304 *Budgeting for Administrators*.

Study of applied cost concepts with an emphasis on industrial/manufacturing cost estimating and cost control. The concept of Total Cost Management (TCM) is included.

### **4303 Economics for Administrators (3-3-0)**

*Prerequisite:* AA 3306 *Decision Making Skills*.

A study of economics and its role in managerial decision making. The course is focused on modern economic thinking and its relevance to business and management.

### **4304 Administration of International Operations (3-3-0)**

*Prerequisite:* AA 3308 *Negotiation and Mediation* and AA 3309 *Administration of Operations*.

An overview of the international business environment and conditions affecting firms conducting operations overseas. Special emphasis will be placed on administration in a firm operating under foreign economic, technological and political, social, and cultural environments.

### **4305 Project Administration (3-3-0)**

*Prerequisite:* AA 3305, AA 3307, and AA 3309.

A study of risk assessment and management techniques, methods, and models used in industry to minimize and control risks in a high technology industrial environment. Instructional topics include project management risks, program schedule, and cost risks.

### **4306 Administration of Technological Resources (3-3-0)**

*Prerequisite:* AA 3303 and AA 3309.

An examination of the tools and methods used to manage the technological resources of the enterprise.

### **4307 Network Security Administration (3-3-0)**

*Prerequisite:* AA 3303 and AA 4306.

This course provides a strategic overview of network security administration, as it relates to the total organization.

## **ACC (Accounting)**

### **1301 Accounting for Non-Business Majors (3-3-0)**

*Pre-requisite:* College-level math.

The course will provide a working knowledge of financial statements, the accounting process and budgeting for non-business majors desirous of understanding how accounting is used in business operations, as well as to know how accounting and accounting reports are used by investors and other business stakeholders in their decision making process.

### **2301 Financial accounting (3-3-0)**

*Prerequisite:* MATH 1301.

The business curriculum and to success in the business world beyond college. The purpose of the course is to (1) give students a grasp of accounting terminology, (2) help students learn the process of gathering, classifying and reporting financial information on financial statements, and (3) provide analytical skills necessary to understand the importance of financial statements in economic decision making. (ACCT 2301)

### **2302 Managerial Accounting (3-3-0)**

*Prerequisite:* ACC 2301.

The managerial accounting course is fundamental to the business curriculum. The purpose of the course is to provide an understanding of the role of accounting information in the business decision-making process. The course is taught from the perspective of the users of accounting information. The major emphasis is on *what* the accounting information is, *why* it is important, and *how* it is used by economic decision makers. (ACCT 2302)

### **3300 Intermediate Accounting I (3-3-0)**

*Prerequisite:* Completion of the common core plus 18 additional hours, a grade of C or better in ACC 2301 and ACC 2302, and completion of or enrollment in BA 3300.

Development of a comprehensive analysis of financial accounting topics involved in preparing, interpreting and using financial statements that comply with generally accepted accounting principles. Designed to help students understand and apply the conceptual framework of financial reporting, asset measurement and revenue recognition.

### **3301 Intermediate Accounting II (3-3-0)**

*Prerequisite:* Completion of the common core plus 18 additional hours and a grade of C or better in ACC 3300.

Continuation of Intermediate Accounting I. This course furthers the development of analytical skills necessary for the measuring and reporting of assets, liabilities and equity. Accounting principles underlying the preparation of financial statements are studied in depth.

### **3302 Intermediate Accounting III (3-3-0)**

*Prerequisite:* Completion of the common core plus 18 additional hours and a grade of C or better in ACC 3301.

Continuation of Intermediate Accounting II. This course focuses on understanding and solving some of the more complex topics of financial accounting and their impacts on users. Topics include leases, pensions and corporate income taxes. Additional special topics will be included.

### **3303 Cost Accounting (3-3-0)**

*Prerequisite:* Completion of the common core plus the lower-level business core, a grade of C or better in ACC 2302 and ACC 3300, and junior standing.

This course builds on the managerial accounting course. The purpose of the course is to provide a thorough treatment of traditional and contemporary approaches to cost accounting, cost management and cost control.

### **3304 Accounting Information Systems (3-3-0)**

*Prerequisite:* ACC 3300.

Study of accounting systems as information and control systems. Primary emphasis on financial information needs, control methods, and



efficiency measures.

**3305 Governmental and Not-for-Profit Accounting (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and ACC 2302.*

Focus on accounting procedures of governmental agencies. Primary emphasis is on fund accounting for governmental agencies. Fund accounting coverage of certain not-for-profit entities is also addressed.

**3307 Oil and Gas Accounting (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and ACC 2302.*

Accounting systems and procedures generally applicable to the oil and gas industry. The Texas State Board of Public Accountancy does not accept this course as satisfying the accounting course requirements to sit for the Certified Public Accountant exam in Texas. However, the course is accepted as a business course elective and for meeting the 150 hour requirement.

**3323 International Accounting (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and ACC 2302.*

An overview of international financial accounting standards, current problems of international operations and multinational corporations. It also provides comparative analysis of accounting principles and practices outside the United States.

**3399 Directed Study in Accounting**

*Prerequisite: Formal approval by department chair and dean.*

Selected topics in accounting; intensive individual study under the guidance of a member of the accounting faculty.

**4301 Individual Income Taxation (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and ACC 2302.*

Determination of income and statutory deductions to arrive at net taxable income. In addition, the determination of tax liability and various tax credits are discussed. The Internal Revenue Code, various income tax acts and problems of the preparation of individual income tax returns are studied as they relate to current laws.

**4302 Corporation Taxation (3-3-0)**

*Prerequisite: ACC 4301.*

Study of income tax acts as they relate to corporations and partnerships.

**4303 Advanced Accounting (3-3-0)**

*Prerequisite: A grade of C or better in ACC 3302.*

Business combinations, home office and branches, and partnerships, with concentration on accounting and reporting for purchase acquisitions using the equity method.

**4304 Auditing (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours, ACC 3301, STAT 3309 or equivalent.*

Introduction to auditing as it relates to the accounting profession. Studies emphasize generally accepted auditing standards; the acquisition, evaluation and documentation of audit evidences; professional responsibilities; and auditors' reports and opinions.

**4306 Ethical Accounting Practices (3-3-0)**

*Prerequisite: ACC 3301; ACC 3304; & enrollment in, or completion of, BA 3300.*

This course is designed to satisfy the ethics requirement of the Texas State Board of Public Accountancy for eligibility to take the CPA exam. Provides the foundation, rationale, methodology and practice in ethical reasoning as these are applied in the accounting profession. Covers core ethical values related to business and accounting practice including issues of integrity, objectivity and independence. Builds upon the six-week ethics component in BA 3300.

**4307 Accounting Analysis for Decision Making (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours, ACC 3303, and STAT 3309 or equivalent.*

This course builds on the managerial accounting and cost accounting courses. The purpose of the course is to provide a contemporary conceptual framework for the study of analytical techniques for supporting tactical and strategic business decisions.

**4309 Computer Control and Audit (3-3-0)**

*Cross-listed as CIS 4309. Credit may not be earned for both.*

*Prerequisite: Completion of the common core plus 18 additional hours, ACC 2302 and CIS 1301.*

Introduction to the fundamentals of auditing computer-based information systems. Emphasis for this course is on the concepts and techniques used in automated information systems audits. Exposure to risk assessment, business impact analysis, and disaster recovery analysis is provided as these topics relate to the varying requirements of business entities and of the business community.

**4310 Forensic Accounting (3-3-0)**

*Prerequisite: ACC 3300.*

Introduction to the practice of forensic accounting and its relationship to information technology auditing. Emphasizes fraud examination as applied to accounting information systems as well as legal resolution to fraudulent acts.

**4321 Financial Reporting Theory (3-3-0)**

*Prerequisite: Completion of the Intermediate Accounting course sequence with grades of C or higher.*

Theoretical structures and rationale underlying financial reporting standards. Critical evaluation of Financial Accounting Standards.

**4322 Estate, Gifts and Trust Taxation (3-3-0)**

*Prerequisite: ACC 4301.*

Statutory and case law approach to federal taxation of estates, gifts and trusts. Emphasizes use of Internal Revenue Code and regulations and includes tax planning and research.

**4325 Tax Research Methodology (3-3-0)**

*Prerequisite: ACC 4301.*

This course focuses on fundamentals of federal tax research. The emphasis will be on methodology and sources of tax research, tax analysis and use of the computer in tax practice/research.

**4380 Field Experience in Accounting**

For more information and qualifications see Field Experience in the College of Business section of this catalog and/or the department chair for your declared major.

**4390 Special Topics in Accounting (3-3-0)**

*Prerequisite: Junior standing.*

Topics of special or current interest in the area of finance taught by faculty or visiting lecturers who possess a special area of expertise.

## ADM (Administrative Management)

**1301 Keyboarding Applications (3-3-0)**

Introductory course designed to develop basic concepts and touch keyboarding and calculator skills on the personal computer using alphabetic and numeric keys. Students also learn standard formatting skills required to prepare business letters, reports, tables and memoranda.

**2303 Information Processing I (3-3-0)**

*Prerequisite: ADM 1301 or departmental approval.*

Provides an integrated perspective on the problems in today's information systems environment, concentrating on contemporary design methodologies and considerations unique to users. Topics include strategic role of information processing, management of change related to emerging types of information technology, project planning, and task definition. Course work includes lectures, readings, case analyses and discussion, electronic meeting technology, hands-on computer assignments and a team project.

**3301 Records Management (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and completion of, or enrollment in, BA 3300.*

Principles of the creation, use, retention, protection/preservation, storage, retrieval of business records regardless of media or format.

**3302 Supervision of Personnel (3-3-0)**

*Prerequisite: MGT 3301 or departmental approval and completion of, or enrollment in, BA 3300.*

Motivational techniques, productivity measurements, strategies and issues related to supervising office productivity. Issues addressed include working with vendors, personal aspects of supervision, effective colleague relations including office politics, reorganizing office systems and defining office productivity.

**3303 Equal Opportunity Management (3-3-0)**

*Cross-listed as MGT 3307. Credit may not be earned for both.*

*Prerequisite: MGT 3301 or departmental approval and completion of, or enrollment in, BA 3300.*

Focuses on managerial issues affected by the rights of the workforce. Issues include harassment and discrimination based on such factors as race, ethnicity, gender, physically challenged and sexual orientation.

**3304 Information Processing II (3-3-0)**

*Prerequisite: ADM 2303 or departmental approval and completion of, or enrollment in, BA 3300.*

The course builds on topics introduced in Information Processing I, and introduces students to advanced topics in desktop publishing, presentation software, conversion and use of ASCII files, hypertext document preparation, and Web Page design. Semester projects include the production of a presentation using software and the development of a personal web page.

**3308 Business Ethics (3-3-0)**

*Cross-listed as BA 3308. Credit may not be earned for both.*

*Prerequisite: Completion of the common core plus 18 additional hours and completion of, or enrollment in, BA 3300.*

A theoretical examination of the bases for moral business decisions, raising of the moral recognition level and blending of theory with practice.

**3309 Management of the Virtual Workplace (3-3-0)**

*Cross-listed as CIS 3319. Credit may not be earned for both.*

*Prerequisite: Completion of the common core plus 18 additional hours and completion of, or enrollment in, BA 3300.*

Management of the virtual workplace encompassing telecommuters, entrepreneurs and virtual office workers. Covers integration of the use of e-mail, computerized meetings, virtual office design, web page development, and other forms of telecommunications, as it becomes available. Simulations conducted via Internet with other on-line participation.

**3399 Directed Study in Administrative Management**

*Prerequisite: Approval of the department chair and dean.*

Selected topics in administrative management. Intensive individual study under the guidance of an administrative management faculty member.

**4302 Supervisory Problems (3-3-0)**

*Prerequisite: BA 3300, ADM 3302 or departmental approval.*

A case study course investigating supervisory problems in business, government and industry.

**4303 Administrative Management (3-3-0)**

*Prerequisite: BA 3300 and ADM 3301.*

Capstone course focusing on problems faced by administrative managers while pursuing organizational objectives. Course work seeks to develop and/or enhance organizational skills.

**4305 Information Processing Management (3-3-0)**

*Prerequisite: BA 3300 and ADM 3301.*

Organizational concepts of managing information. Development of business reports related to records management via integration of word processing, spread sheet and data processing software. Investigation of appropriate interfacing methods and the impact of new technology on the organization.

**4311 Seminar in Administrative Management (3-3-0)**

*Prerequisite: ADM 4303 and senior standing.*

Emerging topics in administrative management.

**4380 Field Experience in Administrative Management**

For more information and qualifications see Field Experience in the College of Business section of this catalog and/or the department chair for your declared major.

**4390 Special Topics in Administrative Management (3-3-0)**

*Prerequisite: Approval of department chair.*

Intensive study of one or more major topics in administrative management, especially with respect to a new or emerging area.

## AFSC (Air Force Science)

### 1201 Foundations of the USAF I (2-1-1)

Overall roles and missions of the USAF; career fields available. Emphasis on military customs and courtesies, appearance standards, core values, written and personal communication. Introduction to American military history.

### 1202 Foundations of the USAF II (2-1-1)

Overall roles and missions of the USAF; career fields available. Emphasis on military customs and courtesies, appearance standards, core values, written and personal communication. Introduction to American military history.

### 2201 Evolution of Air Power I (2-1-1)

Key historical events and milestones in the development of air power as a primary instrument of United States national security. Core values and competencies of leaders in the United States Air Force. Tenets of leadership and ethics.

### 2202 Evolution of Air Power II (2-1-1)

Key historical events and milestones in the development of air power as a primary instrument of United States national security. Core values and competencies of leaders in the United States Air Force. Tenets of leadership and ethics.

### 3301 Air Force Leadership Studies I (3-3-1)

Leadership, management fundamentals, professional knowledge, Air Force personnel and evaluation systems, and leadership ethics. Case studies of Air Force leadership and management situations.

### 3302 Air Force Leadership Studies II (3-3-1)

Leadership, management fundamentals, professional knowledge, Air Force personnel and evaluation systems, and leadership ethics. Case studies of Air Force leadership and management situations.

### 3801 Field Training

*Prerequisite: AFSC 2202 or consent of department chair.*

No military obligation is associated with this course. Four week off-campus field training practicum. Introduces student to Air Force leadership. Places student in demanding and stressful leadership situations.

### 4301 National Security Affairs I (3-3-1)

Evolution of the role of national security in a democratic society with emphasis on policy formation, competing values, and organizations. Civilian control of the military; roles of the services; functions of the Air Force Commands.

### 4302 National Security Affairs II (3-3-1)

Evolution of the role of national security in a democratic society with emphasis on policy formation, competing values, and organizations. Civilian control of the military; roles of the services; functions of the Air Force Commands.

## ANTH (Anthropology)

### 2301 Physical Anthropology (3-3-0)

*Prerequisite: Credit or enrollment in ENG 1301.*

Humans as physical beings, through the study of evolution, ancestry, prehistory and genetics. (ANTH 2301)

### 2302 Cultural Anthropology (3-3-0)

*Prerequisite: Credit or enrollment in ENG 1301.*

An introduction to the study of humans as cultural beings. The nature of culture and the economic, social and political impact of cultural changes. Institutions of primitive people are compared with those of urban societies. (ANTH 2351)

### 3313 Health, Medicine, and Culture (3-3-0)

*Prerequisite: ANTH 2301, ANTH 2302 or permission of the instructor.*

This course will examine the anthropology of health including the concepts of illness, medicine, aging, and the role of the healer from a cross-cultural perspective. Topics will primarily focus on the interaction of culture and biology in relation to causes of disease, treatment of disease, and the attitudes of the population.

### 4390 Special Topics in Anthropology (3-3-0)

*Prerequisite: 3 hours in anthropology or permission of the instructor.*

Selected topics in anthropology. Topics may vary from semester to semester and may be repeated for credit.

## ART (Art)

### 1301 History of Art: Paleolithic to Renaissance (3-3-0)

*Prerequisite: Credit or enrollment in ENG 1301.*

*Laboratory fee required: \$10.*

An introduction to monuments of art from prehistoric times to c. 1500 AD. The course analyzes the variety of contexts and circumstances under which works of art were created, and explores both the similarities and differences between artistic periods. (ARTS 1303)

### 1302 History of Art: Renaissance to Present (3-3-0)

*Prerequisite: Credit or enrollment in ENG 1301.*

*Laboratory fee required: \$10.*

An introduction to monuments of art from the late Renaissance to contemporary times. The course analyzes the variety of contexts and circumstances under which works of art were created, and explores both the similarities and differences between artistic periods. (ARTS 1304)

### 1303 Design and Materials (3-3-3)

*Laboratory fee required: \$25.*

Analysis of fundamental principles and elements in two- and three-dimensional design. Work with various materials and colors in relation to space and movement. (ARTS 1311)

### 1304 Design Color and Structure (3-3-3)

*Prerequisite: ART 1303 or equivalent.*

*Laboratory fee required: \$25.*

A continuation of the study of fundamental principles and elements in two- and three-dimensional design. (ARTS 1312)

### 1305 Drawing I (3-3-3)

*Laboratory fee required: \$25.*

Representation drawing with consideration of perspective, light and

shade; use of charcoal, pencil, conte, pen and wash. (ARTS 1316)

### **1306 Drawing II (3-3-3)**

*Prerequisite:* ART 1305 or equivalent.

*Laboratory fee required:* \$25.

A continuation of representation drawing, with a consideration of perspective, light and shade; practice using charcoal, pencil, conte, pen and wash. (ARTS 1317)

### **1307 Computer Graphic Design (3-3-3)**

Introduction to the basic operational skills of the computer and the development of creative techniques in two-dimensional design.

### **1310 Art Appreciation (3-3-0)**

An introduction to the visual arts. The visual elements of artworks are defined and students are introduced to the vocabulary, principles and techniques of art in different periods and cultural settings. Includes individual art projects and tours. (ARTS 1301)

### **2301 Figure Drawing I (3-3-3)**

*Laboratory fee required:* \$25.

Introduces students to figure drawing and develops skill in perceiving the human figure as form and volume in live models and mannequins. Various media and techniques are used.

### **2303 Painting I (3-3-3)**

*Laboratory fee required:* \$25.

Application of methods and techniques of still-life painting, correlation of media and approaches to mixed media. (ARTS 2316)

### **2304 Painting II (3-3-3)**

*Prerequisite:* ART 2303 or equivalent.

*Laboratory fee required:* \$25.

Continuation of ART 2303. (ARTS 2317)

### **2305 Film Appreciation (3-3-0)**

*Cross-listed as COMM 2305. Credit may not be earned for both.*

*Prerequisite:* ENG 1302.

*Laboratory fee required:* \$10.

An overview of film as a communication and esthetic medium. Films are studied for their artistic and cultural significance, and for the communication strategies they use. Topics include film genres, sound and graphics, imagery, symbolism, cultural contexts for film, and film criticism.

### **2306 Watercolor Painting I (3-0-6)**

*Laboratory fee required:* \$25.

This course will explore the basic techniques and materials used in watercolor painting. Emphasis on transparent application, flat brush, graded wash, dry brush, wet on wet techniques and paper preparations.

### **2307 Watercolor Painting II (3-0-6)**

*Prerequisite:* ART 2306.

*Laboratory fee required:* \$25.

This course will explore the advanced techniques and materials used in watercolor painting. Emphasis on transparent application, flat brush, graded wash, dry brush, wet on wet techniques and paper preparations.

### **2308 Figure Drawing II (3-3-3-6)**

*Prerequisite:* ART 2301

*Laboratory fee required:* \$25.

Figure Drawing II is an extension of the basic concepts and techniques begun in ART 2301 Figure Drawing. Figure Drawing II expects the student to have a basic ability to render the figure proportionately and a basic understanding of drawing materials (charcoal and pencil) and their use in creating values that mimic three dimensional shapes. Figure Drawing II will further the student's repertoire of materials to include ink and ink wash, drawing on toned paper with white and black pigments, and may include an introduction to color. The course is centered on direct observation of live models during class time.

### **3301 Major Developments in the History of Art (3-3-0)**

*Cross-listed as HUM 3312. Credit may not be earned for both.*

A study of important historical events in the development of the theory and practice of the visual arts. May be repeated for credit when topic changes.

### **3302 History of Modern Art (3-3-0)**

*Cross-listed as HUM 3324. Credit may not be earned for both.*

*Prerequisite:* ENG 1301 and 3 hours of art history or art appreciation.

A survey of world art from the Revolutionary Period (late 18th century) to contemporary times, including such artistic movements as Neoclassicism, Romanticism, Impressionism, Cubism, Surrealism and Pop Art.

### **3303 History of Renaissance Art (3-3-0)**

*Cross-listed as HUM 3308. Credit may not be earned for both.*

*Prerequisite:* ART 1301 or ART 1302.

For students who have completed ART 1301 or ART 1302 and who wish to continue learning about the European Renaissance and how artistic invention shaped Renaissance society. Objects of study will emphasize the pictorial arts (painting, manuscript illumination, the graphic arts) with additional examples drawn from architecture, sculpture, and luxury items.

### **3304 Contemporary Art (3-3-0)**

*Cross-listed as HUM 3322. Credit may not be earned for both.*

*Prerequisite:* 3 hours of art history or art appreciation

This course is a survey of artworks from around the world produced since 1945. Painting and sculpture and their variations will be the primary focus, but a full range of visual culture will also be considered.

### **3305 Advanced Computer Graphics (3-3-3)**

*Prerequisite:* ART 1303 or permission of instructor

*Laboratory fee required:* \$10.

Students learn about the extensive scope of computer graphics by applying basic principles in art and design. Students will develop skills in symmetry and pattern, as they solve fundamental design problems and create images with drawing software.

### **3306 Art and Religion - Origins (3-3-0)**

*Cross-listed as HUM 3305. Credit may not be earned for both.*

*Prerequisite:* 3 hours of art history or art appreciation.

Survey of the religious arts and architecture of the ancient world and their underlying beliefs and practices. Examines the early art and architecture of the world religions. All works are presented in historical sequence, concluding with the period known in the West as the Renaissance.

### **3307 Art and Religion - Developments (3-3-0)**

*Cross-listed as HUM 3307. Credit may not be earned for both.*

*Prerequisite: 3 hours of art history or art appreciation.*

Survey of the religious arts and architecture of the developing modern world from the 17th century to the present. The main focus is on religious art in Buddhism, Christianity and Islam, but the course also examines the impact of these religions on modern secular and religious movements.

### **3311 Survey of Asian Art (3-3-0)**

*Cross-listed as HUM 3311. Credit may not be earned for both.*

*Prerequisite: ART 1301, ART 1302, or ART 1310.*

For students who have completed ART 1301 or ART 1302 and wish to continue learning about Asian art. Survey of arts produced by Asian nations in relation to their beliefs and ideas that affected their production. Introduction to philosophical and religious beliefs upon which art objects were based and which are fundamental to their understanding.

### **3315 Film Analysis (3-3-0)**

*Cross-listed as COMM 3317. Credit may not be earned for both.*

*Prerequisite: ART 2305 or COMM 2305.*

This course applies the history and terminology from ART/COMM 2305 (Art Appreciation) to the analysis and critique of films representative of various movements and genres.

### **3322 History of North American Art (3-3-0)**

*Prerequisite: ART 1301, 1302, or 1310.*

This course surveys the art of North America from colonial times to the present day with an emphasis on the art of the United States. Traditional architecture, sculpture, and painting will be the focus of the class, but decorative art, folk art and other types of art objects will also be studied. Students will learn about the major monuments of North American art history as well as the names of notable North American artists, and will interpret art works within the context in which they were produced.

### **3325 Arts Administration (3-3-0)**

*Cross-listed as DRA 3325, HUM 3325, MUS 3325. Credit may not be earned for more than one.*

*Prerequisite: Junior standing, completion of the fine arts common core requirement, or departmental approval.*

An examination of the principles of arts administration stressing general concepts relating to marketing, fundraising, audience development, financial management, and the overall environment of arts management in profit and non-profit organizations such as theaters, art galleries, music organizations, dance companies, and museums.

### **4390 Special Topics in Studio Art (3-0-6)**

*Prerequisite: An art course at the 2000-level and junior standing.*

*Laboratory fee required: \$25.*

Explores a range of studio media from printmaking to advanced painting. Topics in relief printing include woodcut, linocut, monoprint and collograph. Topics in painting include traditional and nontraditional methods of medium and structural investigations. Emphasis on technique and creativity to expand students' imagery and visual vocabulary. May be repeated for credit when the topic varies.

## **AS (American Studies)**

### **1301 The American Experience (3-3-0)**

A broad introduction to the social and intellectual currents which define American culture of the 20th century. The course will foster the development of critical and analytical skills appropriate to the study of culture.

## **BA (Business Administration)**

### **3300 Business Cornerstone (3-3-0)**

*Prerequisite: Sophomore standing.*

An introductory course for all majors. Topics include critical thinking, ethics, diversity, teams, research methods, and international issues. The critical thinking component introduces the concepts and techniques of critical thinking. The ethics component introduces the basic ethical concepts, principles, and techniques of moral reasoning needed in business. The diversity component develops an understanding of the cultural demographic and regulatory aspects of a diverse population of customers and employees. The teams component focuses on the importance and role of teams in business. The research methods component introduces the concepts of primary and secondary sources of information for business research. The international issues component introduces the global aspects of business.

### **3301 Legal Environment of Business (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours, POLS 2303, POLS 2304 and completion of, or enrollment in, BA 3300. BA 3300 may be waived upon completion of HUM 3310 or CJ 3300.*

An introduction to business law, with special emphasis on the legal and ethical environment of business, both domestic and international. Topics include a description of the American legal system, crimes, torts, contracts, agency and legal liability, business organizations, and governmental regulations.

### **3302 Commercial Law (3-3-0)**

*Prerequisite: BA 3301 and completion of, or enrollment in, BA 3300.*

A continuation of BA 3301, including laws governing sales, credit transactions, bankruptcy, negotiable instruments, corporations, partnerships and property. The emphasis of this course is commercial law and business.

### **3303 Global Environmental Issues in Business (3-3-0)**

*Prerequisite: BA 3301 or instructor approval and completion of, or enrollment in, BA 3300.*

Contemporary domestic and international environmental issues with emphasis on the legal framework within which these issues are addressed to provide an understanding of the associated business risks relating to these issues. Applicable federal and state regulations, their enforcement and effects on business will be covered. Consequences of noncompliance such as civil and criminal prosecution and tort liability will also be studied.

### **3304 International Business Law (3-3-0)**

*Prerequisite: BA 3301 or instructor approval and completion of, or enrollment in, BA 3300.*

An introduction to diverse legal influences which affect international

business transactions. Topics include: international law and organizations, bilateral and multilateral trade agreements, governmental policies, competition, property rights, contracts relating to import/ export, and dispute resolution.

### **3305 Entrepreneurship (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours.*

This course teaches students what will be involved in launching and operating a new venture. Using a combination of experiential exercises and case studies, students develop a hands-on understanding of the difficulties associated with launching new ventures.

### **3306 Intrapreneurship (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours.*

Both entrepreneurial and traditional business organizations seek employees with initiative and an innovative approach. Emphasis on understanding the perspective of the chief executive officer and supporting his/her objectives efficiently. This course is designed to add knowledge and promote one's advancement within a business organization by being a more useful and productive employee.

### **3308 Business Ethics (3-3-0)**

*Cross-listed as ADM 3308. Credit may not be earned for both.*

*Prerequisite: Completion of the common core plus 18 additional hours and completion of, or enrollment in, BA 3300.*

A theoretical examination of the bases for moral business decisions, raising of the moral recognition level and blending of theory with practice.

### **3309 Real Estate Law (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and completion of, or enrollment in, BA 3300.*

A study of the application of the law in real estate interests, conveyance of title, contracts of sale, title searches, types of ownership, liens and mortgages, insurance, leases and taxation of property owners.

### **3315 Employment and Labor Law (3-3-0)**

*Prerequisite: BA 3301 and completion of, or enrollment in, BA 3300.*

This course examines the expanding body of state and federal law, as well as government regulations, affecting the modern employment relationship, with an emphasis on regulatory compliance. Examples of topics covered in this course include: equal employment opportunity, employee selection and testing, compensation, discipline, benefits, termination/wrongful discharge, and labor relations law. A primary focus of the course will be to prepare future managers to function effectively in increasingly complex areas of employment law by analyzing both cases and statutes.

### **3320 International Business (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours or instructor approval and completion of, or enrollment in, BA 3300.*

Broad approach to the basic principles of business globalization. Emphasis is placed on the business enterprise as it conducts its commercial activity in environments that are different in their economic, political, legal, social and cultural aspects from the firm's corresponding domestic environment.

### **3340 Entrepreneurial Revenue (3-3-0)**

*Prerequisite: BA 3305 or MGT 4303.*

Teaches students about the dynamics of marketing entrepreneurial products and services. Students will learn the effects of pricing and marketing strategies on the growing enterprise.

### **3341 Entrepreneurial Costs and Budgeting (3-3-0)**

*Prerequisite: BA 3305 or MGT 4303.*

Teaches students how to manage the costs of bringing new products and services to market. Provides students with knowledge, tools, and insights to help understand and control the obvious costs associated with new ventures as well as the hidden costs that can eat away at a venture's profits.

### **3342 Entrepreneurial Capitalization and Funding (3-3-0)**

*Prerequisite: BA 3305 or MGT 4303.*

Capital is the lifeblood of all new ventures. This course introduces students to the many sources of capital available to new ventures and provides them with insights on how to gain access to capital.

### **3350 Business Communication (3-3-0)**

*Prerequisite: Completion or concurrent enrollment in BA 3300, completion of common core plus 18 additional hours, and a declared business major*

Development of interpersonal business communication skills including issues affecting the communication process as it relates to organizational environments. Topics include written communication (business reports and collaborative writing), oral communication (business presentations, meetings, and interviews), listening, group communication, electronic communication technology, and international communication (how cultural mores and traditions impact communication in the international environment).

### **3399 Directed Study in Business Administration (3-3-0)**

*Prerequisite: Approval from department chair and dean.*

Selected topics in business administration; intensive individual study under the guidance of a member of the business faculty.

### **4302 Business Strategy (3-3-0)**

*Prerequisite: BA 3300 and must be a declared business major and have completed all required general education and business core courses. Successful completion of the Writing Proficiency Exam is required.*

The capstone course in business emphasizing planning and decision-making, formulating strategies and implementing plans for action. Comprehensive cases provide the opportunity to study proper interrelationships among production, operations, finance, accounting, marketing and the many other functions involved in managing a business enterprise.

### **4305 Business Plan (3-3-0)**

*Prerequisite: BA 3305 or MGT 4303; BA 3340, BA 3341, BA 3342.*

The business plan is the road map for new ventures. It outlines the goals and objectives of the enterprise and describes how they will be achieved. It helps keep the venture on the path of growth and profitability, and provides a mechanism for communicating the firm's achievements and goals with external parties, including potential investors.

### **4379 Implementing the Business Plan (3-3-0)**

*Prerequisite: BA 3305 or MGT 4303; BA 3340, BA 3341, BA 3342.*

This course teaches students what will be involved in launching and operating a new venture. Using a combination of experiential exercises and case studies, students will develop a "hands on" understanding of the difficulties associated with launching new ventures.

#### **4380 Field Experience in Business Administration**

For more information and qualifications see Field Experience in the College of Business section of this catalog and/or the department chair for your declared major.

#### **4390 Special Topics in Business (3-3-0)**

*Prerequisite: Approval of instructor or department chair.*

Intensive study of one or more major topics in business. May be repeated for credit with departmental approval when topics vary.

### **BED (Bilingual Education)**

#### **3301 Understanding the Second Language Learner (3-3-2)**

*Prerequisite: Admission to Teacher Education program, ECH 2312, READ 3305, credit or concurrent enrollment in ETC 3301 and SOSE3306, concurrent enrollment in BED 3311 and READ 4306.*

Provides an understanding of developmental, environmental, and cultural factors that affect second language learners. (Field-based course)

#### **3307 Academic Proficiencies for the Bilingual Classroom Teacher (3-3-0)**

*Prerequisite: SPAN 2312 or placement by examination.*

Prepares the bilingual educator to derive essential information, interpret meaning, evaluate oral and written communication and to construct effective interpersonal and presentational oral and written discourse for the bilingual classroom.

#### **3311 Foundations of Bilingual/ESL Education (3-3-0)**

*Prerequisite: Admission to Teacher Education program, ECH 3305, READ 3305, credit or concurrent enrollment in ETC 3301 and SOSE 3306, concurrent enrollment in BED 3301 and READ 4306.*

A field-based course that examines and applies the rationale, goals, and objectives of bilingual/ESL programs through interaction with urban students and teachers in a bilingual/ESL classroom.

#### **4301 Teaching Language Arts and Reading in Spanish (3-3-0)**

*Prerequisite: Completion of Block I, MATH 3321, MATH 3322, credit or concurrent enrollment in NS 3310 and NS 3312, concurrent enrollment in BED 4311 and READ 3317.*

Field-based course that applies language arts and reading techniques in Spanish through interaction with urban students and teachers in a bilingual classroom.

#### **4302 Teaching Language Arts and Reading in Spanish (3-3-0)**

*Prerequisite: Completion of Interdisciplinary Block I, admission to Interdisciplinary Block II, and concurrent enrollment in Interdisciplinary Block II.*

Applies language arts and reading techniques in Spanish through interaction with urban students and teachers in a bilingual classroom.

#### **4311 Integrating Curriculum in a Bilingual/ESL Classroom (3-3-0)**

*Prerequisite: Completion of Block I, MATH 3321, MATH 3322, credit or concurrent enrollment in NS 3310 and NS 3312, concurrent enrollment in BED 4301 and READ 3317.*

Field-based course that addresses bilingual/ESL methods and techniques for integration of various school subjects.

#### **4312 Integrating Curriculum in a Bilingual/ESL Classroom (3-3-0)**

*Prerequisite: Completion of Interdisciplinary Block I, a score of 75 or better on departmental examination and concurrent enrollment in Interdisciplinary Block II.*

Addresses bilingual/ESL methods and techniques for integration of various school subjects.

### **BIOL (Biology)**

#### **1101 General Biology Laboratory I (1-0-3)**

*Prerequisite: Credit or enrollment in BIOL 1301.*

*Laboratory fee required: \$17.*

Appropriate exercises and experiments requiring scientific observations and analysis that illustrate some of the basic techniques, concepts and facts presented in BIOL 1301, with emphasis on plant biology. (BIOL 1106)

#### **1102 General Biology Laboratory II (1-0-3)**

*Prerequisite: BIOL 1101 and credit or enrollment in BIOL 1302.*

*Laboratory fee required: \$17.*

A continuation of BIOL 1101, with emphasis on animal biology. Animal dissection required. (BIOL 1107)

#### **1103 Human Anatomy and Physiology Laboratory I (1-0-3)**

*Prerequisite: Credit or enrollment in BIOL 1303.*

*Laboratory fee required: \$17.*

Laboratory course emphasizing some of the techniques and principles presented in BIOL 1303. Animal dissection required. (BIOL 2101)

#### **1104 Human Anatomy and Physiology Laboratory II (1-0-3)**

*Prerequisite: BIOL 1103 and credit or enrollment in BIOL 1304.*

*Laboratory fee required: \$17.*

A continuation of BIOL 1103. (BIOL 2102)

#### **1301 General Biology I (3-3-0)**

*Prerequisite: Credit or enrollment in BIOL 1101, ENG 1301 and MATH 1301.*

Topics include the scientific method, chemical and physical bases of life, cell structure and function, respiration, photosynthesis, cell division, heredity, regulation of genes, the diversity of life, and plant structure and function. BIOL 1301 and 1302 are courses designed for students who plan to take advanced level courses in biology and microbiology. Only one of the following courses may be applied toward a degree: BIOL 1301 or BIOL 1310. (BIOL 1306)

#### **1302 General Biology II (3-3-0)**

*Prerequisite: BIOL 1101, BIOL 1301 and credit or enrollment in BIOL 1102.*

Continuation of BIOL 1301. Topics include digestion, nervous and hormonal control, gas exchange, excretion, homeostasis, reproduction and development, animal behavior, evolution and the ecology of biological communities. Only one of the following courses may be

applied toward a degree: BIOL 1302 or BIOL 1312. (BIOL 1307)

### **1303 Human Anatomy and Physiology I (3-3-0)**

*Prerequisite:* Credit or enrollment in BIOL 1103

Cells and tissues of the human body and its skeletal, muscular, integumentary, nervous and sensory systems. (BIOL 2301)

### **1304 Human Anatomy and Physiology II (3-3-0)**

*Prerequisite:* BIOL 1303 and credit or enrollment in BIOL 1104.

Continuation of the study of the human body, with emphasis on the endocrine, circulatory, respiratory, digestive, excretory and reproductive systems. (BIOL 2302)

### **1310 Introduction to Biology I (3-2-2)**

*Prerequisite:* Credit or enrollment in ENG 1301.

*Laboratory fee required:* \$17.

Integrated lecture/laboratory course for non-science majors. This course will include a study of the scientific method, how it compares to other methods of inquiry, and the relationship between science and technology. Emphasis will be placed on the biology of the individual including composition of human cells, the organization of the human body, and the functions of its organ systems. Issues related to animal experimentation, genetic engineering, cloning, human reproduction, and contraception will be discussed. Laboratory activities will be experimental in nature, and include the use of a variety of instruments and techniques used by scientists to study biological phenomena.

### **1312 Introduction to Biology II (3-2-2)**

*Prerequisite:* Credit or enrollment in ENG 1301.

*Laboratory fee required:* \$17.

Integrated lecture/laboratory course for non-science majors. This course will expand the study of biology to the environment outside the human body. Major themes will include adaptation to environmental conditions and change, evolution, the diversity of life forms, how humans interact with and affect other organisms, overpopulation, and human alteration of the physical environment. Laboratory activities will be investigative in nature and relate to the lecture topics.

### **2190-2490 Special Topics in Biology**

*Prerequisite:* Varies according to topic.

*Laboratory fee required:* \$30.

Selected topics in lower-level biology according to the needs and interests of the students.

### **2306 Fundamentals of Nutrition (3-3-0)**

*Prerequisite:* BIOL 1303 or CHEM 1305 or their equivalents.

Food, nutrients, and their digestion, absorption and metabolism in humans are studied. Regional and cultural diet patterns are discussed. Nutritional assessment procedures are performed. (BIOL 1322)

### **3102 General Ecology Laboratory (1-0-3)**

*Prerequisite:* Credit or enrollment in BIOL 3302.

*Laboratory fee required:* \$30.

Explore theoretical concepts and practical applications in ecology. Population dynamics will be investigated using computer simulations. Field sampling of local plant and animal populations will expose students to practical techniques of data collection and analysis.

### **3103 General Genetics Laboratory (1-0-3)**

*Prerequisite:* Credit or enrollment in BIOL 3303.

*Laboratory fee required:* \$30.

Laboratory topics designed to mimic classical genetic investigations. Experiments focus on the use of *Drosophila melanogaster*. Students conduct individual and group research projects.

### **3104 Vertebrate Embryology Laboratory (1-0-3)**

*Prerequisite:* Credit or enrollment in BIOL 3304.

*Laboratory fee required:* \$30.

Appropriate exercises and experiments that illustrate some of the basic concepts, experimental techniques and facts presented in BIOL 3304.

### **3105 Human Anatomy Laboratory (1-0-3)**

*Prerequisite:* Credit or enrollment in BIOL 3305.

*Laboratory fee required:* \$30.

Appropriate exercises and activities that illustrate the techniques, concepts, and facts presented in BIOL 3305.

### **3110 Plant Identification Laboratory (1-0-3)**

*Prerequisite:* Credit or enrollment in BIOL 3310.

*Laboratory fee required:* \$30.

Emphasizes plant identification and naming of plants from selected families of plants. A collection of local native plants will be required with appropriate scientific naming including family, genus, and species.

### **3120 Human Physiology Laboratory (1-0-3)**

*Prerequisite:* Credit or enrollment in BIOL 3320.

*Laboratory fee required:* \$30.

Appropriate exercises and experiments that illustrate techniques, facts, and concepts presented in BIOL 3320.

### **3130 Plant Biology Laboratory (1-0-3)**

*Prerequisite:* Credit or enrollment in BIOL 3330.

*Laboratory fee required:* \$30.

Laboratory investigations and experimental analysis regarding the biology of plants, including plant taxonomy, morphology, anatomy, reproductive biology, nutrient requirements, photobiology, hormonal regulation, ecology, plant tissue culture and applications.

### **3140 Biology of Fungi Laboratory (1-0-3)**

*Cross-listed as MBIO 3150. Credit may not be earned for both.*

*Prerequisite:* Credit or enrollment in BIOL 3340.

*Laboratory fee required:* \$30.

A study of the principles and applications of techniques for isolation, culture, and identification of fungi; and a study of the characteristics of fungal growth, nutrition, metabolism and genetics.

### **3150 Ornithology Laboratory (1-0-3)**

*Prerequisite:* Credit or enrollment in BIOL 3350.

*Laboratory fee required:* \$30.

Field and museum laboratories will emphasize aspects of morphology, ecology and behavior, as well as taxonomy and identification of local bird species. Weekend field trips will be required.

### **3190-3490 Special Topics in Biology**

*Prerequisite:* Varies according to topic.

*Laboratory fee required:* \$30.

Selected topics in junior-level biology according to the needs and interests of the students.

### **3300 Undergraduate Research (3-0-0)**



*Prerequisite: Approval by Natural Sciences advisor, minimum GPA of 2.5, and permission of instructor.*

Independent investigation of a specific topic or problem in biology research under the direction of a selected faculty member.

### **3302 General Ecology (3-3-0)**

*Prerequisite: BIOL 1302/1102, MATH 1404 or 1505 and enrollment or credit in BIOL 3102*

Introduction to the major theories in ecology with particular emphasis on mathematical investigations of population dynamics, community ecology, and evolutionary ecology. Movement of energy and nutrients through ecosystems will also be covered

### **3303 General Genetics (3-3-0)**

*Prerequisite: BIOL 1302/1102, CHEM 1308/1108, and credit or enrollment in BIOL 3103.*

Fundamental principles of genetics including Mendelian inheritance, linkage, the chemical basis of genetics, mutations and chromosomal aberrations.

### **3304 Vertebrate Embryology (3-3-0)**

*Prerequisite: BIOL 1302/1102, CHEM 1308/1108, and credit or enrollment in BIOL 3104.*

A study of the development of the vertebrate body from fertilization to birth or hatching, with emphasis on the frog, chicken, pig and human.

### **3305 Human Anatomy (3-3-0)**

*Prerequisite: 8 hours of biology, CHEM 1308/1108, and enrollment in BIOL 3105.*

A study of the structure of the human body using a systems approach. System and structural interactions will be examined. Structural and functional relationships will also be assessed.

### **3390 Biotechnology Workshop (3-8-0)**

*Prerequisite: Credit or enrollment in BIOL 3300*

This course will focus on current biotechnologies. Students will be introduced to Recombinant DNA technology, Protein isolation, purification, analysis (SDS-PAGE/western blot), protein-protein interaction in vitro, cell culture, epifluorescence microscopy via lecture presentations and hands on experience. Various speakers from biotechnology related area will be invited to expose students to various high end technology used in laboratory to answer specific questions. Activities may include field trips to local facilities and introduce students to ethics in research.

### **3310 Plant Identification (3-3-0)**

*Prerequisite: BIOL 1302/1102 and credit or enrollment in BIOL 3110.*

A study of the principles of naming, identification and classification of plants with an emphasis on the characteristics of select families of flowering plants.

### **3320 Human Physiology (3-3-0)**

*Prerequisite: 8 hours of biology, CHEM 1308/1108 and credit or enrollment in BIOL 3120.*

A study of the function of the human body using a systems approach. Course will focus on the interaction of body systems and the maintenance of homeostasis. Some study of major disease processes associated with each system will be included.

### **3330 Plant Biology (3-3-0)**

*Prerequisite: BIOL 1302/1102, CHEM 1308/1108, and credit or enrollment in BIOL 3130.*

Comprehensive analysis regarding the biology of plants, including plant taxonomy, morphology, anatomy, physiology, reproduction, development, ecology, ethnobotany and biotechnology.

### **3340 Biology of Fungi (3-3-0)**

*Cross-listed as MBIO 3350. Credit may not be earned for both.*

*Prerequisite: BIOL 1302/1102, CHEM 1308/1108 or credit or enrollment in BIOL 3140.*

A comprehensive study of fungi with emphasis on higher fungi. Course includes aspects of the fungal body, growth, sporulation, reproduction and diversity.

### **3350 Ornithology (3-3-0)**

*Prerequisite: BIOL 1302/1102 and credit or concurrent enrollment in BIOL 3150.*

The biology of birds, including evolutionary history, functional morphology, physiology, ecology, and behavior. The course will explore the adaptations characteristic of the different orders of birds with particular emphasis on the local avian community.

### **3399 Directed Study in Biology (3-3-0)**

*Prerequisite: Approval of the department chair and dean, junior standing, minimum GPA of 3.0.*

Intensive in-depth study of various topics under the guidance of a member of the biology faculty.

### **4110 Histology Laboratory (1-0-3)**

*Prerequisite: Credit or enrollment in BIOL 4310.*

*Laboratory fee required: \$30.*

Appropriate exercises and experiments that illustrate some of the basic techniques, concepts and facts presented in BIOL 4310.

### **4113 Parasitology Laboratory (1-0-3)**

*Cross-listed as MBIO 4113. Credit may not be earned for both.*

*Prerequisite: Credit or enrollment in BIOL 4313.*

*Laboratory fee required: \$30.*

Appropriate exercises and experiments that illustrate some of the basic techniques, concepts and facts presented in BIOL 4313.

### **4190-4490 Special Topics in Biology**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

Selected topics in upper-level biology according to the needs and interests of the students.

### **4210 Biology Seminar (2-2-0)**

*Prerequisite: Senior standing and majoring in an area of life science.*

Presentations and discussions related to recent research accomplishments in biology and biotechnology including student research presentations.

### **4220 Introduction to Genomics and Bioinformatics (2-2-0)**

*Prerequisite: MATH 1404, BIOL 3303/3103 or equivalent or permission of instructor.*

Study of the principles of genomics and bioinformatics. Students will learn to evaluate the strengths and weaknesses of bioinformatics

programs in genomics. Computer expertise is not required.

**4230 Advanced Laboratory in Cell and Molecular Biology (2-0-6)**

*Cross-listed as MBIO 4230. Credit may not be earned for both.*

*Prerequisite: One of the following: BIOL 4320, BIOL 4330, CHEM 4140, MBIO 4310.*

*Laboratory fee required: \$30.*

Introduction to modern techniques in the manipulation of genes, and their introduction and regulation in eukaryotic cells. Techniques include polymerase chain reaction, in vitro mutagenesis, and fluorescence microscopy. Laboratory work emphasizes the design and carrying out of student-designed protocols.

**4260 Environmental Laboratory and Field Studies (2-0-6)**

*Cross-listed as CHEM 4260 and GEOL 4260. Credit may only be earned for one. Prerequisite: credit for BIOL 1302/1102, CHEM 1308/1108, GEOL 1306/1106 and credit or enrollment in either BIOL 4360, CHEM 3320 or GEOL 3303. Laboratory fee required: \$30.*

Intensive laboratory and field investigations to illustrate principles and current concepts presented in BIOL 4360, CHEM 3320 and GEOL 3303 by sampling, measuring and analyzing biological, chemical and physical factors of select environments, with emphasis on the activities of humans and their effects on ecosystems.

**4301 Evolution of the Earth and its Inhabitants (3-3-0)**

*Cross-listed as GEOL 4301. Credit may not be earned for both.*

*Prerequisite: BIOL 1301/1101, 1302/1102, 3303, GEOL 1405, 1406.*

Analysis of the concepts and discoveries that led Darwin to propose his theory of natural selection to explain evolution and the subsequent lines of evidence in both geology and biology that substantiate his ideas and unify our understanding of the relationships of various organisms to each other. Specific groups of organisms will be discussed in relation to morphological changes through time as well as adaptations that may occur due to environmental changes and other variables.

**4303 Human Genetics (3-3-0)**

*Prerequisite: BIOL 3303/3103*

A study of inherited traits in humans with emphasis on the mapping of the human genome, molecular mechanisms of disease, Karyotyping and chromosomal abnormalities, genetic testing, gene therapy, and ethical issues associated with human genetics.

**4305 Physiological Ecology of Vertebrates (3-3-0)**

*Prerequisite: BIOL 1302 and credit or enrollment in CHEM 3301.*

Focus on mechanisms used by vertebrates to adapt to their natural habitats. Topics include the relationship between evolution and adaptation, nature and levels of adaptation, mechanisms of adaptation and the major adaptations of selected vertebrates. Emphasis on adaptation to extreme environments.

**4310 Histology (3-3-0)**

*Prerequisite: BIOL 1302/1102, CHEM 1308/1108, and credit or enrollment in BIOL 4110.*

A comprehensive overview of the microscopic and submicroscopic anatomy of the vertebrate body, with emphasis on humans. Special topics include histochemistry, tissue culture and pathophysiology.

**4313 Parasitology (3-3-0)**

*Cross-listed as MBIO 4313. Credit may not be earned for both.*

*Prerequisite: BIOL 1302/1102, CHEM 1308/1108, and credit or enrollment in BIOL 4113.*

Introduction to parasitism as a biological concept and a survey of specific parasites of medical and veterinary importance. Additional topics include the relationship of opportunistic parasites in the treatment of AIDS, immunodiagnosis and the status of vaccine development for parasitic diseases.

**4320 Cellular Biology (3-3-0)**

*Prerequisite: BIOL 1302/1102, CHEM 1308/1108/4340, (CHEM 3302/3202 recommended) and junior-level standing.*

The composition, structure, functions and dynamics of cells. Topics include interrelations of organelles, molecular transport and membrane trafficking, cytoskeletal interactions, enzymatic catalysis and metabolism, nucleocytoplasmic relationships, intercellular communications and laboratory analyses.

**4325 Advanced Microscopy (3-1-6)**

*Cross-listed as GEOL 4325. Credit may not be earned for both.*

*Prerequisite: 16 hours of laboratory-based science including 8 hours at the upper level, and approval of instructor.*

*Laboratory fee required: \$30.*

Instrumentation principles and laboratory exercises associated with the applications of a variety of microscopes and associated techniques, including preparation of samples, light microscopy (bright-field, darkfield, phase-contrast, polarized and fluorescent), scanning electron microscopy, transmission electron microscopy, and X-ray microanalysis.

**4330 Molecular Biology (3-3-0)**

*Prerequisite: BIOL 3303/3103 and CHEM 4340.*

Introduction to the molecular aspects of gene regulation in eukaryotic cells. Eukaryotic gene regulation is explored in the context of cell cycle regulation, cell differentiation, and cancer. The course emphasizes study of the primary research literature and the creation and testing of hypotheses using current technology.

**4340 Animal Behavior (3-3-0)**

*Prerequisite: BIOL 1302/1102 and ENG 1302.*

Behavioral capacities of the animal kingdom, with emphasis on methods of study, instinctive behavior, the biological basis of behavior, learning and intelligence and social behavior.

**4344 Principles of Pharmacology and Toxicology (3-3-0)**

*Cross-listed as CHEM 4344. Credit may only be earned for one.*

*Prerequisite: CHEM 4340.*

Introduction to fundamental principles in pharmacology and toxicology. This course will highlight common molecular mechanisms of drug/toxin action, provide an ethical perspective on controlled research and experimental design, and provide students entering the chemical or medical industries an appreciation of modern drug design, industrial applications, clinical trials, and regulations imposed on the chemical industry to control public and private exposures.

**4350 Social Biology (3-3-0)**

*Prerequisite: 8 hours of biology, ENG 1302, PSY 1303 or SOC 1303, and junior standing.*

This discussion-format course is intended to bring together ideas and students from the disciplines of biology, psychology, sociology and anthropology. Its focus is on the area of animal behavior that involves the interaction of conspecifics. Topics to be discussed include aggression, courtship, parental behavior, altruism, behavior genetics, dominance, competition and cooperation, and behavioral ecology.

#### **4360 Environmental Biology (3-3-0)**

*Prerequisite:* BIOL 1302/1102, CHEM 1308/1108, and 4 hours of biology above the 1000-level.

Ecological principles and current topics regarding the interrelationships among organisms and their environments, including analysis of human activities that impact natural ecosystems and cause environmental problems.

#### **4380 Field Experience in Biology**

*Prerequisite:* At least 85 hours and department approval

Field experience integrates theory learned in biology classes with practical laboratory or field experience. Students are placed in laboratories, clinical settings, or under the tutelage of a field researcher. May be repeated for additional credit; 6 hours may be applied toward a degree. A summary oral and written report must be presented to the Natural Sciences faculty.

#### **4399 Senior Honors Thesis**

*Prerequisite:* Senior standing and enrollment in the Honors Program in the Natural Sciences.

A research project, supervised by a member of the natural sciences faculty or a scientist at an affiliated research institution or laboratory. The completed research project must be presented in both written and oral form to the science faculty. No more than six hours credit for this course may be applied toward a degree.

## **Graduate Courses**

#### **6301 Special Topics in Advanced Biology (3-3-0)**

*Prerequisite:* Graduate Standing

Possible topics include modern genetics, biotechnology, immune disorders and health, urban science and ecology, computational biology, and advanced investigative methods in biology.

#### **6399 Directed Study in Advanced Biology (3-2-1)**

*Prerequisite:* Graduate Standing

This course provides opportunities for students to build their knowledge and understanding in the life sciences as science has a rapidly changing knowledge base and expanding relevance to societal issues. Topics may include modern genetics, biotechnology, immune disorders and health, urban science and ecology, computational biology, and advanced investigative methods in biology. Students will examine current literature in these areas and discuss the merits and implications of the latest findings. In addition, students will be immersed in various labs and activities that reinforce the concepts under investigation.

## **CHEM (Chemistry)**

#### **1105 Introductory Chemistry Laboratory (1-0-3)**

*Prerequisite:* Credit or enrollment in CHEM 1305.

*Laboratory fee required:* \$17.

Appropriate laboratory experiments for the student who will not be a professional physical scientist. The experiments support the principles of chemistry developed in the lecture portion of the course and illustrate some of the basic approaches to chemical problems. (CHEM 1105)

#### **1107 General Chemistry Laboratory I (1-0-3)**

*Prerequisite:* Credit or enrollment in CHEM 1307.

*Laboratory fee required:* \$17.

Experiments which illustrate basic laboratory techniques and procedures, physical and chemical properties, stoichiometry, solutions, and thermochemistry. (CHEM 1111)

#### **1108 General Chemistry Laboratory II (1-0-3)**

*Prerequisite:* CHEM 1107 and credit or enrollment in CHEM 1308.

*Laboratory fee required:* \$17.

Emphasis on reactions in aqueous solutions, gas laws, equilibrium, kinetics and qualitative analysis, with an introduction to instrumental analysis. (CHEM 1112)

#### **1304 Chemistry in Society (3-2-2)**

*Laboratory fee required:* \$17.

This course presents the relevance of chemistry in everyday life, particularly in applications to environmental problems such as air pollution, ozone depletion, global warming, energy, water purity and acid rain. Fundamental concepts in chemistry introduced on a need-to-know basis include stoichiometry, atomic structure, chemical bonding, states of matter, electrolytic solutions and chemical reactions. This course meets the common core requirement in natural sciences.

#### **1305 Introductory Chemistry (3-3-0)**

*Prerequisite:* Credit or enrollment in CHEM 1105 and credit or enrollment in MATH 1301 or MATH 1310.

The composition, properties and interaction of substances necessary to produce new materials. Topics include stoichiometry, atomic structure, chemical bonds, states of matter, electrolyte solutions and chemical reactions. (CHEM 1305)

#### **1307 General Chemistry I (3-3-0)**

*Prerequisite:* Credit or enrollment in MATH 1301, and CHEM 1107, and one year of high school chemistry or CHEM 1305.

Fundamentals of general chemistry. Descriptive material is correlated with the basic chemical principles and their applications. Modern concepts of atomic and molecular structure, chemical bonding, the gaseous state and the kinetic molecular theory of matter are analyzed. Emphasis on stoichiometric calculations of mass and molar relationships, energy relations and intermolecular forces. Credit for both CHEM 1305 and CHEM 1307 may not be applied toward a degree. (CHEM 1311)

#### **1308 General Chemistry II (3-3-0)**

*Prerequisite:* A grade of C or better in CHEM 1307 and credit or enrollment in CHEM 1108.

A continuation of CHEM 1307. Topics include liquids and solids, intermolecular forces, chemical kinetics, thermodynamics, homogeneous, heterogeneous and ionic equilibrium, modern concepts of acids and bases, electrochemistry, coordination chemistry, nuclear chemistry and selected topics. (CHEM 1312)

### **2190-2490 Special Topics in Chemistry**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

Selected topics in lower-level chemistry according to the needs and interests of the students.

### **3110 Quantitative Analysis Laboratory (1-0-3)**

*Prerequisite: Credit or enrollment in CHEM 3310.*

*Laboratory fee required: \$30.*

Quantitative methods of analysis including gravimetric, volumetric and instrumental. Instrumental methods will include absorption and emission spectroscopy, gas and liquid chromatography and electrochemical analysis.

### **3130 Physical Chemistry Laboratory I (1-0-3)**

*Prerequisite: Credit for or enrollment in CHEM 3330.*

*Laboratory fee required: \$30.*

Advanced experiments in physical chemistry including studies in thermodynamics, colligative properties of solutions, surface tension of surfactant containing solutions, solution viscosities, electrochemistry and the physical chemistry of polymeric materials. In addition to providing support for CHEM 3330, this course is designed to acquaint the student with the experimental approaches and laboratory techniques used in industrial research and development activities.

### **3132 Physical Chemistry Laboratory II (1-0-3)**

*Prerequisite: Credit for or enrollment in CHEM 3332.*

*Laboratory fee required: \$30.*

A continuation of CHEM 3130.

### **3190-3490 Special Topics in Chemistry**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

Selected topics in junior-level chemistry according to the needs and interests of the students.

### **3201 Organic Chemistry Laboratory I (2-0-6)**

*Prerequisite: CHEM 1308/1108 and credit or enrollment in CHEM 3301.*

*Laboratory fee required: \$30.*

Experiments illustrating basic techniques, synthesis, interpretation of spectra, use of molecular models and scientific literature.

### **3202 Organic Chemistry Laboratory II (2-0-6)**

*Prerequisite: CHEM 3301/3201 and credit or enrollment in CHEM 3302.*

*Laboratory fee required: \$30.*

Experiments illustrating multistep synthesis, semimicro techniques, instrumental analysis, investigation of reaction mechanisms and qualitative analysis.

### **3300 Undergraduate Research (3-0-0)**

*Prerequisite: Approval by Natural Science advisor and a minimum GPA of 2.5, and permission of instructor.*

Independent investigation of a specific topic or problem in chemistry research under the direction of a selected faculty member.

### **3301 Organic Chemistry I (3-3-0)**

*Prerequisite: CHEM 1308/1108 and credit or enrollment CHEM 3201.*

Fundamentals of organic chemistry. Topics include molecular orbital

theory, stereochemistry, conformational analysis, reaction mechanisms, spectroscopy, nomenclature, physical properties, preparation and reactions of alkanes, alkyl halides, organometallics, alcohols and ethers.

### **3302 Organic Chemistry II (3-3-0)**

*Prerequisite: CHEM 3301/3201 and credit or enrollment in CHEM 3202.*

A continuation of CHEM 3301, with emphasis on alkenes, alkynes, aromatic compounds, aldehydes, ketones, acids and derivatives, amines, amino acids, proteins, and carbohydrates.

### **3310 Quantitative Analysis (3-3-0)**

*Prerequisite: CHEM 1308 and CHEM 1108 and credit or enrollment in CHEM 3110.*

A study of chemical equilibrium, reliability of measurements and the theory of applications of gravimetric, volumetric and instrumental methods of analysis.

### **3320 Environmental Chemistry (3-3-0)**

*Prerequisite: BIOL 1302 and BIOL 1102; and CHEM 1308 and CHEM 1108.*

Chemistry and analysis of clean and polluted air and water.

Environmental standards of the American Public Health Association and the US Environmental Protection Agency.

### **3330 Physical Chemistry I (3-3-0)**

*Prerequisite: CHEM 3301, MATH 2402, one year of general physics, and credit or concurrent enrollment in CHEM 3130.*

Study and applications of the first and second laws of thermodynamics to gases, liquids, solutions and phase equilibrium; applications of the third law of thermodynamics to systems in equilibrium; kinetic theory and statistical thermodynamics.

### **3332 Physical Chemistry II (3-3-0)**

*Prerequisite: CHEM 3330 and credit or concurrent enrollment in CHEM 3132.*

Study and applications of the fundamental principles and postulates of quantum mechanics, electronic structure of atoms and molecules, molecular symmetry, and spectroscopy.

### **3340 Inorganic Geochemistry (3-3-0)**

*Cross-listed with GEOL 3340. Credit may not be earned for both.*

*Prerequisite: GEOL 1305/1105 and CHEM 1308/1108.*

Examination of the Earth and earth processes through the application of chemical principles including fractionation and distribution of the elements, the chemical evolution of planetary interiors and interactions between Earth's lithosphere, hydrosphere and atmosphere. Topics include evaluation of theories and analysis of data relevant to geologic problems facing society such as the search for and utilization of mineral resources and the environmental implications of waste disposal and remediation.

### **4140 General Biochemistry Lab I (1-0-3)**

*Prerequisite: Credit or enrollment in CHEM 4340. Laboratory fee required: \$30.*

Experiments in biochemistry to accompany CHEM 4340.

### **4162 Advanced Inorganic Laboratory (1-0-3)**

*Prerequisite: Credit or enrollment in CHEM 4362.*

*Laboratory fee required: \$30*

This laboratory course is designed to supplement CHEM 4362. It will involve experiments that demonstrate the principles of inorganic chemistry and the techniques used by inorganic chemists for the synthesis and characterization of inorganic materials.

#### **4190-4390 Special Topics in Chemistry**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

Selected topics in upper-level chemistry according to the needs and interests of the students

#### **4260 Environmental Lab and Field Studies (2-0-6)**

*Cross-listed as BIOL 4260 and GEOL 4260. Credit may only be earned for one. Prerequisite: BIOL 1302/1102, CHEM 1308/1108, GEOL 1406, and credit or concurrent enrollment in BIOL 4360 or CHEM 3320 or GEOL 3303.*

*Laboratory fee required: \$30.*

Intensive laboratory and field investigations to illustrate principles and current concepts presented in BIOL 4360, CHEM 3320, and GEOL 3303 by sampling, measuring, and analyzing biological, chemical, and physical factors of select environments, with emphasis on the activities of humans and their effects on ecosystems.

#### **4340 General Biochemistry I (3-3-0)**

*Prerequisite: BIOL 1102 and BIOL 1302 and CHEM 3201 and CHEM 3301.*

Overview of fundamental biochemical principles, topics, techniques and analytical methods that integrates concepts from previous biology and chemistry courses to the study of biological macromolecules. Emphasis is placed on the bioorganic chemistry and techniques needed to critically and objectively analyze biological molecules and the fundamental processes that support life. Specifically protein, lipid and membrane structure and function, enzymatic catalysis and kinetics are emphasized.

#### **4342 General Biochemistry II (3-3-0)**

*Prerequisite: CHEM 4340/4140.*

Integration and application of first semester Biochemistry (CHEM 4340) to cellular metabolism. Emphasis is placed on the bioorganic chemistry of metabolic intermediates, metabolic pathways, the enzymes that catalyze metabolic reactions, and their coordinated regulation in cellular, tissue and organismal homeostasis. Application of the scientific method and exploration of the primary scientific literature is emphasized in the context of course material.

#### **4344 Principles of Pharmacology and Toxicology (3-3-0)**

*Cross-listed as BIOL 4344. Credit may only be earned for one.*

*Prerequisite: CHEM 4340.*

Introduction to fundamental principles in pharmacology and toxicology. This course will highlight common molecular mechanisms of drug/toxin action, provide an ethical perspective on controlled research and experimental design, and provide students entering the chemical or medical industries an appreciation of modern drug design, industrial applications, clinical trials, and regulations imposed on the chemical industry to control public and private exposures.

#### **4360 Industrial Organic Chemistry (3-3-0)**

*Prerequisite: CHEM 3302/3202.*

A survey of the chemistry and industrial processes used to obtain the seven major organic compounds that are used as starting materials in the chemical industry. Also included is the synthesis of related derivatives of these base chemicals, their properties and industrial applications.

#### **4362 Advanced Inorganic Chemistry (3-3-0)**

*Prerequisite: CHEM 3332/3132 and credit or concurrent enrollment in CHEM 4162.*

An introduction to modern inorganic chemistry including theoretical and descriptive chemistry, along with discussion of important applications. The theoretical aspects include the quantum mechanical basis of atomic and molecular structure, the nature of chemical bonding, and the thermodynamics and kinetics of inorganic reactions. The descriptive component involves the application of the theoretical principles to the actual properties of the elements and their respective compounds. The course also includes a discussion of some of the most important scientific, technological, and industrial applications of inorganic chemistry.

#### **4364 Polymer Chemistry (3-3-0)**

*Prerequisite: CHEM 3302/3202 and CHEM 3330/3130.*

A study of the chemistry and technology of polymeric materials including methods of polymerization, characterization and applications of polymers with an emphasis on structure-property relationships.

#### **4380 Field Experience in Chemistry**

*Prerequisite: At least 60 semester credit hours and approval of department chair.*

Selected students are placed in jobs in their local community which are related to and reinforce their academic training. Positions are full time, salaried and last the duration of a semester. May be repeated once for additional credit. Recommended for students not already employed in their area of study.

#### **4399 Senior Honors Thesis**

*Prerequisite: Senior standing and enrollment in the Honors Program in the Natural Sciences.*

A research project supervised by a member of the natural sciences faculty or a scientist at an affiliated research institution or laboratory. The completed research project must be presented in both written and oral form to the science faculty. No more than 6 hours credit for this course may be applied toward a degree.

#### **4410 Instrumental Methods of Analysis (4-3-3)**

*Prerequisite: CHEM 3310/3110 and 3332/3132.*

*Laboratory fee required: \$30.*

Theory and operation of advanced measurement sciences, especially modern atomic/molecular spectroscopy, electrochemical analysis, and separation. Major instrumentation will be learned in experimental contexts, including signal processing, AA, ICP, fluorescence, UV-VIS, IR, NMR, voltammetry, ion-selective sensor, HPLC, and GC/MS.

## **Graduate Courses**

#### **6301 Special Topics in Advanced Chemistry (3-3-0)**

*Prerequisite: Graduate Standing*

Possible topics include thermodynamics and kinetics, chemistry of important biological reactions, properties and chemistry of polymers, and advanced investigative methods in chemistry.

### **6399 Directed Study in Advanced Chemistry (3-2-1)**

*Prerequisite: Graduate Standing*

This course provides ongoing opportunities for students to build their knowledge and understanding in the physical sciences as science has a rapidly changing knowledge base and expanding relevance to societal issues. Topics may include thermodynamics and kinetics, chemistry of important biological reactions, properties and chemistry of polymers, and advanced investigative methods in chemistry. Students will examine current literature in these areas and discuss the merits and implications of the latest findings. In addition, students will be immersed in various labs and activities that reinforce the concepts under investigation.

## **CIS (Computer Information Systems)**

### **1301 Introduction to Computer Based Systems (3-3-0)**

*Prerequisite: MATH 1300.*

An overview of computer information systems, including computer hardware, software, procedures and systems, and human resources and their application in today's technological society. (Does not satisfy degree requirements in Engineering Technology.) (COSC 1301)

### **2301 Computer Algorithms and Programming Techniques (3-3-0)**

*Prerequisite: Grade of C or better in CIS 1301 and MATH 1301.*

Introduction to solving business problems through step-by-step instructions (algorithms) that can be implemented using computer programming languages. The focus is on structured programming using sequential, iterative, and selection processes. Topics includes data types, logic structures, control breaks, file handling, and search techniques. The C++ programming language is used to provide students with hands-on experience in implementing algorithms.

### **3301 Systems Analysis and Design (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and a grade of C or better in CIS 2301.*

Concepts, skills, and techniques to effectively analyze and develop computer information systems in a team environment. Topics include systems thinking and systems development based in an organizational context utilizing the Systems Development Life Cycle methodology to provide a strong conceptual and systematic framework. The various analytical and design skills and techniques to develop software are presented within this framework. Project management, computer-aided software tools, and other automated development technologies are introduced.

### **3302 Management of Information Systems (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours, CIS 1301, and completion or enrollment in BA 3300.*

A survey course dealing with the managerial and technical environments within which computer information systems exist in business organizations. The student is introduced to a wide range of topics pertaining to the business use of information systems technology including systems development, computer operations, ethical and societal issues in information systems, and emerging technologies.

### **3303 Computer Hardware, System Software and Architecture (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and a grade of C or better in CIS 2301 or CS 1410.*

This course presents a functional system level review of computing hardware and the organization of system components into architectural configurations. The principles of system software and its interaction with hardware will also be provided. In addition, a variety of operating systems internals and command languages will be covered.

### **3304 Microcomputer Applications in Business (3-3-0)**

*Prerequisite: Completion of the common course plus 18 additional hours, and a grade of C or better in CIS 1301 or CS 1305.*

An overview of computer applications, information needs in business and information systems. Microcomputer hardware and software applications also will be examined. The course reviews many software packages to support a microcomputer-based executive work station. Included are web development tools, electronic spreadsheets, file and database management systems and graphics packages.

### **3305 Computer Networking and Data Communications (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and a grade of C or better in CIS 3302 and CIS 3303.*

Study of data communications and networking technology including digital data communication technologies, microcomputer-based networking and workstation components, local and wide area networks, management of networks, intelligent computer load sharing networks, distributed and decentralized data processing, and emerging technologies.

### **3306 Database Management Systems (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and a grade of C or better in CIS 3301 and CIS 3302.*

Introduces the development of computer-based systems to manage business data. The organizational context of database management, concepts of data modeling, and database design are presented. Data file management, database implementation and data retrieval using query languages and graphical user interface are introduced. Database administration issues are discussed and new database technologies are introduced.

### **3309 Computer Graphics in Business (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and CIS 1301.*

Presents the needs and applications for graphics in business. Also covers developments such as laser printer, advanced display techniques and the principles of software packages that generate graphics. Hardware innovations, such as video imaging into computer graphics systems, light pen, mouse and other input techniques are also covered.

### **3311 Programming Languages: Procedural, Nonprocedural and Fourth Generation (3-3-0)**

*Prerequisite: Grade of C or better in CIS 2301.*

Students are guided in the development of programs and implementation of systems through the use of procedural, nonprocedural and fourth generation languages. The major strengths and weaknesses of each group in business systems applications are surveyed.

### **3312 CIS Communication, Reporting and Documentation**

### **Techniques (3-3-0)**

*Prerequisite: CIS 3301 and ENG 3302 or departmental approval.*

A combination writing and speech course designed to sharpen the writing and speaking skills of the CIS specialist. The writing section of the course will include the documentation of the systems life cycle activities and the production of user, reference and training manuals. The speaking section of the course will include methods and techniques of presenting materials and information to large and small groups including the use of graphs, charts and narratives using overhead projectors and computer-generated materials.

### **3313 Designing and Creating Business Web Sites (3-3-0)**

*Prerequisite: Junior standing and CIS 1301 or equivalent.*

This course will permit the student to design and create web pages for use in business environments using the most current software language available. Includes learning about HTML tags and organizing pages with text, graphics, tables, rollovers, layers, and animation

### **3314 Social Impact of Information Technology for Business (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and CIS 1301 or equivalent computer literacy course.*

This course focuses on social issues of the new Information Age. Information technology proliferation is changing society in many important new ways. These changes impact how business will operate in the next millennium. Students will gain an understanding of these profound implications.

### **3316 Supply Chain Information and Control Systems (3-3-0)**

*Cross-listed as MGT 3316. Credit may not be earned for both.*

*Prerequisite: Completion of the common core plus 18 additional hours and MATH 1305, and completion of, or enrollment in, BA 3300.*

Supply chain information systems including theoretical and practical understanding of hardware and software operations in the supply chain. Includes inventory management and tracking, supplier evaluation, physical distribution systems, and customer service using information systems. Technology includes bar coding, radio frequency tracking, and other automated data entry techniques. Examines role of documentation in domestic and international trading use of commercial invoicing, packing lists, ocean bills of lading, freight forwarding booking requests, shipper's export declarations, and certificates of origin.

### **3319 Management of the Virtual Workplace (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours or instructor approval.*

Management of the virtual workplace encompassing telecommuters, entrepreneurs, and virtual office workers. Techniques include the use of e-mail, computerized meetings, virtual office design, web page development, and other forms of telecommunication as they become available. Simulation conducted via the Internet with other on-line participants.

### **3321 Programming in Visual Basic (3-3-0)**

*Prerequisite: Grade of C or better in CIS 2301.*

Introduction to programming business applications using Microsoft Visual Basic. Topics include analysis, design, coding, testing, debugging, and implementing structured programs in the graphical programming environment while developing an understanding of object oriented programming.

### **3325 Programming in COBOL (3-3-0)**

*Prerequisite: Grade of C or better in CIS 2301.*

Introduction to programming in COBOL that emphasizes the concept of structured programming. Students apply a structured, multiphase program development process that features a series of steps involving understanding a problem, formal problem definition, graphical design methodologies such as flow charts and structure charts, and developing program specifications using pseudocode.

### **3330 Programming in Java (GUI) (3-3-0)**

*Prerequisite: A grade of C or better in CIS 2301.*

An introduction to programming in Java that emphasizes the concept of object oriented programming, the design of graphical user interfaces, and the development of event-driven programs. Topics include objects, classes, instances, methods, applets and applications, control structures in Java, Java arrays (as objects), strings and characters, graphics, multimedia, and exception handling.

### **3399 Directed Study in Computer Information Systems**

*Prerequisite: Approval of department chair and dean.*

Selected topics in computer information systems. Intensive individual study under the guidance of a member of the CIS faculty.

### **4301 Information Resource Planning and Management (3-3-0)**

*Prerequisite: CIS 3306 and MGT 3301.*

An overview of corporate strategic, tactical and operational planning and control techniques and methodologies. Elements of information systems planning and control include facilities, equipment, technical specialization, training and project definition and priority setting.

### **4303 Strategic Information Systems (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and CIS 1301 or CS 1305.*

This course emphasizes the use of computing and information technology for the strategic advantage of and issues involved in bringing advanced, computer-based technology and methods into the organization. Additionally, it covers the changing nature of the information technology profession as systems professionals are impacted by the use of strategic information systems.

### **4305 Management of Telecommunications Systems (3-3-0)**

*Prerequisite: Grade of C or better in CIS 3305.*

This course is a continuation of CIS 3305. It deals with managing telecommunications technologies and focuses on techniques for planning, organizing, directing and controlling voice and data communications environments.

### **4306 Advanced Database Management Systems (3-3-0)**

*Prerequisite: Grade of C or better in CIS 3306.*

Provides an understanding of large scale database environment and data warehousing and the skills to develop them. Students learn to use Structured Query Language to create an integrated database application. Topics include modeling, design, and implementation of data warehouses; business intelligence techniques, and emerging trends in data management.

### **4309 Computer Control and Audit (3-3-0)**

*Cross-listed as ACC 4309. Credit may not be earned for both.*

*Prerequisite: Completion of the common core plus 18 additional hours,*

*CIS 1301 and ACC 2302.*

A study of the skills, tools and procedures needed to effectively evaluate computer-based information systems controls. Concepts and techniques used in Information Systems Audits are examined from general, industry-specific and technological perspectives. Exposure to business impact analysis, risk analysis and disaster recovery analysis is provided with emphasis on varying requirements of the business community.

#### **4310 Advanced Computer Control and Audit (3-3-0)**

*Prerequisite: CIS 4309 and ACC 4308.*

Continuation of CIS 4309/ACC 4308. A study of advanced techniques and procedures for auditing modern information systems technology in business situations. Students will be exposed to the processes of evidence collection and assessment of computing and networking technologies as well as the effective management of information resources in modern business. Course includes sections on managing the EDP audit function in business and governmental organizations.

#### **4311 Computer Technology and the Future Seminar (3-3-0)**

*Prerequisite: Completion of the common core plus 48 additional hours and declared business major.*

This course will study, discuss and debate current issues and trends in the field of computer technology as it relates to business, government and society. The broader issues of the role of technology in the future of mankind are also expected.

#### **4312 Systems Development Project**

*Prerequisite: A grade of C or better in CIS 3301, 3305, 3306, senior standing and successful completion of Writing Proficiency Exam.*

This is a capstone course. Emphasis is placed on the development of a computer application through life cycle methodology. In addition, students acquire additional knowledge in the specific concepts and skills of project management. Use of project management methods, project scheduling and control techniques, formal presentations and group dynamics in the analysis of information systems.

#### **4313 Electronic Commerce (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and a grade of C or better in CIS 3306.*

Introduction to the business and technical aspects of electronic commerce. Topics include types and models of commerce conducted over the Internet, software and hardware needs, payment methods, and security issues. Streamlining value chain activities, legal and ethical issues, business plans for electronic commerce ventures, issues related to electronic government, and emerging electronic commerce solutions are discussed. A basic electronic web presence is developed.

#### **4314 Electronic Commerce Systems Development (3-3-0)**

*Prerequisite: Grade of C or better in CIS 3305 and CIS 4313.*

Addresses advanced topics in the development and implementation of electronic commerce solutions. Topics include web design principles, setup and configurations of business web servers, and design and development of web-based database and spreadsheet applications. Involves client-side and server-side scripting.

#### **4316 Information Security Management (3-3-0)**

*Prerequisite: Grade of C or better in CIS 3305 or departmental*

*approval.*

Considers the technical, operational, and managerial issues of computer systems and network security in an operational environment. Addresses threats to computer security including schemes for breaking security and techniques for detecting and preventing security violations. Emphasis on instituting safeguards, examining the different types of security systems, and applying the appropriate level of security for the perceived risk.

#### **4317 Advanced Programming in C++ (3-3-0)**

*Prerequisite: Grade of C or better in CIS 2301.*

Advanced topics in development and implementation of algorithms in the C++ programming language to provide solutions to business problems. Students learn to use a number of data structures such as strings, multilevel lists, and files. Additional topics include algorithms for creating, organizing, searching, and updating data; the use of recursion; arrays; records; sets; pointers; lists; stacks; queues; trees; and heaps.

#### **4320 Decision Support and Knowledge Systems (3-3-0)**

*Prerequisite: Grade of C or better in CIS 3306.*

Study of how information systems are used for better decision making in organizations. Students learn the skills necessary for effective and strategic application of decision support technologies to advance the quality of problem identification and associated solutions. Survey of decision making models and styles, hardware and software technologies used, development of decision support systems, data warehouses, data mining, expert systems, and knowledge management.

#### **4321 Advanced Programming in Visual Basic (3-3-0)**

*Prerequisite: Grade of C or better in CIS 3321.*

Advanced topics in designing and implementing Microsoft Visual Basic applications. Topics include developing and maintaining database programs and files, creating and managing Active X documents and controls, programming for the Internet, and using Microsoft's graphical programming environment to develop expertise in object oriented programming.

#### **4325 Advanced Programming in COBOL (3-3-0)**

*Prerequisite: Grade of C or better in CIS 3325.*

Development and maintenance of COBOL programs as part of overall information systems. Students are also introduced to web programming using COBOL, and the role of COBOL in emerging environments.

#### **4330 Advanced Programming in Java (3-3-0)**

*Prerequisite: Grade of C or better in CIS 3330.*

An advanced course in Java programming to develop scalable applications and distributed systems. Topics include technologies such as Extensible Markup Language, security, Java Database Connectivity, and advanced graphical user interface.

#### **4380 Field Experience in CIS (3-0-0)**

For more information and qualifications see Field Experience in the College of Business section of this catalog and/or the department chair for your declared major.

#### **4390 Special Topics in Computer Information Systems (3-3-0)**

An investigation of the rapidly changing field of CIS, including such topics as computers and society, micro-and minicomputers and



computer simulation models.

## CJ (Criminal Justice)

### **1301 Crime, Law and Society (3-3-0)**

*Prerequisite: Completion or co-enrollment in ENG 1301.*

An overview and description of the criminal justice system is presented, including its goals, its relationship to other governmental bodies and its relationship to society. Also included is the study of the basic components of the criminal justice system. (CRIJ 1301)

### **2301 The Police System (3-3-0)**

*Prerequisite: CJ 1301.*

Historical analysis of the police function and how it has evolved into the contemporary professional police function. Overview of philosophical and ethical issues surrounding the role of the police in a democratic society and a survey of contemporary and traditional police policies and practices. (CRIJ 2328)

### **2302 The Criminal Court System (3-3-0)**

*Prerequisite: CJ 1301.*

The history, philosophy and basic concepts of the legal system are studied. The criminal justice legal process from inception to appeal is also presented. (CRIJ 1306)

### **2303 The Correctional System (3-3-0)**

*Prerequisite: CJ 1301.*

The historical and philosophical development of the correctional system is examined. The role of correctional agencies, their personnel and their relationship to the criminal justice system is emphasized. (CRIJ 2313)

### **3300 Research Methods in Criminal Justice (3-3-0)**

*Prerequisite: Junior standing and CJ 1301.*

Introduction to the design and implementation of research in the field of criminal justice. The principles of research methods and design for use in policy analysis, content analysis and analysis of secondary data will be presented. Considerable attention will be given to the application of design and implementation as it relates to criminal justice within a real world context. This is a writing intensive course.

### **3301 Criminology (3-3-0)**

*Prerequisite: CJ 1301, PSY 1303 or SOC 1303.*

An overview of criminal behavior, its impact on the criminal justice system and theories of criminal behavior are presented. This is a writing intensive course.

### **3302 Criminal Investigation (3-3-0)**

*Prerequisite: Completion of Criminal Justice core.*

The history and theory of criminal investigation, investigative procedures, conduct at the crime scene, collection and preservation of evidence and problems of successful prosecution are studied. The law and procedure affecting case preparation and presentation are emphasized.

### **3303 Criminal Justice Cornerstone (3-3-0)**

*Prerequisite: AAS Degree or Department Approval.*

Provides a critical examination of historical and current issues and

processes in policing, criminal courts, corrections, and the juvenile justice system.

### **3304 Criminal Law (3-3-0)**

*Prerequisite: Completion of Criminal Justice core.*

This course examines the elements of the various specific crimes against persons and property, along with associated legal concerns. General legal principles are studied and related to the Texas Penal Code.

### **3305 Criminal Evidence and Procedure (3-3-0)**

*Prerequisite: Completion of Criminal Justice core.*

Laws of evidence and procedure are studied through examination of case law and the Texas Code of Criminal Procedure. Emphasis is given to the rules governing admissibility of various classes of evidence, as well as their exceptions.

### **3306 Crime and Delinquency (3-3-0)**

*Prerequisite: Junior standing and CJ 1301, PSY 1303, or SOC 1303.*

Delinquent behavior and the role and responsibility of the criminal justice system in controlling delinquency are examined. Special emphasis is placed on social problems contributing to delinquency as well as current treatment methods.

### **3307 Community Oriented Policing (3-3-0)**

*Prerequisite: Junior standing, CJ 1301, and CJ 2301.*

The nature of the community and its impact on the police is explored. Those factors that contribute to conflict and inhibit police-community relations are studied in order to discover how the police and the community can achieve a more cooperative relationship.

### **3308 Juvenile Justice System (3-3-0)**

*Prerequisite: Junior standing and CJ 1303 or SOC 1303.*

The history, philosophy and role of the juvenile court with emphasis on jurisdiction, treatment, criminal proceedings and the family court is presented.

### **3309 Security and the Law (3-3-0)**

*Prerequisite: Completion of Criminal Justice core.*

The functional aspects of security investigation and the legal restrictions placed on non-governmental related activities are presented. These include industrial, commercial, campus and private security entities.

### **3311 Ethics in Criminal Justice (3-3-0)**

*Prerequisite: Junior standing.*

This course examines ethical decision-making within the criminal justice system. Topics include an overview of ethical systems and ethical dilemmas for professionals in the law, policing, and correctional systems.

### **3312 Prisons in America (3-3-0)**

*Prerequisite: Completion of Criminal Justice core.*

This course is a comprehensive examination of the history, philosophy and management of prisons. The effectiveness of jails and prisons for the purposes of retribution, incapacitation, deterrence and rehabilitation is evaluated.

### **3313 Community-Based Corrections (3-3-0)**

*Prerequisite: Completion of Criminal Justice core.*

The history, philosophy and legal authority of community correctional alternatives is presented. Community corrections include probation, parole, fines, diversion, restitution, community treatment centers, work/study release centers and half-way houses.

### **3316 Victimology (3-3-0)**

*Prerequisite: Junior standing.*

Examines the role of the victim in the criminal process. Emphasis is given to victims' rights and responsibilities.

### **3317 Race and Crime (3-3-0)**

*Prerequisite: Junior standing.*

Examines impact of race on victimization, criminal behavior and type and seriousness of legal sanctions. Emphasis is given to disproportionate representation of minorities in the criminal justice system.

### **3318 Sex Crimes (3-3-0)**

*Prerequisite: Completion of Criminal Justice core.*

Examines sexual activities prohibited by law with special attention given to activities of rape, prostitution, homosexuality, abortion issues, pornography, some serial murders, and juvenile related offenses. Emphasis will also be given to causative factors and societal attitudes concerning these crimes and others which have a sexual orientation.

### **3319 Legal Research (3-3-0)**

*Prerequisite: Junior standing.*

Study of the principles of legal problem solving using research materials available in a law library. Students will be introduced to various legal texts, Shepard's citations, statutes [PE1], case reporters. Assignments involve practical research applications.

### **3320 Statistics in Criminal Justice (3-3-0)**

*Prerequisite: CJ 3300 or permission of instructor and MATH 1301 or MATH 1310.*

Introduction to data analysis in criminal justice. Emphasis will be placed on the application of quantitative measures to the study of the prevention, interdiction and suppression of criminal behavior. The course will examine both descriptive and inferential statistics. In addition, students will be introduced to data analysis through the use of statistical computer software.

### **4301 Criminal Justice Administration (3-3-0)**

*Prerequisite: Junior standing, CJ 1301, and CJ 2301.*

This course examines historical and contemporary issues in administration of criminal justice agencies. Topics include the application of administrative methods and theories to police, courts, and correctional agencies.

### **4302 Organized Crime (3-3-0)**

*Prerequisite: Senior standing and completion of Criminal Justice core.*

A historical survey is made of organized crime including basic knowledge of the organizational function and structure of crime. Societal factors, preventive techniques and control systems are stressed.

### **4303 Vice, Drugs and the Law (3-3-0)**

*Prerequisite: Junior standing and CJ 1301 or SOC 1303 or PSY 1303.*

The historical, philosophical and legal aspects of vice activities and drugs are examined. An analysis is made of the reactions of the police and society to victimless crime. The classification, description and extent of the drug problem are surveyed.

### **4304 White Collar Crime (3-3-0)**

*Prerequisite: Completion of the Criminal Justice core and senior standing.*

A comprehensive examination of the nature, extent and consequences of white collar crime. Emphasis on explanation from the criminological perspective and sanctioning from a multicultural perspective.

### **4305 Correctional Counseling (3-3-0)**

*Prerequisite: Junior standing and CJ 1301 or SOC 1303 or PSY 1303.*

An introduction to the philosophy and objectives of counseling. The prison is viewed as a community and the group counseling process in this setting is given special attention. Problems relating to custody and treatment are examined.

### **4306 Domestic Terrorism (3-3-0)**

*Prerequisite: Senior standing.* This course will examine the development, organization and activities of the various groups that have been labeled as threats to state and national security. Special attention will be given to their disproportionate impact on the American Criminal Justice System.

### **4307 Legal Rights of the Convicted (3-3-0)**

*Prerequisite: CJ 3312.*

A comprehensive analysis of the legal rights of prisoners, probationers and parolees derived from case law, statutes and constitutional principles on both state and federal levels.

### **4309 Seminar in Criminal Justice Films (3-3-0)**

*Prerequisite: Senior standing.*

This course examines the substance contributions of films, a familiar aspect of American culture, to citizen attitudes and stereotypes about the criminal justice system, criminology and the law.

### **4311 Security Management (3-3-0)**

*Prerequisite: CJ 3309.*

The organization, administration and management of the security function are examined from the perspective of efficiency and effectiveness. This course surveys organizations in business, industry and government. Particular emphasis is placed upon policy and decision-making, training, personnel development and budgeting.

### **4312 Research Topics (3-3-0)**

*Prerequisite: Criminal justice major, senior standing and department approval.*

This course provides a unique opportunity for the criminal justice major to conduct in-depth research into an area of the student's field of interest. A major paper is required.

### **4313 International Criminal Justice (3-3-0)**

*Prerequisite: Criminal justice major and senior standing.*

Examines and analyzes the structure and operation of various criminal justice systems from an international perspective.

### **4314 Women and the Criminal Justice System (3-3-0)**

*Prerequisite: Criminal justice major and senior standing.*

Provides an in-depth look at women's participation in three areas of criminal justice-as offenders, as victims and as criminal justice professionals.

#### **4370 Senior Seminar in Criminal Justice (3-3-0)**

*Prerequisite: Criminal Justice major and senior standing.*

Students will address current issues in criminal justice. Analytical skills to frame the problem and suggest solutions will be stressed. The oral and written presentations in class will emphasize problem solving techniques and analysis. Ethical, political and social issues that impact criminal justice research will also be examined. This is a writing intensive course.

#### **4380 Field Experience in Criminal Justice**

*Prerequisite: Criminal justice major, junior standing, 2.5 GPA and departmental approval.*

Selected students are placed in criminal justice agencies for 120 hours, applying academic training to practical situations. Recommended for criminal justice majors who are not employed in the criminal justice system. Practitioners, however, may apply for an internship in an area of criminal justice other than the one in which they normally function.

#### **4390 Special Topics in Criminal Justice (3-3-0)**

*Prerequisite: Criminal justice major and senior standing.*

Selected topics or current issues in criminal justice, taught by faculty, visiting lecturers or others who possess a special area of expertise.

#### **4680 Field Experience in Criminal Justice**

*Prerequisite: Criminal justice major, junior standing, 2.5 GPA and departmental approval.*

Selected students are placed in criminal justice agencies for 240 hours, applying academic training to practical situations. Recommended for criminal justice majors who are not employed in the criminal justice system. Practitioners, however, may apply for an internship in an area of criminal justice other than the one in which they normally function.

## **Graduate Courses**

#### **6301 Criminal Justice Project**

*Prerequisite: Completion of core courses, 30 hours of coursework, and consent of Graduate Coordinator.*

Under the direction of a faculty project advisor and guided by a project committee, the student will design a project to address a criminal justice agency problem or criminal justice system issue. Project requirements include a written document and formal presentation before a project committee. Students continuously enroll until the final project is approved by the project committee.

#### **6310 Issues in Criminal Justice (3-3-0)**

*Prerequisite: Graduate standing or department approval*

An analysis of the current issues facing the criminal justice system.

#### **6311 Legal Liabilities in Criminal Justice (3-3-0)**

*Prerequisite: Graduate standing or department approval*

An examination of legal liabilities facing criminal justice management in their relations with human resources/personnel, their clients/offenders, and the public.

#### **6312 Law and Society (3-3-0)**

*Prerequisite: Graduate standing or department approval*

An inquiry into selected current legal issues such as gun control legislation, asset forfeiture law, the prison reform legislation act, domestic violence legislation, sex offender legislation, death penalty legislation, etc.

#### **6313 Issues in Corrections (3-3-0)**

*Prerequisite: Graduate standing or department approval*

Examines current issues in institutional and community corrections with emphasis on comparisons of control versus rehabilitation strategies, lack of strategic planning and public policy development.

#### **6314 Issues in Law Enforcement (3-3-0)**

*Prerequisite: Graduate standing or department approval*

This course will focus on the long term, intractable problems in policing, particularly in urban areas. Endemic issues that affect the limits and potential of mainstream policing will be examined including an analysis of emerging critical issues and a critical assessment of the philosophy and politics of community policing.

#### **6320 Research Design and Methods (3-3-0)**

*Prerequisite: Graduate standing or department approval*

Includes the scientific method, basic social science research design and execution, and evaluation of contemporary research in criminal justice. Topics covered include the logic of causal order, the logic of inference, sampling theory, qualitative and quantitative research design, data collection, and model specification. Prepares students to critically appraise reported research, and to design and conduct independent research projects.

#### **6321 Quantitative Analysis in Criminal Justice (3-3-0)**

*Prerequisite: Graduate standing or department approval, an undergraduate statistics course within the last 5 years, and CJ 6320.*

The use of descriptive and inferential statistics and computer applications as used in criminal justice research.

#### **6325 Issues in Juvenile Justice**

*Prerequisite: Graduate standing or department approval.*

Seminar in issues confronting the juvenile justice system and juvenile offenders, with an emphasis on the history, philosophy, and role of the juvenile court.

#### **6330 Advanced Criminology (3-3-0)**

*Prerequisite: Graduate standing or department approval*

History of criminological thought, etiology of criminal behavior, and analysis and evaluation of contemporary criminological theories.

#### **6333 Violence in America (3-3-0)**

*Prerequisite: Graduate standing or department approval*

A survey of violence in past and present American society with an emphasis on theoretical perspectives and possible future trends.

#### **6340 Administration in Criminal Justice (3-3-0)**

*Prerequisite: Graduate standing or department approval*

Surveys the relationship between worker productivity and personnel/management policies in criminal justice organizations. Examines the workplace application of theories of learning, personality, cognitive processes, group dynamics and communications.

**6342 Correctional Programming (3-3-0)**

*Prerequisite: Graduate standing or department approval*

Examines the development, management and assessment of the various types of non-security programs within correctional settings. Facilitates the understanding of dynamics of rehabilitation of offenders, as well as the group dynamics of institutions designed to work with delinquent populations.

**6350 Policy Analysis and Program Evaluation (3-3-0)**

*Prerequisite: Graduate standing or department approval*

Examines theories and methods of policy analysis and program evaluation with suggested applications to agencies within juvenile and criminal justice systems. Identifies the complex effects of policy change as well as techniques for developing a continuous capacity for program assessment in these agencies. Discusses forces that generate new policies and processes for their implementation and evaluation.

Students assess existing models and are encouraged to develop their own applications for measuring the impact of new directions in the system.

**6360 Special Topics in Criminal Justice (3-3-0)**

*Prerequisite: Graduate standing or department approval*

Seminar for advanced students offered in response to student request and faculty interest. May be repeated for additional credit when course content differs. Sample topics include the death penalty, family violence and disputes, hate crimes, inmate social organization, prison gangs, etc.

**6370 Independent Study**

*Prerequisite: Graduate standing and department approval*

Intensive study of a subject that the student cannot normally pursue in a regularly scheduled course. Supervised independent or group studies for advanced students. May be repeated for additional credit with faculty approval.

**6390 Thesis I**

*Prerequisite: Completion of coursework.*

This course represents a student's initial thesis enrollment. No credit is awarded until the student has completed the thesis.

**6391 Thesis II**

*Prerequisite: Completion of Thesis I.*

This course represents a student's continuing enrollment. The student continues to re-enroll in this course until the topic is approved by the thesis committee.

## COMM (Communication)

**1301 Voice and Diction (3-3-0)**

Strongly recommended for students for whom English is a second language. Introduction to phonetics and methods of voice development. Acquiring good speech habits through individual analysis, tape recordings, guided practice, class drills, oral readings and vocabulary building. (SPCH 1342)

**1302 Mass Media (3-3-0)**

*Prerequisite: ENG 1301*

An introduction to mass communications, including the functions in society of newspapers, magazines, radio and television. (COMM 1307)

**1303 Storytelling (3-3-0)**

Students will develop skills in storytelling by examining the communicative elements essential to the storytelling event: teller, audience, purpose. Enhancing critical and creative thinking, developing language skills, improving listening, and better understanding and appreciating culture are among the topics to be covered in this performance-based course. Also included is storytelling as a teaching tool.

**1304 Introduction to Speech Communication (3-3-0)**

*Prerequisite: READ 1300 or acceptable reading placement score.*

*Laboratory fee required: \$10.*

An overview of skills important in developing effective communication. Students will gain experience in interpersonal, small group, and public communication. (SPCH 1311)

**1305 Speech Performance (3-3-0)**

*Prerequisite: ENG 1301 or permission of instructor.*

An introduction to the oral study of texts through performance of prose and poetry. Assists students in mastering theory and practice of performing and reading texts. Recommended for elementary education certification. (SPCH 2341)

**1306 Beginning Public Speaking (3-3-0)**

This course is designed to teach basic skills in organization and delivery of speeches in a variety of settings. Students will learn ways to collect and incorporate verbal support, use patterns of speech structure, and identify successful techniques for handling stage fright. Additional topics include audience analysis, outlining content, platform presence, and use of voice. (SPCH 1315)

**1385 Communication in the Classroom (3-3-0)**

*Prerequisite: Enrollment in or credit for ENG 1301.*

Communication behaviors for the classroom teacher and how those behaviors affect student learning. Discussion of theories and practice in self-concept, feedback, listening, disclosure and nonverbal communication.

**2301 Introduction to Health Communication (3-3-0)**

*Prerequisite: COMM 1304.*

This course introduces students to the broad and evolving sub-field of health communication and its many contexts and applications. Students will be exposed to basic theories, concepts, vocabulary and research in interpersonal, organizational, and public healthcare settings, and will be able to examine the multiple communication opportunities within the medical and public health community.

**2305 Film Appreciation (3-3-0)**

*Cross-listed as ART 2305. Credit may not be earned for both.*

*Prerequisite: ENG 1302.*

*Laboratory fee required: \$10.*

An overview of film as a communication and esthetic medium. Films are studied for their artistic and cultural significance, and for the communication strategies they use. Topics include film genres, sound and graphics, imagery, symbolism, cultural contexts for film, and film criticism.

**2307 Intercultural Communication (3-3-0)**

*Prerequisite: ENG 1302.*

A study of the impact of culture on communication behaviors and the

implication for cross-cultural interactions, both interpersonal and organizational.

### **2309 Interpersonal Communication (3-3-0)**

A theoretical, practical and experiential introduction to interpersonal communication. Areas in communication apprehension, family communication, listening and communication in multiple contexts are discussed. (SPCH 1318)

### **2311 Principles of Public Relations (3-3-0)**

*Prerequisite: ENG 1301.*

Introduction to the techniques and methods of public relations in promoting the image of organizations, corporations, and institutions, both public and private.

### **3301 Public Relations Writing (3-3-0)**

*Cross-listed as ENG 3371. Credit may not be earned for both.*

*Prerequisite: ENG 1302 and junior standing.*

A study of techniques and methods of public relations in promoting the images of organizations, corporations and institutions, both public and private.

### **3302 Argumentation and Debate (3-3-0)**

*Prerequisite: COMM 1304 or permission of instructor.*

*Laboratory fee required: \$10.*

Theory and practice in argumentation and debate, including inductive and deductive reasoning, attitude change, use of evidence, fallacies, and beginning debate.

### **3303 Introduction to Advertising (3-3-0)**

*Cross-listed as ENG 3373. Credit may not be earned for both.*

*Prerequisite: ENG 1302 and junior standing.*

History, theory and basic techniques of advertising, with special emphasis on the use of media in advertising campaigns and message development for media campaigns.

### **3304 Advanced Public Speaking (3-3-0)**

*Prerequisite: ENG 1301 and COMM 1306.*

*Laboratory fee required: \$10.*

A comprehensive examination of the preparation and presentation of various types of speeches. Types include: informative, persuasive, impromptu and ceremonial. Videotaping and in-depth student assessment are integral to the course.

### **3305 Fundamentals of Communication Technology (3-3-0)**

*Prerequisite: COMM 1304.*

Critical analysis of communication technology based on models of communication. Examines how communicators prepare, deliver and assess messages for effective distribution in technological contexts.

### **3306 Business and Professional Speech Communication (3-3-0)**

*Prerequisite: COMM 1304.*

*Laboratory fee required: \$10.*

Effective communication in a business and professional setting. Units include: interview, group decision making, informing, and persuading.

### **3307 Political Communication (3-3-0)**

*Prerequisite: COMM 1304.*

Examines role of communication in shaping political and social changes. Political rhetoric of individuals and groups, past and present; how discourse forms and calls upon one's political self.

### **3308 Family Communication (3-3-0)**

*Prerequisite: COMM 1304 or COMM 2309.*

Course reflects the trends in theory and practice in developing an understanding of the frameworks of communication as it relates to the family unit. Communication issues include intimacy, roles, power, decision-making, rules, quality dialogue and conflict.

### **3309 Theory and Practice of Interviewing (3-3-0)**

*Prerequisite: COMM 1304.*

The application of communication theory to interview situations. This theory and practicum course is designed to aid the student in mastering specific skills appropriate to specialized settings such as selection interviews, appraisals, discipline interviews, exit interviews, computer-assisted interviews, journalistic interviews and investigative reporting, and survey and telephone interviews.

### **3310 Women, Men, and Communication (3-3-0)**

*Prerequisite: COMM 1304 or COMM 2309.*

Course explores the theory and practice of communication between the sexes in personal relationships and professional contexts. The social construction of gender is also discussed.

### **3311 Writing for the Media (3-3-0)**

*Cross-listed as ENG 3333. Credit may not be earned for both.*

*Prerequisite: ENG 1302 and either COMM 1302 or ENG 3302.*

Study and practice of writing techniques appropriate to print and broadcast media with emphasis on the relevance of these skills to managing media relations.

### **3312 Writing for Presentation (3-3-0)**

*Cross-listed as ENG 3334. Credit may not be earned for both.*

*Prerequisite: ENG 1302 and either COMM 1302 or ENG 3302.*

This course covers writing for the media employed for presentations in business, industry and the professions. Possible course focuses include videoscripting, speechwriting and writing for slide and multimedia presentations.

### **3313 Race, Ethnicity and Communication (3-3-0)**

*Prerequisite: COMM 1304.*

This course explores the inextricable and multidimensional relationship between race and communication. Students will understand how to transcend race using communication capital as a means of developing effective interactions. Specific attention to the construction of one's own racial/ethnic identity as well as those of other groups. Part I of the course will cover various foundations of interracial communication including topics such as language, identity, history, cultural influences, and theories. Part II will draw from this foundation and discuss interracial communication in a number of contexts such as in relationships, organizations, and the mass media.

### **3314 Research in Communication Studies (3-3-0)**

*Prerequisite: COMM 3320.*

This course will provide students with a research vocabulary and will teach them to evaluate research. Quantitative, qualitative, and critical

paradigms will be examined. Students will conduct original research.

**3315 Small Group Communication (3-3-0)**

*Prerequisite: COMM 1304 or instructor's permission.*

This course will provide students with a comprehensive knowledge of small group communication theories and processes. Students will gain the ability to apply conceptual ideas about effective group practices to practical communication situations such as leadership, decision making, conflict management, and teamwork. By bridging theoretical readings and discussions with application-based group projects, students will have the opportunity to practice and refine their own understanding of small group communication.

**3316 Sex, Love, and Romance in the Mass Media (3-3-0)**

*Prerequisite: COMM 1302 or COMM 1304 or COMM 2309.*

This course will challenge unrealistic portrayals of sex, love, and romance presented by the mass media through an examination of myths, stereotypes, cognitive behavioral models, and mass media effects.

**3317 Film Analysis (3-3-0)**

*Cross-listed as ART 3315. Credit may not be earned for both.*

*Prerequisite: ART 2305 or COMM 2305.*

This course applies the history and terminology from ART/COMM 2305 (Art Appreciation) to the analysis and critique of films representative of various movements and genres.

**3318 Facilitating Public Deliberation (3-3-0)**

*Prerequisite: COMM 1304 or COMM 1306.*

This course emphasizes theory and practice in moderating and recording public forums in a variety of civic settings. Deliberation is an approach to politics in which citizens, not just experts or politicians, are involved in public decision making and community problem solving. Working with trained facilitators who utilize a wide variety of specific deliberative techniques, citizens come together and consider relevant facts from multiple points of view; converse with one another to think critically about the various options before them; enlarge their perspectives, opinions, and understandings; and ultimately seek to come to some conclusion for action in the form of a reasoned public judgment.

**3319 Communication in Conflict (3-3-0)**

*Prerequisite: COMM 1304.*

Examines human conflict and resolution in interpersonal, organizational, and international contexts from a communications perspective. Students will explore theories of conflict, understand the communication skills involved in reducing conflict, and practice various strategies of conflict resolution.

**3320 Communication Theory (3-3-0)**

*Prerequisite: ENG 1301, ENG 1302, and 3 hours of COMM.*

This course focuses on theories of communication that help students to understand the issues affecting the field today. These theories help students understand people's daily interactions in various contexts.

**3321 Patient-Provider Communication (3-3-0)**

*Prerequisite: COMM 2301.*

This course explores the theories, issues, and practical applications of health communication in interpersonal healthcare contexts. Topics of study include shared decision-making, cultural competency in

healthcare, health literacy, patient advocacy, risk communication and patient education.

**3323 Communication in Healthcare Organizations (3-3-0)**

*Prerequisite: COMM 2301.*

This course examines the role of communication in healthcare organizations. Students are exposed to the practical application of health communication in the management of healthcare organizations and systems, including decision-making, quality control, strategic planning, the utilization of technology, marketing, and the ethical and legal issues impacting healthcare system management.

**3325 Rhetoric and Public Address (3-3-0)**

*Prerequisite: ENG 1302 and COMM 3304.*

Theory and practice of public address. Students will explore audience analysis, credibility, persuasion theory, and methods of rhetorical movements.

**3328 Communication and Intimacy (3-3-0)**

*Prerequisite: COMM 1304 or COMM 2309.*

This course reflects trends in theory and practice in developing an understanding of the framework of communication as it relates to intimate relationships including marriage and its alternatives. Communication issues covered include marriage and its alternatives, self disclosure, intimacy, trust, commitment, roles, power distribution, decision making, sources of conflict and conflict management, and alternative lifestyles.

**3330 Nonverbal Communication (3-3-0)**

*Prerequisite: COMM 3314.*

Addresses how we communicate other than through the use of words. Topics will include body language (kinesics), use of space (proxemics), touch (haptics), and vocal variety.

**3399 Directed Study in Communication**

*Prerequisite: Formal approval by department chair and dean.*

Selected topics in the field; intensive individual study under the guidance of a member of the faculty.

**3340 Communication and Leadership (3-3-0)**

Leadership is the process in which an individual influences a group of individuals to achieve a common goal through a number of strategies, including communication. This course bridges the gap between popular approaches and theoretical approaches to leadership in real world organizations. In addition to learning various leadership approaches and theories, students will also study communication behaviors of successful leaders, women and leadership, culture and leadership, and leadership ethics.

**4098 Senior Portfolio**

*Prerequisite: Communication Studies major filing for graduation.*

This non-credit course certifies that a degree requirement (submission of a portfolio of samples of the student's coursework) has been fulfilled by a student majoring in the BA in Communication Studies. The student enrolls in COMM 4098 in the semester of anticipated graduation and submits a portfolio of several written projects from a range of upper level courses approved for the Communication Studies major. As an introduction to these projects, the student writes a 500-word reflective essay that shows the student's growth by explaining the choice of projects and the association to the established learning

outcomes for the major. The portfolio is graded S for being submitted or IP for not being submitted. Only a grade of S, certified by the degree coordinator, allows graduation.

#### **4301 Persuasive Communication (3-3-0)**

*Prerequisite: COMM 1304 and junior standing.*

Study of the theories, techniques, forms, functions, applications, potential and limitations of persuasive communication for the individual and organizations. Utilizes classical rhetorical and contemporary communication theories.

#### **4302 Communication Campaigns (3-3-0)**

*Prerequisite: COMM 2311.*

Focuses on the theory and application of campaigning to the public. The course will alternately focus on the research, management, and implementation of campaigns in differing contexts including, but not limited to, public health and political interests, giving students a unique opportunity to select contexts most applicable to future careers and to engage in hands-on campaign production.

#### **4310 Communication in the Organization (3-3-0)**

*Prerequisite: Three hours of COMM.*

Emphasis on linking theories of organizational behavior and leadership to theories of human communication in dyadic, small group, presentational, and public contexts. Students have the opportunity to apply theories to real organizational settings by conducting diagnostic projects focusing on communication dynamics within the organizational setting.

#### **4315 Elements in Speechwriting (3-3-0)**

*Prerequisite: COMM 1306*

Speechwriting is the process by which one writes a listenable message to be delivered by public speaker. This course will explore the decisions the speechwriter must make before deciding what to write, how to sequence thoughts and ideas, find paths to verbal economy, identify ways to better understand an audience, and craft a variety of speeches for the ear. Students will learn to write informative, persuasive and ceremonial speeches and to conduct the research needed to help make the effective. Other topics will include: style, coherence, rhythm, and creating "implied dialogue".

#### **4324 Advanced Public Deliberation (3-3-0)**

*Prerequisite: COMM 3318 and junior standing.*

A service learning course in which students gain experience in solving real world problems by applying their knowledge of communication and deliberation skill and theory. Students enrolled in this course will serve as Student Associates for the UHD Center for Public Deliberation.

#### **4325 Communication Law and Ethics (3-3-0)**

*Prerequisite: COMM 1304 and COMM 1306.*

This course will introduce students to the legal and ethical considerations that shape the communication process. It surveys the development of constitutional protections and regulations of communication in the United States, with an emphasis on the ethical challenges and responsibilities of exercising freedoms established by the First Amendment to the U.S. Constitution. The course emphasizes the evolution of the First Amendment, significant Supreme Court cases interpreting First Amendment law, and the rhetoric of freedom of communication.

#### **4330 Communication Training and Development (3-3-0)**

*Prerequisite: COMM 3306 or ENG 3302.*

Methods of training and development are explored as communication processes through which organizations help managers and employees improve performance and increase job satisfaction. Methods include discussion, simulation, programmed instruction, and multimedia presentation. Students learn skills required for designing a training program: assessing needs, interviewing, and writing the training proposal.

#### **4335 Religious Communication (3-3-0)**

*Prerequisites: COMM 3320, Communication Theory.*

An analysis of the ways institutional religion applies communication theory to propagate values, gain adherents, and promote awareness of critical social issues. This course will provide an overview of communication theory that is specifically religious in content.

#### **4380 Field Experience in Communication**

*Prerequisite: 60 hours toward degree and department approval.*

Placement of students in jobs involving areas in Communication Studies within the private and public sectors. Work may be paid or unpaid. Written reports, conferences with the instructor and other academic work are required. May be repeated once for credit.

#### **4390 Special Topics in Communication (3-3-0)**

*Prerequisite: Three hours of COMM.*

The issues addressed in this course reflect current trends in speech communication. Possible topics to be offered in different semesters include: health communication, nonverbal communication, small group communication, training and development. With permission of department chair. May be repeated once for credit.

### **Graduate Courses**

#### **6301 Speech Communication for the Elementary School Teacher (3-3-0)**

*Prerequisite: Graduate standing.*

An experientially-oriented course designed to explore the theoretical and pragmatic rationale for using thoughtful communication strategies in the urban-centered elementary school classroom, with an emphasis on practical means of implementing those strategies effectively. Topics include voice and diction skills, public speaking, message structuring, discussion methods, cultural diversity, storytelling, active listening, and effective use of feedback.

#### **6302 Speech Communication for the Secondary School Teacher (3-3-0)**

*Prerequisite: Graduate standing.*

An experientially-oriented course designed to explore the theoretical and pragmatic rationale for using thoughtful communication strategies in the urban-centered secondary school classroom, with an emphasis on practical means of implementing those strategies effectively. Topics include conflict resolution, team building, leading a discussion, conducting an interview, structuring complex messages cultural diversity, communication apprehension, and feedback.

#### **6315 Integrated Communication for the Security/Criminal Justice Professional (3-3-0)**

*Prerequisite: Graduate standing or department approval.*

Explores ways in which security management and criminal justice professionals can become effective, integrated communicators (one-to-one, one-to-several, one-to-many) by examining relevant theories and applications unique to the security management environment. Topics include interviewing, assessing disclosure, building trust and credibility, handling difficult people, group decision making and public presentation skills. Assignments will include qualitative research projects and experiential learning.

## CS (Computer Science)

### **1105 Technology for Education Lab (1-0-2)**

*Prerequisite: Credit or enrollment in CS 1305, or CS 1410, or CS 1408.*

An introduction to authorware systems and presentation software for the development of interactive teaching materials and classroom presentations. Examples of computer-based instruction and tutoring systems will be discussed. The use of CS-ROM multimedia teaching materials will be introduced.

### **1305 Introduction to Computer Technology (3-3-0)**

*Prerequisite: MATH 1300 or placement by exam.*

Topics include the history and nature of computers, ethical and other societal issues, an overview of computer hardware and software (with an emphasis on computer applications and the use of standard software packages). The use of the Internet for communication and research is introduced.

### **1312 Computer Programming in Visual Basic (3-3-0)**

*Prerequisite: Completion of, or enrollment in, MATH 1404, MATH 1505, or MATH 1306.*

An introduction to programming using Visual Basic with an emphasis on event-driven programming. The Visual Basic environment includes objects, events, code, and properties. Topics also include statements, subprograms, data types, arrays, input-output, and user interface design.

### **1408 Introduction to Computer Science with Visual Basic (4-4-0)**

*Prerequisite: Credit or enrollment in MATH 1306 or MATH 1404; and placement in ENG 1301 or above.*

History, nature and uses of the computer; algorithms; number systems; information representation and organization with an overview of computer hardware and software, computing systems and major applications. An introduction to high level languages and programming using Visual Basic with an emphasis on event-driven programming. Elements of the Visual Basic programming environment including objects, events, properties, user interface design and creating web-based applications are discussed. Practice with standard programming features such as control statements, subprograms, data types, arrays and input-output mechanisms.

### **1410 CS I-Introduction to Computer Science with C++ (4-4-0)**

*Prerequisite: Credit or enrollment in MATH 1404 or MATH 1505 or MATH 1306; and placement in ENG 1301 or above.*

History, nature and uses of the computer; algorithms; number systems; information representation; and organization, with an overview of computer hardware and software, computing systems and major applications. Ethical and societal issues are discussed. An introduction

to high-level languages with an emphasis on programming in C++. Control statements, subprograms, data types, arrays, and streams. Closed (supervised) laboratories are conducted on: an introduction to Microsoft Windows, and a C++ programming environment; appropriate programming exercises emphasizing top-down design methodology and simple and structured data types; and key topics of the discipline and areas of application. Designed as a first course for majors in Computer and Mathematical Sciences (COSC 1420)

### **1412 Introduction to Computer Science with C# (4-4-0)**

*Prerequisite: Credit or enrollment in MATH 1505 or MATH 1306.*

An introduction to programming using C# for design and development Windows applications with an emphasis on event-driven programming. Topics include objects, events, code, and properties. Control statements, subprograms, data types, arrays, input-output, and user-interface designs.

### **2401 Introduction to Computer Organization and Assembly Language (4-4-0)**

*Prerequisite: Grade of C or better in CS 1410 or CS 1408.*

Organization of general-purpose computers; data representation and arithmetic; instruction sets architectures and addressing modes; memory hierarchies, input/output and storage, and alternative architecture.

### **2402 Digital Logic (4-4-0)**

*Prerequisite: Grade of C or better in: CS 2410, CS 2401 and MATH 2305.*

Topics include: analysis and synthesis of combinational and sequential switching networks; optimization methods using random logic gates, multiplexers, decoders, registers, counters, and programmable logic devices. Laboratory exercises involve the design and implementation of digital circuits. Emphasis is on the use of CAD tools in the design, simulation, and testing of digital circuits.

### **2410 CS II-Introduction to Data Structures and Algorithms (4-4-0)**

*Prerequisite: Grade of C or better in CS 1410 and credit or enrollment in MATH 2401*

Arrays, records (C++ structs), classes and data abstraction, object-oriented software development, pointers, dynamic data structures, linked structures, elementary and searching and sorting algorithms, recursion, an introduction to algorithm complexity analysis.

### **3300 Object-Oriented Programming and Concepts (3-3-0)**

*Prerequisite: Grade of C or better in CS 2410.*

Provides practical guidance on the construction of object-oriented systems. The Unified Modeling Language (UML) is used as a tool for analysis and design and the JAVA language is used for implementation. Key concepts of object-oriented programming methodology are discussed.

### **3304 Data and Information Structures (3-3-0)**

*Prerequisite: Grade of C or better in CS 2310 and MATH 2305.*

Development of methods for organizing and processing data sets. Types of data structures analyzed include linear lists, stacks, queues, trees, and graphs. Algorithm analysis methods are used throughout to analyze the various data structures and algorithm design alternatives.



**3306 Introduction to Theory of Computation (3-3-0)**

*Prerequisite: Grade of C or better in CS 2410, MATH 2305 and MATH 2307.*

An introduction to the modern theory of computing. Topics selected from abstract algebra, finite automata, regular expressions, regular languages, pushdown automata, context-free languages, and Turing machines. The capabilities and limitations of abstract computing devices are investigated from a theoretical perspective.

**3308 Numerical Methods (3-3-0)**

*Cross-listed as MATH 3308. Credit may not be earned for both.*

*Prerequisite: Grade of C or better in CS 1408 or CS 1410, MATH 2307, MATH 2402.*

Develop and implement algorithms used in solving a variety of problems from science and engineering, including numerical solutions of linear systems of equations and nonlinear equations, curve fitting, approximation, numerical differentiation and integration, and numerical solutions of ordinary differential equations. Computer techniques are used in obtaining and analyzing numerical solutions.

**3318 Introduction to Computer Security (3-3-0)**

*Prerequisite: CS 3304.*

Introduction to encryption and decryption; security mechanisms in computer programs, operating systems, databases, and networks; administration of computer security; and legal/ethical issues in computer security. Provides the foundation for further study of security issues in computer systems and applications.

**3325 Introduction to Wireless Networks (3-3-0)**

*Prerequisite: CS 2410*

An introduction to the fundamentals of wireless communications and networks, including basic communication theory, architectures, protocols, and standards. It describes concepts, technology and applications of wireless networking as used in current and next-generation communication networks.

**3410 Game Programming (4-4-0)**

*Prerequisite: Credit in MATH 2405, CS 1412, and CS 3304.*

An introduction to computer game development. Topics include 2D, 3D objects, loading, texturing, lighting, high level shader language, physics, AI algorithm, and 3D effects.

**3420 Introduction to Software Engineering (4-4-0)**

*Prerequisite: Grade of C or better in CS 3304*

Provides the students with a theoretical, and a practical, understanding of the development of large software systems. The theoretical component is supported with readings, lecture, and discussion. The practical component consists of preparation of software systems using software engineering principles.

**4294 Senior Seminar (2-2-0)**

*Cross-listed as MATH 4294, STAT 4294. Credit may not be earned for more than one. Prerequisite: Completion of WPE requirement, COMM 1304, ENG 3302, senior standing and department approval.*

A structured seminar. Students are exposed to the world community as it relates to their major (involving a written and oral report on cultural issues as well as discussion of these topics); ethics is discussed as it relates to the subject. In addition, students prepare a written proposal for a senior project.

**4300 Web Programming (3-3-0)**

*Prerequisite: CS 3300*

An introduction to Web programming using HTML, XML, JavaServer Pages, and Java Script, with an emphasis on developing and designing dynamic Web pages in the client-server model.

**4301 Advanced Numerical Methods for Science and Engineering (3-3-0)**

*Prerequisite: CS/MATH 3308, MATH 2403 and MATH 3301.*

Advanced topics in numerical mathematics, including the numerical solution of ordinary and partial differential equations and advanced methods in numerical linear algebra. Programming projects are stressed that use the computer to solve physical and engineering problems. This course may be used to fulfill the writing application course requirement with additional prerequisites including CS 4294 and department approval.

**4303 Programming Language Concepts (3-3-0)**

*Prerequisite: CS 2401 and grade of C or better in CS 3304.*

This course provides students with a foundation in the concepts and implementation of modern programming languages. It also covers imperative, functional, logic, and object-oriented programming paradigms. Programming assignments and/or closed labs will be conducted for syntax and semantics analysis and different paradigms.

**4306 Mathematical Models and Computer Simulation (3-3-0)**

*Prerequisite: MATH 3302 or STAT 3310 and CS 1408 or CS 1410.*

Quantitative modeling of industrial systems, computer simulation languages; discussion of problems encountered in constructing simulation programs. This course may be used to fulfill the writing application course requirement with additional prerequisites including CS 4294 and department approval.

**4310 Principles of Computer Graphics (3-3-0)**

*Prerequisite: CS 2410 and MATH 2307*

Analytical treatment of computer graphics; input, transformation and display of graphical data; graphical algorithms and languages; emphasis on current developments.

**4315 Operating Systems (3-3-0)**

*Prerequisite: CS 2401 and grade of C or better in CS 3304.*

Basic concepts of operating systems including concurrent process management, I/O device management, process scheduling, synchronization, deadlock, and memory management. UNIX used for standard examples.

**4318 Database Systems (3-3-0)**

*Prerequisite: CS 3304.*

An introduction to the theory of database and file structures with an emphasis on general principles and algorithmic issues as well as a conceptual overview of the design, construction and maintenance of database and file processing systems. After the various models are considered, specific attention is given to advanced topics such as data integrity, optimization, and distributed environments. This course may be used to fulfill the writing application course requirement with additional prerequisites including CS 4294 and department approval.

**4319 Data Mining and Warehouses (3-3-0)**

*Prerequisite: CS 3304.*

Concepts of design and implementation of database systems. Data models, query processing, database design theory; emphasis is on relational database systems and the use of SQL for data processing. This course may be used to fulfill the writing application course requirement with additional prerequisites including CS 4294 and department approval.

#### **4322 Theory of Algorithms (3-3-0)**

*Prerequisite:* CS 3304 and CS 3306.

Detailed study of the main algorithmic techniques of computer science (e.g., sorting and searching) and analysis of the operating characteristics and complexity of selected algorithms.

#### **4325 Computer Network Architecture (3-3-0)**

*Prerequisite:* CS 2402.

Architectures and operating systems of distributed networks including data communication, local networks, public networks and design alternatives. This course may be used to fulfill the writing application course requirement with additional prerequisites including CS 4294 and department approval.

#### **4328 Parallel Computing (3-3-0)**

*Prerequisite:* CS 2410 or MATH 2301.

Introduces fundamental concepts of parallel computers and parallel/distributed computation. Projects involving parallel algorithm design, software implementation and results analysis to solve scientific and/or engineering application problems in parallel will be assigned. This course may be used to fulfill the writing application course requirement with additional prerequisites including CS 4294 and department approval.

#### **4333 Theory and Applications of Neural Nets (3-3-0)**

*Cross-listed as MATH 4333. Credit may not be earned for both.*

*Prerequisite:* Grade of C or better in MATH 2307, MATH 2403, and CS 2310.

Introduction to basic concepts of neural networks used in supervised and unsupervised learning. Several learning rules and algorithms will be presented along with applications.

#### **4334 Fuzzy Logic: Theory and Applications (3-3-0)**

*Cross-listed as MATH 4334. Credit may not be earned for both.*

*Prerequisite:* Grade of C or better in CS 2410 and MATH 2307.

This course will cover important ideas in the theory and applications of fuzzy logic such as operations on fuzzy sets, alpha cuts, possibility measure, ruled based computations, associative memories and other topics as time permits.

#### **4336 Neuro-Fuzzy Systems (3-3-0)**

*Cross-listed as MATH 4336. Credit may not be earned for both.*

*Prerequisite:* MATH 2403, MATH 2307, and CS 2410. CS/MATH 4333 or CS/MATH 4334 recommended.

Advanced topics selected from fuzzy logic, regression and optimization, adaptive networks, neural nets, and neuro-fuzzy systems.

#### **4380 Field Experience**

*Prerequisite:* At least 60 semester hours, grade of B or better in CS 3304, 3306 and 2402 and approval of department chair.

Selected students are placed in jobs in the local community which are related to and reinforce their academic training. Positions are full time,

salaried and last the duration of a semester. Recommended for students not already employed in their area of study.

#### **4390 Special Topics in Computer Science (3-3-0)**

*Prerequisite:* Department approval.

Intensive study of one or more major topics in computer science, especially with respect to a new or emerging area. Course may be repeated for credit with department approval.

#### **4395 Senior Project in Computer Science**

*Cross-listed as MATH 4395, STAT 4395. Credit may not be earned for more than one.*

*Prerequisite:* COMM 1304, ENG 3302, grade of B or better in CS 4294, 3.0 GPA, senior standing and department approval.

Intensive study under the guidance of a member of the Computer and Mathematical Sciences faculty which culminates in an individually researched and formally written report and oral presentation dealing with the applications of computer science in the student's area of specialization and related to one type of business or industry in the Houston area.

#### **4396 Senior Thesis**

*Prerequisite:* Approval of department chair and the student's advisor for CS 4395.

Intensive study under the guidance of a member of the Computer and Mathematical Sciences faculty which continues and expands the research carried out in CS 4395. A formal written report and oral presentation will be required.

#### **4399 Directed Study in Computer Science**

*Prerequisite:* Approval of department chair and dean.

Intensive individual study under the guidance of a member of the Computer and Mathematical Sciences faculty.

### **CSP (College Success Program)**

#### **1101 College Success Program (1-1-0)**

An introduction to college life. Topics include study skills, time management, university resources, library skills, and goal setting. Recommended for all new and returning students.

#### **1301 Effective Learning Models (3-3-0)**

An overview of how humans acquire, process, and apply knowledge. Designed to provide entering and returning students the analytical and critical skills necessary for college success.

### **DRA (Drama)**

#### **1301 Introduction to the Theater (3-3-0)**

*Prerequisite:* RDG 1300 or acceptable reading placement score.

Topics examine the five essential elements of theater: the audience, the actor, the script, the production and the physical theater. Attendance at plays required; no acting included. (DRAM 1310)

#### **1303 Acting I (3-3-0)**

Basic concepts of acting (including improvisations, elements of characterization, role playing and scene production) through class

presentations, attendance at plays, personal contact with professional actors and viewing films and videos. (DRAM 1351)

### **1304 Acting II (3-3-0)**

*Prerequisite: DRA 1303 or permission of instructor.*

Concentration on advanced concepts of acting, auditioning, improvisations, characterizations, pantomime, voice development and scene presentation. Performance in university productions encouraged. (DRAM 1352)

### **1305 Stagecraft I (3-0-3)**

*Laboratory fee required: \$25.*

An introduction to the basic aspects of scenery and lighting, including elementary construction techniques, types and kinds of lighting instruments and equipment, various building materials and the operation and care of tools and machinery. (DRAM 1330)

### **2301 Stage Design (3-3-0)**

*Prerequisite: ENG 1301*

Examines the history and development of stage scenery and lighting. Includes consideration of design principles and techniques in each area as well as materials and tools used. Also looks at notable scenic and lighting designers from the past and present.

### **3303 Theater: Greek to Elizabethan (3-3-0)**

*Cross-listed as HUM 3315. Credit may not be earned for both.*

*Prerequisite: ENG 1301.*

World theater from its beginnings to the 18th century, including theater architecture, staging and costuming practices, plays and playwrights and social and political forces affecting the theater.

### **3304 Theater: Elizabethan to Modern (3-3-0)**

*Cross-listed as HUM 3316. Credit may not be earned for both.*

*Prerequisite: ENG 1301.*

World theater from the 18th century to the present.

### **3305 Advanced Stagecraft (3-0-3)**

*Prerequisite: DRA 1305 or permission of instructor.*

In-depth study of a specific aspect of technical theater such as lighting, scenery, sound, costumes, or an original set, lighting, sound or costume design project that is conceived, created, and realized for a UHD theater production. Gives students an opportunity to participate in a particular aspect of technical theater from the initial conceptual stage through actual performance. Students will also learn organizational, supervisory, and crew leadership skills. A research paper on the scientific aspect of technical theater that the student has selected, or a written report covering the design project undertaken, is required.

### **3308 Playwriting (3-3-0)**

*Cross-listed as HUM 3326. Credit may not be earned for both.*

*Prerequisite: Junior standing or permission of the instructor.*

The process of playwriting. Topics include dramatic structure, character and dialogue development and conflict resolution. Culminates with an original script.

### **3309 African American Theater: History and Perspective (3-3-0)**

*Cross-listed as HUM 3319. Credit may not be earned for both.*

*Prerequisite: Three hours of DRA.*

A survey of the African American theater experience from the 1800s to the present with special emphasis on the intersection of race, theater, and performance.

### **3325 Arts Administration (3-3-0)**

*Cross-listed as ART 3325, HUM 3325, MUS 3325. Credit may not be earned for more than one.*

*Prerequisite: Junior standing, completion of the fine arts common core requirement, or departmental approval.*

An examination of the principles of arts administration stressing general concepts relating to marketing, fundraising, audience development, financial management, and the overall environment of arts management in profit and non-profit organizations such as theaters, art galleries, music organizations, dance companies, and museums.

### **3332 Stage Directing (3-3-0)**

*Prerequisite: DRA 1301 and DRA 1303 or DRA 1304.*

An examination of the principles and practices of directing live theater. Concentration on such directorial responsibilities as play selection, casting, script analysis, rehearsal scheduling, character development and blocking techniques. Course culminates in the public presentation of a short dramatic performance. Course may be repeated once for credit.

### **3333 American Theatre History (3-3-0)**

*Prerequisite: 3 hours DRA.*

This course explores theatre in the U.S. from its colonial past to the 1960s. Special emphasis will be placed on the cultural, social and political background upon which the American Theatre has evolved. Plays will be examined as reflections of the historical times in which they were written and performed.

### **4390 Special Topics in Theater (3-3-0)**

*Prerequisite: ENG 1302 and junior standing.*

An in-depth examination of selected aspects of theater including, but not limited to: playwriting; directing; dramatic criticism; the contributions of a particular playwright, or group of playwrights; and historical trends and group contributions to the evolving theater scene. May be repeated for credit with approval when topic varies.

## **ECH (Early Childhood Education)**

### **2311 Early Childhood Classroom (3-3-0)**

Classroom strategies and materials appropriate for preschool, kindergarten, and primary classrooms.

### **2312 The Young Child (3-3-0)**

Characteristics of physical, psychosocial, cognitive, language, and literacy development of young children and the instructional implications to those characteristics for an early childhood environment.

### **2313 The Early Childhood Learning Environment (3-3-0)**

Introduction to models and theories of the organization and management of an early childhood learning environment. Application of specific organizational strategies and classroom management techniques appropriate for young children.

## ECO (Economics)

### **1301 Introduction to Economics (3-3-0)**

*Prerequisite: ENG 1301.*

Combines microeconomics and macroeconomics in one semester. A non-technical examination of economic theories, programs, and policies. The primary objective in this course is to develop an interest and appreciation for the relevance of economic analysis.

### **2301 Principles of Economics I (3-3-0)**

*Prerequisite: MATH 1301 or MATH 1310.*

Principles of macro-economics. Topics include structure of the US economy, national income determination and the application of monetary and fiscal policies. Also includes analysis of international trade and finance. (ECON 2301)

### **2302 Principles of Economics II (3-3-0)**

*Prerequisite: MATH 1301 or MATH 1310.*

Principles of micro-economics, with major emphasis on price and income distribution theory. Topics include demand theory, competition, oligopoly and monopoly, marginal productivity theory, international trade, and international finance. (ECON 2302)

### **3301 Natural Resources and Environmental Economics (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and ECO 2302.*

The economics of non-renewable resource extraction, the economics of pollution control, the application of cost-benefit analysis to the environment and the economics of sustainable development.

### **3302 Managerial Economics (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and ECO 2302.*

Application of micro-economic theory to important business decision-making. Analytical methods in production, cost, demand, marketing and pricing. Regression analysis applied to test and to estimate empirical models.

### **3303 Economics of Industrial Organization (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and ECO 2302.* A survey of market structures and market performance as well as the role of government regulations and antitrust policy in different sections of the economy. Emphasis is placed on methods and techniques used in measuring market structures and performance. Public regulation is considered in both theory and practice.

### **3305 Economics of Government Finance (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours, ECO 2301 and ECO 2302.*

This course emphasizes the theories and techniques which enable students to evaluate the role of government in modern economy more objectively. The course reviews theories of public expenditures and taxation. It also critically evaluates major U.S. government expenditure programs and tax policies.

### **3306 Petroleum Economics (3-3-0)**

*Prerequisite: MATH 1301, ECO 2301, and ECO 2302.*

Introduction to the methods and practices used by the oil and other industries to examine the economic viability of upstream oil and gas projects. Prepares students to perform economic evaluations and to critically review those done by others. Topics include cash flow analysis, economic indicators, risk and uncertainty, fiscal analysis, and techniques for valuing oil and gas properties and companies.

### **3307 Intermediate Macroeconomics (3-3-0)**

*Prerequisite: ECO 2301.*

In depth and comprehensive analysis of macroeconomic theories and policies with real world applications. Alternative theories are evaluated using the IS/LM and the AD/AS models. The policy differences of these theories are critically examined. Topics include Business cycles, unemployment, inflation, interest rates, deficits and debts, economic growth, and Monetary and fiscal policies. Macroeconomic issues in the context of today's global economy are also explored.

### **3309 Intermediate Microeconomics (3-3-0)**

*Prerequisite: ECO 2302.*

Comprehensive analysis of micro economic theories, policies, and applications will be undertaken. Topics include an analysis of the market system, marginal analysis and optimization behavior, consumer choice, production and cost, market structure models, resource markets, externalities, public choice, distribution theories and welfare economics.

### **3310 Current Economic Issues (3-2-0)**

This course surveys current economic issues facing the U.S. and the World. It achieves this objective by discussing policy options and analyzing their implications. Issues to be covered include pollution and environment, inflation and unemployment, poverty, crime, education, health care, global interdependence, and others which arise from time to time. (Students may receive 3 hours credit with approval of department chair.)

### **3399 Directed Study in Economics (3-0-0)**

*Prerequisite: Approval of department chair and dean.*

Selected topics in economics; intensive individual study under the guidance of a member of the economics faculty.

### **4301 Business and Economic Forecasting (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours, ECO 2301 and a grade of C or better in STAT 3309.*

Combines economic theory, quantitative methods and forecasting techniques to understand, analyze and forecast trends and fluctuations in business and economic activities. Emphasis on forecasting techniques such as smoothing methods, decomposition analysis, regression analysis, Box-Jenkins ARIMA methods and other advanced time-series techniques. Actual data and appropriate computer software will be used to provide hands-on experience to learn techniques and apply them for business and economic decision making.

### **4303 International Economics (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours, ECO 2301 and ECO 2302.*

This course focuses on the principles of foreign trade and covers theories concerning the reasons for trade. The course examines the monetary and real aspects of international trade and includes analysis of foreign exchange markets and balance of payments problems.

### **4307 Health Economics (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and ECO 2302.*

A study of demand and supply in the medical services industry. Specific issues include markets for medical education, health insurance, hospital care, physicians and nurses. The role of government in health and medical care such as Medicare, Medicaid and national health insurance is discussed.

### **4309 Economic Development (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and ECO 2301.*

Examines economic development theories, policies and practices of developing countries with particular emphasis given on the nature, causes and possible solutions to the problems of developing countries. Also examines the relationship between developed and developing countries in such areas as trade, capital flows, and labor migration.

## **Graduate Courses**

### **5331 Economic Processes (3-3-0)**

*Prerequisite: Graduate standing and ENG 1301.*

An intensive summary of basic micro- and macroeconomic theories as applied to business.

## **EED (Elementary Education)**

### **3301 Understanding the Learner in the Elementary Classroom (3-3-2)**

*Prerequisite: Admission to the Teacher Education Program; ECH 2311, ECH 2313, READ 3306; credit or enrollment in MATH 3321, MATH 3322, READ 3307 and SOSE 3306; enrollment in EED 3312 and READ 3303.*

Addresses factors that affect student learning in urban schools: human growth and development, environment, diversity, instruction, and motivation.

### **3311 Teaching Social Studies in the Elementary Classroom (3-3-2)**

*Prerequisite: Completion of Block I, credit or enrollment in NS 3310 and NS 3312, enrollment in EED 3315 and READ 4303.*

A field-based course which addresses social studies curricula and methodology in urban elementary and middle-school classrooms.

### **3312 Effective Teaching Strategies in Mathematics Education (3-3-2)**

*Prerequisite: Admission to Teacher Education Program; ECH 2311, ECH 2313, READ 3306; credit or enrollment in MATH 3321, MATH 3322, READ 3307 and SOSE 3306; enrollment in EED 3301 and READ 3303.*

A field-based course that emphasizes how children learn and develop mathematical concepts, skills, and procedures. The course will employ strategies to plan, organize, and implement instruction and curriculum goals aligned to local, state, and national standards.

### **3313 Effective Teaching Strategies in Science Education (3-3-2)**

*Prerequisite: Admission to Teacher Education Program and successful*

*completion of interdisciplinary block I.*

A field-based course that emphasizes inquiry-based, student-centered science learning experiences for young children and adolescents. This course employs research-based approaches that support effective teaching in science content and pedagogy resulting in high science achievement for learners.

### **3315 Effective Teaching Strategies in Science Education (3-3-2)**

*Prerequisite: Completion of Block I, credit or enrollment in NS 3310 and NS 3312, enrollment in EED 3311 and READ 4303.*

A field-based course that emphasizes inquiry-based, student-centered science learning experiences for young children and adolescents. This course employs research-based approaches that support effective teaching in science content and pedagogy resulting in high science achievement for learners.

### **3316 Understanding the Adolescent Learner and Environment (3-3-2)**

*Prerequisite: Admission to Teacher Education Program.*

A field-based course that addresses factors which affect the learning of adolescents in urban schools. Among the topics covered are human growth and development, learning environment, diversity, instruction and motivation.

### **3317 Unifying Mathematics Concepts and Processes in Urban Education (3-3-2)**

*Prerequisite: Admission to Teacher Education Program and concurrent enrollment in EED 3316 and EED 3318.*

A field-based course utilizing research-based mathematical processes to reason, solve, communicate, and make mathematical connections within and outside of mathematics. The course employs strategies to enhance student achievement in the urban classroom.

### **3318 Unifying Concepts and Processes in Science Education (3-3-2)**

*Prerequisite: Admission to Teacher Education Program and concurrent enrollment in EED 3316 and EED 3317.*

A field-based course that emphasizes an integrated approach using unifying science concepts and processes across the science disciplines. The processes and concepts are taught using inquiry-based science learning experiences.

### **4301 Student Teaching in the Elementary Classroom**

*Prerequisite: Block II, passing score on Block II exam.*

Classroom management, student record keeping, assisted and independent teaching in an urban public school, guided by a mentor teacher and site-based university instructor.

### **4302 Student Teaching in the Middle-School Classroom**

*Prerequisite: Completion of interdisciplinary Block II, concurrent enrollment in interdisciplinary Block III and I.*

Classroom management, student record keeping, assisted and independent teaching in an urban school, guided by a mentor teacher and site-based university instructor.

### **4303 Student Teaching in the Bilingual/ESL Classroom**

*Prerequisite: Block II, passing score on Block II exam.*

Classroom management, student record keeping, assisted and independent teaching in an urban public school, guided by a mentor

teacher and site-based university instructor.

#### **4304 Student Teaching in the Early Childhood Classroom**

*Prerequisite: Block II, passing score on Block II exam.*

Classroom management, student record keeping, assisted and independent teaching in an urban public school, guided by a mentor teacher and site-based university instructor.

#### **4320 Advanced Processes for Teaching Writing in the Middle Grades (3-3-2)**

*Prerequisite: Completion of interdisciplinary Block I and concurrent enrollment in EED 3311 and READ 3309.*

This field-based course is designed to provide prospective teachers with the understanding that writing is a developmental process. Instructional tools that help late elementary and middle-school age children develop competence in written communication are addressed.

### **EET (Electrical Engineering Technology)**

#### **1411 Electric Circuits with Lab (4-3-1)**

*Prerequisite: MATH 1301 and 1302I.*

*Laboratory fee required: \$20.*

Theory and applications of electric circuits as found in typical engineering systems and daily living environment. Basic principles and analysis methods for dc and ac circuits are studied and circuit applications explored. Computer simulation software tools are used extensively to provide an interactive teaching and learning process. Hands-on experience is gained through circuit testing and troubleshooting exercises. This course lays the foundation for other Electrical Engineering Technology courses.

#### **2421 Electronic Devices and Amplifiers with Lab (4-3-1)**

*Prerequisite: EET 1411.*

*Laboratory fee required \$20.*

Study of the characteristics and operation of electronic devices including diodes, bipolar junction transistors and field effect transistors, operational amplifiers, 555 timers. Electronic circuitry for signal amplification and filtering, instrumentation, power regulation, electric drives. Use of computer software in electronics design.

#### **2431 Digital Logic with Lab (4-3-1)**

*Prerequisite: EET 1411 or department approval.*

*Laboratory fee required: \$20.*

Introduction to binary numbers, Boolean algebra, and Karnaugh maps. Logic gates, memory devices, counters, registers, arithmetic logic units, and data-handling circuits. A/D and D/A converters. Combined computer simulation and circuit testing in the laboratory.

#### **3334 Electrical Power Systems (3-3-0)**

*Prerequisite: EET 1411.*

*Laboratory fee required: \$15.*

Basic principles and applications of electrical power systems, power generation, transmission and distribution in utility and industrial systems. Included are lighting and grounding design, motor controls, transformers and area classification. Computer simulation of power systems.

#### **3432 Computer Architecture and Design with Lab (4-3-1)**

*Prerequisite: EET 2431.*

*Laboratory fee required: \$20.*

The organization and design of digital computer systems, including microprogramming, register transfer language, micro-operations and control functions of the computer. Computer input/output. The microcomputer is emphasized. The basics of machine and assembly language are utilized with the hardware.

#### **3435 Fundamentals of Automation and Control with Lab (4-3-1)**

*Prerequisite: EET 2421 and MATH 2402.*

*Laboratory fee required: \$15.*

Study of plant dynamic modeling (first-and second order, transfer functions, nonlinear characteristics) and simulation, control system configurations (open-loop, closed-loop, combined feed forward/feedback control), types of controllers (analog, PC-based, PLCs), and control modes (on-off, PID, etc.). System designs for dc servo position and speed control, temperature control, lighting control, etc.

#### **3451 Instruments and Transducers with Lab (4-3-1)**

*Prerequisite: EET 2421 or department approval.*

*Laboratory fee required: \$15.*

Transducer characteristics and applications. Sensor and measurement systems for major process variables: temperature, pressure, level, flow, and other physical variables. Design on signal conditioning circuits. 4-20mA current loops. Data acquisition and instrumentation networks.

#### **4335 Computer Networking (3-3-0)**

*Prerequisite: EET 2431*

Principles and applications of computer networking techniques, including the seven layered protocol model, hierarchy of commands, descriptions of the physical layers of the model and descriptions and analysis of popular techniques currently in existence. Development and implementation of NT networks.

#### **4434 Microprocessor Systems Design (4-3-3)**

*Prerequisite: EET 2431*

*Laboratory fee required: \$15.*

Design, application and operation of various electronics systems using microprocessors. Consideration will be given to the specific type of components required, the sources of manufactured components, and the construction of the circuits and systems. Emphasis will be placed on microcomputers and their related peripherals and the use of system design software, XILINX. Various electronic circuits will be designed, implemented, and troubleshot using PAL's and PGA's. A group electronics systems project using microprocessors will be completed and troubleshot using all aspects of the course.

### **EM (Energy Management)**

#### **3301 Introduction to the Petroleum Industry (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and completion of, or enrollment in, BA 3300.*

Overview of the petroleum industry including industry structure, vocations within the industry, basic exploration and production concepts, regulatory issues, and current events and status of the

industry.

### **3399 Directed Study in Energy Management**

*Prerequisite: Approval of department chair.*

Directed study in selected topics in energy management.

### **4301 Energy Law (3-3-0)**

*Prerequisite: BA 3300, BA 3301, and EM 3301.*

Study of law as it relates to the energy industry. Emphasis on legal concepts relating to mineral interests and contracts commonly used in the industry, title, leasing, joint operations, farmouts, drilling contracts, marketing contracts, bid agreements, international agreements and their economic consequences, regulatory and environmental issues.

### **4310 Energy Transactions and Practical Solutions - Case Study (3-3-0)**

*Prerequisite: BA 3300, EM 3301, MGT 3303, and FIN 3302.*

Case study of actual and hypothetical transactions in the energy industry. Deals with all facets of decision making including analysis of predicted returns, synergies, cost reduction, risk profiling, cultural ramifications of acquisition and divestiture, long-term vs. short-term implications of transactions and their effects on stakeholders.

### **4350 Hydrocarbon Marketing: From the Wellhead to the Consumer (3-3-0)**

*Prerequisite: BA 3300, MKT 3301, and MKT 3302.*

Examines upstream, downstream and midstream marketing opportunities. Topics include fractionating and refining, transportation differentials, premiums, discounts and penalties. Regulatory and marketing issues for integrated companies.

## **ENG (English)**

### **1101 Tutorial for English Composition (1-0-1)**

*Prerequisite: Simultaneous enrollment in ENG 1300.*

Individualized instruction in English composition. The instructor-tutor designs a course of study to assist the student in learning new skills and/or overcoming specific problems that impede academic success. This course fulfills no English composition degree requirement and is offered on a pass/fail basis.

### **1105 Upper-Division Writing Tutorial (1-0-1)**

*Prerequisite: Eligibility for ENG 1301 or permission of department.*

Individualized instruction for upper-division students in all disciplines who continue to have problems with some aspects of writing and who seek to improve their mastery in particular areas. The instructor-tutor designs a course of study to assist the student in learning new skills or overcoming specific errors. This course fulfills no English composition degree requirement or writing-intensive requirement and is offered on a pass/fail basis.

### **1201 Writing Success Lab (2-0-2)**

*Prerequisite: Co-enrollment in ENG 1300.*

Structured tutorial assistance designed to help students achieve success in ENG 1300. Tutoring is provided by Writing Center tutors. Activities are structured around course homework and additional specially designed group or laboratory activities. Additional topics may include study skills, time management, goal setting, and test taking

skills.

### **1300 Fundamentals of English (3-3-0)**

Placement examination is required. Introduction to the writing process, including such elements as awareness of audience, prewriting, organization strategies, revising and editing to conform to the major conventions of standard written English.

### **1301 Composition I (3-3-0)**

*Prerequisite: A grade of C or better in ENG 1300 or ENG 130A, or placement by examination.*

*Laboratory fee required: \$5.*

Review of the writing process, including such elements as audience analysis, invention, drafting and revising. Practice in expository techniques of writing and attention to readings. (ENGL 1301)

### **1302 Composition II (3-3-0)**

*Prerequisite: A grade of C or better in ENG 1301 or placement by examination.*

*Laboratory fee required: \$5.*

A continuation of ENG 1301; emphasis on writing based on research. (ENGL 1302)

### **1318 Introduction to the Study of English Grammar (3-3-0)**

Introduction to basic grammar concepts and terminology through exploration of language variation and language systems.

### **2300 CLEP-Analyzing and Interpreting Literature (3-0-0)**

Students get credit for this course by earning an acceptable score on the Analyzing and Interpreting Literature exam of the College Level Examination Program (CLEP).

### **2301 Survey of World Literature: Ancient to 17th Century (3-3-0)**

*Prerequisite: ENG 1302.*

*Laboratory fee: \$10.*

A study of literature of the world from its beginnings through the 17th Century. (ENGL 2332)

### **2302 Survey of World Literature: 17th Century and Beyond (3-3-0)**

*Prerequisite: ENG 1302.*

*Laboratory fee: \$10.*

A study of literature of the world from the 17th century to the present. (ENGL 2333)

### **2311 Survey of American Literature: Beginnings to 1865 (3-3-0)**

*Prerequisite: ENG 1302.*

*Laboratory fee: \$10.*

A study of American literature from the Colonial period through the Civil War. (ENGL 2327)

### **2312 Survey of American Literature: 1865 to Present (3-3-0)**

*Prerequisite: ENG 1302.*

*Laboratory fee: \$10.*

A study of American literature from 1865 to the present. (ENGL 2328)

**2313 Survey of British Literature: Beginnings to 1800 (3-3-0)**

*Prerequisite: ENG 1302.*

*Laboratory fee: \$10.*

A study of British literature from its beginnings through the 18th century. (ENGL 2322)

**2314 Survey of British Literature: 1800 to Present (3-3-0)**

*Prerequisite: ENG 1302.*

*Laboratory fee: \$10.*

A study of British literature from the 19th century to the present. (ENGL 2323)

**3302 Business and Technical Report Writing (3-3-0)**

*Prerequisite: 3 hours of literature.*

*Laboratory fee: \$10.*

Study and practice of formal and informal presentation of technical information, with emphasis on report writing.

**3304 Advanced Business and Technical Report Writing (3-3-0)**

*Prerequisite: ENG 3302 or permission of department.*

*Laboratory fee: \$25.*

Practice in writing in varied professional contexts. Special attention is given to audience and purpose, tone, logic and accuracy.

**3305 Essay Writing (3-3-0)**

*Prerequisite: 3 hours of literature.*

Study, analysis and practice of advanced rhetorical principles in non-fiction, with a view to increasing clarity, effectiveness and precision in a student's writing style.

**3306 Introduction to Literary Theory (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of contemporary methodologies in literary criticism and practice in applying them.

**3307 Shakespeare (3-3-0)**

*Prerequisite: 3 hours of literature.*

Reading and analysis of representative comedies, tragedies, histories and poems by Shakespeare, with special consideration of his life and the historical context.

**3308 Legal Writing (3-3-0)**

*Prerequisite: 3 hours of literature*

A study of the principles of analytical writing, with special emphasis on the strategies of legal persuasion and the techniques and appropriate style of legal writing. Students will learn to brief (summarize) published cases as well as to write legal memoranda.

**3309 Creative Writing (3-3-0)**

*Prerequisite: 3 hours of literature.*

Techniques of writing fiction and poetry; emphasis on the student's own work. May be repeated once for credit.

**3310 Studies in Nonfiction Writing (3-3-0)**

*Prerequisite: 3 hours of literature.*

An examination of a variety of nonfiction texts, including news presentations, books, and movies.

**3311 Studies in Poetry (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of poetry as a genre of literature, with emphasis on forms and styles; reading and analysis of poems from a variety of periods.

**3312 Studies in Fiction (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of short stories and/or novels. Consideration of the historical development of fiction as a genre and detailed analysis of the elements of fiction.

**3313 Studies in Dramatic Literature (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of representative plays from ancient to modern times, with emphasis on the origins and historical development of drama and its characteristics as a genre.

**3314 Studies in Autobiography (3-3-0)**

*Cross-listed as HUM 3314. Credit may not be earned for both.*

*Prerequisite: 3 hours of literature*

A study of autobiographical writing, the course may analyze its forms or techniques, trace a topic or style of autobiographical literature or investigate critical problems posed by autobiography.

**3315 Studies in Science Fiction (3-3-0)**

*Prerequisite: 3 hours of literature*

A study of the conventions, major themes and/or history of futuristic or fantasy fiction.

**3316 History of Rhetoric (3-3-0)**

*Prerequisite: 3 hours of literature.*

An historical survey of rhetoric with emphasis upon its development as a discipline from Plato and Aristotle to the present day.

**3317 Studies in the Theory of Rhetoric (3-3-0)**

*Prerequisite: 3 hours of literature.*

An investigation of major contemporary theories of rhetoric and composition with special attention to the implications of those theories on the practices of writers.

**3318 Studies in English Grammar (3-3-0)**

*Prerequisite: 3 hours of literature*

An intensive survey of the principles and problems of English grammar with emphasis on developing vocabulary and understanding necessary to identify and explain writing choices and errors.

**3319 Introduction to the Study of Language (3-3-0)**

*Prerequisite: ENG 1302 and junior standing.*

An introduction to linguistic sciences. The course gives an overview of language, its use and development. Basic concepts covered are approaches to grammatical description, history, acquisition and social and regional variation.

**3320 History of the English Language (3-3-0)**

*Prerequisite: ENG 1302 and junior standing.*

A study of the development of English speech, writing, spelling, syntax and vocabulary.



**3321 African-American Literature (3-3-0)**

*Prerequisite: 3 hours of literature.*

A survey of prose, plays and poems by African-American writers.

**3322 Mexican-American Literature (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of Mexican-American literature and its cultural traditions from pre-Columbian Mexico to the present.

**3323 Technology and Literature (3-3-0)**

*Cross-listed as HUM 3323. Credit may not be earned for both.*

*Prerequisite: 3 hours of literature.*

The course may study influences of technology or science on literature, analyze how literature represents technology, or interpret literature as a reflection of social ambivalence toward technology.

**3325 Medical Writing (3-3-0)**

*Prerequisite: 3 hours of literature*

The study and practice of interpreting and incorporating findings and statistical results into clear, comprehensible and well-organized prose.

**3326 Proposal Writing (3-3-0)**

*Prerequisite: ENG 3302*

Practice in writing and editing a series of proposals of varying scope and complexity.

**3328 Documentation and Manuals (3-3-0)**

*Prerequisite: ENG 3302*

*Laboratory fee: \$25.*

Application of general rhetorical principles and current theory in document design to the development of procedures manuals and other documentation.

**3329 Environmental Writing (3-3-0)**

*Prerequisite: 3 hours of literature*

Practice in presenting information about environmental issues as addressed by government, industry, private organizations and the mass media.

**3330 Desktop Publishing (3-3-0)**

*Prerequisite: ENG 3302 or concurrent enrollment in ENG 3302 or permission of department.*

*Laboratory fee: \$25*

An introduction to desktop publishing, covering specific applications of typography, graphics, layout and presentation, and using desktop publishing software.

**3331 Advanced Desktop Publishing (3-3-0)**

*Prerequisite: ENG 3330 or permission of department.*

*Laboratory fee: \$25.*

A continuation of desktop publishing techniques using additional software for more complex projects.

**3333 Writing for the Media (3-3-0)**

*Cross-listed as COMM 3311. Credit may not be earned for both.*

*Prerequisite: ENG 1302 and either COMM 1302 or ENG 3302.*

Study and practice of writing techniques appropriate to print and broadcast media with emphasis on the relevance of these skills to managing media relations.

**3334 Writing for Presentation (3-3-0)**

*Cross-listed as COMM 3312. Credit may not be earned for both.*

*Prerequisite: ENG 1302 and either COMM 1302 or ENG 3302.*

*Laboratory fee: \$25.*

This course covers writing for the media employed for presentations in business, industry and the professions. Possible course focuses include videoscripting, speechwriting and writing for slide and multimedia presentations.

**3335 Publishing for the Web (3-3-0)**

*Prerequisite: ENG 3330 or permission of the department .*

*Laboratory fee: \$25.*

An introduction to web publishing techniques using web design software. As a substitute for ENG 3331, satisfies a core requirement for professional writing majors.

**3336 Writing for the Web (3-3-0)**

*Prerequisite: ENG 3302.*

*Laboratory fee: \$25.*

An introduction to writing for the web with emphasis on structure, tone, voice, usability and navigation.

**3337 Studies in Medieval English Literature and Culture (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of literature in the Old English and Middle English eras in historical context. Examines texts organized by topic, historical development, genre, or critical approach. Texts will be read in modern English translation but there will be some attention to Middle English originals, with editorial notes and assistance.

**3340 Cultural Criticism (3-3-0)**

*Cross-listed as HUM 3310. Credit may not be earned for both.*

*Prerequisite: 3 hours of literature and 3 hours of philosophy.*

A survey of different ways of analyzing human culture. Students examine major schools of criticism and interpretation of society and its creative activity. This course is the gateway course for the BA in Humanities. May be repeated once for credit as topic varies.

**3341 Postcolonial Studies (3-3-0)**

*Prerequisite: Three hours of literature.*

A survey of major authors and themes in the literatures growing out of the experience of colonialism and its aftermaths.

**3342 Organizational Publications (3-3-0)**

*Prerequisite: ENG 3302.*

Introduction to organizational discourse and relevant theory and its application to designing, writing, editing and producing documents such as newsletters, white papers, annual reports and web sites. The course provides guided practice as students work individually and in teams to produce deliverables that reflect the principles of effective print and electronic communication with internal and external audiences.

**3343 Workshop in Fiction (3-3-0)**

*Prerequisite: 3 hours of literature*

The study of poetry and poetics, including such topics as genre, modes of invention, craft and prosody; with a consideration of poetry through

history and across cultures.

**3344 Workshop in Poetry (3-3-0)**

*Prerequisite: 3 hours of literature.*

The practical study of fiction and narrative. Topics may include all elements of fiction, principally in the short story and the novel and possibly other types of narrative, with consideration of storytelling through history and across cultures. Emphasis on students' own work. May be repeated once for credit.

**3345 Workshop in Creative Nonfiction (3-3-0)**

*Prerequisite: 3 hours of literature*

The study of aesthetic form and content in selected variations of creative nonfiction, such as personal essay, memoir, and literary journalism, with some consideration of the genre as it evolves through history and across cultures, Emphasis on student's own work. May be repeated once for credit.

**3346 Introduction to Literary Translation (3-3-0)**

*Prerequisite: 3 hours of literature & at least beginning knowledge of a second language.*

An introduction to the art of literary translation with special attention give to such issues of craft and theory as structural differences between source and target languages; the problematic of fidelity to the original text; and the translation of cultures. Emphasis on students' own translation piece.

**3347 Studies in Early Modern British Literature and Culture (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of British literature and culture in the 16<sup>th</sup> and early 17<sup>th</sup> centuries (emphasizing texts other than Shakespeare) in historical context. Organized around literary history, themes, genres, or critical approaches.

**3350 Gender Studies in Literature (3-3-0)**

*Prerequisite: 3 hours of literature.*

An interdisciplinary study of the social construction of gender as reflected in literature from various historical periods and from various cultures.

**3351 Children's Literature (3-3-0)**

*Prerequisite: 3 hours of literature.*

This course introduces students to children's literature, its history, development, and uses in relation to the needs of the child and the culture.

**3352 Introduction to Folklore (3-3-0)**

*Prerequisite: 3 hours of literature.*

An introduction to the development of cultural studies and to the methodology of field research.

**3353 Social Class and Literature (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of the role of social class in literary representation, production, and consumption.

**3354 Introduction to Film Studies (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of film as narrative, either fiction or non-fiction, and organized

by topic, historical development, genre, or critical approach.

**3355 Young Adult Literature (3-3-0)**

*Prerequisite: 3 hours of literature.*

An introduction to the study of film as narrative form, cultural object, and ideological subject.

**3356 Film History (3-3-0)**

*Prerequisite: 6 hours of literature.*

Analyzes the production and reception of film in a historical context, tracing cinematic development from its Vitagraphic beginnings in the 1890s to the era of silent film, through WWII and post-war film in America, Asia, and Europe. Introduction to the social, cultural, artistic, and technological influences on movements such as expressionism, constructivism, surrealism, film noir, and neorealism, and the Hollywood blockbuster.

**3357 Film Criticism (3-3-0)**

*Prerequisite: 6 hours of literature.*

Covers critical theories specific to the academic study of cinema and popular culture. Students will study and write about film from a range of perspectives such as realism, psychoanalysis, apparatus theory, reception studies, and feminist, queer, and post-colonial theories.

**3358 Studies in 18<sup>th</sup> Century British Literature and Culture (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of British literature and culture of the Long 18<sup>th</sup> Century (1660-1800) in historical context. Will cover texts of Great Britain, Ireland, and/or Commonwealth nations organized by topic, historical development, genre, or critical approach.

**3362 Studies in the Literature and Culture of the Americas before 1800 (3-3-0)**

*Prerequisite: 3 hours of literature.*

In-depth study of the literature and culture of the Americas before 1800 in historical context. Will cover texts about indigenous peoples, colonial texts, and early national US literature organized by topic, historical development, genre, or critical approach.

**3363 Studies in 19<sup>th</sup> Century US Literature and Culture (3-3-0)**

*Prerequisite: 3 hours of literature.*

Study of US literature and culture of the 19<sup>th</sup> century in historical context. Will cover texts of the US organized by topic, historical development, genre, or critical approach.

**3364 Studies in US Literature and Culture after 1900 (3-3-0)**

*Prerequisite: 3 hours of literature.*

Study of US literatures and cultures after 1900 in historical context. Will cover texts about the modern, postmodern, or 21<sup>st</sup> century US organized by topic, historical development, genre, or critical approach.

**3367 Studies in 19<sup>th</sup> Century British Literature and Culture (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of British literature and culture of the 19<sup>th</sup> century in historical context. Will cover texts of Great Britain, Ireland, and/or Commonwealth nations organized by topic, historical development, genre, or critical approach.

**3370 Theories in Collaborative Learning (3-3-0)**

*Cross-listed as HUM 3370. Credit may not be earned for both.*

*Prerequisite: Sophomore English*

Prepares students to work in a one-on-one tutoring environment and/or as an introduction to teaching English composition in high school.

Theories of composition and instruction in working with students as peer tutors, writing associates and SI leaders; emphasis placed on learning about the composing and reading process, strategies for invention, organization, development, revision and editing.

**3371 Public Relations Writing (3-3-0)**

*Cross-listed as COMM 3301. Credit may not be earned for both.*

*Prerequisite: ENG 1302 and junior standing.*

A study of techniques and methods of public relations in promoting the images of organizations, corporations and institutions, both public and private.

**3373 Introduction to Advertising (3-3-0)**

*Cross-listed as COMM 3303. Credit may not be earned for both.*

*Prerequisite: ENG 1302 and junior standing.*

History, theory and basic techniques of advertising, with special emphasis on the use of media in advertising campaigns and message development for media campaigns.

**3377 Studies in British Literature and Culture: 20<sup>th</sup> Century and Beyond (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of British literature and culture of the 20<sup>th</sup> century and beyond in historical context. Will cover texts of Great Britain, Ireland, and/or Commonwealth nations organized by topic, historical development, genre, or critical approach.

**3385 Studies in Religious Texts**

*Prerequisite: 3 hours of literature.*

An investigation of a major religious text or texts, with special attention to their literary, rhetorical, and religious qualities, with the intention of developing familiarity and fluency with both their contents as well as the historical context of their composition.

**3387 Studies in World Literature and Culture (3-3-0)**

*Prerequisite: 3 hours of literature.*

Study of literary and cultural traditions from around the globe in their historical and cultural contexts. May be organized according to linguistic, national, or regional parameters, or framed as a comparative approach to an historical period, stylistic movement, or special topic. May be repeated for credit when topic varies.

**3399 Directed Study in English**

*Prerequisite: Formal approval by department chair and dean.*

Intensive individual study of a selected topic under the guidance of a member of the faculty.

**4098 English Portfolio (0-0-0)**

*Prerequisite: English major filing for graduation.*

This non-credit course certifies that a degree requirement (submission of a portfolio of samples of the student's writing) has been fulfilled by a student majoring in the BA in English. The student enrolls in ENG 4098 in the semester of anticipated graduation and submits a portfolio of about five writing projects from a range of upper level courses

approved for the English major. As an introduction to these writings, the student writes a 500-word reflective essay that shows the student's growth by explaining the choice of writings and the particular English major skills evident in each. The portfolio is graded S for being submitted or IP for not being submitted. Only a grade of S, certified by the degree coordinator, allows graduation.

**4099 Professional Writing Portfolio (0-0-0)**

*Prerequisite: Declaring Professional Writing major and filing for graduation.*

This non-credit course certifies that a degree requirement (submission of a portfolio of samples of the student's writing) has been fulfilled by a student majoring in the BS in Professional Writing. The student enrolls in ENG 4099 in the semester of anticipated graduation and submits a portfolio of about five writing projects from a range of courses approved for the PW major. Using guidelines supplied by the degree coordinator, the student provides documentation for each project. The portfolio is graded S for being submitted, or IP for not being submitted. Only a grade of S, certified by the degree coordinator, allows graduation.

**4101 Proseminar in Professional Writing (1-1-0)**

*Prerequisite: ENG 3302.*

A capstone course for Professional Writing majors; an overview of possibilities for further education and employment. Review of graduate programs and the application process; preparation for the job search, with special emphasis on assembling a portfolio.

**4105 Senior Capstone Project (1-1-0)**

*Co-requisite: Enrollment in an upper-level English course and an approved project.*

A capstone course for English majors. Under the supervision of the instructor of the co-requisite course, students complete a project exemplifying creative and critical skills acquired as an English major.

**4306 Science Writing (3-3-0)**

*Prerequisite: 3 hours of literature*

The study and practice of documenting, reporting and presenting science in articles, audiovisual scripts, specifications, reports and proposals.

**4309 Advanced Creative Writing (3-3-0)**

*Prerequisite: ENG 3309 or permission of instructor.*

Extended writing projects in poetry, fiction, and/or creative non-fiction. Emphasis on the practice of editing and publication. May be repeated once for credit, with permission .

**4311 Contemporary Literature (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of the themes and techniques of prominent 20th-century writers. Readings seek to identify and explore emerging traditions in literature since 1960.

**4312 Literature of the South and Southwest (3-3-0)**

*Prerequisite: 3 hours of literature.*

A study of Southern or Southwestern literature, the course may focus on a literary genre, region, topic, or critical approach.

**4313 Psychology through Literature (3-3-0)**

*Cross-listed as HUM 4313. Credit may not be earned for both.*

*Prerequisite: 3 hours of literature.*

The course adopts psychological theory as a methodology for studying literature and its cultural contexts.

#### **4314 Major Authors (3-3-0)**

*Prerequisite: Six hours of literature.*

An in-depth study of one or two significant authors. May be repeated when the authors differ.

#### **4318 Advanced Studies in English Grammar and Style**

*Prerequisite: ENG 3318 or permission of the instructor.*

Writers will learn how to manipulate language structure and styles and will analyze the rhetorical implications for interpretation, acceptance, and understanding by various audiences.

#### **4322 Editing, Rewriting and Copyreading (3-3-0)**

*Prerequisite: ENG 3302 or permission of department.*

Fundamentals of editing for printed and digital media. Studies in clarity, concision, accuracy, grammar and stylebook conventions. Projects include rewriting, copy editing and copy reading documents of varying complexity.

#### **4323 Feature Writing for Business and Industry (3-3-0)**

*Prerequisite: ENG 3302 or permission of department.*

Procedures in recognizing ideas and gathering material for feature stories for business and industry; analysis of reader appeal; study of feature story structure; development of style in writing feature stories.

#### **4324 Seminar in Ethnic Studies**

*Prerequisite: 6 hours of literature.*

Specialized investigation of the role of ethnicity in literary representation and in culture. May be repeated when topic varies.

#### **4327 Advanced Film Studies (3-3-0)**

*Prerequisite: ENG 3356, ENG 3357, or instructor approval.*

Special topics in advanced film studies. May be repeated when topic varies.

#### **4330 Senior Seminar in the Humanities (3-3-0)**

*Cross-listed as HUM 4350. Credit may not be earned for both.*

*Prerequisite: Senior standing and 18 upper-level hours in the humanities, including HUM 3310/ENG 3340.*

A review of key issues in interpretation and understanding from philosophy, literature, history and the arts. The aim is to provide students with the means for synthesizing their studies in the liberal arts. This course is the capstone for the BA in Humanities.

#### **4341 Seminar in Postcolonial Studies (3-3-0)**

*Prerequisite: Six hours of literature or ENG 3341.*

A seminar examining the historical legacy of imperialism as reflected in the literature and culture of a specific region.

#### **4350 Advanced Gender Studies (3-3-0)**

*Prerequisite: 6 hours of literature or ENG 3350.*

Specialized investigation of the role of gender in literary representation and in culture.

#### **4360 Publications Workshop (3-3-0)**

*Prerequisite: ENG 3302.*

This course provides students an opportunity to gain hands-on print production experience. Working in the offices of student publications or other appropriate environments, students will write, edit and produce materials for publication, using word processing, graphics and electronic pagination software to prepare camera-ready materials.

#### **4380 Field Experience in English**

*Prerequisite: Departmental approval, ENG 3330, and ENG 3304 or ENG 4322.*

Placement of selected students in jobs involving professional writing within the public or private sector. Jobs may be paid or unpaid. Written reports, conferences with the instructor and other academic work are required. May be repeated once for credit.

#### **4390 Topics in Language and Literature (3-3-0)**

*Prerequisite: 3 hours of literature and junior standing.*

Selected topics in language and/or literature. May be repeated when topic varies.

#### **4680 Field Experience in English**

*Prerequisite: Departmental approval, ENG 3330, and ENG 3304 or ENG 4322.*

Placement for six hours credit of selected students in jobs involving professional writing within the public or private sector. Jobs may be paid or unpaid. Written reports, conferences with the instructor and other academic work are required.

### **Graduate Courses**

#### **5304 Proseminar in Professional and Technical Communication (3-3-0)**

*Prerequisite: ENG 3304 or equivalent, and graduate standing or departmental approval.*

Orients students to faculty research and the issues, goals, and methodologies of professional and technical communication. Examines definitions and histories of the field; relevant theories, practices, and genres; data gathering and research; technology-related issues; ethical and intercultural implications; and professionalization.

#### **5317 Rhetorical Theory and Criticism (3-3-0)**

*Prerequisite: Graduate standing or departmental approval.*

Introduces major rhetorical theories, practice, and criticism. Provides practice in applying critical theory to contemporary texts.

#### **5325 Advanced Medical Writing (3-3-0)**

*Prerequisite: Graduate standing or departmental approval.*

Theory and practice of documenting and reporting both narrative findings and statistical results for medicine and life sciences in a variety of formats including proposals, publishable articles, and patient information materials. Graduate students will present a seminar with an accompanying literature review and complete individual and group projects.

#### **5330 Visual Design Theory (3-3-0)**

*Prerequisite: ENG 5317 and graduate standing or departmental approval.*

Students will examine elements, principles, and theories of visual design for creating and evaluating effective print and electronic

documents. The course focuses on the power of visual elements in documents, their impact on audiences, and their ethical implications.

### **5340 Project Management (3-3-0)**

*Prerequisite: ENG 5304 and graduate standing or departmental approval.*

Introduces techniques for systematic planning and supervision of complex writing projects and the production of print and electronic documentation. Students will become proficient in collaborating with subject matter experts to develop and clarify content, coordinating writing and production elements for publication, and expert testing for usability.

### **6099 Professional Writing Graduate Portfolio**

*Prerequisite: Filing for graduation with MS in PWTC.*

For the student nearing completion of the MS in Professional Writing and Technical Communication, this non-credit course certifies that the degree requirement of submission of a portfolio of samples of the student's writing has been fulfilled. Should be taken in the semester of anticipated graduation.

### **6301 Composition Pedagogy (3-3-0)**

*Prerequisite: Post-baccalaureate standing and 6 hours of upper-level language or writing courses.*

Composition theory, technology, and assessment as guides for teaching practices.

### **6303 Public Relations and Media (3-3-0)**

*Prerequisite: Graduate standing or departmental approval.*

Explores the trends and issues affecting corporations, crisis management, public affairs, communication, consumer affairs, employee relations, environmental problems, and issues of multinationals. May include the analysis of various examples of publicity materials (news conferences, feature placements, special events, media tours, case studies) as well as readings on the history and theories of public relations and propaganda.

### **6306 Methods of Reading and Writing about Literature (3-3-0)**

*Prerequisite: Post-baccalaureate standing and 6 hours of upper-level literature courses.*

This course compares the theory and practice of two or three strategies for interpreting literature, such as formalism, reader-response, and cultural studies.

### **6307 Advanced Shakespeare (3-3-0)**

*Prerequisite: Post-baccalaureate standing and 6 hours of upper-level literature courses.*

An in-depth study of four or five plays by Shakespeare, with attention to their literary and intellectual backgrounds, performance/film history, and contemporary critical approaches.

### **6310 Intercultural and World Communication (3-3-0)**

*Prerequisite: Graduate standing or departmental approval.*

Examines issues surrounding communication for and with multiple audiences with diverse linguistic and cultural patterns. Will consider implications of controlled language systems.

### **6312 Ethical and Legal Dimensions of Communication (3-3-0)**

*Prerequisite: Graduate standing or departmental approval.*

Helps students identify and address the ethical challenges that occur in private, social, and professional contexts. Focus on real world ethical dilemmas with diverse approaches to decision making using ethical reasoning and applied ethics. Legal considerations will include first amendment issues such as freedom of speech and press, copyright, libel, privacy, access, administrative law of advertising and broadcasting, and other legal problems in professional writing situations.

### **6318 Stylistics and Editing (3-3-0)**

*Prerequisite: Graduate standing or departmental approval.*

Trains students in the examination and assessment of the rhetorical effects of style and editing choices and in the application of appropriate choices to a variety of documents, audiences, and settings. Covers information processing theory and practice. Students will be responsible for articulating clearly and concisely the reasons for their style and editing choices, including graphics.

### **6319 Language Development and Variation: Implications for Educators (3-3-0)**

*Prerequisite: Post-baccalaureate standing and 6 hours of upper-level language or writing courses.*

An examination of language development and its relevance to skills required in an educational environment. The course will focus on sound patterns, word formation patterns, sentence structures, and writing systems and standards. It will also address ways in which language variation and multilingualism can interact with and affect development and acquisition of a standard variety.

### **6322 Instructional Design (3-3-0)**

*Prerequisite: Graduate standing or departmental approval.*

Surveys and applies the theory, research, creation, development, and delivery of courses in corporate and academic environments. Students will design and present curricula for business, industry, or classroom use.

### **6323 Communications and Technology (3-3-0)**

*Cross-listed as CJ 6323. Credit may not be earned for both.*

*Prerequisite: Graduate standing or department approval.*

*Laboratory fee: \$25.*

Acquaints students with various computer software programs and their applications to specific disciplines such as criminal justice, medical and science writing and technical communication. Projects will include documents as well as slide presentations incorporating analyzed research data. Students will expand their knowledge of rhetorical principles and techniques for reporting statistical analyses and conveying them to specialized audiences.

### **6324 Writing in the Professions (3-3-0)**

*Prerequisite: Graduate standing or departmental approval.*

Examines researching, writing, and editing journal and newsletter articles in one or several technical fields or disciplines including science, medicine, pharmaceutical, engineering, environmental science, and law. Students will develop one article project from initial research to submission. May be repeated once for credit with departmental approval.

### **6328 Hypermedia Theory and Design (3-3-0)**

*Prerequisite: Graduate standing or departmental approval.*

Reviews print-based methods of content organization and reader orientation. These traditional methods are contrasted with typical solutions in online and multimedia communications to the problems of content navigation, readability, and usability. Includes study of navigation maps or graphs, information architecture, traditional and hyperlinked indices, tables of contents and online content lists, and the use of document description or meta-information to facilitate effective information retrieval.

### **6330 Usability Research (3-3-0)**

*Prerequisite: Graduate standing or departmental approval.*

Examines the principles and methods of applied research in professional writing and technical communication. Provides practice in planning and conducting user evaluations, interpreting data and reporting results, and managing the participant process, with attention to human subject research policy and protection. Course projects will evaluate users' experience with print and/or electronic materials such as software documentation, training materials, brochures, or web pages. Topics may focus on usability, accessibility, or qualitative evaluation. When course content varies, the course may be repeated with permission of department.

### **6360 Special Topics in Technical and Professional Communication (3-3-0)**

*Prerequisite: Graduate standing or departmental approval.*

Selected topics in writing for industry, linguistics, pedagogy, and rhetorical or discourse theory. When course content varies, may be repeated with departmental approval.

### **6380 Field Experience in Professional Writing and Technical Communication**

*Prerequisite: Fifteen hours and graduate standing or departmental approval.*

Provides industry experience for students. Writing or design projects developed in the course may be tested and used for the capstone project or portfolio.

### **6390 Directed Research in Professional Writing and Technical Communication**

*Prerequisite: Fifteen hours and graduate standing or departmental approval.*

Supports and guides student research for thesis or capstone project. Students enroll during the semester they intend to research, develop, and propose a thesis or capstone project.

### **6391 Thesis**

*Prerequisite: Eighteen hours, ENG 6390, and graduate standing or departmental approval.*

Provides direction and support for students during the semester when they intend to complete the thesis. No credit is awarded until the thesis is approved by the thesis committee and the student has passed an oral exam on the thesis and graduation portfolio. May be repeated until the thesis is approved.

### **6392 Capstone Project**

*Prerequisite: Eighteen hours and ENG 6380/6390.*

As an alternative to the thesis, students may complete a capstone project in which they propose and design a long document for a real world audience. The project typically includes a form of usability testing and rewriting. No credit is awarded until the project is approved by the

thesis committee and the student has passed an oral exam on the project and the graduation portfolio. The course may be repeated until the capstone project is approved.

## **ENGR (Engineering)**

### **1302 Engineering and Technology Fundamentals (3-3-0)**

*Prerequisite: Credit or enrollment in MATH 1302.*

Overview of techniques and fundamental principles used in engineering, science and technology. Topics include: dimensional analysis and units, measurements, representation of technical information, problem solving, and introduction to selected science and engineering topics.

### **1400 PC Applications in Engineering (4-3-1)**

*Prerequisite: MATH 1301.*

Application of PC hardware and software to engineering problems. Data acquisition and computational methods for control systems, structures, and piping systems. Intensive use of the NSF sponsored laboratory for data acquisition, transmission and analysis of data. Modern computational approach to solids-fluids mechanics, and heat transfer.

### **1401 Engineering Graphics and Visualization with Lab (4-3-4)**

*Laboratory fee required: \$15.*

Introduction to graphics, with emphasis on drafting techniques: use of instruments, lettering, geometric constructions, multiview projections, auxiliary views, sectional views, sketching drawings for electrical, piping and structural applications. Introduction to computer-aided drafting.

### **1402 Fire and Safety Hazard Recognition with Lab (4-3-3)**

*Prerequisite: MATH 1302.*

*Laboratory fee required: \$15.*

Physical, chemical, electrical, and natural hazards and their relationship to loss of property and/or life. Safe location, storage, transportation and handling practices to eliminate or control the risk of fire and other hazards in the home, business and industry. Experiments and computer simulations.

### **2304 Computer-Aided Drafting and Design I (3-2-2)**

*Prerequisite: ENGR 1401 or department approval.*

*Laboratory fee required: \$15.*

An introduction to Computer Aided Drafting and Design (CADD) systems commonly used in industry. Topics include introduction to CADD systems, basic drawing and editing commands, drawing annotations, dimensioning, cross hatching, creation and use of drawing symbols, generation of engineering drawing and drawing database.

### **2407 Surveying with GIS-GPS (4-3-3)**

*Prerequisite: MATH 1302.*

*Laboratory fee required: \$15.*

Field training in use of electronic measurement devices, total stations and global positioning systems (GPS) applied to construction projects. Field recording of data, uploading to computers for analysis using geographic information systems (GIS). Computation of areas and construction volumes. Downloading data for field layout. Surveying applied to flood prevention and environmental measurements. (ENGR

**2409 Engineering Mechanics with Lab (4-3-1)**

*Prerequisite:* PHYS 1307, MATH 2401, ENGR 2410. *Laboratory fee required:* \$15.

Study of elastic bodies, stresses and strains, axial loads, torsion, beam stresses, beam deflections, combined stresses, columns, connections and behavior of materials under tension, compression and torsional loading. Study of thermal properties of materials. Applications of instrumentation.

**2410 Analysis of Engineering Networks with Lab (4-3-1)**

*Prerequisite:* MATH 2401.

*Laboratory fee required:* \$15.

This course applies energy principles of thermodynamics, fluid mechanics and electric circuits to the analysis of common engineering networks. Piping systems, electric circuits and structural networks are studied under basic principles of conservation and dissipation of energy. Applications of linear algebra to the analysis of networks. Computer simulation of engineering networks.

**2411 Modern Methods of Engineering Analysis (4-3-1)**

*Prerequisite:* MATH 2401 or Departmental approval

*Laboratory fee required:* \$15.

This course presents classical and modern methods of engineering problems. Extensive use of practical problems illustrates the different methods of engineering analysis.

**3302 Engineering Economics (3-3-0)**

*Prerequisite:* Junior standing.

Time value of money, annual cost, present worth, future value, capitalized cost, break-even analysis, valuation and depreciation, income taxes. Economic evaluation of engineering alternatives and proposals. Use of spreadsheets. Introduction to optimization.

**3307 Applied Thermodynamics and Heat Transfer (3-3-0)**

*Prerequisite:* MATH 2401, CHEM 1307, PHYS 1307 or Departmental approval.

An introduction to applied thermodynamics and heat transfer with engineering applications. Topics on thermodynamics include: closed and open systems; properties of a pure substance; ideal gas law; the first and second laws; enthalpy, entropy, basic cycles; psychrometrics, and thermodynamics of fire. Topics on heat transfer include mechanisms of heat transfer such as convection, conduction and radiation, and heat exchangers.

**3308 Fluid Mechanics (3-3-0)**

*Prerequisite:* MATH 2401.

Fluid properties, fluid statics, flow concepts and basic equations, viscous effects, laminar and turbulent flow, pipe flow, momentum equation and energy equation. Use of software in designing flow systems. Applications to fire prevention systems.

**3310 3-D Fire Modeling (3-3-0)**

*Prerequisite:* Junior status.

Fire modeling of selected problems using the Fire Dynamics Simulator and SmokeView software packages. Topics covered include how to set dimensions from working drawings, determine cell number and size, nature of fire/flame spread, using slice files to confirm air movement,

defining the initial fire, material properties, collecting and displaying information, and the effect of sprinkler placement.

**3311 Structural Analysis (3-3-0)**

*Prerequisite:* Junior standing.

Analysis of trusses, beams and frames using classical and matrix methods. Service and ultimate load analysis. Intensive application of computers to structural analysis including program development. Experimental verification of analytical results. Vibration of structures. Experimental evaluation of existing structures for safety.

**3312 Reinforced Concrete Design (3-3-0)**

*Prerequisite:* Junior standing.

Analysis and design procedures based on ultimate load capacity based on the ACI Code, effects of creep, shrinkage, and temperature, torsional stresses and study of deflections. Computer applications to concrete design and program development. Behavior of concrete members under fire and explosion conditions.

**3320 Principles of Fire Protection Chemistry and Physics (3-3-0)**

*Prerequisite:* MATH 1301.

A conceptual review of selected fundamentals of chemistry and physics that are most relevant to fire. Descriptions of the fire characteristics of materials (gases, liquids, and solids), the properties of combustion products (temperature, smoke, toxicity, and corrosivity), fire extinguishing agents and procedures, and the movement of smoke.

**3330 Fire Alarm Signaling Systems (3-2-1)**

*Prerequisite:* MATH 1301.

*Laboratory Fee Required:* \$15.

The design, installation, maintenance and utilization of portable fire-extinguishing appliances and pre-engineered systems. Operational capabilities and utilization requirements of fire detection and signaling systems. Fire detection and suppression applied in practical problems. Experimental demonstrations and computer simulation of hazard detection systems.

**3340 National Fire Alarm Code Concepts and Applications (3-3-0)**

*Prerequisite:* MATH 1301 and junior standing.

Study of the concepts and applications of the National Fire Alarm Code for the design, installation, and testing of fire alarm systems. Demonstrations and computer simulation of fire alarm systems. Use of computer simulation software in design applications. Overview of background material that leads to National Fire Alarm Code system compliance and individual certification.

**3345 Automatic Fire Suppression Systems (3-3-0)**

*Prerequisite:* ENGR 3308.

*Laboratory fee required:* \$12.

Detailed current standards for selection, design, installation, operation, and maintenance of automatic fire suppression systems. Experiments and computer simulations.

**3350 Construction Safety (3-3-0)**

*Prerequisite:* MATH 1301.

Study of Occupational Safety and Health Administration regulations pertinent to the construction industry.

**3365 Fire Protection for Power Plants (3-3-0)**

*Prerequisite: Junior status.*

Study of the concepts and applications of fire protection for electrical, nuclear and hydroelectric generating plants that includes the design, installation and testing of plant fire protection systems. Use of computer simulation and applications.

**3380 Occupational Safety Techniques (3-3-0)**

*Prerequisite: MATH 1301.*

Occupational facilities, equipment and operations and their inherent hazards. Directed toward worker, machine and environmental control. Equipment demonstrations and computer simulation of safe equipment operation.

**3403 Process Piping Design for Offshore Installations (4-3-1)**

*Prerequisite: ET 3402 Laboratory fee required: \$15*

A continuation of ET 3402 Process Piping Design II. This course applies the concepts and practices of process piping design to offshore installations.

**3404 Digital Signal Processing with Lab (4-3-3)**

*Prerequisite: ENG 1400 and EET 2421*

*Laboratory fee required: \$15.*

Analysis of discrete time signals and systems. Three key aspects will be addressed: sampling signals, frequency response, filter design and implementations. Both PC based and special purpose processor DSP systems will be used. Case studies of DSP applications in audio, communication, and biomedical systems.

**3406 Processing Control Systems with Lab (4-3-1)**

*Prerequisite: Grade of C or better in EET 3435 or with Departmental approval. Laboratory fee required: \$15.*

Process representations and P&ID diagrams. Temperature, pressure, flow, and level control in industrial processes. Supervisory Control and Data Acquisition (SCADA). Distributed Control System (DCS) configuration and implementation

**3407 Industrial Robotics with Lab (4-3-1)**

*Prerequisite: Departmental approval. Laboratory fee required: \$15.*

This course addresses the problem of controlling robots that operate in dynamic, unpredictable environments. Students, in pairs, build their own robot, and program it to perform a variety of simple tasks. In addition, the course covers the major paradigms of robot programming and studies architectures for building perception and control systems for intelligent robots. Applications to industrial and medical systems.

**3410 Process Modeling and Simulation (4-3-1)**

*Prerequisite: MATH 2401, CHEM 1307, PHYS 1307 or Departmental approval. Laboratory fee required: \$15.*

An introduction to material and energy balances in engineering applications, including chemical, environmental and biological systems, engineering problem solving, the equilibrium concept and first law of thermodynamics. Use of computer based tools to simulate process behavior.

**4310 Industrial Hygiene Instrumentation (3-3-0)**

*Prerequisite: Junior standing and declared major.*

Toxic or irritating substances, physical, biological, ergonomic and other occupational stress factors causing employee illness or discomfort.

Environmental pollution sources and controls. Description, operation and application of quantitative instruments in general use in industrial hygiene. Computer simulation of industrial environments.

**4326 Structural Dynamics and Control (3-3-0)**

*Prerequisite: ET 3322.*

Dynamic behavior of structural systems including structure and foundations. Finite element approach to the determination of natural frequencies and modes of vibration of structural systems. Dynamic behavior under dynamic forces including wind, earthquake, wave and vehicle actions. Linear and yielding structural systems. Control of structures under the action of dynamic forces. Electronic control systems.

**4328 Senior Project in Control and Instrumentation (3-3-3)**

*Prerequisite: EET 3435 and a C or better in EET 3431.*

*Laboratory fee: \$30.*

This is a capstone course for students majoring in Control and Instrumentation Electronics Design. Students will work on comprehensive projects related to the design and implementation of control systems with complexity comparable to current industrial practice. The projects require the combined application of sensors/transducers, actuators and control elements, and industrial controllers implementation. The project work will be evaluated by a formal written report and an oral presentation.

**4330 Systems Safety Management (3-3-0)**

*Prerequisite: Junior standing.*

Fire and other hazards/safety techniques to recognize, evaluate and control potential occupational hazards. Critical path, LAD, PERT and human factors concepts. Computer simulations.

**4350 Industrial Loss Prevention (3-3-0)**

*Prerequisite: Junior standing.*

Specific industrial processes, equipment, facilities and work practices for detecting and controlling potential hazards. Computer simulation of hazard detection.

**4355 Industrial Safety (3-3-0)**

*Prerequisite: Junior standing and declared major.*

Principles of fire dynamics, heat transfer and thermodynamics are combined with a general knowledge of automatic detection and suppression systems to analyze fire protection requirements for generic industrial hazards. Topics covered include safety separation distances, plan layout, hazard isolation, smoke control, warehouse storage and flammable-liquid processing and handling. Historic industrial fires influencing current practice on these topics are also discussed.

**4360 Advanced Safety and Fire Problems (3-2-1)**

*Prerequisite: A grade of C or better in ENGR 3310, ENGR 3345, ENGR 4411, and ENGR 4411 or ENGR 4420 can be taken as a co-requisite Laboratory fee: \$15.*

This is a capstone course for students majoring in FPET. Students will work on comprehensive projects related to selected fire related problems and conduct research in state-of-the-art technologies to prevent or correct such problems. Students will utilize computer software to simulate selected hazard conditions. The project work will be evaluated by a formal written report and an oral presentation



dealing with the application of fire protection and/or analysis.

**4370 Human Factors in Fire and Safety (3-3-0)**

*Prerequisite: Junior standing and declared major.*

Case study of the influence of human behavior in life losses during hazardous situations. Cases include flood, tornado, fire, and explosions.

**4375 Security of Computing Systems (3-3-0)**

*Prerequisite: ENGR 1400.*

Security of hardware and software systems. Case study of information losses due to fire, flood and tornado. Software safety cases including viruses and distortion of code and data integrity.

**4381 Safety and Violence (3-3-0)**

*Prerequisite: Junior standing.*

Study of procedures to analyze, mitigate, and prevent safety hazards resulting from terrorism involving industrial chemicals and other warfare devices. Training in procedures to identify key information such as potential threats, and impacts on human health and infrastructure. Implementation of mitigation and prevention methods in cases of violence. Development of emergency response and training exercises to violent situations.

**4385 Scheme Management in Industrial Safety (3-3-0)**

*Prerequisite: Junior standing.*

Comprehensive introduction to software as a tool for planning and executing safety schemes of small and large magnitude. Grounded in the concepts of best practices of safety scheme management, this course will lead participants through defining tasks, scheduling milestones, and assigning both personnel and financial resources necessary to implement a safety scheme. Participants will also learn how to create and customize specific reports.

**4402 Process Design and Operation (4-3-1)**

*Prerequisite: ENGR 3410 or equivalent Laboratory fee: \$15.*

Computer-aided design and operation of major industrial processes. Course involves modeling, simulation, and optimization of major processes from several industrial sectors. Students will develop experience through projects using the AspenTech Engineering Suite of Tools, a state of the art software package widely used within the industry for process modeling, simulation, and economic analysis.

**4411 Structural Design for Fire Safety (4-3-1)**

*Prerequisite: ENGR 3311. Laboratory fee: \$15.*

Analysis and design of structures under fire that threatens human life. Introduction to fires and fire safety. Contribution of structural fire resistance to overall fire safety. Application of fire computer models to the design of structures safe for human occupancy. Fire performance of structural materials.

**4420 Fire Dynamics (4-3-1)**

*Prerequisite: Senior standing Laboratory fee required: \$15.*

Study of the critical aspects of fire dynamics including: Fuels and combustion processes. Physical chemistry of combustion. Diffusion flame and fire plumes. Spread of flames. Production and movement of smoke. Computer simulations of fire dynamics.

## ESL (English as a Second Language)

**3301 Teaching English Language Learners (3-3-0)**

*Prerequisite: SOSE 3306.*

Introduction to the foundations of ESL education, cultural awareness, and family and community involvement in teaching English language learners.

**3302 Instruction and Assessment of English Language Learners (3-3-0)**

*Prerequisite: For EC-4 ESL Generalist students: SOSE 3306, ESL 3301.*

Introduction to concepts of second language acquisition, English language concepts, and instructional and assessment strategies for English language learners.

**3303 Instruction and Assessment of English Language Learners 4-8 (3-3-0)**

*Prerequisite: Enrollment in 4-8 ESL Generalist or 4-8 Generalist Block II.*

A field-based course that introduces students to concepts of second language acquisition, English language concepts, and instructional and assessment strategies for English language learners in grades 4-8.

## Graduate Courses

**5333 ESL Instruction/Assessment and the Acquisition of Language Concepts (3-3-0)**

*Prerequisite: Departmental approval.*

Examines research regarding instruction in language concepts, structures, and conventions as well as research in second language acquisition processes. Also investigates ESL methodology and assessment strategies needed to plan, implement, and transfer developmentally appropriate instruction for the English language learner.

**5334 Foundations of ESL Education, Cultural Awareness, and Family/Community Involvement (3-3-0)**

*Prerequisite: Departmental approval.*

Examines current research concerning the foundations of ESL education that contribute to a multicultural/multilingual learning environment for the English language learner. Investigates ways to become an advocate for the English language learner population as well as a facilitator for family and community involvement in education.

## ET (Engineering Technology)

**3308 Materials Science (3-3-0)**

*Prerequisite: MATH 2401.*

The physical, mechanical, thermal, magnetic, electrical and chemical properties and their relation to atomic, molecular and crystalline structure of materials. Introduction to processing of materials and their testing. Applications of material science in engineering. New frontiers in materials technology. Criteria for selection and use of materials. Safety criteria for section of materials.

**3320 Modern Concrete Technology (3-2-2)**

*Prerequisite: Junior standing. Laboratory fee required: \$30.*

Properties and requirements of cement and aggregates, water-cement ratio and proportioning of mixtures for concrete. Behavior and properties of fresh and hardened concrete. Emphasis on behavior under pressure and fire. Handling of fresh concrete, formwork, quality control, inspection and laboratory testing of concrete. Application of expert systems in concrete technology. High-strength and lightweight concretes. Inspection of concrete structures.

### **3321 Soil Mechanics (3-3-0)**

*Prerequisite: Junior standing. Laboratory fee required: \$30.*

Geological origin, identification, description and classification of soils. Physical, consolidation and hydraulic properties of soil. Site and subsurface explorations and testing of soil. Essentials of good foundations. Stability of slopes and earth pressure. Computer application in soil mechanics. Environmental contamination of soils.

### **3322 Finite Element Analysis of Structures (3-3-0)**

*Prerequisite: ENGR 3311.*

Finite element analysis of structures. Numerical and matrix techniques and their relationships to classical energy and differential equation methods. Expert systems applied to structural design. Experimental determination of stiffness and flexibility matrices. Nondestructive evaluation of structures. Vibrations of structures. Finite element analysis of structures exposed to high temperatures. Practical training in industrial FEA codes. Program development.

### **3399 Directed Study in Engineering Technology**

*Prerequisite: Approval of department chair and dean.*

Intensive individual study under the guidance of a member of the Engineering Technology faculty.

### **4307 Fluid Mechanics II (3-3-0)**

*Prerequisite: ENGR 3308 or department approval.*

Dimensional analysis, surface resistance, boundary layer theory, drag, lift, turbomachinery, including pumps, compressors, turbines, fluid measurements, channel flow.

### **4320 Prestressed Concrete (3-3-0)**

*Prerequisite: ENGR 3312.*

Principles and practice of prestressed concrete systems and techniques for applying prestress. Computer analysis and design of determinate and indeterminate prestressed concrete structures. Limit analysis and ultimate strength behavior. Critical aspects of prestressing under fire. Rehabilitation of structures. Lightweight prestressed concrete.

### **4321 Structural Steel Design (3-3-0)**

*Prerequisite: ENGR 2409.*

Design of structural steel members based on LRFD specifications. Design of members under tension, compression and bending. Laterally unsupported beams. Combined bending and axial loading connections. Nondestructive evaluation of steel structures. Fire protection of steel structures.

### **4322 Foundation Design (3-3-0)**

*Prerequisite: ET 3321 and ENGR 2409. Laboratory fee required: \$15.*

Introduction to foundation design, factors in bearing capacity and settlements of foundations, lateral earth pressure on retaining walls,

bulkheads and pile foundation. Computer applications in foundation engineering. Nondestructive testing of foundations. Safety considerations in foundation construction and performance.

### **4323 Technology Seminar (3-3-0)**

*Prerequisite: Graduating seniors or department approval.*

A self enrichment and professional development course essential for a successful career after graduation. Students are required to make oral presentations and submit written reports and essays on topics emphasizing ethical and international dimensions of the engineering profession. Class participation and case discussions are emphasized. Industrial safety considerations.

### **4324 Senior Concrete Design Project (3-3-0)**

*Prerequisite: ENGR 3312. Laboratory fee required: \$30.*

Conception, analysis and design of complex concrete structures. Application of prestressed concrete, finite element analysis, CADD and foundation engineering to structural design. Includes construction drawings, specifications, cost estimates project management and field trips.

### **4325 Senior Steel Design Project (3-3-0)**

*Prerequisite: ET 4321. Laboratory fee required: \$30.*

Conception, analysis and design of complex steel and composite structures. Application of finite element analysis, AutoCAD and foundation engineering to structural design. Includes construction drawings, specifications, structural composites, cost estimates project management and field trips.

### **4380 Field Experience in Engineering Technology**

*Prerequisite: Department approval.*

Field Experience integrates theory learned in the classroom with practical work experience in a job related to the student's academic and professional goals. The work experience and the academic experience must be directly related. For additional details, inquire in Career Services (Room 370-North).

### **4390 Special Topics in Engineering Technology**

*Prerequisite: Department approval.*

Extensive study of one or more topics in Engineering Technology. Course may be repeated for credit with departmental approval.

## **ETC (Educational Technology)**

### **3301 Educational Technology (3-1-2)**

*Prerequisite: CS 1305, CIS 1301 or demonstrated competence.*

An instruction to instructional technology appropriate for young children and adolescents. Examples of computer-based instructional tools that support interactive learning will be discussed. Provides a conceptual framework for understanding the design of multimedia courseware as well as the opportunity for hands-on experience with a variety of software packages.

## **FIN (Finance)**

### **1301 Personal Finance (3-3-0)**

*Prerequisite: Credit or enrollment in MATH 1300.*

This course addresses all financial decisions a person will make over his/her lifetime. Topics covered would include choice of personal insurance, investments, retirement planning, purchase of long-term assets, etc.

### **2301 Principles of Real Estate (3-3-0)**

*Prerequisite: MATH 1300.*

An introduction to all phases of real estate: ownership, appraisal, law, financing, land use analysis, taxation, investments and property management. Operation of the real estate market, urban growth, city structures and land use planning are also studied. (REAL 1301)

### **3301 Small Business Finance (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours, ECO 2301 and ACC 2302.*

Application of basic financial management principles to the small business with particular emphasis to access of funds, venture capital and efficient management of cash and working capital.

### **3302 Business Finance (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours, ACC 2302, ECO 2301, ECO 2302, completion or enrollment in STAT 3309, and completion or enrollment in BA 3300..*

Application of financial management techniques to profit-oriented organizations: measuring of needs for business funds, acquiring business funds, investing business funds and elements of international finance.

### **3305 Money, Markets and Institutions (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours, ECO 2301 and ECO 2302.*

This course discusses the basic objectives of financial institutions in light of industry structure and regulatory environment. The course focuses on how financial markets are organized, their role in the allocation of funds to various market segments, and interaction between markets. Topics include aggregate flow of funds analysis; and money, government, corporate, and mortgage markets.

### **3306 Treasury Risk Management (3-3-0)**

*Prerequisite: FIN 3302.*

This course provides an extensive overview of the functions, processes and best practices in the corporate treasury management field. Topics covered in this course include: the relationship between treasury activities, broader financial decisions, and firm value; the Federal Reserve System and its role in providing liquidity in the financial system; cash forecasting techniques; procedures and regulations associated with international payment systems. This course will prepare the student for the Certified Treasury Professional (CTP) credential.

### **3309 Quantitative Methods in Finance (3-3-0)**

*Prerequisite: A grade of C or better in STAT 3309.*

Advanced quantitative and statistical techniques used for analysis and research purposes in the area of finance and investments.

### **3311 Real Estate Valuation (3-0-0)**

*Prerequisite: Completion of the common core plus 18 additional hours.*

Introduction to the fundamental principles of real estate valuation. Identification of the elements of economics and urban land economics which underlie the theory of value for real estate. The course

emphasizes and analyzes the steps in real property appraisal from elementary analysis to sophisticated income property analysis.

### **3312 Management of Real Property (3-0-0)**

*Prerequisite: FIN 2301.*

Management techniques applicable to income producing properties. Special emphasis on leases, lease negotiations, ownership, insurance, taxation of industrial and commercial properties.

### **3313 Real Estate Finance (3-0-0)**

*Prerequisite: FIN 3302.*

A study of real estate financing topics from both lender's and equity investor's viewpoints, with emphasis on analyzing residential and income properties. Various types of financing are considered and analyzed with respect to specific property types: residential, apartments, shopping centers, office buildings, industrial properties and special use properties. Includes computer applications.

### **3399 Directed Study in Finance**

*Prerequisite: Formal approval by department chair and dean.*

Selected topics in finance; intensive individual study under the guidance of a member of the finance faculty.

### **4301 Cases in Managerial Finance (3-3-0)**

*Prerequisite: FIN 3302.*

The case method approach is used to provide a learning experience through the simulation of decision-making in a managerial finance setting.

### **4303 International Finance (3-3-0)**

*Prerequisite: FIN 3302.*

This course addresses the area of finance in the international context. This course will help students understand international financial markets, international business finance and international investments.

### **4304 Commercial Bank Management (3-3-0)**

*Prerequisite: FIN 3302.*

Institutional policies and their interrelationships; acquisition and management of funds, maximizing earnings consistent with an acceptable degree of risk.

### **4305 Investments (3-3-0)**

*Prerequisite: FIN 3302.*

Principles, types and forms of investments; supply and demand for funds; characteristics of securities; federal, state and municipal bonds; analysis of securities; and the movement of security prices.

### **4306 Employee Benefits and Retirement Planning (3-3-0)**

*Prerequisite: FIN 3302.*

Pension plan design, other employee benefits, social security benefits and financial planning for employee retirement.

### **4307 Derivative Securities (3-3-0)**

*Prerequisite: FIN 4305.*

An introduction to the rapidly expanding derivatives market. The course explores hedging techniques through the use of options, futures and swaps.

### **4309 Advanced Financial Management (3-3-0)**

*Prerequisite: FIN 3302 and senior standing.*

This course provides an extensive coverage of corporate finance theory and the applicability of this theory, for the financial manager. Topics include capital budgeting under uncertainty, capital structure decisions, dividend policy; implications of financial market efficiencies for management, the market for corporate control and restructuring bankruptcy.

#### **4310 Portfolio Management (3-3-0)**

*Prerequisite: Credit or enrollment in FIN 4305.*

Investment practices of financial institutions: commercial banks, savings and loan associations, credit unions, pension funds, life insurance companies and investment companies. Focus on portfolio practices to maximize yield, subject to liquidity and regulatory constraints.

#### **4311 Income Property Valuation (3-3-0)**

*Prerequisite: FIN 3311.*

Advanced course in appraisal of income producing properties. Topics include analysis and decision-making, problem solving techniques and research designs for the appraisal of properties. Statistical applications will be stressed with computer applications.

#### **4316 Real Estate Investments and Taxation (3-0-0)**

*Prerequisite: FIN 3302.*

Real estate investment decisions and the variables which affect real estate values. Mathematical techniques and application, utilizing computer financial models for real estate investment analysis.

#### **4320 Financial Planning (3-3-0)**

*Prerequisite: FIN 3302.*

Elements of personal finance, investments, insurance, retirement and estate planning.

#### **4380 Field Experience in Finance**

For more information and qualifications see the Field Experience in the College of Business section of this catalog and/or the department chair for your major.

#### **4390 Special Topics in Finance (3-3-0)**

*Prerequisite: Junior standing.*

Topics of special or current interest in the area of finance taught by faculty or visiting lecturers who possess a special area of expertise.

## FREN (French)

#### **1401 Elementary French I (4-3-1)**

*Laboratory fee required: \$10.*

Should not be taken by native speakers of French or by students with two or more years of high school French. Instruction in understanding, speaking, reading and writing French with emphasis on grammatical structures. (FREN 1411)

#### **1402 Elementary French II (4-3-1)**

*Prerequisite: FREN 1401 or equivalent. Laboratory fee required: \$10.*

A continuation of FREN 1401, with emphasis on speaking and listening skills. Should not be taken by native speakers of French or by students with two or more years of high school French. (FREN 1412)

#### **2301 Intermediate French I (3-3-0)**

*Prerequisite: FREN 1402 or equivalent.*

Should not be taken by native speakers of French. Grammar review with continued emphasis on oral and listening skills and increased attention to writing and reading. (FREN 2311)

#### **2302 Intermediate French II (3-3-0)**

*Prerequisite: FREN 2301 or equivalent.*

Should not be taken for credit by native speakers of French.

Continuation of FREN 2301, with more emphasis on writing and reading skills. (FREN 2312)

#### **3399 Directed Study in French (3-3-0)**

*Prerequisite: Junior standing; formal approval by department chair and dean; cumulative GPA of 3.0 and GPA of 3.3 in the specific area of directed study.*

Selected topics in the field; intensive individual study under the guidance of a faculty member.

## GEOG (Geography)

#### **1301 Introduction to Geography (3-3-0)**

This course provides the student with exposure to the basic concepts and subdivisions of the discipline of Geography. In addition to providing basic literacy in the discipline, the course shows how an understanding of geography aids one's ability to evaluate the reasons behind the physical patterns of contemporary life. (GEOG 1300)

#### **1302 World Geography (3-3-0)**

Key geographic topics of location, population, political status, natural environment, economy, potentialities and problems as they relate to major geographic regions are discussed. (GEOG 1303)

#### **4390 Special Topics in Geography (3-3-0)**

*Prerequisite: Junior standing or consent of instructor.*

Selected topics in geography. Course may be repeated for credit when topics vary.

## Graduate Courses

#### **6301 World Cultural Geography (3-3-0)**

*Prerequisite: Graduate standing.*

This course examines the interactions among people, cultures, and natural surroundings. Selected regions in the world will be explored for the dynamic patterns they reveal in the relationships among population, social organization, environment and technology. Focal topics include language, dialect, architecture, religion, cultural aspects of cities, economics, agriculture, medicine, resources, politics, and their connection to physical/topographic features.

## GEOL (Geology)

#### **1304 Introduction to Meteorology (3-2-2)**

*Laboratory fee required: \$8.*

A course for non-science majors focusing on the study of the atmosphere – its composition, structure and properties – with emphasis on the processes responsible for weather, climate controls and change and the impact of atmospheric phenomena on society.

Students will collect, analyze and synthesize online, real-time weather data in order to understand current weather conditions and be able to make predictions of future weather circumstances.

### **1307 Earth Science I (3-2-2)**

*Laboratory fee required: \$8.*

An integrated lecture-laboratory approach to physical geology for non-science majors that will employ traditional and specimen approaches along with petrography and computer exercises. Geomorphology and structural geology will be integrated with basic map reading and will consider public debates on seismic risk analysis, coastal erosion, stream/flood control, and the influences these have on modern culture. (GEOL 1301)

### **1308 Earth Science II (3-2-2)**

*Prerequisite: GEOL 1307 or equivalent.*

*Laboratory fee required: \$8.*

An integrated lecture-laboratory approach to historical geology for non-science majors that will employ hand specimen and other techniques for the identification of fossils and will include major controversies involving the tempo and mode in evolution as well as discussion of the origin of life and co-evolution of our planet and life on it. Exercises will teach principles of structure geology, sequence of events, fundamental stratigraphic concepts and graphic correlation. These various structural and stratigraphic analyses will be united in interpretation of geologic maps and their application to human culture. (GEOL 1302)

### **1309 Dinosaurs and the Mesozoic World (3-2-2)**

*Laboratory fee required: \$8*

A paleobiological study of the reptiles popularly known as dinosaurs, along with the biotic and abiotic aspects of the environments during the time in which they lived.

### **1405 Physical Geology (4-3-3)**

*Laboratory fee required: \$8.*

Study of the materials that make up the crust of our planet, evolution of landforms, structure and earth movements, including plate tectonics and the gross structure of the Earth. Credit for both GEOL 1405 and GEOL 1307 may not be applied toward a degree. Science majors may not receive credit for GEOL 1307. (GEOL 1403)

### **1406 Historical Geology (4-3-3)**

*Prerequisite: GEOL 1405. Laboratory fee required: \$8.*

Study of concepts about the Earth and its history from ancient to modern times, and development of the geological time scale. Includes examination of how geologists interpret geological time and the coevolution of our planet and the life on it. Credit for both GEOL 1406 and GEOL 1308 may not be applied toward a degree. Science majors cannot receive credit for GEOL 1308. (GEOL 1404)

### **2190-2490 Special Topics in Geology**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

Selected topics in lower-level geology according to the needs and interests of the students.

### **3190-3490 Special Topics in Geology**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

Selected topics in junior-level geology according to the needs and

interests of the students.

### **3300 Undergraduate Research (3-0-0)**

*Prerequisite: Approval by science advisor, minimum GPA of 2.5 and permission of instructor.*

Independent investigation of a specific problem or topic in geology research under the direction of a selected faculty member.

### **3303 Environmental Geology (3-3-0)**

*Prerequisite: BIOL 1302/1102, CHEM 1308/1108 and GEOL 1405.*

Analysis of the influence geology has on the formulation of public policy. Topics to be included are surface/ sub-surface water quality and quantity, flood control and navigation, shoreline processes, subsidence, mineral resources and impact from their extraction, waste disposal and geologic hazards such as earthquakes, vulcanism and mass movements.

### **3340 Inorganic Geochemistry (3-3-0)**

*Cross-listed with CHEM 3340. Credit may not be earned for both.*

*Prerequisite: GEOL 1405, 1406 and CHEM 1308/1108.*

Examination of the Earth and earth processes through the application of chemical principles including fractionation and distribution of the elements, the chemical evolution of planetary interiors and interactions between Earth's lithosphere, hydrosphere and atmosphere. Topics include evaluation of theories and analysis of data relevant to geologic problems facing society such as the search for and utilization of mineral resources and the environmental implications of waste disposal and remediation.

### **3399 Directed Study in Geology**

*Prerequisite: Formal approval by department chair and dean.*

Selected topics in geology; intensive individual study under the guidance of a member of the geology faculty.

### **3410 Mineralogy (4-3-3)**

*Prerequisite: GEOL 1406. Laboratory fee required: \$8.*

The systematic description of symmetry, crystal chemistry, the growth of crystals, the classification of minerals, and mineral identification.

### **3411 Paleontology (4-3-3)**

*Prerequisite: GEOL 1406.*

*Laboratory fee required: \$8.*

A paleobiologic approach to the major taxa of invertebrate fossils emphasizing their morphology, biotic relationships, paleoecology and evolution.

### **3412 Structural Geology (4-3-3)**

*Prerequisite: GEOL 1406. Laboratory fee required: \$8.*

Genesis, classification, and recognition of geologic structures. Fundamental concepts of tectonics, origin, arrangement and distribution of rock masses that form the Earth's crust.

### **4190-4490 Special Topics in Geology**

*Prerequisite: Junior standing; will vary according to topic.*

*Laboratory fee required: \$30.*

Selected topics in upper-level geology according to the needs and interests of the students. Examples of topics include micropaleontology and astrobiology.

**4260 Environmental Laboratory and Field Studies (2-0-6)**

*Cross-listed as BIOL 4260 and CHEM 4260. Credit may only be earned for one. Prerequisite: credit for BIOL 1302/1102, CHEM 1308/1108, GEOL 1306/1106 and credit or enrollment in either BIOL 4360, CHEM 3320 or GEOL 3303. Laboratory fee required: \$30.*

Intensive laboratory and field investigations to illustrate principles and current concepts presented in BIOL 4360, CHEM 3320 and GEOL 3303 by sampling, measuring and analyzing biological, chemical and physical factors of select environments, with emphasis on the activities of humans and their effects on ecosystems.

**4301 Evolution of the Earth and its Inhabitants (3-3-0)**

*Cross-listed as BIOL 4301. Credit may not be earned for both.*

*Prerequisite: BIOL 1301/1101, 1302/1102, 3303, GEOL 1405, 1406.*

Analysis of the concepts and discoveries that led Darwin to propose his theory of natural selection to explain evolution and the subsequent lines of evidence in both geology and biology that substantiate his ideas and unify our understanding of the relationships of various organisms to each other. Specific groups of organisms will be discussed in relation to morphological changes through time as well as adaptations that may occur due to environmental changes and other variables.

**4325 Advanced Microscopy (3-1-6)**

*Cross-listed as BIOL 4325. Credit may not be earned for both.*

*Prerequisite: 16 hours of laboratory-based science including 8 upper-level hours and approval of instructor. Laboratory fee required: \$30.*

Instrumentation principles and laboratory exercises associated with the applications of a variety of microscopes and associated techniques, including preparation of samples, light microscopy (bright-field, dark-field, phase-contrast, polarized and fluorescent), scanning electron microscopy, transmission electron microscopy, and X-ray microanalysis.

**4399 Senior Honors Thesis**

*Prerequisite: Senior standing and enrollment in the Honors Program in the Natural Sciences.*

A research project, supervised by a member of the natural science faculty or scientist at an affiliated research institution or laboratory. The completed research project must be presented in both written and oral form to the science faculty. No more than six hours credit for this course may be applied toward a degree.

## Graduate Courses

**6301 Special Topics in Advanced Geology (3-3-0)**

*Prerequisite: Graduate Standing.*

Selected topics in graduate-level geology according to the needs and interests of the students.

**6399 Directed Study in Advanced Geology and Physics (3-2-1)**

*Prerequisite: Graduate Standing.*

This course provides ongoing opportunities for students to build their knowledge and understanding in the earth sciences as science has a rapidly changing knowledge base and expanding relevance to societal issues. Topics may include geological evolution, plate tectonics, exploration and production of energy resources, classical and modern physics, environmental modeling, physics of the atmosphere, and advanced investigative methods in geology and physics. Students will

examine current literature in these areas and discuss the merits and implications of the latest findings. In addition, students will be immersed in various labs and activities that reinforce the concepts under investigation.

## GBA (Graduate Business Administration)

### Graduate Courses

**5302 Foundations of Management Theory (2-2-0)**

*Prerequisite: Provisional admission to the MBA program.*

An overview of principles and theories of management, organization theory, planning and control techniques. Considers the relationships of information utilization for competitive advantage, data as a resource, and decision support.

**5203 Accounting and Financial Information (2-2-0)**

*Prerequisite: Provisional admission to MBA program.*

This course deals with the financial accounting processes used to measure and report economic business events. This course begins with an overview of how financial statements are constructed for external users and then shifts to an emphasis on the decision framework for financial management.

**5206 Production Operations Management (2-2-0)**

*Prerequisite: Provisional admission to the MBA.*

An overview of the production operations management (POM) system and its role in the delivery of a product or service. Emphasis in on the necessary integration of the POM with all other organizational functions and the decisions necessary to optimize the total organization's effectiveness.

**5207 Management Information Systems (2-2-0)**

*Prerequisite: Provisional admission to the MBA.*

Today, information systems are an integral part of all business activities and careers. This course is designed to introduce students to contemporary information systems and demonstrate how these systems are used throughout global organizations. The focus of this course will be on the key components of information systems -people, software, hardware, data, and communication technologies, and how these components can be integrated and managed to create competitive advantage. Though the knowledge of how IS provides a competitive advantage students will gain an understanding of how information is used in organizations and how IT enables improvement in quality, speed, and agility.

**5208 Marketing Information (2-2-0)**

*Prerequisite: Admittance to MBA program.*

This class is designed for the MBA student who has not had exposure to marketing in their undergraduate degree program and serves to provide the marketing background necessary to participate/compete in the MBA program. The student is introduced to the role of marketing, both at the level of the firm and the marketing function. This course provides a set of concepts and ideas for approaching marketing decisions; it offers a common language with which to think about marketing issues and shows how to structure and analyze managerial problems in marketing.

**5212 Quantitative Methods in Business (2-2-0)**

*Prerequisite: Provisional admission to the MBA.*

An overview of the application of quantitative and economic tools as applied to solving business problems. Focus is on the collection and interpretation of data for use in decisions-making including economic theory, probability theory and applications.

**5215 Legal Environment of Business (2-2-0)**

*Prerequisite: Provisional admission to MBA program.*

An overview of the legal environment, governmental regulation, social accountability, and ethical issues affecting business, contracts, agency and employment law, government regulation of business.

## HIST (History)

**1305 United States History to 1877 (3-3-0)**

*Prerequisite: Enrollment in or completion of ENG 1301.*

Traces the growth and development of the United States from Colonial origins through independence, the establishment of the republic, territorial expansion, Civil War and Reconstruction. (This course satisfies 3 of the 6 hours of American history mandated by the state of Texas.) (HIST 1301)

**1306 United States History after 1877 (3-3-0)**

*Prerequisite: Enrollment in or completion of ENG 1301.*

Traces the development and growth of the United States from the end of Reconstruction through industrialization, overseas expansion, global wars, the Great Depression and the post-World War II era. (This course satisfies 3 of the 6 hours of American history mandated by the state of Texas.) (HIST 1302)

**2303 Texas History (3-3-0)**

*Prerequisite: Enrollment in or completion of ENG 1301.*

Texas from pre-Colonial origins to the present. Emphasis on social, economic and ethnic influences that have shaped modern Texas. (This course satisfies 3 of the 6 hours of American history mandated by the state of Texas.) (HIST 2301)

**2309 Ethnic Minorities in American History (3-3-0)**

*Prerequisite: Enrollment in or completion of ENG 1301.*

Survey of American History with particular emphasis on ethnicity and immigration and the issues that various minority groups faced in North America. Included among the groups discussed might be African Americans, Hispanic, Asian, European, and Native American. Topical issues include religious, cultural, and political and economic considerations. (This course satisfies 3 of the 6 hours of American history mandated by the state of Texas.) (HUMA 2319)

**2315 Introduction to World History I (3-3-0)**

This course is an overview of the development of the world's major civilizations from the earliest times through the European renaissance. The major focus will be on developments in the West, but societies in China, India, southwest Asia, and Africa will be examined too.

**2316 Introduction to World History II (3-3-0)**

A continuation of HIST 2315. This course examines the development of societies in and beyond Europe since the Protestant Reformation. Special emphasis is given to the emergence of modern or developed forms of social, economic, and political organization and their spread

across the globe after the mid-nineteenth century.

**3301 20th Century Europe (3-3-0)**

*Prerequisite: 6 hours in history, junior standing, or consent of instructor.*

Problems in foreign and domestic policies faced by Europe since 1914. Major topics examined within the European context include problems caused by World War I and the Versailles Peace Treaty, the effects of the Depression, World War II and its aftermath, the disintegration of colonial empires and Europe's adjustment to its new role in world affairs.

**3304 The Vietnam War (3-3-0)**

*Prerequisite: HIST 1306 and 3 additional hours in history, junior standing, or consent of instructor.*

This course discusses the background to one of the most divisive issues of 20th century America; explains why the United States enmeshed itself in this conflict and how it extricated itself. Diplomatic, political and social aspects of the war and its effect on the people of both countries.

**3305 The United States, 1900-1945 (3-3-0)**

*Prerequisite: HIST 1306 and 3 additional hours in history, junior standing, or consent of instructor.*

Historical development from the beginning of the 20th century to the end of World War II. Reform movements and their impact on the American society. The Populist and Progressive movements, the New Deal, the Depression and the impact of war on the society.

**3306 US Diplomatic History (3-3-0)**

*Prerequisite: HIST 1305, HIST 1306, junior standing, or consent of instructor.*

This course explains the relationships of the United States with other countries and explains the importance of these connections to the growth of America's political and commercial power.

**3308 History of Mexico (3-3-0)**

*Prerequisite: 6 hours in history, junior standing, or consent of instructor.*

Mexico from its Indian origins to its present position as a burgeoning American power. The influence of the nation's cultural heritage and the reformist impulses of the 19th and 20th centuries.

**3310 20th Century Russia (3-3-0)**

*Prerequisite: 6 hours in history, junior standing, or consent of instructor.*

A study of the change and continuity in politics, literature and society in Russia and the former Soviet Union since 1890.

**3311 US Military History (3-3-0)**

*Prerequisite: HIST 1305, HIST 1306, junior standing, or consent of instructor.*

This course examines how warfare has affected our nation's existence, why American wars have occurred, the effect of the evolution of weapons upon America's wars and the perspective of the soldier on the front line.

**3312 Readings in Texas History (3-3-0)**

*Prerequisite: 6 hours in history, junior standing, or consent of*

*instructor.*

An interpretative study of significant social, cultural, political and economic issues in Spanish Texas, the Republic and statehood.

### **3313 Houston: Past and Present (3-3-0)**

*Prerequisite: 6 hours in history, junior standing, or consent of instructor.*

A history of Houston from its founding by the Allen brothers in 1836 to the present. Political, cultural, social and economic issues are emphasized.

### **3314 The Civil War and Reconstruction (3-3-0)**

*Prerequisite: HIST 1305 and 3 additional hours in history, junior standing, or consent of instructor.*

The course examines the background nature of this conflict with emphasis on its escalation toward total war, the final defeat for the South and the reconstruction period that followed.

### **3317 Middle Eastern History (3-3-0)**

*Prerequisite: 6 hours in history, junior standing, or consent of instructor.*

This course will trace the history of the Middle East from the time of the Prophet Mohammed, through the rise of Islam, the period of the Caliphates, the Crusades, the Ottoman Empire, the era of European imperialism, the birth of Israel, and modern Arab nationalism.

### **3322 Mexican-American History (3-3-0)**

*Prerequisite: 6 hours in history, junior standing, or consent of instructor.*

The history of Mexican-Americans in the US from the 16<sup>th</sup> century to the present with special emphasis on the American Southwest. Students will learn some of the major events, personalities and issues that have shaped the society, culture, history and identity of the Mexican-American people.

### **3323 African-American History (3-3-0)**

*Prerequisite: 6 hours in history, junior standing, or consent of instructor.*

A history of the African-American experience in North America from 1610 to the present. The course will cover the contributions of African-Americans to American society and will cover issues including slavery and the slave trade, abolitionism, war, citizenship, political participation, urbanization, culture, and civil rights.

### **3324 Nineteenth Century Europe (3-3-0)**

*Prerequisite: 6 hours in history and junior standing.*

Introduction to the history of Europe from the downfall of Napoleon to the beginning of WWI. Major themes include the century's political, cultural, and social trends as well as European imperialism and the causes of WWI.

### **3330 British Colonial America 1607-1763. (3-3-0)**

*Prerequisite: HIST 1305 and 3 additional hours of history, junior standing, or consent of instructor.*

Focus on the establishment and development of British American societies in the 17<sup>th</sup> and 18<sup>th</sup> centuries. Explores the rationale for settlement of the various British colonies and their divergent economic and social paths. Also covers the transplantation of political, social and religious institutions as well as analyzing migration patterns to British

America.

### **3331 American History through Literature (3-3-0)**

*Prerequisite: 6 hours in history, junior standing, or consent of instructor.*

This course examines major themes in US history through an examination of the works of important authors in historical context. Themes and authors addressed in the course vary by semester. This course may not be repeated for credit.

### **3332 American Constitutional History (3-3-0)**

*Prerequisite: HIST 1305, ENG1301, or consent of instructor.*

Overview of constitutional interpretation both on and off the Supreme Court between the ratification of the US Constitution and the 20<sup>th</sup> century. Topics include the origins of the constitution, original understandings of federalism, rights, separation of powers, and the ways in which these understandings changed across the 19<sup>th</sup> and 20<sup>th</sup> centuries. Emphasis on the legal regulation of class, gender, and racial relationships during this period.

### **3333 Antislavery Movements (3-3-0)**

*Prerequisite: 6 hours of history; 3 additional hours in history; junior standing or consent of instructor.*

This course focuses on the emergence of anti-slavery attitudes and political action in the Atlantic world during the eighteenth and nineteenth centuries. The curriculum explores the origins of both the antislavery and proslavery arguments through the analysis of primary and secondary texts. Students will also be exposed to the range of historical explanations for the emergence of antislavery. Themes emphasized in this course include (1) the changing views on race, labor, and colonization; (2) the political economy of abolition; (3) the shift from gradual to immediate calls for Emancipation.

### **3390 Historical Methods (3-3-0)**

*Prerequisite: 6 hours in history, junior standing, or consent of instructor.*

This course is designed for history majors and minors to provide training in methods of historical research, historiography, and exposition. It will include library and archival research with emphasis on the use of primary and secondary sources and will culminate in a history research project or projects.

### **3399 Directed Study in History (3-3-0)**

*Prerequisite: Junior standing, formal approval of department chair and dean, cumulative GPA of 3.0 and GPA of 3.3 in the specific area of directed study.*

Selected topics in history. Intensive individual study under the guidance of a member of the history faculty.

### **4301 The United States since 1945 (3-3-0)**

*Prerequisite: HIST 1306 and 3 additional hours in history, junior standing, or consent of instructor.*

Historical development of the United States since World War II. The rise and decline of the Cold War, the Civil Rights movement, diplomatic, political and social issues.

### **4303 US Women's History (3-3-0)**

*Prerequisite: 3 hours in US history and 3 additional hours in history, junior standing, or consent of instructor.*

A study of the social, economic and political impact of women on



United States history from its founding to the present.

**4304 History of the Old South to 1865 (3-3-0)**

*Prerequisite: HIST 1305 and 3 additional hours in history, junior standing, or consent of instructor.*

A history of the southern states from the Colonial era through the Civil War. Special emphasis is given to slavery, social and political theory.

**4305 History of the New South from 1865 (3-3-0)**

*Prerequisite: HIST 1306 and 3 additional hours in history, junior standing, or consent of instructor.*

A history of the southern states from the beginning of Reconstruction to the present with emphasis on race, gender and class as the South copes with modernization. Special attention is given to industrialization, urbanization and the Civil Rights Movement.

**4306 The Age of Jefferson, 1763-1815 (3-3-0)**

*Prerequisite: HIST 1305 and 1306 or consent of instructor.*

History of the United States from the beginning of the Revolution (1763) to the end of the War of 1812 (1815). Topics include the Revolution, creation of the federal constitution, the rise of the first political parties, and the era's impact on class, gender, and race.

**4307 Jacksonian America, 1815-1848 (3-3-0)**

*Prerequisite: HIST 1305 and ENG 1301, or consent of instructor.*

History of the United States from the end of the War of 1812 (1815) to the end of the Mexican War (1848). Topics include expansion of political democracy, emergence of a market economy, developments in religion, various efforts to reform American society, increasing controversy over slavery, and the implications of expansion and manifest destiny.

**4320 Slavery in the Americas (3-3-0)**

*Prerequisite: HIST 1305 and 3 additional hours of history, junior standing, or consent of instructor.*

Analysis of African American slavery from the South American silver mines to the tobacco estates of the Chesapeake. Covers a variety of historical approaches including economic, anthropological and oral histories. Emphasis on how the slave system was organized and how slave communities evolved.

**4390 Special Topics in History (3-3-0)**

*Prerequisite: 6 hours in history, junior standing, or consent of instructor.*

Selected topics in US, world, social and intellectual history. Course may be repeated for credit when topics vary.

## Graduate Courses

**6301 Seminar in Modern European History (3-3-0)**

*Prerequisite: Graduate standing.*

Examines European history from the turn of the 20th century to the end of the cold war. Special emphasis will be placed on the two world wars, as well as the interwar period. Focal topics for readings and discussion will include: diplomacy, economics, social issues, totalitarianism, and propaganda.

**6302 Seminar in US History (3-3-0)**

*Prerequisite: Graduate standing.*

Examines major topics in US history with emphasis on social, cultural and political issues. This is a topics course and the material covered will vary.

**6303 Seminar in Texas History (3-3-0)**

*Prerequisite: Graduate standing.*

Examines Texas history from its Spanish origins to US statehood. The emphasis will be on social, cultural, political, and economic issues.

## HUM (Humanities)

**1409 Special Topics in Elementary Foreign Language (4-3-1)**

*Laboratory fee required: \$10.*

Introduction in understanding, speaking, reading and writing a foreign language. Provides freshman foreign language credit. Should not be taken by native speakers of the language studied. The course may be repeated when the level or language is different.

**2305 Computer Applications in Humanities and Social Sciences (3-3-0)**

*Prerequisite: ENG 1302.*

*Laboratory fee required: \$10.*

An overview of computer hardware and software applications for students in programs in the humanities, English, social sciences, and teacher certification. The course emphasizes hands-on experience in word processing, desktop publishing, educational software and multimedia.

**3301 Foundations of Western Culture I (3-3-0)**

*Prerequisite: 3 hours of literature.*

A philosophical study of major literary, historical, artistic and scientific events and personalities that have contributed to the ideas of the present. Readings from Greek, Roman and medieval cultures.

**3302 Foundations of Western Culture II (3-3-0)**

*Prerequisite: 3 hours of literature.*

A philosophical study of major literary, historical, artistic and scientific events and personalities that have contributed to the ideas of the present. Readings from the Renaissance to the present.

**3305 Art and Religion - Origins (3-3-0)**

*Cross-listed as ART 3306. Credit may not be earned for both.*

*Prerequisite: 3 hours of art history or art appreciation.*

Survey of the religious arts and architecture of the ancient world and their underlying beliefs and practices. Examines the early art and architecture of the world religions. All works are presented in historical sequence, concluding with the period known in the West as the Renaissance.

**3307 Art and Religion - Developments (3-3-0)**

*Cross-listed as ART 3307. Credit may not be earned for both.*

*Prerequisite: 3 hours of art history or art appreciation.*

Survey of the religious arts and architecture of the developing modern world from the 17th century to the present. The main focus is on religious art in Buddhism, Christianity and Islam, but the course also examines the impact of these religions on modern secular and religious movements.

**3308 History of Renaissance Art (3-3-0)**

*Cross-listed as ART 3303. Credit may not be earned for both.*  
*Prerequisite: ART 1301 or ART 1302.*

For students who have completed ART 1301 or ART 1302 and who wish to continue learning about the European Renaissance and how artistic invention shaped Renaissance society. Objects of study will emphasize the pictorial arts (painting, manuscript illumination, the graphic arts) with additional examples drawn from architecture, sculpture, and luxury items.

### **3310 Cultural Criticism (3-3-0)**

*Cross-listed as ENG 3340. Credit may not be earned for both.*  
*Prerequisite: 3 hours of literature and 3 hours of philosophy.*

A survey of different ways of analyzing human culture. Students examine major schools of criticism and interpretation of society and its creative activity. This course is the gateway course for the Humanities program. May be repeated once for credit, with permission of the chair of the Arts and Humanities Department.

### **3311 Survey of Asian Art (3-3-0)**

*Cross-listed as ART 3311. Credit may not be earned for both.*  
*Prerequisite: ART 1301, ART 1302, or ART 1310.*

For students who have completed ART 1301 or ART 1302 and wish to continue learning about Asian art. Survey of arts produced by Asian nations in relation to their beliefs and ideas that affected their production. Introduction to philosophical and religious beliefs upon which art objects were based and which are fundamental to their understanding.

### **3312 Major Developments in the History of Art (3-3-0)**

*Cross-listed as ART 3301. Credit may not be earned for both.*  
*Prerequisite: 3 hours of art history or art appreciation.*

A study of important historical events in the development of the theory and practice of the visual arts. May be repeated for credit when topic changes.

### **3313 Major Developments in the History of Music (3-3-0)**

*Cross-listed as MUS 3301. Credit may not be earned for both.*  
*Prerequisite: 3 hours of music appreciation.*

### **3314 Studies in Autobiography (3-3-0)**

*Cross-listed as ENG 3314. Credit may not be earned for both.*  
*Prerequisite: 3 hours of literature.*

A study of autobiographical writing; the course may analyze its forms or techniques, trace a topic or type of autobiographical literature or investigate critical problems posed by autobiography.

### **3315 Theater: Greek to Elizabethan (3-3-0)**

*Cross-listed as DRA 3303. Credit may not be earned for both.*  
*Prerequisite: ENG 1301.*

World theater from its beginnings to the 18th century, including theater architecture, staging and costuming practices, plays and playwrights, and social and political forces affecting the theater.

### **3316 Theater: Elizabethan to Modern (3-3-0)**

*Cross-listed as DRA 3304. Credit may not be earned for both.*  
*Prerequisite: ENG 1301.*

World theater from the 18th century to the present.

### **3317 Jazz Styles I (3-3-0)**

*Cross-listed as MUS 3303. Credit may not be earned for both.*  
*Prerequisite: MUS 2301, MUS 2302 or approval of instructor.*

Introduction to various styles of jazz from its beginnings at the end of the 19th century to the 1940s. Beginning with the early years of "traditional" jazz in New Orleans and progressing chronologically, students will be introduced to major figures and styles of jazz through videos, recordings, readings and concerts. Includes study of the outside forces that helped shape the music and the musicians.

### **3318 Jazz Styles II (3-3-0)**

*Cross-listed at MUS 3304. Credit may not be earned for both.*  
*Prerequisite: MUS 2301, MUS 2302 or approval of instructor.*

Introduction to various styles of jazz from the 1940s to today. Beginning with the evolution of jazz into a chamber art form during the bebop movement of the 1940s and progressing chronologically, students will be introduced to major figures and styles of jazz through videos, recordings, readings and concerts. Includes study of the outside forces that helped shape the music and the musicians.

### **3319 African American Theater: History and Perspective (3-3-0)**

*Cross-listed as DRA 3309. Credit may not be earned for both.*  
*Prerequisite: Three hours of DRA.*

A survey of the African American theater experience from the 1800s to the present with special emphasis on the intersection of race, theater, and performance.

### **3320 Foreign Language Literature in Translation (3-3-0)**

*Prerequisite: 3 hours of literature.*

A survey of selected classic and contemporary texts originally written in languages other than English. May be repeated once for credit with permission of the department chair.

### **3321 Hispanic Culture and Civilization (3-3-0)**

*Prerequisite: ENG 1302.*

A survey of the cultural traditions of Spanish-speaking populations, including those of Spain, Latin America and the United States. No knowledge of Spanish is required or expected.

### **3322 Contemporary Art (3-3-0)**

*Cross-listed as ART 3304. Credit may not be earned for both.*  
*Prerequisite: 3 hours of art history or art appreciation*

This course is a survey of artworks from around the world produced since 1945. Painting and sculpture and their variations will be the primary focus, but a full range of visual culture will also be considered.

### **3323 Technology and Literature (3-3-0)**

*Cross-listed as ENG 3323. Credit may not be earned for both.*  
*Prerequisite: 3 hours of literature.*

The course may study influences of technology or science on literature, analyze how literature represents technology, or interpret literature as a reflection of social ambivalence toward technology.

### **3324 History of Modern Art (3-3-0)**

*Cross-listed as ART 3302. Credit may not be earned for both.*  
*Prerequisite: ENG 1301 and 3 hours of art history or art appreciation.*

A survey of world art from the Revolutionary Period (late 18th century) to contemporary times, including such artistic movements as Neoclassicism, Romanticism, Impressionism, Cubism, Surrealism and

**3325 Arts Administration (3-3-0)**

*Cross-listed as ART 3325, DRA 3325, MUS 3325. Credit may not be earned for more than one. Prerequisite: Junior standing, completion of the fine arts common core requirement, or departmental approval.* An examination of the principles of arts administration stressing general concepts relating to marketing, fundraising, audience development, financial management, and the overall environment of arts management in profit and non-profit organizations such as theaters, art galleries, music organizations, dance companies, and museums.

**3326 Playwriting (3-3-0)**

*Cross-listed as DRA 3308. Credit may not be earned for both. Prerequisite: Junior standing or permission of the instructor.* The process of playwriting. Topics include dramatic structure, character and dialogue development and conflict resolution. Culminates with an original script.

**3330 Second Language Acquisition (3-3-0)**

*Prerequisite: PSY 1303.* An investigation of theories and research techniques in the study of second language acquisition and bilingualism with special emphasis on the implications for bilingual and foreign language education.

**3331 Music in American Christianity (3-3-0)** *Cross-listed at MUS 3308. Credit may not be earned for both. Prerequisite: MUS 2301, MUS 2302 or approval of instructor.*

This course surveys the social, cultural, theological, and historical development of significant musical styles and genres in North American Protestant Christianity from the early 17th century to the early 21st century. Genres studied include: colonial psalms and lined hymns; shapenote hymns; spirituals; revival hymns; Sunday School songs; hymns of the urban revival movement; early gospel hymns; arranged/concert spirituals; commercial gospel music (African-American and white/southern gospel); praise and worship music; Contemporary Christian music.

**3333 History of Hispanic Music (3-3-0)**

*Cross-listed at MUS 3333. Credit may not be earned for both. Prerequisite: MUS 2301, MUS 2302 or approval of instructor.* This course explores the concert music of Hispanic cultures from the Spanish cantigas of the medieval period through the Mexican zarzuelas of the 19th century and American reggaeton of today. The music will be discussed in the context of the political, social and artistic culture of each era.

**3370 Theories in Collaborative Learning (3-3-0)**

*Cross-listed as ENG 3370. Credit may not be earned for both. Prerequisite: Sophomore English* Prepares students to work in a one-on-one tutoring environment and/or as an introduction to teaching English composition in high school. Theories of composition and instruction in working with students as peer tutors, writing associates and SI leaders; emphasis placed on learning about the composing and reading process, strategies for invention, organization, development, revision and editing.

**4098 Senior Portfolio (0-0-0)**

*Prerequisite: Humanities major filing for graduation.*

**4170 Student-Initiated Project**

*Prerequisite: Declared Fine Arts major and approved project.* Student-Initiated Projects include plays, collaborative performance art, multidisciplinary mixed-media events, exhibits, music and dance performances developed and executed entirely by the student. Students will execute all aspects of creating the project – artistic, production design, marketing, organizational structure, budgeting, ticket sales, web design, fundraising, etc..

**4301 Jazz Heritage**

*Cross-listed as MUS 4301. Credit may not be earned for both. Prerequisite: Three hours of music appreciation or music history, departmental approval, and pre-paid non-refundable deposit for trip.* Study of jazz styles associated with a particular city including a week-long field trip to that city. Participation in the field trip is required. May be repeated once when the city is different, with departmental approval. Extra fees will be charged to pay for the trip.

**4313 Psychology through Literature (3-3-0)**

*Cross-listed as ENG 4313. Credit may not be earned for both. Prerequisite: 3 hours of literature.* The course adopts psychological theory as a methodology for studying literature and its cultural contexts.

**4314 The Old Testament (3-3-0)**

*Prerequisite: 3 hours of literature.* A study of the literature, history, culture, and religious traditions of ancient Israel and Judah, and the influence of Judaism and the Old Testament/Hebrew Bible on contemporary religious ideas.

**4315 The New Testament (3-3-0)**

*Prerequisite: 3 hours of literature.* A study of the literature, history, culture, and religious traditions of the New Testament, and the influence of early Christianity on contemporary Western and world cultures.

**4316 The Early Christian Church (3-3-0)**

*Prerequisite: 3 hours of literature.* The Early Christian Church provides the student with a thorough overview of the scope and wealth of early Christian literature, theology, and ritual. The course primarily covers the work of the Fathers down to Gregory the Great. The course is a thorough resume of modern patristic research, and serves as a basic introduction to the field.

**4317 World Mythology (3-3-0)**

*Prerequisite: 3 hours of literature.* Compares and contrasts Western (Graeco-Roman) traditional tales with non-Western traditional tales.

**4350 Senior Seminar in the Humanities (3-3-0)**

*Cross-listed as ENG 4330. Credit may not be earned for both. Prerequisite: Senior standing and 18 upper-level hours in the humanities, including HUM 3310/ ENG 3340.* A review of key issues in interpretation and understanding from philosophy, literature, history and the arts. It aims to provide students with means for synthesizing their studies in the liberal arts. This course is the capstone for the Humanities program.

**4371 Humanities and the Sciences (3-3-0)**

*Prerequisite: 3 hours of literature.*

A survey of classic and contemporary scientific literature intended to foster an understanding and respect for science and the scientific method among students in the humanities and social sciences.

#### **4380 Field Experience in Humanities**

*Prerequisite:* 60 hours toward degree and approval of department chair.

Placement of students in jobs involving areas in the humanities within the private and public sectors. Work may be paid or unpaid. Written reports, conferences with the instructor and other academic work are required. May be repeated once for credit.

#### **4390 Special Topics in the Humanities (3-3-0)**

*Prerequisite:* ENG 1302 and junior standing.

Selected topics in the arts and/or humanities. May be repeated once when topic varies.

#### **4399 Directed Study in Humanities**

*Prerequisite:* Junior standing, formal approval of department chair and dean, cumulative GPA of 3.0 and GPA of 3.3 in the specific area of directed study.

Selected topics in the humanities; intensive individual study under the guidance of a member of the faculty.

### **INT (International Business)**

#### **3350 Foreign Country/Region Study Tour (3-3-0)**

*Prerequisite:* ECO 2301 and ECO 2302 or approval by department Chair and the college Dean.

Study of a selected foreign country or region covering its social, cultural, political, and economic structure including examination of trade, investments, and business practices in the designated country/region. It also examines the activities and responsibilities of firms and managers in the global context including trade and economic relationships between the selected country/region within the U.S. Completion of this course requires the student to participate in a College of Business-sponsored study tour of a selected foreign country/region. This course may be used as an upper division elective in any business major.

#### **3360 Foreign Country/Region Study Project (3-3-0)**

*Prerequisite:* Approval by department Chair and college Dean.

An in-depth study of a selected foreign country/region of the world covering its social, cultural, political, and economic structure, including trade and business practices in the country/region and its economic, trade, and cultural ties with the U.S. This course will not require any foreign country tour but, instead, requires the student to become intensely involved in a College of Business-approved international-oriented organization, and complete a rigorous and good quality research project as part of the course requirement. This course may be used as a substitute for INT 3350 Foreign Country/Region Study Tour with approval of the Chair and Dean. This course can also be used as an upper division elective in any business major or minor.

#### **3390 Special Topics in International Business (3-3-0)**

*Prerequisite:* Junior standing and department and dean's approval.

One or more special topics in new or emerging areas of international business, or an intensive study of a selected country or region of the world, or a research-oriented, in-depth study of a global-oriented

industry or business. May be repeated for credit when topic varies.

#### **3399 Directed Study in International Business (3-3-0)**

*Prerequisite:* Department and dean's approval.

Research-oriented intensive individual study on a selected topic under the guidance of a member of the international business faculty.

### **IRM (Insurance and Risk Management)**

#### **3300 Introduction to Risk and Insurance (3-3-0)**

*Prerequisite:* Completion of General Education Core (42 hours)..

Basic principles of risk management and insurance. Examination of the role of insurance in the treatment of pure risk. For students wishing to earn the Chartered Property and Casualty Underwriter (CPCU) designation, course prepares students to take the CPCU 510 examination. Course fulfills partial requirements for University Associate Certified Risk Manager (UACRM) designation.

#### **3301 Life and Health Insurance (3-3-0)**

*Corequisite:* IRM 3300.

Basic principles of life and health insurance and annuities. Policy provisions and innovations, and related financial planning. For students wishing to earn the Chartered Life Underwriter (CLU) designation, course fulfills requirements for HS 311 course.

#### **3303 Value Analysis in Insurance and Risk Management (3-3-0)**

*Prerequisite:* FIN 3302, IRM 3300

Covers the basics of corporate value analysis as used by insurance institutions and in determining premium and actuarial decisions. For students wishing to earn the Chartered Property and Casualty Underwriter (CPCU) designation, this course prepares students for the CPCU 540 examination.

#### **3304 Insurance Operations (3-3-0)**

*Corequisite:* IRM 3300.

Examination of the composition, financial structure, and operations of the insurance industry. Special consideration is given to consumer problems and solutions. For students wishing to earn the Chartered Property and Casualty Underwriter (CPCU) designation, this course prepares students for the CPCU 520 examination.

#### **3305 Risk Management Theory and Practice (3-3-0)**

*Prerequisite:* Completion of General Education core (42 hours).

Course integrates Enterprise Risk Management (ERM) processes for handling business risks faced by organizations including property and liability risks, and international loss exposures, with an emphasis on risk identification and analysis with alternative methods of risk control. Students who elect to take and successfully complete the national designation exam and project may earn the University Associate Certified Risk Manager (CRM) professional designation.

#### **3306 Legal and Political Aspects of Insurance and Risk Management (3-3-0)**

*Prerequisite:* BA 3301 Co-requisite RM 3300.

Conceptual and institutional foundations underlying the regulation of the insurance industry at the national and international levels, financial oversight of insurers, and the regulation of insurance prices, products, and market conduct. For students wishing to earn the Chartered

Property and Casualty Underwriter (CPCU) designation, this course prepares students for the CPCU 530 examination.

**3307 Surety and Bonds (3-3-0)**

*Prerequisite:* IRM 3303.

Contract and commercial surety. Survey of commercial surety products including probate, financial guarantee, court bonds, license and permit bonds. Foundations of the complex underwriting process are also covered. Operational issues such as file reviews and discerning patterns and trends in information as well as rate filings are also covered.

**3308 Reinsurance (3-3-0)**

*Prerequisite:* IRM 3303.

Development of reinsurance markets, elements and principles, facultative reinsurance, treaty reinsurance-pro rata, treaty reinsurance-surplus share, excess reinsurance, contract wording and accounting.

**3309 Insurance Market and Depository Regulation ((3-3-0)**

*Prerequisite:* FIN 3302, IRM 3300

Covers insurance and regulatory requirements of federal and state insurance commissions. For students wishing to earn the Chartered Property and Casualty Underwriter (CPCU) designation, this course prepares students for the CPCU 560 examination.

**3310 Insurance in Estate Planning (3-3-0)**

*Prerequisite:* IRM 3300, Co-requisite 3301.

Covers various aspects of insurance and its role in estate planning. For students wishing to earn the Chartered Life Underwriter (CLU) designation, course fulfills requirements for HS 330 course.

**3311 Business Owners Planning (3-3-0)**

*Prerequisite:* IRM 3300 and IRM 3301.

Focuses on tax and legal aspects of organizing a business, compensation and business succession planning, estate planning and freeing techniques buy-sell agreements and business transfers for students wishing to earn the Chartered Life Underwriter (CLU) designation, course fulfills requirements for HS 331 course.

**3312 Group Benefits (3-3-0)**

*Prerequisite:* IRM 3300 and IRM 3301

Analyzes group insurance benefits including the governmental environment, contract provisions, marketing, underwriting, rate making, plan design, cost containment and alternative funding methods. For students wishing to earn the Registered Health Underwriter (RHU) requirements for HS 325 course.

**3399 Directed Study in Insurance and Risk Management**

*Prerequisite:* Approval of program director department Chair and college Dean.

Specialized research, reading, and study in insurance and risk management to meet the needs and interests of the individual student. Offered on an arranged basis only.

**4301 Advanced Employee Benefits and Application (3-3-0)**

*Prerequisite:* IRM 3300, Co-requisite IRM 3301.

Study of basic concepts and managerial concerns underlying the group insurance mechanism and the characteristics of various qualified retirement planning vehicles. For students wishing to earn the Registered Health Underwriter (RHU) or Registered Employee benefits

Counselor (REBC) designations, course fulfills requirements for HS 340 course.

**4302 Advanced Life Insurance and Application (3-3-0)**

*Prerequisite:* IRM 3300 and Co-requisite IRM 3301.

Design of products sold by life insurers and their legal characteristics, financial planning, underwriting, and marketing. For students wishing to earn the Chartered Life Underwriter (CLU) designation, course fulfills requirements for HS 323 course.

**4303 Advanced Property Insurance and Application (3-3-0)**

*Prerequisite:* IRM 3300.

Study of business insurance problem evaluation and planning with proposed solutions utilizing comprehensive coverage package programs.

**4304 Advanced Casualty Insurance and Application (3-3-0)**

*Prerequisite:* IRM 3300.

Examines property and liability loss exposures and their management, with primary emphasis on insurance.

**4305 Special Projects (3-3-0)**

*Prerequisite:* IRM 3300, IRM 3304; Corequisite IRM 3306

Students will work with IRM faculty to research and complete a major term paper or project focused on a selected topic.

**4307 Advanced Managed Care (3-3-0)**

*Prerequisite:* IRM 3300. Co-requisite: IRM 3301

Analyzes managed health care in detail. Covers provider compensation, authorization systems, and specialty managed care services. For students wishing to earn the Registered Health Underwriter (RHU) or Registered Employee Benefits Counselor (REBC) designation, course fulfills requirements for HS 344 course.

**4308 Advanced Risk Management Theory and Practice (3-3-0)**

*Prerequisite:* IRM 3305 or program director approval,

Course integrates enterprise risk management process and risk financing techniques. Students who elect to take and successfully complete the national professional designation exams or project may also complete requirements for Certified Risk Manager (CRM) designation Finance and Practice sections.

**4309 Personal Risk Management (3-3-0)**

*Prerequisite:* IRM 3300.

Personal insurance overview including auto, homeowners and life, retirement, disability and health insurance planning. This course prepares students for the CPCU 553 examination should they choose to earn the Chartered Property and Casualty Underwriter (CPCU) designation.

**4380 Field Experience in Insurance**

*Prerequisite:* IRM 3300 and program coordinator's approval.

For more information and qualifications see *Field Experience* in the College of Business section of this catalog and/or the department chair of your declared major.

**4390 Special Topics in Insurance and Risk Management**

*Prerequisite:* Approval of program coordinator.

Investigation of significant topics or problems in insurance, risk management, and theory. May be repeated once for credit with

departmental approval when topics vary.

## MAT (M)ISS (Interdisciplinary Studies)

### 4098 Senior Portfolio for BS-ISS (0-0-0)

*Prerequisite:* BS-ISS major in senior year.

This non-credit course certifies that a degree requirement (submission of samples of a student's coursework) has been fulfilled by students majoring in B.S. Interdisciplinary Studies. Students enroll in the last semester of their senior year when they plan to graduate. Upon declaring ISS as a major, students establish an account in TaskStream and begin a collection of projects. During the semester of anticipated graduation. Students will be guided through the process of selection for the e-portfolio, consisting of the students' best written projects from a range of upper-level courses. As an introduction to these artifacts, students write a 250-word reflective essay on their personal, academic and career goals, and the relevance for professional growth. The e-portfolio is graded S for Satisfactory, U for Unsatisfactory, or I (in progress) for not being completed. Only a grade of S certified by the degree coordinator allows graduation.

## LANG (Language)

### 1301 Elementary Language I (3-3-0)

### 1401 Elementary Language I (4-4-0)

### 1501 Elementary Language I (5-5-0)

### 1302 Elementary Language II (3-3-0)

### 1402 Elementary Language II (4-4-0)

### 1502 Elementary Language II (5-5-0)

This is a general course prefix for posting new, transfer, or credit-by-exam credits of a foreign language (FL) course where there is no home equivalent. New, transfer or credit-by-exam credits with the LANG prefix are utilized in UHD degree plans in the same way as home foreign language courses with the number 1401 are utilized. The number of credits applied for transfer courses corresponds to the number of credits assigned to the course in the institution of origin. The number of credits applied for credit-by-exam credits corresponds to the number applied to UHD foreign language courses.

### 2302 Intermediate Language II (3-3-0)

This is a general course prefix for posting new, transfer, or credit-by-exam credits of a foreign language (FL) course where there is no home equivalent. Transfer or credit-by-exam credits with the LANG prefix are utilized in UHD degree plans in the same way as home foreign language courses with the number 2302 are utilized.

## MAT (Master of Arts in Teaching)

### 5301 Understanding the Middle School and High School Learner (3-3-0)

*Prerequisite:* ETC 3301, completion of 75% of content area hours, and SOSE 3306 or post baccalaureate standing.

Explores the relationship of psychological theories to learning and education in the middle school and high school environment. Emphasis on applying theories to action-based research and interventions with diverse students and families in urban settings.

### 5302 Curriculum, Instruction, and Evaluation in Secondary Schools (3-3-0)

*Prerequisite:* MAT 5301 or SED 3301, MAT 5305 or SED 3305.

Explores the dynamic interactions among assessment, instruction, and curricular design for secondary students. Emphasizes professional decision-making based on theory and research.

### 5305 Professional Roles and Responsibilities for Secondary Teachers (3-3-0)

*Prerequisite:* ETC 3301, completion of 75% of content hours, and SOSE 3306 or post baccalaureate standing.

Explores and evaluates a variety of theories and research pertaining to pedagogical issues including educational philosophy, the role of reflection, effective lesson design, lesson presentation, and other professional teaching roles and responsibilities.

### 5310 Understanding the EC-6 Learner and the Learning Environment (3-3-3)

*Prerequisite:* READ 3305, PED 3304, and admission to ACP-MAT program.

Field-based course that explores the relationship of psychological theories to learning and education in early childhood through 6<sup>th</sup> grade learning environments. Emphasis on applying theories to action based research and interventions with diverse students and families in urban settings.

### 5311 Mathematics Methods for EC-4 (3-3-3)

*Prerequisite:* READ 3305, PED 3304, and admission to ACP-MAT program.

A field-based course that examines and emphasizes learner-centered mathematics for EC-4 students. Focuses on research-based approaches to support the effective teaching of mathematics. Students will evaluate research studies and recent trends and issues to aid the development of standards-based and outcome-based mathematics learning experiences for diverse learners.

### 5312 Managing the Secondary Environment for Student Success (3-3-0)

*Prerequisite:* ETC 3301, completion of 75% of content area hours, and SOSE 3306 or post baccalaureate standing.

Emphasizes enhancing achievement for all secondary age learners. Includes planning outcome-oriented learning experiences, using effective communication techniques, choosing a variety of instructional materials and resources, using formal and informal assessment, and managing environment to maintain a positive classroom climate.

### 5313 Literacy Curriculum, Methods, and Assessment EC-2 (3-3-3)

*Prerequisite:* READ 3305, PED 3304, admission to ACP-MAT program, and concurrent enrollment in Block I.

A field-based course focusing on research on current methods, strategies, and curricular resources for teaching and assessing emergent literacy in the EC-2 classroom.

**5314 Curriculum, Methods, and Assessment in EC-4 Reading, Science, and Social Studies (3-3-0)**

*Prerequisite: Departmental approval.*

Examines, emphasizes, and uses research-based approaches that support the effective integration of science, social studies, and reading in the EC-4 classroom. Students will evaluate research studies, recent trends, and issues to aid in the development of culturally responsive and outcome-based learning experiences for diverse learners.

**5315 Understanding the 4-8 Learner and Learning Environment (3-3-0)**

*Prerequisite: Departmental approval.*

A field-based course that explores the relationship of psychological theories to learning and education in the 4-8 learning environment. Emphasis on applying theories to action-based research and interventions with diverse students and families in urban settings.

**5316 Mathematics Methods 4-8 (3-3-3)**

*Prerequisite: Post-baccalaureate admission, READ 3305, ETC 3301, admission to ACP-MAT program.*

A field-based course that examines and emphasizes learner-centered mathematics for 4-8 learners. Focuses on research-based approaches to support the effective teaching of mathematics. Students evaluate research studies and recent trends and issues to aid in the development of standards-based and outcome-based mathematics learning experiences for diverse learners.

**5317 Reading Curriculum, Methods, Assessment, and Diagnosis 4-8 (3-3-0)**

*Prerequisite: Completion of READ 3305 and concurrent enrollment in MAT 5315 and MAT 5316.*

A field-based course that addresses the needs of 4-8 students and focuses on assessment, evaluation, and diagnosis of reading capabilities and appropriate instructional strategies to meet specific needs to address student diversity and class performance differences. Evaluation of current research in course topic areas and working one-to-one with a 4-8 student to provide individualized instruction based on assessment data.

**5318 Curriculum, Methods, and Assessment in ESL, Science, and Social Studies 4-8 (3-3-0)**

*Prerequisite: Departmental approval.*

Examines, emphasizes, and uses research-based approaches that support the effective integration of science, social studies, and ESL strategies in the 4-8 classroom. Students evaluate research studies, recent trends, and issues to aid in the development of culturally responsive and outcome-based learning experiences for diverse learners.

**5320 Introduction to Educational Statistics (3-3-0)**

*Prerequisite: Post-baccalaureate or graduate standing or department approval.*

An introduction to quantitative analysis for teachers. Concepts include frequency distributions, graphs, probability, measures of central tendency, standard deviation, z- and t-tests, bivariate correlation (parametric and non-parametric), regression, and chi-square. Instruction will include use of statistics software packages.

**5321 Literacy in Middle and Secondary Schools (3-3-0)**

*Prerequisite: READ 3309.*

Explores instructional methods for speaking, listening, reading, writing, viewing, and representing ideas through concept/issue-based thematic study. Attention is given to the integration of technology. Emphasis placed on the development, implementation, and evaluation of strategies and resources for struggling adolescent readers.

**5399 Directed Study in Urban Teaching (3-3-0)**

*Prerequisite: Post-baccalaureate or graduate standing or departmental approval.*

Supervised independent or group studies for advanced students of a subject that they cannot normally pursue. May be repeated for credit with department approval.

**6304 Language Arts/Reading Methods in Spanish (3-1-2)**

*Prerequisite: Post- baccalaureate admission, BED 3303, BED 3313, READ 3301, technology proficiency, and concurrent enrollment in MAT 6305, MAT 6306.*

Presents strategies for providing developmentally appropriate emergent literacy and holistic instruction. Includes the selection of appropriate materials and authentic assessment. Instruction conducted in Spanish. (Content varies based upon EC-4 or 4-8 licensure level sought).

**6305 Integrated Curriculum - Bilingual (3-3-0)**

*Prerequisite: Post- baccalaureate admission, BED 3303, BED 3313, READ 3301, technology proficiency, and concurrent enrollment in MAT 6304, MAT 6306.*

Focuses on bilingual methods, approaches, and materials to teach content in language arts, mathematics, social studies, and science in a bicultural bilingual classroom. Emphasizes a multidisciplinary approach to instruction that incorporates various learning styles, and the development of classrooms conducive to learning and reflective of cultural diversity. Instruction conducted in Spanish. (Content varies based upon EC-4 or 4-8 licensure level sought).

**6306 Reading Diagnosis in Bilingual Classroom (3-3-0)**

*Prerequisite: Post- baccalaureate admission, BED 3303, BED 3313, READ 3301, technology proficiency, and concurrent enrollment in MAT 6304, MAT 6305.*

Supports a multidisciplinary approach to diagnosis and remediation of reading problems for bilingual/bicultural students, with special attention to cognitive, sociolinguistic, and emotional factors that may impede learning. Students conduct hands-on assessment and develop appropriate instructional strategies based upon a variety of paradigms. (Content varies based upon EC-4 or 4-8 licensure level sought).

**6310 Reading in a Multicultural Classroom (3-3-0)**

*Prerequisite: Graduate or post-baccalaureate standing and technology proficiency.*

Enhances the development of a knowledge base for teaching and evaluating reading/language arts program for culturally and linguistically diverse classrooms. Examines current of second language development and studies the basic principles and practices of reading/language arts instruction: beliefs, factors influencing learning, instructional strategies, organizational practices, assessments, and materials.

**6311 Advanced Study of Child Development and Diversity (3-3-0)**

*Prerequisite: Graduate or post-baccalaureate standing.*

Examines the developmental changes from birth to adolescence. Emphasizes psychological and sociological perspectives and their application to learning and teaching in a culturally and linguistically diverse society.

**6312 Foundations of Curriculum and Instruction for Culturally Diverse Settings (3-3-0)**

*Prerequisite: Graduate or post-baccalaureate standing and technology proficiency.*

Analyzes the multicultural forces that influence curriculum and instruction: philosophy, psychology, pedagogy/learning, sociology, knowledge, and evaluation. Contrasts major approaches to curriculum and instruction. Students apply theory to the development and supervision of a curricular and instructional plan for situations relevant to culturally diverse settings, including at risk youth and students, with limited English proficiency.

**6315 Introduction to Educational Research (3-3-0)**

*Prerequisite: Graduate standing and technology proficiency.*

Examines the emerging practice of "classroom teachers as researchers" including both theory and practice. Provides students with an introduction to variety of research designs and strategies, both traditional and non-traditional. Students examine and evaluate empirical studies that use different designs and strategies.

**6316 Advanced Methods for the Culturally Diverse Classroom (3-3-0)**

*Prerequisite: Graduate or post-baccalaureate standing and technology proficiency.*

Course sections are designed to offer students the opportunity to develop skills in instructional methodology specifically related to and derived from the characteristics of the discipline taught: (1) science, (2) mathematics, (3) social studies, or (4) language arts. Special emphasis is placed upon teaching in culturally diverse classrooms.

**6317 Classroom-Based Research (3-1-2)**

*Prerequisite: MAT 6315 and one of the following: credit for MAT 5320, a grade of B or better in a 4000-level math course or an undergraduate statistics course, a score of 680 on the GRE-Quantitative exam.*

Application of data gathering and analysis skills in classroom research studies. Participants conduct directed research in classroom practices in elementary, bilingual, or secondary classrooms. Students examine issues such as validity, reliability, and generalizability. Students are guided through their own research projects.

**6318 Technology Application for Curriculum Development and Instruction (3-1-2)**

*Prerequisite: Graduate or post-baccalaureate standing and technology proficiency.*

Advances the effectiveness of teachers by expanding and updating their understanding of the role of technology and pedagogy. Focuses on technology from each of three perspectives: as a tool, as a medium, and as a setting for learning. Students construct professional and instructional web pages and continue to use newsgroup and e-mail extensively. Students work with web-based instructional tools that support learning in communities. Provides a conceptual framework for understanding the design of multimedia courseware as well as the

opportunity for hand-on experience with a variety of software packages.

**6319 Teaching the Language Minority Child (3-3-0)**

*Prerequisite: Graduate or post-baccalaureate standing.*

Studies how social, cultural, and linguistic factors affect the reading and writing of students and how school curriculum and instruction can be designed to support students from differing sociocultural backgrounds. Special attention is given to the role that socioeconomic status, dialect, gender, second language learning, and ethnicity play in literacy learning and teaching.

**6321 Teaching Children's Literature in Spanish (3-3-0)**

*Prerequisite: Graduate or post-baccalaureate standing.*

Examines the selection and uses of Spanish children's literature in bilingual classrooms. Emphasizes ways to integrate literature into bilingual/bicultural curriculum and instruction.

**6322 Readings in Critical Pedagogy (3-3-0)**

*Prerequisite: Graduate or post-baccalaureate standing.*

Utilizing dialectical methodology, this course explores the nature of power relations relative to the perspectives of race, gender, ethnicity, sexual orientation, physical disability, and socioeconomic status in the organization, curriculum, and operations of public schools in urban settings. Examines the reflection/action continuum as it pertains to the language of critique and the language of possibility in its application to classroom practices.

**6324 Innovative Teaching Applications (3-3-0)**

*Prerequisite: MAT 6318 or demonstrated technology proficiency.*

Focuses on technology in four categories: hardware, software, peripherals, and the Internet. In a hands-on approach, students will enhance technological skills using innovative tools.

**6325 Advanced Multimedia for Teachers (3-3-0)**

*Prerequisite: MAT 6318 or demonstrated technology proficiency.*

Focuses on the terminology, design principles, tools and techniques, and software skills teachers need to create multimedia projects. Teachers will learn to create and manipulate graphics, animation, audio, and video for use in their classrooms.

**6326 Electronic Publishing for Teachers (3-3-0)**

*Prerequisite: MAT 6318 or demonstrated technology proficiency.*

Introduces the principles of desktop publishing and web page design and demonstrates a variety of tools and techniques for teachers to design and troubleshoot electronic publications to interact effectively with diverse audiences.

**6380 Practicum for Urban Teachers (3-1-2)**

*Prerequisite: Graduate or post-baccalaureate standing, a classroom teacher, and technology proficiency.*

Offers teachers an opportunity to participate, over a two-semester period, in university-sponsored work-shops/seminars. Workshops are designed to support urban teachers in (a) applying teacher education knowledge to the full responsibility of day-to-day teaching (b) reflecting on challenges and events occurring in their classrooms and schools, and (c) engaging in cooperative solving of inevitable problems that arise during the teaching experience.



**6381 Internship in Urban Classrooms (3-1-2)**

*Prerequisite:* Completion of 9 hours from MAT 6301, 6302, 6303; 6304, 6305, 6306; or 6307, 6308, 6309.

Offers students a supervised internship in an urban educational setting over a two-semester period. Examines the diversity of community resources for elementary, bilingual, or secondary education. Students systematically develop strategies for integrating local and regional resources into the teaching and learning process. (Content varies based upon EC-4 or 4-8 licensure level sought).

**6390 Directed Study in Urban Teaching (3-1-2)**

*Prerequisite:* MAT 6316, MAT 6317, and MAT 6318.

Offers the opportunity for specialized study not normally or not often available as part of the regular offerings.

## MATH (Mathematics)

**0300 Beginning Algebra (3-3-0)**

*Prerequisite:* Students are placed in MATH 0300 based on an Accuplacer score of less than 53, or a THEA Math score of less than 230.

This course is intended to build and reinforce the essential geometry, arithmetic and algebra skills needed for Intermediate Algebra (MATH 1300). Topics include real numbers and their properties, order of operations and simplifying real-valued expressions, simplifying algebraic expressions, solving linear equations and inequalities, solving systems of equations in two variables, an introduction to the Cartesian coordinate system and word problems. This course may not be used to satisfy degree requirements.

**1201 Math Success Lab (2-0-2)**

*Prerequisite:* Co-enrollment in MATH 0300 or MATH 1300.

Structured tutorial assistance designed to help students achieve success in MATH 0300 or MATH 1300. Tutoring provided by peer tutors under the supervision of a math instructor. Tutorial activities are structured around course homework and additional group or laboratory activities specifically designed for MATH 1201. Additional topics may include study skills, time management, goal setting, and test-taking skills. Students may be charged a lab fee.

**1300 Intermediate Algebra (3-3-0)**

*Prerequisite:* A grade of C or better in MATH 0300, an Accuplacer score of 53-72, or a THEA Math score of 230-269.

A survey of pre-college algebra is intended to build and reinforce the essential algebra skills needed for College Algebra (MATH 1301) or College Mathematics for Liberal Arts (MATH 1310). Topics include operations with algebraic expressions, factoring, the Cartesian coordinate system, systems of 1st degree equations in two variables solved by graphical and algebraic methods, slope and distance formulas, integer and rational exponents, radicals, an introduction to quadratic equations and word problems. This course may not be used to satisfy degree requirements.

**1301 College Algebra (3-3-0)**

*Prerequisite:* A grade of C or better in MATH 1300, an Accuplacer score of 73, or a THEA Math score of 270 or better.

College-level topics in algebra including variation, systems of equations, nonlinear inequalities, functions and their graphs, lines,

quadratic equations and functions, complex numbers, polynomials, exponential and logarithmic functions, the algebra of functions, and applications related to these topics. (MATH 1314)

**1302 Plane Trigonometry (3-3-0)**

*Prerequisite:* A grade of C or better in MATH 1301 or placement by exam taken at UH-Downtown.

Trigonometric functions with emphasis on fundamental identities, radian measure, graphing, inverse trigonometric functions, solving triangles and trigonometric equations, vectors and applications related to these topics. (MATH 1316)

**1305 Finite Mathematics with Applications (3-3-0)**

*Prerequisite:* A grade of C or better in MATH 1301 or placement by exam taken at UH-Downtown.

Graphs and functions, vectors, matrices, linear programming using the Simplex method, mathematics of finance, and an introduction to probability with applications to business, economics and the social sciences. (MATH 1324)

**1306 Fundamentals of Calculus with Applications (3-3-0)**

*Prerequisite:* A grade of C or better in MATH 1301 or placement by exam taken at UH-Downtown.

Functions, limits, continuity, differentiation, integration and partial derivatives. Applications of all techniques to business, economics and the social sciences are stressed. (MATH 1325)

**1310 College Mathematics for Liberal Arts (3-3-0)**

*Prerequisite:* A grade of C or better in MATH 0300, or an Accuplacer score of 63 or better, or a THEA Math score of 230 or better.

An introduction to contemporary mathematical ideas and problem-solving techniques. Designed for students requiring one college-level mathematics course. This course cannot be applied toward any degree in the Department of Computer and Mathematical Sciences. (MATH 1332)

**1404 Precalculus Mathematics (4-4-0)**

*Prerequisite:* A grade of C or better in MATH 1302 or placement by exam taken at UH-Downtown.

A thorough treatment of the elementary functions and their graphs including polynomials, rational functions, exponential functions and logarithms. Applications of the elementary functions to practical problems such as modeling are included. Topics from plane analytic geometry needed in calculus are also covered including polar coordinates, conic sections and parametric curves. Concludes with an introduction to sequences and series. (MATH 2412)

**1505 Precalculus with Trigonometry (5-5-0)**

*Prerequisite:* Department approval and a grade of B or better in MATH 1301.

A thorough treatment of the elementary functions and their graphs including polynomials, rational functions, exponential functions and logarithms, and trigonometric functions. Applications of the elementary functions to practical problems. Topics from trigonometry include fundamental identities, radian measure, graphing, inverse trigonometric functions and solving triangles and trigonometric equations. Topics from plane analytic geometry needed in calculus are also covered including vectors, polar coordinates, conic sections and parametric curves. Concludes with an introduction to sequences and

series.

### **2190-2490 Special Topics in Mathematics**

*Prerequisite: Department approval.*

Study of one or more major topics in sophomore-level mathematics. May be repeated for credit when topic varies.

### **2301 Introduction to Computational Mathematics (3-3-0)**

*Prerequisite: A grade of C or better in CS 1410 and credit or enrollment in MATH 2401.*

This is a problem-solving applied mathematics and programming course that involves modeling, simulation, and visualization in a computer algebra system (CAS) to be chosen by the instructor (MATLAB, Maple, or Mathematica). No prior knowledge of a CAS is necessary. Students will be introduced to the CAS as a useful tool in computational mathematics, and will use it to implement and solve problems covering a wide range of applications.

### **2401 Calculus I (4-4-0)**

*Prerequisite: A grade of C or better in MATH 1404 or 1505 or placement by exam taken at UH-Downtown.*

Functions, limits, the derivatives of algebraic and trigonometric functions, curve sketching, applications of the derivative and an introduction to the definite and indefinite integrals of algebraic and trigonometric functions. (MATH 2413)

### **2402 Calculus II (4-4-0)**

*Prerequisite: A grade of C or better in MATH 2401.*

Topics include differentiation and integration of transcendental functions, techniques of integration, improper integrals and applications of the integral, sequences and infinite series. (MATH 2414)

### **2403 Calculus III (4-4-0)**

*Prerequisite: A grade of C or better in MATH 2402.*

Solid analytic geometry, partial derivatives, multiple integrals and line integrals. Applications of the calculus of functions of several variables are also considered. (MATH 2415)

### **2405 Discrete Mathematics (4-4-0)**

*Prerequisite: A grade of C or better in MATH 1305 or MATH 1404 or MATH 1505 or placement by exam taken at UH-Downtown and credit or enrollment in CS 1305 or CS 1408 or CS 1410.*

Topics include sets, relations, and functions, logic, methods of proofs, induction and recursion, counting principles, combinatorics and graphs with emphasis on applications. (MATH 2405)

### **2407 Linear Algebra (4-4-0)**

*Prerequisite: A grade of C or better in MATH 2401 or MATH 2305 or placement by exam taken at UH-Downtown.*

An introduction to the basic concepts of linear algebra including systems of linear equations, matrices, vector spaces, linear transformations, determinants, eigenvalues, eigenvectors, orthogonality and applications.

### **2411 Calculus I for the Life Sciences (4-4-0)**

*Prerequisite: A grade of C or better in MATH 1404 or 1505 or placement by exam taken at UH-Downtown.*

Study of the concepts of differentiation and integration with an

emphasis on applications in the life sciences. Topics include elementary functions and graphing, discrete models, discrete population models, limits, continuous functions, derivatives, differentiation with biological applications, linear approximation, optimization, difference equations, stability, and integration with biological applications.

### **2412 Calculus II for the Life Sciences (4-4-0)**

*Prerequisite: A grade of C or better in MATH 2411 or 2401.*

Topics include integration, approximation by Taylor series, differential equations, matrices, eigenvalues and eigenvectors, functions of several variables, partial derivatives, tangent planes and linearization, systems of difference equations, systems of linear and nonlinear differential equations, and equilibria and stability.

### **3190-3490 Special Topics in Mathematics**

*Prerequisite: Department approval.*

Study of one or more major topics in junior-level mathematics. May be repeated for credit when topic varies.

### **3301 Differential Equations (3-3-0)**

*Prerequisite: A grade of C or better in MATH 2401 and MATH 2402.*

*Credit or enrollment in MATH 2407 is recommended.*

Ordinary differential equations, with emphasis on methods of solution of first order equations, homogeneous and non-homogeneous linear equations and systems of linear equations. Power series solutions of some linear equations and elementary applications are also covered.

### **3302 Probability and Statistics (3-3-0)**

*Prerequisite: A grade of C or better in MATH 2402.*

Probability and statistics useful for science and engineering applications. Topics include: probability distributions, statistical inference, estimation, testing of hypotheses, linear regression and analysis of variance. Standard statistical packages are used. Credit may not be earned for both MATH 3302 and STAT 3309.

### **3303 Geometry for Teachers (3-3-0)**

*Prerequisite: A grade of C or better in MATH 1301 and junior standing.*

Topics selected from: properties of angles, lines, triangles, polygons, polyhedra, circles, similarity and congruency of triangles, area, perimeter, surface area, volume, geometric constructions, transformations, tessellation, investigating patterns in geometry for problem solving, the Pythagorean Theorem, the coordinate plane and an introduction to geometric proofs. The *NCTM's Principles and Standards for School Mathematics* and the Texas Administrative Code (TACs), Title 19, Part II, Chapter 111 will be referenced. The use of technology is included. This course is primarily designed for students in the Teacher Preparation program.

### **3306 Introduction to Modern Algebra (3-3-0)**

*Prerequisite: A grade of C or better in MATH 2405 (Discrete Mathematics) and MATH 2407 (Linear Algebra).*

Topics include operations on sets, groups, Abelian groups, permutation groups, subgroups, the integers modulo  $n$ , cyclic groups, direct products, cosets, quotient groups, normal subgroups, group homomorphisms and isomorphisms, and an introduction to rings. Applications will include coding, networks, minimal spanning trees and linear machines, as time permits.

**3307 Analysis I (3-3-0)**

*Prerequisite: Grade of C or better in MATH 2402 and MATH 2405.*

A rigorous treatment of the elements of calculus and its foundations including techniques of proof, sets and functions, structure of the real number system, topology of reals, sequences, limits and continuity of functions of one real variable, differentiation and integration. Proof writing is emphasized.

**3308 Numerical Methods (3-3-0)**

*Cross-listed as CS 3308. Credit may not be earned for both.*

*Prerequisite: Grade of C or better in CS 1408 or CS 1410, MATH 2407 and MATH 2402.*

Develop and implement algorithms used in solving a variety of problems from science and engineering, including numerical solutions of linear systems of equations and nonlinear equations, curve fitting, approximation, numerical differentiation and integration, and numerical solutions of ordinary differential equations. Computer techniques are used in obtaining and analyzing numerical solutions.

**3311 Differential Geometry (3-3-0)**

*Prerequisite: A grade of C or better in MATH 2402 and MATH 2407.*

Geometry of curves and surfaces is introduced and applications are discussed. Topics will be selected from parametric equations, tangent and normal vectors, curvature and torsion, first and second fundamental forms, geodesics and isometries. Surfaces of constant curvature are discussed as models of non-Euclidean geometries.

**3312 Set Theory (3-3-0)**

*Prerequisite: Grade of C or better in MATH 2405.*

Topics include sets and set operations, relations and their properties, partitions of sets and equivalence relations, axioms of set theory, partially and totally ordered sets and their properties, mappings, cardinals and ordinals.

**3313 Mathematics Topics for Secondary Teachers (3-3-0)**

*Prerequisite: Grade of C or better in MATH 2401 or MATH 1306, enrollment in secondary teacher certification and department approval.*

Topics chosen from mathematical connections, historical perspectives, common conceptions and misconceptions, applications and technology relative to teaching and learning high school mathematics topics in algebra, discrete mathematics, geometry and calculus; problem solving theory and techniques over various topics including classic historical problems in mathematics. The *NCTM's Principles and Standards for School Mathematics* and the Texas Administrative Code (TACs), Title 19, Part II, Chapter 111 will be referenced. The use of technology is included. Emphasis on conceptual understanding and developing the ability to provide both informal explanations and formal proofs.

**3321 Math Concepts I (3-3-0)**

*Prerequisite: A grade of C or better in MATH 1301 or MATH 1310.*

*Restricted to students in Urban Education or permission of CMS department chair.*

Topics are chosen from problem solving, logic, numeration systems, set theory, number theory, estimation and algebraic thinking. The *NCTM's Principles and Standards for School Mathematics* and the Texas Administrative Code (TACs), Title 19, Part II, Chapter 111 will be referenced. The use of technology is included.

**3322 Math Concepts II (3-3-0)**

*Prerequisite: A grade of C or better in MATH 1301 or MATH 1310.*

*Restricted to students in Urban Education or permission of CMS*

*department chair*

Topics are chosen from problem solving, proportional reasoning, probability, statistics, introductory geometry, estimation, systems of linear equations, measurement, motion geometry and symmetry. The *NCTM's Principles and Standards for School Mathematics* and the Texas Administrative Code (TACs), Title 19, Part II, Chapter 111 will be referenced. The use of technology is included.

**3399 Directed Study in Mathematics**

*Prerequisite: Formal approval by department chair and dean.*

Selected topics in mathematics; intensive individual study under the guidance of a member of the Computer and Mathematical Sciences faculty.

**4190-4490 Special Topics in Mathematics**

*Prerequisite: Department approval.*

Intensive study of one or more major topics in mathematics. Course may be repeated for credit with department approval.

**4294 Senior Seminar (2-2-0)**

*Cross-listed as CS 4294, STAT 4294. Credit may not be earned for more than one.*

*Prerequisite: COMM 1304, ENG 3302, senior standing, a passing score on the WPE, and department approval.*

An intense, structured seminar. Students are exposed to the world community as it relates to their major (involving a written and oral report on cultural issues as well as discussion of these topics); ethics is discussed as it relates to the subject. In addition, students prepare a written proposal for a senior project. Attendance at departmental colloquia is also required.

**4301 Advanced Numerical Methods for Science and Engineering (3-3-0)**

*Prerequisite: Grade of C or better in MATH 3308, MATH 2403 and MATH 3301.*

Advanced topics in numerical mathematics, including the numerical solution of ordinary and partial differential equations and advanced methods in numerical linear algebra. Programming projects are stressed that use the computer to solve physical and engineering problems. This course may be used to fulfill the writing application course requirement with additional prerequisites of CS 4294, ENG 3302 and COMM 1304.

**4302 Advanced Multivariable Calculus (3-3-0)**

*Prerequisite: Grade of C or better in MATH 2307 and MATH 2403.*

Differentiability of real and vector valued functions; coordinate transformation in multiple integrals (Jacobian); line and surface integrals of real and vector-valued functions; Implicit Function Theorem; Green's, Stoke's and Divergence Theorems.

**4303 Introduction to Topology and Functional Analysis (3-3-0)**

*Prerequisite: Grade of C or better in MATH 3307.*

A rigorous treatment of the basic concepts of point set topology and functional analysis including open sets, closed sets, compact sets, continuity, convergence, topological spaces, metric spaces, normed spaces, inner-product spaces, Banach and Hilbert spaces. Hahn-Banach Theorem, Open Mapping Theorem and Banach Fixed Point Theorem are discussed and proved.

**4304 Introduction to Partial Differential Equations (3-3-0)**

*Prerequisite: C or better in Math 3301.*

This course addresses the fundamentals of partial differential equations. It includes method of separation of variables, Fourier series; heat, wave, and Laplace equations; Sturm-Liouville eigenvalues problems; Fourier and Laplace transforms; nonhomogeneous problems; Green's functions. This course can be taken as a writing (W) course. In this case, the student should get a formal approval by the department chair and the academic advisor.

**4305 Complex Variables with Applications (3-3-0)**

*Prerequisite: A grade of C or better in MATH 2403 and MATH 3301.*

Analytic functions, power series, the theory of residues, conformal mapping and applications to physical problems.

**4306 Modern Algebra (3-3-0)**

*Prerequisite: A grade of C or better in MATH 3306 (Introduction to Modern Algebra)*

Topics from rings, polynomial rings, integral domains, fields, fields of quotients, unique factorization domains, quotient rings, ideals of rings, principal ideal domains, Galois theory, solvability of equations by radicals, and ruler and compass constructions.

**4307 Analysis II (3-3-0)**

*Prerequisite: Grade of C or better in MATH 3307.*

A rigorous treatment of the elements of calculus and its foundations including differentiation, Riemann integration, infinite series, sequences and series of functions, and metric spaces. Proof writing is emphasized.

**4308 Introduction to Graph Theory (3-3-0)**

*Prerequisite: Grade of C or better in MATH 2405 and MATH 2407.*

This course introduces some of the basic concepts in graph theory including; isomorphisms, graph invariants, spanning trees, connectivity, matchings, factors, graph coloring, and planarity. Additional topics, as time allows, may include; Ramsey theory, random graphs, extremal problems, complexity and NP-completeness.

**4312 History of Applied Mathematics (3-3-0)**

*Prerequisite: Grade of C or better in MATH 2401 or MATH 1306 and department approval.*

The course traces the development of mathematics and its applications from the Greek mathematicians through the modern age including the development of computer techniques in applied mathematics. This course may be used to fulfill the writing application course requirement with additional prerequisites CS/MATH 4294, ENG 3302 and COMM 1304.

**4315 Mathematical Modeling (3-3-0)**

*Prerequisite: A grade of C or better in MATH 3301.*

The goal of this course is to impart to students the excitement and usefulness of mathematics and computer science as fundamental tools in solving real-world problems. The course focuses on functions as models for phenomena, on the development of a repertoire of techniques to be used in modeling, and on the interpretation and validation of the mathematical model. The course will provide students in mathematics, statistics, computer science, natural science or engineering the opportunity for undergraduate research. A term project using software will be required.

**4333 Theory and Application of Neural Nets (3-3-0)**

*Cross-listed as CS 4333. Credit may not be earned for both.*

*Prerequisite: A grade of C or better in MATH 2407, MATH 2403, and CS 2310.*

Introduction to basic concepts of neural networks used in supervised and unsupervised learning. Several learning rules and algorithms will be presented along with applications.

**4334 Fuzzy Logic: Theory and Applications (3-3-0)**

*Cross-listed as CS 4334. Credit may not be earned for both.*

*Prerequisite: A grade of C or better in CS 2310 and MATH 2407.*

This course will cover important ideas in the theory and applications of fuzzy logic as operations on fuzzy sets, alpha cuts, possibility measure, ruled based computations, associative memories and other topics as time permits.

**4336 Neuro-Fuzzy Systems (3-3-0)**

*Cross-listed as CS 4336. Credit may not be earned for both.*

*Prerequisite: MATH 2403, MATH 2407, and CS 2310. CS/MATH 4333 or CS/MATH 4334 recommended.*

Advanced topics selected from fuzzy logic, regression and optimization, adaptive networks, neural nets, and neuro-fuzzy systems.

**4380 Field Experience in Mathematics**

*Prerequisite: 60 semester hours, department approval, and grades of B or better in 6 hours of upper level math.*

Selected students are placed in jobs in the local community which are related to and reinforce their academic training. Positions are full-time, salaried and last the duration of a semester. Recommended for students not already employed in their area of study.

**4395 Senior Project in Mathematics**

*Cross-listed as CS 4395, STAT 4395. Credit may not be earned for more than one.*

*Prerequisite: COMM 1304, ENG 3302, grade of B or better in CS/MATH 4294, 3.0 GPA, senior standing and department approval.*

Intensive study under the guidance of a member of the Computer and Mathematical Sciences faculty culminating in an individually researched and formally written report and oral presentation dealing with the applications of the mathematical sciences in the student's area of specialization and related to one type of business or industry in the Houston area.

**4396 Senior Thesis**

*Prerequisite: Formal approval of department chair and student's advisor for MATH 4395.*

Intensive study under the guidance of a member of the Computer and Mathematical Sciences faculty which continues and expands the research carried out in MATH 4395. A formal written report and oral presentation will be required.

**4399 Directed Study in Mathematics**

*Prerequisite: Formal approval by department chair and dean.*

Intensive individual study under the guidance of a member of the Computer and Mathematical Sciences faculty.

**Senior/Graduate Courses****5309 Business Statistics (3-3-0)**

*Prerequisite: Graduate standing or department approval.*

Basic concepts of statistics for Master's candidates are explored, including descriptive statistics, probability concepts, point and interval estimation, hypothesis, regression, and analysis of variance. Applications will be geared to business problems, and interpretation of results will be stressed. Computer packages will be utilized, with an emphasis on output analysis.

## Graduate Courses

### **6301 Geometry for Teachers (3-3-0)**

*Prerequisite: Department approval.*

Topics will be chosen from Euclidean geometry, including properties of lines, planes, polygons and circles and other curves; concepts of congruence, symmetry, simple transformations and tessellations; techniques of measurement. Emphasis on applications, the use of manipulatives, graphing calculators and appropriate computer software.

### **6302 Mathematical Structures for Teachers (3-3-0)**

*Prerequisite: Department approval.*

Topics will be chosen from introduction to set theory, functions and logic, elements of number theory, properties of the rational and real number systems, modular arithmetic, techniques of problem-solving. Emphasis on applications, the use of manipulatives, calculators and appropriate computer software.

### **6304 Combinatorics and Probability for Teachers (3-3-0)**

*Prerequisite: Department approval.*

Topics will be chosen from principles of counting, elements of probability, simulation and modeling techniques, introduction to graph theory, descriptive statistics including a variety of graphing procedures. Emphasis on manipulatives, calculators and appropriate computer software.

### **6311 Advanced Geometry for Teachers (3-3-0)**

*Prerequisite: Department approval.*

Topics will be chosen from Euclidean geometry, analytic geometry, non-Euclidean geometries. Proofs and the axiomatic approach will be included. Emphasis on appropriate geometric computer software.

### **6312 Analysis for Teachers (3-3-0)**

*Prerequisite: Department approval.*

Topics will be chosen from theory of functions including continuity, differentiation and integration, introduction to numerical analysis, elements of chaos and fractals. Emphasis on symbolic manipulation software.

### **6318 Special Topics for Secondary Teachers (3-3-0)**

*Prerequisite: Department approval.*

Topics will be chosen from probability distributions and inferential statistics, elementary game theory and combinatorics, linear programming and matrix methods, history of math, modeling and simulation, uses of technology in mathematics, web use for searches of mathematical concepts and procedures. Emphasis on appropriate computer software. )

### **6201 Leadership, Team Building and Team Management (2-2-0)**

*Prerequisite: Admitted to MBA program, may be taken concurrently with MBA 6202.*

The difference between successful and unsuccessful organization is not the skill of their managers; it is the skills of their leaders. Managers and bosses are not necessarily leaders. Leaders motivate people to work towards a common goal they may not be able to see. Leadership is learned - the skills and knowledge processed by the leader can be influenced by continual analysis and refinement. Team building skills are critical for your effectiveness as a manager or entrepreneur. A better understanding of team work can make you a more effective team member or team leader. The issues of team formation, maintenance, reward, and dissolution are addressed in this course.

### **6202 Strategic Management (2-2-0)**

*Prerequisite: Admitted to MBA program. May be taken concurrently with MBA 6201.*

There is a difference in strategic thinking, strategic management and strategic planning. This course is to expose the students to the relative differences and establish a strategic framework that will facilitate integration of all other MBA study. It will also provide the framework for developing and fleshing out the capstone project course MBA 6215 (A & B) required for completion of the MBA.

### **6203 Managerial Accounting and Budgeting (2-2-0)**

*Prerequisite: Admitted to MBA program.*

Application of accounting data in decisions making; cost analysis as applied in the development of budgets; accounting as a tool for decision-making requiring interpret and explanation of the analysis in the context of managerial decision-making. Individual and group assignments.

### **6204 Managerial Finance (2-2-0)**

*Prerequisite: Admitted to MBA program.*

Analysis of managerial decisions in finance includes financial planning, working capital management, capital budgeting, valuation analysis, portfolio management, capital structure, and ethical and multinational concerns. Individual and group assignments.

### **6205 Management of the Supply Chain (2-2-0)**

*Prerequisite: Admitted to MBA program.*

An analysis of how technology has integrated global information and processes across all functions, purchasing, raw materials inventory, operations, transportation, and logistics and finished goods inventory. It is critical the manager understands how the pieces integrate into the whole and impacts costs. Individual and group assignments.

### **6206 Operations Management (2-2-0)**

*Prerequisite: Admitted to MBA program; may be taken concurrently with MBA 6204.*

Analysis of management of the operations process including production and service aspects. Topics include planning for capacity and location, facility layout, capacity scheduling, inventory management, and quality improvement. Individual and group assignments.

**6207 Management of Information Flow s (2-2-0)**

*Prerequisite: Admission to the MBA program.*

An analysis of how the information flows impact an organization's ability to maintain its strategic advantage through business data communications, database management systems, knowledge based systems, enterprise-wide systems and information control systems. Both individual and group assignments will be required.

**6208 Marketing Management (2-2-0)**

*Prerequisite: Admitted to MBA program.*

An analysis of the major marketing decisions of product development and management, demand, estimation, distribution, market structure analysis, pricing, promotion with emphasis on role and impact of technology in marketing management.

**6209 Human Resources Management (2-2-0)**

*Prerequisite: Admitted to MBA program.*

An analysis of the functions and role that human resource management contributes to development and maintenance of the organization's most important resources—people—in pursuit of its strategy. This course addresses what the manager can expect in terms of forecasting needs, recruitment, development and all aspects of retaining a workforce that matches the organization's needs. Individual and group assignments.

**6210 Legal Environment of Management (2-2-0)**

*Prerequisite: Admitted to MBA.*

Analysis of the areas of law most likely to impact a manager such as contracts, torts, products liability, corporations, securities, antitrust, employment law and labor relations, environmental, criminal, and intellectual property. The curriculum will include an examination of how these areas of impact management decisions, negotiation strategies, and associated ethical and/or international operational issues.

**6211 Managerial Decision Making (2-2-0)**

*Prerequisite: Admitted to MBA program.*

A study of concepts and methods to facilitate decision making. Develops an understanding of and ability to supply several quantitative tools and procedures to managerial decision making situations. Individual and group assignments.

**6212 Managerial Economics (2-2-0)**

*Prerequisite: Admitted to MBA program.*

Analysis of the economic environment in which an organization operates with an emphasis on the microeconomic tools and techniques that can be applied to business decision-making so to enhance the ability of managers to develop effective business strategies. The course will utilize individual and group assignments to understand and solve business problems.

**6213 Management of Organizational Behavior (2-2-0)**

*Prerequisite: Admitted to MBA program; may be taken concurrently with MBA 6201.*

Understanding individuals and contextual determinants of behavior in organizations, managerial tools, such as conflict resolution, motivation, and communication, to influence and direct employee behavior. This course focuses on the practical application of behavioral science theories to solving management problems.

**6214 Management in a Global Context (2-2-0)**

*Prerequisite: Admitted to the MBA program.*

An analysis of the importance of cultural sensitivity as it relates to all issues in all functional areas within a global business environment. Special emphasis is placed on analysis and assessment of the additional opportunities, risks, uncertainties and difficulties of conducting business across national boundaries. Individual and group assignments.

**6215 Capstone Course A and B (2-2-0)**

*Prerequisites: Completed 28 SCH of MBA courses A & B, Completed 28 SCH of MBA courses; courses taken in sequence.*

At the outset of the program, in MBA 6202 Strategic Management, students choose a project drawn from their current professional experience. Over the MBA curriculum, students, as individuals or teams develop and produce a capstone project that reflects the key components of managing a significant unit of an organization. This project may be theoretical or an actual situation faced by a firm. Upon completion the students present their projects to peers, faculty and industry representatives for review and evaluation.

**6290 Current Topics in Business (2-2-0)**

*Prerequisite: Completion of 16 hours of MBA required courses.*

Studies in a selected current business topic that reflects the changing needs and interests of the business environment. These topics may include but are not limited to accounting, business economics, business ethics, business policy, finance, information systems, international business, legal environment of business, management, organizational behavior, marketing, operations management, quantitative methods for management, corporate social responsibility and sustainability.

## MBIO (Microbiology)

**1105 Microbiology Lab (1-0-3)**

*Prerequisite: Credit or enrollment in MBIO 1305.*

*Laboratory fee required: \$17.*

Exercises and experiments which emphasize sterile techniques and other techniques used in the study of microorganisms in the clinical laboratory. (BIOL 2120)

**1305 Microbiology (3-3-0)**

*Prerequisite: Credit or enrollment in MBIO 1105, CHEM 1305/1105 recommended.*

The morphology, classification, growth, physiology, and genetics of Microorganisms are covered, with emphasis on bacteria. Control of bacterial growth with antibiotics, antiseptics, and disinfectants are also considered. Pathogenesis of disease—causing bacteria and the role of the immune system in protection from disease are studied. This course satisfies the microbiology requirement for nursing schools.

**1310 Introduction to Microbiology (3-2-2)**

*Prerequisite: Credit or enrollment in ENG 1301.*

*Laboratory fee required: \$17.*

Integrated lecture/lab course for non-science majors. This course will introduce the student to microorganisms including bacteria, fungi, protists and viruses, and will explore their impact on humans. The numerous benefits of microorganisms, including protection from pathogens, food manufacturing, genetic engineering, soil fertility, production of biofuels, recycling of key nutrients and biomediation will

be explored. Microorganisms that cause diseases and other damage such as food spoilage, and corrosion of metal pipes will also be studied. *This course will not satisfy the microbiology requirement for nursing schools.*

### **2105 General Microbiology Lab (1-0-3)**

*Prerequisite: Credit or enrollment in MBIO 2305.*

*Laboratory fee required: \$30.*

Experiments which emphasize sterile technique, staining techniques, bacteria growth conditions, and biochemical tests used to identify microorganisms, phage testing, food microbiology, and Koch's postulates. (BIOL 2121)

### **2190-2490 Special Topics in Microbiology**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

Selected topics in lower-level microbiology according to the needs and interests of the students.

### **2305 General Microbiology (3-3-0)**

*Prerequisite: BIOL 1302/1102 and CHEM 1308/1108 and credit or enrollment in MBIO 2105.*

An introduction to microorganisms (bacteria, viruses, yeasts, algae and protozoa) with attention to morphology, physiology, genetics, taxonomy, and relationship of microorganisms to soil, water, food, industry and health. Credit for both BIOL 1305 and 2305 may not be applied toward a degree. (BIOL 2321)

### **3150 Biology of Fungi Laboratory (1-0-3)**

*Cross-listed as BIOL 3140. Credit may not be earned for both.*

*Prerequisite: Credit or enrollment in MBIO 3350.*

*Laboratory fee required: \$30.*

A study of the principles and applications of techniques for isolation, culture, and identification of fungi; and a study of the characteristics of fungal growth, nutrition, metabolism, and genetics.

### **3190-3490 Special Topics in Microbiology**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

Selected topics in junior-level microbiology according to the needs and interests of the students.

### **3300 Undergraduate Research (3-0-0)**

*Prerequisite: Approval by Natural Sciences advisor, minimum GPA of 2.5, and permission of instructor.*

Independent investigation of a specific topic or problem in microbiology research under the direction of a selected faculty member.

### **3320 Virology (3-3-0)**

*Prerequisite: MBIO 2305/2105.*

The various groups of viruses are studied with regard to their structure, characteristics, mechanisms of replication, applications to molecular biology and to disease processes.

### **3340 Environmental Microbiology (3-3-0)**

*Prerequisite: Grade of C or better in MBIO 2305/2105.*

The course will emphasize the impact of microorganisms on their environment. Topics include microbial diversity, microbiological interactions important in agriculture, medicine and biotechnology, biodegradation and bioremediation, and the impact of microbes in

protective biofilms. Current methods for the detection of microorganisms and contamination control will also be discussed.

### **3350 Biology of Fungi (3-3-0)**

*Cross-listed as BIOL 3340. Credit may not be earned for both.*

*Prerequisite: BIOL 1302/1102, CHEM 1308/1108 or credit or enrollment in MBIO 3150.*

A comprehensive study of fungi with emphasis on higher fungi. Course includes aspects of the fungal body, growth, sporulation, reproduction and diversity, and biotechnology.

### **3399 Directed Study in Microbiology**

*Prerequisite: Approval of the department chair and the dean, junior standing, GPA of 3.0.*

Intensive in-depth study of various topics under the guidance of a member of the biology faculty.

### **4113 Parasitology Laboratory (1-0-3)**

*Cross-listed as BIOL 4113. Credit may not be earned for both.*

*Prerequisite: Credit or enrollment in MBIO 4313.*

*Laboratory fee required: \$30.*

Appropriate exercises and experiments that illustrate some of the basic techniques, concepts and facts presented in MBIO 4313.

### **4120 Immunology Lab (1-0-3)**

*Prerequisite: Credit or enrollment in MBIO 4320.*

*Laboratory fee required: \$30.*

Introduction to immunology laboratory techniques including agglutination, precipitation, neutralization and labeled immunoassays.

### **4140 Pathogenic Microbiology Lab (1-0-3)**

*Prerequisite: Credit or enrollment in MBIO 4340.*

*Laboratory fee required: \$30.*

Techniques commonly used to identify clinically important pathogens and antibiotic testing.

### **4190-4490 Special Topics in Microbiology**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

In-depth study of different topics in Microbiology and Immunology.

### **4210 Microbiology Seminar (2-2-0)**

*Prerequisite: Senior standing or permission of the instructor, MBIO 2305/2105 and 8 hours of upper-level science.*

Readings and student presentations of relevant articles from current scientific journals or the results of the research.

### **4230 Advanced Laboratory in Cell and Molecular Biology (2-0-6)**

*Cross-listed as BIOL 4230. Credit may not be earned for both.*

*Prerequisite: One of the following: BIOL 4320, BIOL 4330, CHEM 4140, MBIO 4310. Laboratory fee required: \$30.*

Introduction to modern techniques in the manipulation of genes, and their introduction and regulation in eukaryotic cells. Techniques include polymerase chain reaction, in vitro mutagenesis, and fluorescence microscopy. Laboratory work emphasizes the design and carrying out of student-designed protocols.

### **4310 Microbial Biotechnology (3-3-0)**

*Prerequisite: A grade of C or better in MBIO 2305/2105, BIOL*

3303/3103 and 8 additional hours of upper-level science.  
Fundamental principles of biotechnology with emphasis on microbial systems, genetic improvement, and practical applications.

#### **4313 Parasitology (3-3-0)**

*Cross-listed as BIOL 4313. Credit may not be earned for both.  
Prerequisite: BIOL 1302/1102, CHEM 1308/1108, and credit or enrollment in BIOL 4113.*

Introduction to parasitism as a biological concept and a survey of specific parasites of medical and veterinary importance. Additional topics include the relationship of opportunistic parasites in the treatment of AIDS, immunodiagnosis and the status of vaccine development for parasitic diseases.

#### **4320 Immunology (3-3-0)**

*Prerequisite: A grade of C or better in MBIO 2305/2105, BIOL 3303/3103, and credit or concurrent enrollment in MBIO 4120.*  
Innate immune response including latest advances, and detailed study of the adaptive immune response including B and T cell biology, macrophages, complement, hypersensitivities, transplantation and tumor biology.

#### **4340 Pathogenic Microbiology (3-3-0)**

*Prerequisite: CHEM 3301/3201, MBIO 4320/4120, a grade of C or better in MBIO 2305/2105, and credit or enrollment in MBIO 4140.*  
Microbial pathogens, clinical characterization, disease symptoms, mechanisms of pathogenesis, and chemotherapy.

#### **4380 Field Experience in Microbiology**

*Prerequisite: At least 85 hours and departmental approval.*  
Field experience integrates theory learned in microbiology courses with practical laboratory and field experiences. May be repeated for additional credit; six hours may be applied toward degree in microbiology.

#### **4399 Senior Honors Thesis**

*Prerequisite: Senior standing and enrollment in the Honors Program in the Natural Sciences.*

A research project, supervised by a member of the natural sciences faculty or scientist at an affiliated research institution or laboratory. The completed research project must be presented in both written and oral form to the science faculty. No more than six hours credit for this course may be applied toward a degree.

## **MGT (Management)**

#### **3301 Management of Organizations (3-3-0)**

*Prerequisite: Completion of the common core plus 18 additional hours and completion of, or enrollment in, BA 3300. BA 3300 may be waived upon completion of HUM 3310 or CJ 3300.*

Introduction to the management of organizational behavior. Micro and macro organizational behavior topics are covered including motivation, personality, groups and intergroup dynamics, decision making, communication, politics and ethics, organizational design and change and international issues. The functions of management-planning, organizing, leading and controlling are also examined.

#### **3302 Human Resource Management (3-3-0)**

*Prerequisite: MGT 3301 and completion of, or enrollment in, BA 3300.*  
Policies, procedures and strategies of human resource management including recruitment, job analysis, employee appraisal, staffing, and compensation.

#### **3303 Negotiating Skills and Techniques (3-3-0)**

*Cross-listed as SCM 3303. Credit may not be earned for both.  
Prerequisite: Completion of the common core plus 18 additional hours, PSY 1303, and completion of, or enrollment in, BA 3300 or department approval.*

Process of negotiation, human behavior involved in negotiations, techniques of communication, persuasion, strategy, tactics and formulation of game plans. Practical exercises in mock negotiations.

#### **3304 Labor Management Relations (3-3-0)**

*Prerequisite: MGT 3302 and completion of, or enrollment in, BA 3300.*  
Current issues and problems facing management in its relationships with employees, government and the community. The management-union relationship, governmental actions affecting this relationship and trends in the composition of the work force.

#### **3306 Compensation Management (3-3-0)**

*Prerequisite: MGT 3302 and completion of, or enrollment in, BA 3300.*  
Installation and administration of a wage and salary program. Evaluation of personnel, government and union influence and the implementation and maintenance of various incentive plans and fringe benefit packages.

#### **3307 Equal Opportunity Management (3-3-0)**

*Prerequisite: MGT 3301 and completion of, or enrollment in, BA 3300.*  
This course examines both the individual perspective on diversity on one's work experience and the impact of diversity on organizational performance. The course examines various forms of diversity (e.g., culture, gender, race, ethnicity, religion, age, disability, sexual orientation), discusses diversity as a bottom-line necessity for today's organizations, and diversity management as a managerial competency. The ability to relate to and effectively manage people is critical to organizational success and this course is designed to prepare individuals to meet the challenge of diversity management through experiential exercises and applied projects.

#### **3310 Service Operations Management (3-3-0)**

*Prerequisite: STAT 3309 or SOS 3312, completion of the common core plus 18 additional hours, and completion of, or enrollment in, BA 3300.*

Analysis and application of operations management concepts to services. The practical application of service operations management techniques will be emphasized with case analyses derived from a variety of service industries.

#### **3332 Operations and Supply Chain Management (3-3-0)**

*Prerequisite: MGT 3301 and a grade of C or better in STAT 3309, and completion of, or enrollment in, BA 3300.*

An introduction to operations management with applications to manufacturing and service industries. This course will examine operations management in the context of the larger supply chain. Students will learn how value is created through the integrated production and distribution of goods, services, and information. Topics include: probability and statistics, breakeven analysis, product/process



design, queuing, forecasting, project management, inventory management, quality management, and operations strategy including facility location, facility layout and distribution.

### **3399 Directed Study in Management**

*Prerequisite: Approval of department chair and dean.*

Selected topics in management; intensive individual study under the guidance of a member of the management faculty.

### **4301 International Management (3-3-0)**

*Prerequisite: MGT 3301.*

International management is concerned with effective strategic, organizational and interpersonal management in a dynamic global environment. This course will focus on the strategic and organizational challenges involved in managing activities and personnel across borders, in an increasingly interconnected world. The following topics will be considered from a global perspective: the economic, political, legal and technological environment affecting social responsibility and ethics; the role of culture; the formulation and implementation of strategy from organizational and market perspectives; and the human resources management staffing, training and compensation issues.

### **4303 Small Business Management (3-3-0)**

*Prerequisite: BA 3300 and completion of the common core plus 18 additional hours.*

An overview of the elements necessary for a small business to be developed, introduced into the marketplace, and successfully managed. Emphasis is placed on building a business plan.

### **4308 Managing People and Teams (3-3-0)**

*Prerequisite: BA 3300, MGT 3301, or instructor approval.*

This skill-building course relies on the general concepts imparted in MGT 3301. The focus is on leading and managing within organizations with special emphasis on self-awareness, stress management, supportive communication, conflict management, motivating others, the exercise of power, and team building. Diagnosis of current managerial skill level, readings, group exercises, and applications is included.

### **4314 Quality Management (3-3-0)**

*Prerequisite: BA 3300, MGT 3301, and a grade of C or better in STAT 3309.*

A comprehensive study of management and technical issues in quality management. Topics include quality management philosophies, TQM, customer satisfaction, continuous improvement, organization and implementation of quality, quality assurance, and statistical process control.

### **4330 Project Management (3-3-0)**

*Prerequisite: BA 3300 and a grade of C or better in MGT 3332.*

Techniques for planning, scheduling and controlling are presented with the use of software tools. Emphasis is placed on problem solving skills and project team development. Students will utilize techniques presented in this course to successfully complete a real-world project related to management.

### **4332 Management Science for Business Operations (3-3-0)**

*Prerequisite: A grade of C or better in MGT 3301 and STAT 3309.*

An introduction to management science techniques and models.

Topics include: Linear Programming; Integer Programming; Transportation; Transshipment and Assignment; Network Models; Decision Analysis; Multi-criteria decision-making; and, Simulation.

### **4345 Leadership in Organizations (3-3-0)**

*Prerequisite: MGT 3301*

The purpose of this course is to help students become successful leaders in organizations. Leadership involves a set of knowledge and skills that anyone can learn and this course reviews the latest research on leading effectively. The course covers subjects such as leadership traits and styles, effective leadership practices, motivating and inspiring others, developing followership, and leading organizational change.

### **4380 Field Experience in Management**

For more information and qualifications see Field Experience in the College of Business section of this catalog and/or the department chair for your declared major.

### **4390 Special Topics in Management (3-3-0)**

*Prerequisite: Approval of instructor or department chair.*

Intensive study of one or more major topics in management. May be repeated for credit with departmental approval when topics vary.

### **4391 Special Topics in Purchasing**

*Prerequisite: Approval of instructor or department chair.*

Intensive study of one or more major topics in purchasing and materials management, especially with respect to new or emerging areas. Course may be repeated for credit with departmental approval when topics vary.

## **Graduate Courses**

### **6301 Leadership, Motivation, and Communication for Security Executives (3-3-0)**

*Prerequisite: Admission to Security Management for Executives program or college approval.*

Leadership, motivation, and communication for executives in security organizations. Topics include one's own managerial and leadership skills, interpersonal skills, and leading organizational change.

### **6302 Human Resources Management for Security Executives (3-3-0)**

*Prerequisite: Admission to Security Management for Executives program or college approval.*

Survey of the field of human resources management with emphasis on security management. Topics include human resources planning, recruiting and selection, performance appraisal, compensation and reward systems, training and development, and employee relations. Regulatory and legal aspects of human resources management will be integrated throughout the course.

### **6332 Managerial Decision Making for Security Executives (3-3-0)**

*Prerequisite: Admission to Security Management for Executives program or college approval.*

Survey of qualitative and quantitative decision making methods with application to security management. Topics include priority and risk assessment matrices, decision theory, forecasting, regression analysis, quality control, simulation, and queuing.

## MKT (Marketing)

### 3301 Principles of Marketing (3-3-0)

*Prerequisite: Completion of the common core plus 18 additional hours and completion of, or enrollment in, BA 3300. BA 3300 may be waived upon completion of HUM 3310 or CJ 3300.*

Factors involved in the management of the marketing function relative to product development, promotion, pricing, physical distribution and the determination of marketing objectives within the framework of the marketing system and available markets.

### 3302 Personal Selling (3-3-0)

*Prerequisite: Completion of the common core plus 18 additional hours; and completion of, or enrollment in, BA 3300 or department approval.*

A development of the selling skills knowledge and technique required for effective consumer and industry selling. Emphasis is placed on learning and using prospecting skills, assessing customer needs, building reports, establishing benefit connections, handling objections and closing techniques to build long-term relationships.

### 3303 Business Marketing (3-3-0)

*Prerequisite: MKT 3301 or departmental approval and completion of, or enrollment in, BA 3300.*

Industrial or business marketing focuses on those activities that facilitate exchanges of products and services among businesses. Business markets differ from consumer markets in distinct ways that require different marketing practices. This course explores the application of marketing principles such as segmentation, positioning, promotion, distribution, pricing and product development to industrial and business markets.

### 3304 International Marketing (3-3-0)

*Prerequisite: MKT 3301 and completion of, or enrollment in, BA 3300.*

An examination of the problems, systems, procedures and general environment of international marketing, including differences in cultural and marketing practices among nations.

### 3305 Promotional Strategy (3-3-0)

*Prerequisite: MKT 3301 or departmental approval and completion of, or enrollment in, BA 3300.*

An in-depth study of the interrelationships among the elements of the promotional mix: advertising, personal selling, sales promotion and publicity.

### 3310 Marketing Channels (3-3-0)

*Prerequisite: MKT 3301 and completion of, or enrollment in, BA 3300.*

Design, implementation and management of marketing channels. Topics include market segmentation for channel design, channel structure and flows, channel integration, alliances, and legal constraints, performance measurement, channel institutions, and the role of logistics and supply chain management in marketing channels.

### 3330 Retail Management (3-3-0)

*Prerequisite: BA 3300, MKT 3301.*

Overview of the retailing industry and the nature and functions of retail organizations. Special emphasis is placed on the managerial aspects of retailing including product and site selection, store operations, and the development of the store image.

### 3399 Directed Study in Marketing

*Prerequisite: Approval of department chair and dean.*

Selected topics in marketing; intensive individual study under the guidance of a member of the marketing faculty.

### 4301 E-Marketing (3-3-0)

*Prerequisite: BA 3300 and MKT 3301.*

Covers the principles for understanding and implementing marketing programs via the Internet. A framework for developing, and the tools for implementing, Internet marketing plans are presented. All aspects of the marketing mix and online buying behavior are addressed.

### 4304 Supply Chain Logistics Management (3-3-0)

*Cross-listed as SCM 4307. Credit may not be earned for both.*

*Prerequisite: BA 3300, MGT 3308, or MKT 3301, or instructor approval.*

The overall logistics process for time and place utility of products. Topics include customer accommodation distribution strategy; planning and scheduling; inventory, packaging and storage strategy and management; transportation infrastructure and regulation; transportation management; logistics network integration and system design processes; organization and relationship management; and performance and financial assessment.

### 4305 Consumer Behavior (3-3-0)

*Prerequisite: BA 3300 and MKT 3301.*

Fundamental behavioral concepts applied to understanding consumer behavior. Topics include decision-making, learning, motivation, psychology, culture, and attitude formation as it applies to consumption behaviors.

### 4306 Marketing Research (3-3-0)

*Prerequisite: BA 3300, STAT 3309 and MKT 3301 or departmental approval.*

Marketing research supports marketing programs by providing information that describes and predicts market behavior. The marketing research process includes problem formulation, research design, data collection, data analysis and report writing. All aspects of marketing research are covered in this course with particular emphasis placed on research designs that will support decision-making.

### 4308 Exporting and Importing (3-3-0)

*Prerequisite: BA 3300 and MKT 3301 or departmental approval.*

Accessing global markets is the focus of this course. Strategies and practices for entering and expanding foreign markets require consideration of cultural, political, business and legal customs. Learning the procedures and marketing practices needed to establish an export/import business is emphasized.

### 4309 Marketing Management and Strategy (3-3-0)

*Prerequisite: BA 3300 and 9 hours of Marketing or departmental approval.*

Covers marketing, planning, strategy and management. A review of basic marketing principles and tools for analyzing marketing problems. The core of the course involves the analysis of cases to develop marketing strategies and plans.

### 4310 Seminar in Retail Strategy (3-3-0)

*Prerequisite: BA 3300, MGT 3301, MKT 3301, and an additional 3 hrs*

in MGT or MKT.

The capstone course for the minor in retail management. Emphasizes strategy and management of retail outlets including current issues in retailing. May include cases, simulations, and advanced analytical techniques.

#### **4380 Field Experience in Marketing**

For more information and qualifications see Field Experience in the College of Business section of this catalog and/or the department chair for your declared major.

#### **4390 Special Topics in Marketing**

*Prerequisite: Approval of department chair.*

Intensive study of one or more major topics in marketing, especially with respect to a new or emerging area.

### **MSCI (Military Science)**

#### **1125 Beginning Physical Training (1-0-3)**

*Prerequisite: Cadet Command Form 3425 must be on file prior to the first day of class.*

Open to all students. Offered in the Fall semester. Utilizes Army fitness techniques; develops strength, flexibility and endurance; develops self-confidence through leadership training and physical activities.

#### **1126 Beginning Physical Training (1-0-3)**

Open to all students. Offered in spring semesters. Continuation of MSCI 1125..

#### **1131 Physical Readiness Training (1-0-6)**

*Prerequisite: Must be ROTC cadet and have completed MSCI 1126. Cadet Command Form 3425 must be on file prior to the first day of class.*

Physically demanding. Develops improved strength and stamina utilizing Army fitness techniques.

#### **1210 Introduction to Leadership (2-1-2)**

*Prerequisite: Cadet Command Form 3425 must be on file prior to first day of class.*

Open to all students. No military commitment is required. Learn principles of effective leadership and reinforcement of self-confidence through participation in physically and mentally challenging training with upper division ROTC students; development of communication skills to improve individual performance and group interaction. Relate ethical values to the effectiveness of leadership. Laboratory required.

#### **1220 Introduction to Leadership II (2-1-2)**

*Cadet Command Form 3425 must be on file prior to first day of class.*

Open to all student. No military commitment required. Characteristics of leadership, problem analysis, problem solving, decisions making, oral presentations, first aid, small unit tactics, land navigation. Laboratory is required.

#### **2210 Foundations of Leadership (2-2-2)**

*Prerequisite: Cadet Command Form 3425 must be on file prior to first day of class.*

Open to all students. No military commitment is required. Characteristics of leadership, problem analysis, problem solving, decision making, oral presentation, first aid, small unit tactics, land

navigation. Laboratory is required.

#### **2220 Foundations of Leadership II (2-2-2)**

Continuation of MSCI 2210. No military commitment is required. Laboratory is required.

#### **2810 Leader's Training Course**

*Prerequisite: Approval of the chair of Military Science at UH.*

Four week off-campus field training practicum. Introduces student to the Army and leadership. Credit may not be received for both MSCI 2810 and the combination of MSCI 1210, 1220, 2210, and 2220. No military obligation is associated with this course.

#### **3310 Applied Leadership (3-3-2)**

*Prerequisite: MSCI 2220 or consent of the chair of Military Science at UH.*

Leadership; Preparing combat orders; military instruction principles; small unit tactics; tactical communications; fitness training. Class is designed to prepare students for Leadership Development and Assessment Camp (LDAC) and for a career as an Army Officer. Fitness and laboratory required.

#### **3320 Applied Leadership II (3-3-2)**

*Prerequisite: MSCI 3310 or consent of the chair of Military Sciences at UH.*

Introduction to combat orders and military principles, small unit tactics, and tactical communications. Fitness training and laboratory required.

#### **3398 Special Problems**

*Prerequisite: Junior standing and consent of the chair of Military Science at UH.*

#### **3490 Summer Field Training**

*Prerequisite: MSCI 3320 or consent of the chair of Military Science at UH.*

Off-campus field training practicum stressing application leadership management with emphasis on tactical and special military skills. Places students in demanding and stressful leadership situations.

#### **4310 Advanced Military Science (3-3-2)**

*Prerequisite: MSCI 3320 or consent of the chair of Military Science at UH.*

Leadership and command; Military Law; Administration/Staff operations and procedures; dynamics of the military team; training management; ethics and professionalism. Prepares students for commissioning as an Army Officer. Fitness training and laboratory required.

#### **4320 Leadership in a Complex World (3-3-2)**

*Prerequisite: MSCI 3320 or consent of the chair of Military Science at UH.*

Continuation of MSCI 4310. Fitness and laboratory required .

### **MUS (Music)**

#### **1303 Reading Music (3-3-0)**

Practice in reading and writing of music notation and rhythms commonly found in choral and instrumental literature. Keyboard used to visualize musical symbols, and plastic recorders used for practical

realization.

### **1304 Music Theory I (3-3-0)**

*Prerequisite: MUS 1303 or permission of instructor.*

Study and practice of tertian construction, writing four part harmony, harmonic analysis using figured bass, and ear training; emphasis on developing ability to write and analyze tonal music. (MUS 1311)

### **1305 Class Voice (3-3-0)**

This course teaches the basics of singing solo through the preparation and in-class performance of a variety of repertoire, including Western European classical music, world musics and American music. Repertoire will be selected, studied, rehearsed, and performed with attention to proper mechanics of singing (breathing, tone production, diction in multiple languages, musical interpretation (phrasing, dynamics, articulation, blend), and professional stage presence. The course also teaches the basics of music reading through sight-singing. The course is designed for beginning singers; no prior vocal expertise is necessary to enroll in the course.

### **1306 Choral Ensemble (3-3-0)**

Choral Ensemble teaches fundamental principles of effective choral singing through the preparation and performances of a variety of choral repertoire, including Western European classical music, world musics, and American music. Repertoire will be rehearsed and performed with attention to proper breathing, tone production, diction in multiple languages, musical interpretation phrasing, dynamics, articulation, blend), learning to follow a conductor and work with an accompanist, and professional stage presence. The course also teaches the basics of music reading through sight-singing. The course is designed for beginning to intermediate choral singers; no prior choral expertise is necessary to enroll in the course.

### **1307 Piano Class I (3-3-0)**

*Prerequisite: MUS 1303 Music Reading*

Piano Class I teaches fundamental principles of reading music and playing piano for beginners. The course will prepare students to read piano music at sight using both the treble and bass clefs; learn the anatomy of the piano; master the basics of fingering for some scales and arpeggios; harmonize simple melodies using tertian chords; and perform simple repertoire in a selected number of keys before others. The course is designed for beginning students; no prior piano training or music reading ability is necessary to enroll in the course.

### **2301 Music Appreciation: Before 1750 (3-3-0)**

*Prerequisite: READ 1300 or acceptable reading placement score.*

*Laboratory fee required: \$10.*

A general survey of Western music from the Middle Ages to 1750 with a study of representative composers and compositions through recordings, lectures and live performances.

### **2302 Music Appreciation: After 1750 (3-3-0)**

*Prerequisite: READ 1300 or acceptable reading placement score.*

*Laboratory fee required: \$10.*

A general survey of Western music from 1750 to present with a study of representative composers and compositions through recordings, lectures and live performances.

### **3301 Major Developments in the History of Music (3-3-0)**

*Cross-listed as HUM 3313. Credit may not be earned for both.*

*Prerequisite: 3 hours of music appreciation.*

A survey of important historical events in the development of music theory and performance.

### **3302 Introduction to African American Music (3-3-0)**

*Prerequisite: MUS 2301 or 2302*

This course will introduce students to various styles of the African American musical tradition. Starting with basic characteristics of music in West Africa and working chronologically, the course will cover performing arts, religion, and other sociopolitical elements that have influenced some of the vibrant music in American culture.

### **3303 Jazz Styles I (3-3-0)**

*Cross-listed as HUM 3317. Credit may not be earned for both.*

*Prerequisite: MUS 2301 or 2302 or approval of instructor.*

Introduction to various styles of jazz from its beginnings at the end of the 19th century to the 1940s. Beginning with the early years of "traditional" jazz in New Orleans and progressing chronologically, students will be introduced to major figures and styles of jazz through videos, recordings, readings and concerts. Includes study of the outside forces that helped shape the music and the musicians.

### **3304 Jazz Styles II (3-3-0)**

*Cross-listed at HUM 3318. Credit may not be earned for both.*

*Prerequisite: MUS 2301, MUS 2302 or approval of instructor.*

Introduction to various styles of jazz from the 1940s to today. Beginning with the evolution of jazz into a chamber art form during the bebop movement of the 1940s and progressing chronologically, students will be introduced to major figures and styles of jazz through videos, recordings, readings and concerts. Includes study of the outside forces that helped shape the music and the musicians.

### **3305 World Musics (3-3-0)**

*Prerequisite: MUS 2301 or 2302.*

Introduces music of world cultures outside the Western musical tradition. Beginning in Australia and working geographically around the world, the course deals with performing arts, religion, history and other social and political elements that have influenced the development of the musical styles that define selected cultures. The tools of ethnomusicology, the study of music in its cultural context, are the basis of the methodology for this course.

### **3308 Music in American Christianity (3-3-0)**

*Cross-listed at HUM 3331. Credit may not be earned for both.*

*Prerequisite: MUS 2301, MUS 2302 or approval of instructor.*

This course surveys the social, cultural, theological, and historical development of significant musical styles and genres in North American Protestant Christianity from the early 17th century to the early 21st century. Genres studied include: colonial psalms and lined hymns; shapenote hymns; spirituals; revival hymns; Sunday School songs; hymns of the urban revival movement; early gospel hymns; arranged/concert spirituals; commercial gospel music (African-American and white/southern gospel); praise and worship music; Contemporary Christian music.

### **3325 Arts Administration (3-3-0)**

*Cross-listed as ART 3325, DRA 3325, HUM 3325. Credit may not be earned for more than one. Prerequisite: Junior standing, completion of the fine arts common core requirement, or departmental approval.*

An examination of the principles of arts administration stressing

general concepts relating to marketing, fundraising, audience development, financial management, and the overall environment of arts management in profit and non-profit organizations such as theaters, art galleries, music organizations, dance companies, and museums.

### **3333 History of Hispanic Music (3-3-0)**

*Cross-listed at HUM 3333. Credit may not be earned for both.*

*Prerequisite: MUS 2301, MUS 2302 or approval of instructor.*

This course explores the concert music of Hispanic cultures from the Spanish cantigas of the medieval period through the Mexican zarzuelas of the 19th century and American reggaeton of today. The music will be discussed in the context of the political, social and artistic culture of each era.

### **3399 Directed Study in Music**

*Prerequisite: Junior standing; formal approval by department chair and dean; cumulative GPA of 3.0 and G PA of at least 3.3 in the specific area of directed study.*

Selected topics in the field; intensive individual study under the guidance of a member of the faculty.

### **4301 Jazz Heritage**

*Cross-listed as HUM 4301. Credit may not be earned for both.*

*Prerequisite: Three hours of music appreciation or music history, departmental approval, and pre-paid non-refundable deposit for trip.*

Study of jazz styles associated with a particular city including a week-long field trip to that city. Participation in the field trip is required. May be repeated once when the city is different, with departmental approval. Extra fees will be charged to pay for the trip.

## **NS (Natural Sciences)**

### **1300 Emergence of Modern Science (3-2-2)**

*Prerequisite: Credit or enrollment in ENG 1301.*

*Laboratory fee required: \$17.*

This course will focus on the emergence and practice of the modern scientific method, major scientific discoveries and their role in the development of modern science and society, and the interaction of modern science and society. The course will illustrate how scientists observe, develop questions and interpret the natural world in an integrated manner across all disciplines of science. Students will also explore how science influences the worldview of Western culture and the role of politics, ethics and technology in the development of science. Lab sessions will focus on how scientists make and interpret measurements of natural phenomena; and will provide exercises in using the scientific method including the interpretation of data; various ethical and practical problems such as nuclear energy, genetic engineering, land abuse and population pressures.

### **2190-2490 Special Topics in Natural Sciences**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

Selected topics in lower-level natural sciences according to the needs and interests of the students.

### **3190-3490 Special Topics in Natural Sciences**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

Selected topics in junior-level natural sciences according to the needs and interests of the students.

### **3310 Physical Science Studies (3-1-4)**

*Prerequisite: Admission to Teacher Education Program and two semesters of natural science (6-8 hours), lab-based courses preferred. Laboratory fee required: \$30.*

An integrated lecture/laboratory course emphasizing major topics in chemistry, materials science and physics and their applications in society and to science education.

### **3311 Earth and Environmental Science Studies (3-1-4)**

*Prerequisite: Admission to Teacher Education Program and two semesters of natural science (6-8 hours), lab-based courses preferred. Laboratory fee required: \$30.*

An integrated lecture/laboratory course emphasizing major topics in earth science and environmental science and their applications in society and to science education.

### **3312 Life Science Studies (3-1-4)**

*Prerequisite: Admission to Teacher Education Program and two semesters of natural science (6-8 hours), lab-based courses preferred. Laboratory fee required: \$30.*

An integrated lecture/laboratory course emphasizing principal areas of the life sciences and their applications in society and to science education.

## **Graduate Courses**

### **6301 Special Topics in Earth and Environmental Science (3-3-0)**

*Prerequisite: Graduate Standing*

Possible topics include alternate energy resources, urbanization vs. environmental quality, geological evolution, and special investigations in an area of earth or environmental science.

### **6311 Special Topics in Life Science (3-3-0)**

*Prerequisite: Graduate Standing*

Possible topics include economic botany, bioengineering, genetic-related health problems, plant physiology, nutrition and health, and special investigations in an area of life science.

### **6321 Special Topics in Physical Science (3-3-0)**

*Prerequisite: Graduate Standing*

Possible topics include physical measurements in the environment, applications of classical and modern physics, properties and uses of modern materials, production and properties of common industrial chemicals, and special investigations in an area of physical science.

### **6331 Special Topics in Advanced Geology and Physics (3-3-0)**

*Prerequisite: Graduate Standing*

Plate tectonics, exploration and production of energy resources, classical and modern physics, environmental modeling, physics of the atmosphere, and advanced investigative methods in geology and physics.

## PED (Professional Education)

### **3301 Introduction to Special Populations (3-3-0)**

*Prerequisite:* SOSE 3306.

An introduction to exceptionalities among children with emphasis on prevalence, assessment, characteristics, classroom management, and other educational considerations. Additional topics include legal factors in special education, bilingualism, parents and families, and current trends and issues.

### **3302 Teaching Middle School Mathematics 4 - 8 (3-3-0)**

*Prerequisite:* MATH 3321, 3322.

Strategies, techniques, concrete materials, and technology used in teaching mathematical concepts to students in grades 4-8. Students will strengthen their understanding of underlying concepts of grades 4-8 mathematics as related to the TEKS, state and national standards, and the teaching of middle school students. Special emphasis is placed on pedagogical issues, problem solving, and real life connections in the teaching of mathematics content appropriate for middle school students.

### **3303 Teaching Middle School Environmental Science 4 - 8 (3-3-0)**

*Prerequisite:* Six hours from BIOL 1310; GEOL 1307; NS 3310, 3311, 3312.

Strategies, techniques, concrete materials, and technology used in teaching environmental science concepts to students in grades 4-8. Students will strengthen their understanding of underlying concepts of grades 4-8 mathematics as related to the TEKS, state and national standards, and the teaching of middle school students. Special emphasis is placed on pedagogical issues, problem solving, and real life connections in the teaching of content in life, earth, and physical science appropriate for middle school students.

### **3304 Aesthetic and Physical Development of Children (3-3-0)**

This course provides preservice teachers the opportunity to understand the development of stages of young children in the areas of visual arts, music, creative drama and theatre appreciation, motor skills and perceptual awareness and personal health and safety.

### **3314 Children's Literature in Spanish (3-3-0)**

*Prerequisite:* Admission to Teacher Education program.

This course introduces students to children's Spanish literature, its history, development and uses in relation to the needs of the child and the culture. Instruction is conducted in Spanish.

## PHED (Physical Education)

### **2101 Health and Fitness for Life With an Emphasis in Yoga or Pilates or Aerobics or Weight Training or Basketball or Volleyball (1-3-2)**

*Prerequisite:* none

Focuses on health-related behaviors, ways that personal health decisions and behaviors affect body systems and health, and strategies for reducing health risks and enhancing wellness throughout the life span.

## PHIL (Philosophy)

### **1301 Introduction to Philosophy (3-3-0)**

*Prerequisite:* Credit or enrollment in ENG 1301.

Teaches student how to think philosophically about basic issues about human nature and the limits of human knowledge, freedom and determinism, morality and responsibility, the role of science, technology, work and religion in their lives. (PHIL 1301)

### **1302 Critical Thinking (3-3-0)**

A practical introduction to thinking effectively that develops skills in recognizing premises and conclusions to arguments. The course provides practice in evaluating arguments, clarifying meanings, recognizing the various ways language functions, and defining terms. The course teaches both deductive and inductive uses of logic using examples from various disciplines including the sciences, literature, politics and advertising. The class teaches precision in language and interpretation.

### **2301 Ancient Philosophy (3-3-0)**

*Prerequisite:* Credit or enrollment in ENG 1301.

Historical survey of the development of Western philosophy at its origins in ancient Greek thought, especially the works of Plato and Aristotle. Ancient Roman and Hellenistic philosophers may also be discussed.

### **2302 Modern Philosophy (3-3-0)**

*Prerequisite:* Credit or enrollment in ENG 1301.

An historical survey of the development of philosophic thought from Descartes through Kant with emphasis on the rationalists and empiricists. (PHIL 2317)

### **2305 Introduction to Ethics (3-3-0)**

*Prerequisite:* Credit or enrollment in ENG 1301.

Introduction to the philosophical examination of contemporary moral issues. Emphasis on critical examination and comparison of different perspectives on the rightness and wrongness of various actions typically considered morally problematic in the contemporary world. Topics covered may include abortion, capital punishment, discrimination and prejudice, and environmental issues.

### **2310 The Meaning of Life (3-3-0)**

*Prerequisite:* Credit or enrollment in ENG 1301.

This course will investigate one of the most popular and enduring philosophical questions. Students will consider the meaning of life generally, asking what it means to be alive, as well as what it means to have meaning. Students will then consider the question particularly, asking how it is possible (if it is) for an individual to lead a meaningful life. Students will also consider the relevance of cultural and personal attitudes toward life and death and the effect these attitudes have on the meaningfulness of life.

### **3301 Moral Issues, Personal and Professional (3-3-0)**

*Prerequisite:* 3 hours of philosophy or junior standing.

Ethical theories, both traditional and modern, as applied to contemporary personal and professional problems.

### **3302 Philosophy of Science (3-3-0)**

*Prerequisite:* ENG 1302.

Examines the nature of scientific knowledge and practice in both the natural and social sciences, with specific attention to the logic of scientific discovery and the nature of observation and theory. Also investigates the dimensions and meaning of objectivity and the significance of value assumptions, practical politics, and economic concerns in scientific investigation.

**3304 Logic (3-3-0)**

*Prerequisite: ENG 1302.*

An advanced skills class that develops the mind's flexibility and endurance. The course practices identifying informal fallacies and evaluating written arguments. The primary emphasis is on formal logic, including propositions, syllogisms, and probable inference. (PHIL 2303)

**3305 Contemporary Philosophy (3-3-0)**

*Prerequisite: 3 hours of philosophy.*

A survey of recent philosophic schools and movements from Nietzsche to the deconstructionists. Emphasis on phenomenological and existential philosophies.

**3310 Moral Theory (3-3-0)**

*Prerequisite: PHIL 2305, PHIL 3301, or permission of instructor.*

Study of one of the most important fields in the history of Western philosophy. Comparison of at least three of the most influential moral theories in the Western tradition, those of Aristotle, Kant, and John Stuart Mill. Other moral theories will also be discussed.

**3315 Philosophy of Psychology (3-3-0)**

*Prerequisite: ENG 1302.*

This course examines key historical figures and issues relating to the philosophical analysis of the psyche, and critically assesses the approaches made by the modern science of psychology.

**3317 Philosophy of Race (3-3-0)**

*Prerequisite: ENG 1302.*

A philosophical analysis of the concept of race, various constructions of races and issues of racism.

**3319 Philosophy of Gender (3-3-0)**

*Prerequisite: ENG 1302.*

This course examines the ideas behind the cross cultural and historical construction of gender. The discourse invites men and women to involve themselves philosophically in issues of gender with an eye to both personal and societal concerns. The readings emphasize the developments of feminist philosophy in politics, literature and art. Students will arrive at their own evaluation of the significance of gender differences. May be used to fulfill the writing application course requirement.

**3320 Environmental Ethics (3-3-0)**

*Prerequisite: Junior standing.*

Local and world-wide environmental problems make understanding how to relate to the natural world of crucial practical importance. This course explores the conditions for moral judgment when interests such as employment and production conflict with environmental issues. Its topics include ancient, traditional, and modern adjudications of the appropriate relation between human persons and nature. Course readings and discussion aim at using philosophical strategies to gener-

ate an ethics suitable for organic life.

**3322 World Religions (3-3-0)**

*Prerequisite: ENG 1302.*

A comparative survey of religions around the world.

**3323 Philosophy of Religion (3-3-0)**

*Prerequisite: ENG 1302.*

A consideration of the problems of faith and reason, the nature of deity, arguments for and against God's existence; nature of evil.

**3330 Biomedical Ethics (3-3-0)**

*Prerequisite: ENG 1302.*

This course will focus on using moral theories to evaluate ethical issues that principally arise in the practice of medicine. Topics will range from beginning-of-life issues to end-of-life issues and may include abortion, cloning, genetic manipulation, the limits of doctor-patient confidentiality, the right of patients to refuse medical treatment for themselves or a dependent, human medical testing, euthanasia, assisted suicide, and the use of life support equipment.

**3340 Postmodern Theory (3-3-0)**

*Prerequisite: PHIL 2301 and 2302; or PHIL 3305; or permission of the instructor.*

This class will study the development of postmodern theory in philosophy and its influences on political theory, cultural studies, science, and the arts. In addition to addressing criticisms from ethical theorists, feminists, and philosophers of science, the course will consider the effects of postmodernism on the future of philosophy.

**3350 Philosophy of Art (3-3-0)**

*Prerequisite: ENG 1302 and one course in philosophy*

This course examines key historical figures and issues relating to the philosophical analysis of art. It inquires into the nexus between art and such fields as ethics, politics, culture, science, and psychology, and considers themes such as beauty, the nature of art, the artist, and the role of artistic creation in "the good life."

**3355 Film and Philosophy (3-3-0)**

*Prerequisite: ENG 1302 and either junior standing or 1 philosophy course.*

This course is an introduction to the philosophical study of motion pictures, including such topics as the ontological status of film, the aesthetic value of cinema, the ethics and politics of moviemaking, and the existential significance of moviegoing. In addition, the course will examine the philosophical potential of film as a medium of individual and cultural expression, and attempt to determine the philosophical.

**3360 Power and Political Philosophy (3-3-0)**

*Prerequisite: ENG 1302.*

Examination of key texts and figures in the history of political philosophy with emphasis on the concept of power. The content of the course includes material ranging from Ancient Philosophy (Plato and Aristotle), Modern Philosophy (Hobbes, Locke, Rousseau, etc.), and key figures from the 19th century (Kant, Hegel, Marx, etc.) and 20th century (Foucault, Frankfurt School, Rawls, etc.). The course analyses issues such as the role of power in forms of government, socio-economic relations, educational systems, culture, media, and language.

**3399 Directed Study in Philosophy**

*Prerequisite: Junior standing, formal approval by department chair and dean, cumulative GPA of 3.0 and G PA of 3.3 in the specific area of directed study.*

Selected topics in philosophy. Intensive individual study under the guidance of a member of the philosophy faculty.

#### **4312 Major Figures in Philosophy (3-3-0)**

*Prerequisite: Junior standing and completion of 3 hours in philosophy.*

This course focuses on one or two figures in philosophy, either historical or contemporary. The philosopher(s) of focus may vary from semester to semester. The course when be repeated when topics vary.

#### **4315 Symbolic Logic (3-3-0)**

*Prerequisite: PHIL 1301 or PHIL 1302 or permission of instructor.*

An introduction to the principles of ordered thought, discussing the logic of predicates, quantifiers; nondeductive arguments; calculation of probabilities, statistical inference, propositional and predicate calculus.

#### **4390 Special Topics in Philosophy (3-3-0)**

*Prerequisite: 3 hours in philosophy or permission of the instructor.*

Selected topics in philosophy. Topics may vary from semester to semester. Course may be repeated for credit when topics vary.

## **PHYS (Physics)**

#### **1107 General Physics Laboratory I (1-0-3)**

*Prerequisite: Credit or enrollment in PHYS 1307.*

*Laboratory fee required: \$17.*

Topics include mechanics, bulk properties of matter, heat and waves. (PHYS 1101)

#### **1108 General Physics Laboratory II (1-0-3)**

*Prerequisite: Credit or enrollment in PHYS 1308.*

*Laboratory fee required: \$17.*

Topics include electric and magnetic fields, DC and AC circuits, non-linear devices, geometric and physical optics, and atomic and molecular physics.

#### **1301 Introduction to Solar System Astronomy (3-2-2)**

*Prerequisite: Credit or enrollment in MATH 1301 or MATH 1310.*

*Laboratory fee required: \$17.*

A course for non-science majors which surveys the history of astronomy, its technologies and physical principles, the solar system and its origins. Recent discoveries and the competing theories to interpret them are discussed, as are interactions between astronomy and society such as technology spin-offs and light pollution. Students are introduced to scientific measurement and error. Indoor and outdoor experiments are integrated into the course, including the use of telescopes and photography of the moon. Recent data provided by NASA and other agencies are introduced. Up to three evening observing sessions are required for this course.

#### **1302 Introduction to Stellar and Galactic Astronomy (3-2-2)**

*Prerequisite: Credit or enrollment in MATH 1301 or MATH 1310.*

*Laboratory fee required: \$17.*

A course for non-science majors which surveys stellar and galactic systems, the evolution and properties of stars, galaxies, clusters of galaxies, the properties of interstellar matter, cosmology and the effort

to find extraterrestrial life. Competing theories that address recent discoveries are discussed. The role of technology in space sciences, the spin-offs and implications of such are presented. Visual observations and laboratory exercises illustrating various techniques in astronomy are integrated into the course. Recent results obtained by NASA and other agencies are introduced. Up to three evening observing sessions are required for this course, one of which will take place off campus (George Observatory at Brazos Bend State Park.)

#### **1307 General Physics I (3-3-0)**

*Prerequisite: MATH 1301 and MATH 1302 or the equivalent and credit or enrollment in PHYS 1107.*

The elementary principles of mechanics, heat and wave motion using elementary trigonometry and algebra. Topics include kinematics, dynamics of particles and rigid bodies; conservation of mass, momentum and energy; simple harmonic motion and characteristics of waves, mechanical and thermal properties of solids and fluids; and thermal properties, kinetics and dynamics of ideal gases. Credit for both PHYS 1307 and PHYS 2401 may not be applied toward a degree. (PHYS 1301)

#### **1308 General Physics II (3-3-0)**

*Prerequisite: PHYS 1307 and credit or enrollment in PHYS 1108.*

Continuation of PHYS 1307. Elementary principles of electromagnetism, optics and modern physics. Topics include static electric and magnetic fields and the motion of charged particles therein; induced electric and magnetic fields; DC and AC circuits; geometrical and physical optics; the concept of quantization and the properties of the atom and its nucleus. Credit for both PHYS 1308 and PHYS 2402 may not be applied toward a degree. (PHYS 1302)

#### **2101 Physics Laboratory I (1-0-3)**

*Prerequisite: Credit or enrollment in PHYS 2401.*

*Laboratory fee required: \$30.*

Topics include linear and rotational motion, collisions, simple harmonic motion and thermal properties of matter. (PHYS 2125)

#### **2102 Physics Laboratory II (1-0-3)**

*Prerequisite: Credit or enrollment in PHYS 2402.*

*Laboratory fee required: \$30.*

Topics include static electric and magnetic fields and electron motion therein, DC and AC circuits including linear and nonlinear devices and properties of electromagnetic waves, and geometrical and physical optics. (PHYS 2126)

#### **2190-2490 Special Topics in Physics**

*Prerequisite: Varies according to topic.*

*Laboratory fee required: \$30.*

Selected topics in lower-level physics according to the needs and interests of the students.

#### **2401 Physics I (4-4-0)**

*Corequisite: PHYS 2101 and MATH 2401.*

Topics include: kinematics and dynamics in one, two and three dimensions, statics, dynamics, potentials, conservation of energy and momentum (linear and angular), rotational kinematics and dynamics, oscillations, gravitation, fluid mechanics, thermal properties of matter, kinetic theory of gases and the first and second law of thermodynamics. (PHYS 2425)



### **2402 Physics II (4-4-0)**

*Prerequisite:* Grade of C or better in PHYS 2401, credit or enrollment in PHYS 2102, and credit or enrollment in MATH 2402.

Topics include electric charge, electric fields and potentials, Gauss' Law, capacitors and dielectrics, AC and DC electrical circuits, magnetic fields, the Biot-Savart Law, Faraday's Law, magnetic properties of matter, Maxwell's equations and electromagnetic waves and optics. (PHYS 2426)

### **3190-3490 Special Topics in Physics**

*Prerequisite:* Varies according to topic.

*Laboratory fee required:* \$30.

Selected topics in junior-level physics according to the needs and interests of the students.

### **3300 Undergraduate Research (3-0-0)**

*Prerequisite:* Approval by Natural Science advisor and a minimum GPA of 2.5, and permission of instructor.

Independent investigation of a specific topic problem in physics research under the direction of a selected faculty member.

### **3307 Modern Physics I (3-3-0)**

*Prerequisite:* PHYS 2402 or PHYS 1308 and credit or enrollment in MATH 2403.

Fundamental concepts of quantum physics and special relativity, developed and applied to atomic structure and spectra, nuclear reactions, solid state physics and other related topics of current interest.

### **3393 Intermediate Mechanics I (3-3-0)**

*Prerequisite:* PHYS 2401 or PHYS 1307 and credit or enrollment in MATH 3301.

The classical mechanics of particles and systems of particles, and rigid bodies. Newtonian mechanics, linear and non-linear oscillations, Euler's equations and Lagrangian and Hamiltonian dynamics.

### **3399 Directed Study in Physics**

*Prerequisite:* Formal approval by department chair and dean; junior standing; minimum GPA of 3.0.

Selected topics in the field; intensive individual study under the guidance of a faculty member.

### **4380 Field Experience in Physics**

*Prerequisite:* At least 75 hours and departmental approval.

Field experience integrates theory and academic laboratory experience with work experience in industrial, government, or institute laboratories. May be repeated for additional credit; six hours may be applied toward a degree.

### **4399 Senior Honors Thesis**

*Prerequisite:* Senior standing and enrollment in the Honors Program in the Natural Sciences.

A research project, supervised by a member of the natural sciences faculty or scientist at an affiliated research institution or laboratory. The completed research project must be presented in both written and oral form to the science faculty. No more than six hours credit for this course may be applied toward a degree.

### **4401 Applied Electromagnetism and Optics (4-3-3)**

*Prerequisite:* PHYS 2402, MATH 2403 and MATH 3301. Laboratory

*fee required:* \$12.

An introduction to the fundamentals of electromagnetism. Multiple fields, Laplace and Poisson equations, Maxwell equations, electromagnetic waves, reflection and refraction, spherical scalar waves, interference and diffraction phenomena. Laboratory applications of electromagnetic and optical phenomena.

## **PLM (Professional Land Management)**

### **3305 Engineering, Geology and Geophysics for the Land Professional (3-3-0)**

*Prerequisite:* EM 3301 required, a course in GEOL recommended, and completion of, or enrollment in, BA 3300.

The study of basic engineering, geological and geophysical concepts and their application in the energy industry. Topics will include the origin of hydrocarbons, geologic time, sedimentation, reservoirs, geologic and geophysical mapping, traps, migration, source rocks, exploration and production, well logging, and reserve calculation and classification.

### **3399 Directed Study in PLM**

*Prerequisite:* Formal approval of department chair and dean.

Selected topics in professional land management; intensive individual study under the guidance of a member of the professional land management faculty.

### **4303 Land Management Practice (3-3-0)**

*Prerequisite:* BA 3300, or departmental approval.

Development of the technical skills related to understanding the terminology, methodology, planning, strategies and management of the professional land management functions as they relate to: (1) the determination of mineral ownership; (2) negotiation, acquisition, maintenance and disposition of publicly or privately owned oil and gas interests; (3) title curative and the due diligence functions; (4) pooling and unitization; (5) lease administration and payment of the proceeds from oil and gas production; and (6) interpretation, negotiation, preparation, execution and administration of oil and gas contracts in the USA and internationally, as they relate to farmouts, well trades, operating agreements and host government contracts. Additional emphasis is given to the ethical and professional standards of the petroleum landman as part of the exploration/production team.

### **4380 Field Experience in PLM**

For more information and qualifications see Field Experience in the College of Business section of this catalog and/or the department chair for your declared major.

## **POLS (Political Science)**

### **2303 United States Government I (3-3-0)**

*Prerequisite:* Enrollment in or completion of ENG 1301.

Examines the political systems of the United States and Texas. Focuses on constitutions, federalism, the development and organization of political parties, public opinion and the role of pressure groups. (GOVT 2301)

### **2304 United States Government II (3-3-0)**

*Prerequisite:* Enrollment in or completion of ENG 1301.

Examines the three branches of government at both state and national levels and analyzes the role of each in the making of public policy. Selected topics on domestic and foreign policy are included. (GOVT 2302)

**3300 Ethics and Public Life (3-3-0)**

*Prerequisite: POLS 2303 & 2304.*

Examines case studies of ethical situations that arise both in the context of bureaucracy and for public managers. Topics include the limits of administrative discretion, regime values, corruption, bureaucratic accountability, social construction and harm as well as issues of divided loyalty and obligation, conscience and decision, integrity, compromise, and deception.

**3301 Introduction to Public Administration (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

The field of public management, including a comprehensive view of the dynamics of policy formation and implementation in governmental agencies: structures and procedures, organizational behavior, administrative accountability, personnel administration, financial administration and public service as a career.

**3302 Public Policy Analysis (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

An examination and appraisal of the various theories which have been advanced to explain the definition of public problems and creation of government agendas, government's action in formulating, adopting and implementing policies to address these problems and the impact that government policies actually have on society. Selected policy areas will be examined in detail.

**3303 Urban Politics (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

The American urban center within its political environment, with emphasis on social, economic and governmental problems, as well as urban services and the process of policy formation.

**3304 Introduction to Constitutional Law (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

Major U.S. Supreme Court decisions which have defined the constitutional boundaries of the American political system. The Constitution and its development through judicial interpretation. Emphasis is on the distribution of power in the national government, between the national government and the states, and between government and the individual.

**3306 Civil Liberties in the United States (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

The judicial interpretations of political and civil rights in the Constitution. Emphasis is on principles related to civil liberties and civil rights.

**3307 The American Presidency (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

The role of the president in the American political system, through an examination of presidential relationships with Congress, the bureaucracy and the public.

**3308 Introduction to World Politics (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

Introduction to the political science of war and peace, international institutions, foreign policy and diplomacy, globalization and interdependence, ideology and culture, the national state, dictatorship and democracy, and the ongoing struggle to create effective and legitimate government around the world. Format includes lecture, small groups, map study, and current events.

**3309 Texas Politics (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

This course will cover the current political system in Texas including historical background. It will also show you what you can do to affect politics in Texas and nationally.

**3310 American Legislatures (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

This course in American legislatures compares the structures and functions of local, state and national legislatures across time and across legislative agendas and interest groups.

**3311 Campaign Politics (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing*

Campaign politics examines recent American election contests and the various strategies candidates and parties have used to achieve electoral success. Topics include the legal environment of national elections, parties and partisanship, voter interest and turnout, theories of voter behavior, campaign finance, the mass media, public opinion polls and campaign reform.

**3312 Hispanic Politics (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304.*

Examines the role of Hispanics in American politics. Evaluates how Hispanics have impacted and been impacted by American political institutions. Investigates theories of group formation and group identity, political participation and representations, as well as specific issues impacting Hispanics.

**3313 Introduction to Political Theory (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304.*

Survey of major political thinkers from ancient to contemporary times in order to address perennial political questions of equality, liberty, justice, stability, representation, democracy, authority, and power.

**4301 The American Legal System (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

An overview of the US legal system, with emphasis on the courts in an urban environment.

**4304 American Political Thought (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

The early influence of European thought on the formation of a purely American political belief system and the influence of modern American thought on the current political system.

**4305 War in the Modern World (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

An investigation into the causes and correlates of conflict in our time and how conflicts may be peacefully resolved.

**4306 Women and Politics (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

Examines the changing political role of women in the United States and compares it to that of women around the world. Investigates political attitudes and values, voting behavior, recruitment, and performance of women in the political arena, as well as the influence of women on public policy.

**4307 Participation and Democracy in American Politics (3-3-0)**

*Prerequisite: POLS 2304, POLS 2304 and junior standing.*

An analysis of the dynamic of citizen involvement in politics, focusing on the nature, extent and consequences of participation. Addresses electoral and non-electoral behavior including protest, interest groups, turnout and theories of voting behavior. The primary focus of the course is political participation and voting in the US.

**4308 East and Southeast Asian Politics (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

Examination of the political, economic and social dynamics of nations in east and southeast Asia. In-depth coverage of the culture, political evolution, economic challenges and future opportunities in these areas.

**4309 Dictatorship and Democracy in the Developing World (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

Uses political science, history and other disciplines to compare and evaluate the problems and prospects of elections, civil rights and liberties, and the rule of law in late developing countries.

**4310 International Terrorism (3-3-0)**

*Prerequisite: POLS 2303, 2304.*

Understanding the concept of terrorism and the role it has played prior to and since September 11, 2001 in international and domestic politics. Exploration of the forces that motivate acts of terrorism including religious, political, and economic components.

**4311 Public Opinion in the United States (3-3-0)**

*Prerequisite: POLS 2303, 2304*

Focus on the role of public opinion in American democracy, specifically, how public opinion research is used to inform public officials of the public's preferences. Analysis of the benefits and dangers associated with increasing reliance by US public officials on public opinion.

**4312 Dictatorship and Democracy in Europe and the United States (3-3-0)**

*Prerequisite: POLS 2303 and POLS 2304.*

Comparison of the political development of Europe and the United States. Begins with an overview of how the modern state and mass participation evolved from European feudal societies dominated by monarchs, warlords, and the Church. Followed by examination of how struggles between nations and ideologies, such as liberalism, communism, and fascism have influenced the evolution of democracy. Format includes lecture, group work, current events, student research and presentations.

**4314 US Foreign Policy since World War II (3-3-0)**

*Prerequisite: POLS 2303 and POLS 2304.*

Study of US foreign policy. Aims at training students in systematically, critically, and analytically examining the political, economic, and social determinants of the US foreign policy. Provides students with an in-depth knowledge of the process of US foreign policy making.

**4315 Education Policy and Administration (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 & junior standing.*

A comprehensive look at public primary and secondary education policy and administration in the US. Focus on government-related topics that have great impact in today's education system, including school finance equality from legal and policymaking standpoints, certification policy, administrative intervention and reorganization at the micro and macro levels, the importance of social capital on performance and social order in public schools, the use of public money to fund private schools, the innovation of charter schools, and the political culture of the public school system.

**4316 Politics of the Middle East (3-3-0)**

*Prerequisite: POLS 2303 and POLS 2304.*

Provides students with an understanding of the complex politics of the Middle East. Draws theories and concepts from the field of comparative politics to understand the issues of the region. The course will trace the evolution of the region by engaging in case studies of countries that dominate its politics. Particular emphasis is placed on the environmental contexts that shape policy in each country, including political culture, political economy, and interaction with the regional and international communities.

**4317 State and Local Government (3-3-0)**

*Prerequisite: POLS 2303 and POLS 2304.*

In-depth examination of government at the state and local levels. Areas covered include the roles of state and local governments in the federal system, how state and local governments are administered, the level of professionalism in state and local government, the impact of political culture on governance, and the effect of state and local institutions, special interests, bureaucracy and public opinion on the policy process.

**4318 International Political Economy (3-3-0)**

*Prerequisite: POLS 2303 and POLS 2304.*

Aims to train students in systematically, critically, and analytically examining the political and economic interactions in the post-WWII international system. Provides students with an in-depth knowledge of trade policies and rules guiding international economic transactions and the challenges facing the global community in the 21<sup>st</sup> century.

**4319 Non-Profit Organizations in American Society (3-3-0)**

*Prerequisite: POLS 2303 and POLS 2304.*

Explores the vibrant and ever-growing role of the non-profit organization in American society. Includes a review of the current non-profit sector and its relationship with government, business and the economy. The importance of organization, management, evaluation, ethics and leadership in the non-profit sector will also be examined.

**4320 Political Theory: Ancient-Medieval (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

Survey of political thinkers from the classical and medieval eras addressing conceptions of just war, leadership, political knowledge, the role of oratory, citizenship, regime types, law, and church-state relations.

**4321 Environmental Politics and Policy (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

This course will survey environmental politics and policy primarily in the United States. We will examine the nature and scope of environmental, energy, and natural resource problems; contrasting perspectives on their severity and policy implications; the goals and strategies of the environmental community and its opponents; public opinion on the environment; scientific, economic, political, and institutional forces that shape policymaking and implementation; approaches to environmental policy analysis; and emphasis on the policy making process at the local and state level in Texas.

**4390 Selected Topics in Political Science (3-3-0)**

*Prerequisite: POLS 2303, POLS 2304 and junior standing.*

Selected topics in political science. Topics may vary from semester to semester, and the course may be repeated when the topics vary. Topics include comparative politics, American political thought, international relations, development of political ideas, Texas politics, campaign politics, and the U.S. Congress.

**4399 Political Science Capstone Seminar (3-3-0)**

*Prerequisite: Junior standing*

Capstone is mandatory for graduating majors and minors. The course reviews the four major subfields in the discipline (political theory, U.S. politics, international relations, and comparative politics) and features lectures by fulltime faculty who rotate into the classroom to speak about their areas of interest. POLS 4399 also introduces students to the graduate and law school seminar format of independent reading, discussion, data analysis, original research, presentation, writing, and constructive critical thinking.

## Graduate Courses

**6301 American Government and Politics (3-3-0)**

*Prerequisite: Graduate standing.*

This course is intended to introduce graduate students to the major theoretical concepts and important readings in the study of American politics and government. Students will read books and articles from a wide range of topics, including studies of the origins of American constitutionalism, federalism, legislatures, courts, executives, bureaucracies, elections, mass opinion and political behavior at both national and state levels.

**6302 Elements of Politics (3-3-0)**

*Prerequisite: Graduate standing.* This course is intended to introduce graduate students to the major theoretical concepts in the study of political science. Topics include approaches to the study of political science; the nature of power, influence, authority; political ideologies; relationship of politics and culture; the individual in politics; political parties and groups; legislatures, executives, bureaucracies, and legal systems; interaction of local, national, international units. While some of the material will have an American focus, this course has a broader conceptual, geographical and temporal focus than POLS 6301.

## PSY (Psychology)

**1303 Introduction to Psychology (3-3-0)**

*Prerequisite: Enrollment in or completion of ENG 1301.*

A survey of the essential subject areas, major theories and

approaches to the scientific study of behavior and mental processes. (PSYC 2301)

**2302 Social Psychology (3-3-0)**

*Prerequisite: PSY 1303.*

The study of the psychological processes that occur within groups and between groups as a function of the individual. (SOCI 2326 or PSYC 2319)

**2306 Adjustment (3-3-0)**

*Prerequisite: PSY 1303.*

Psychological theory and research as they relate to contemporary problems of human behavior. Factors contributing to healthy individuals' relationships with themselves and their environment. (PSYC 2315)

**2310 Human Growth and Development (3-3-0)**

*Prerequisite: PSY 1303.*

A lifespan approach to the theories, principles, and characteristics of human development. (PSYC 2314)

**3301 Industrial/Organizational Psychology (3-3-0)**

*Prerequisite: PSY 1303.*

Application of psychological theory to problems of selecting, training, supervising and motivating individuals in organizational settings.

**3302 Principles of Educational Psychology (3-3-0)**

*Prerequisite: PSY 1303.*

An introduction to psychological concepts within the context of education. Additional emphasis on historical, cultural, and legal issues in education.

**3303 Child Psychology (3-3-0)**

*Prerequisite: PSY 1303 and 3 additional hours in psychology.*

The study of development from conception up to adolescence from theoretical and practical viewpoints. Emphasis is on the physical, cognitive, social, and emotional changes which occur during childhood.

**3304 Advanced Research Methods in Psychology (3-3-0)**

*Prerequisite: PSY 1303, a grade of C or better in SOS 2304 and junior standing.*

Research designs used in psychology with emphasis on the role of theory in psychological research, data collection, data analysis and mastery of APA format. Students will conduct original research, analyze data and complete and present an APA-style paper.

**3305 Adolescent Psychology (3-3-0)**

*Prerequisite: PSY 1303 and 3 additional hours in psychology.*

A study of adolescent development from theoretical and practical viewpoints. Emphasis is on the physical, cognitive, social and emotional changes which occur during adolescence.

**3309 Adult Psychology (3-3-0)**

*Prerequisite: PSY 1303 and 3 additional hours in psychology.*

The psychological, biological and sociological factors which affect the major stages of adult development.

**3310 Psychology of Women (3-3-0)**

*Prerequisite: PSY 1303 and 3 additional hours in psychology.*

A survey of the major theories and issues involved in understanding

the impact of gender on thinking and behaving.

### **3311 Biological Psychology (3-3-0)**

*Prerequisite: PSY 1303 and 3 additional hours in psychology.*

A survey of theory and research in the biology of mind and behavior, focusing on the internal processes underlying the activities of the organism, learning, memory, motivation, perception, and emotion. Important biopsychological phenomena will be discussed such as the biological mechanisms underlying eating and drinking, sexual behavior, sleep and dreaming, and stress and the immune system. Other topics may include the structure and function of the nervous, neuroendocrine, and sensorimotor systems, as well as basic principles of evolution and genetics.

### **3312 Positive Psychology (3-3-0)**

*Prerequisite: PSY 1303 and 3 additional hours in PSY, junior standing, or consent of instructor.*

Focuses on character strengths, positive thinking, values, positive institutions, positive emotions, and the pursuit of happiness. An overview of research and principles set forth by psychologists interested in determining factors that contribute to psychological flourishing.

### **3314 Learning and Behavior (3-3-0)**

*Prerequisite: PSY 1303 and 3 additional hours in PSY.*

Principles, concepts, and philosophy of behavior analysis, also known as radical behaviorism. Primary focus on operant conditioning, secondary focus on respondent conditioning.

### **3319 Cognitive Psychology (3-3-0)**

*Prerequisite: PSY 1303, 3 additional hours in psychology and junior standing.*

A survey of theory and research associated with cognitive psychology, as well as its relevance to everyday situations. Important cognitive processes will be discussed, such as perception, attention, memory, knowledge systems, language, problem-solving, reasoning, and decision-making. Introduction to the broader field of cognitive neuroscience will be presented throughout the course.

### **3320 Research Methods in Psychology**

*Prerequisite: PSY 1301 and 3 additional hours of psychology.*

Examination of the theory and process of research in psychology. Students will learn how research is planned, carried out, communicated, and critiqued. The emphasis of instruction will be on basic principles of experimental quasi-experimental, and non-experimental research, data collection, report writing, and ethical standards of research.

### **4301 The History of Psychology (3-3-0)**

*Prerequisite: PSY 1303, 6 additional hours in psychology and junior standing.*

Major theoretical positions and research that contributed to development of psychology as a scientific discipline. Emphasis on developments from the late 19th century to the present.

### **4302 Abnormal Psychology (3-3-0)**

*Prerequisite: PSY 1303, 6 additional hours in psychology and junior standing.*

The etiology, classification and treatment of psychopathological disorders from these major theoretical perspectives: psychodynamic, behavioral, humanistic, physiological and sociocultural.

### **4303 African-American Issues in Psychology (3-3-0)**

*Prerequisite: PSY 1303, 6 additional hours in psychology and junior standing.*

This course surveys past and contemporary issues pertaining to the African American, including historical, developmental, clinical, educational and social issues.

### **4304 Multicultural Psychology (3-3-0)**

*Prerequisite: PSY 1303 and 6 additional hours in psychology and junior standing, or permission of instructor.*

Multicultural Psychology focuses on understanding how culture (environment), ecology, and behavior interact to shape human thought and behavior. This course critically compares psychological diversity and the underlying reasons for such diversity. This course also considers new cultural blend, interconnected systems and multiple cultural identities.

### **4306 Theories of Personality (3-3-0)**

*Prerequisite: PSY 1303, six additional hours in psychology and junior standing.*

Major contemporary theories of personality are examined along with their implications for clinical application and research.

### **4307 Counseling and Psychotherapy (3-3-0)**

*Prerequisite: either PSY 4302 or PSY 4206.*

An introduction to both the theory and practice of counseling and psychotherapy, including a survey of some of the major psychotherapeutic approaches used today, practice with applying them to understand and treat a variety of case study examples, and discussion of various personal, professional, and ethical issues involved in practice.

### **4308 Psychological Assessment (3-3-0)**

*Prerequisite: PSY 1303, 6 additional hours in psychology and junior standing.*

The theory and practice of psychological tests, including a survey of the commonly used methods, techniques and instruments for measuring and assessing individual differences with regard to intelligence, personality, interests, aptitude and achievement.

### **4309 Psychology and the Law (3-3-0)**

*Prerequisite: PSY 1303, either PSY 2302 or CJ 3300, and junior standing.*

Applies psychological principles to legal processes. Topics include factors affecting judges', juries' and attorneys' judgments during trials; inequalities in defining criminal behavior and the application of justice, especially as influenced by race, class, gender and sexual orientation; how the legal system can be used to affect social change.

### **4310 Health Psychology (3-3-0)**

*Prerequisite: PSY 1303, 6 additional hours in psychology and junior standing.*

Evaluates social, biological and personality factors in health and illness, with an emphasis on health.

### **4311 Sensation and Perception (3-3-0)**

*Prerequisite: PSY 1303, 3 additional hours in PSY and junior standing. PSY 3311 or PSY 4305 recommended.*

Introduction to the processes by which information comes from the external world into the human mind and is processed such that it has

meaning. The anatomy and physiology of the avenues of the mind - the sensory systems - will be examined, as well as the manner in which the brain uses sensory information to create conscious experience of the world.

#### **4312 Advanced Statistical Analysis (3-3-0)**

*Prerequisite: A grade of C or better in SOS 2304 and SOS 3312, and junior standing. PSY 3304 is recommended. Laboratory fee: \$25.*

Advanced statistical analysis in psychology. Includes individual student experimentation, data analysis, parametric and non-parametric statistical topics and APA style research report writing and presentation.

#### **4313 Psychology of Prejudice (3-3-0)**

*Prerequisite: PSY 1303, 6 additional hours in PSY, and junior standing.*

This course draws on theory and research from social and cognitive psychology to explore stereotyping, prejudice, and discrimination. Issues include the formation and maintenance of stereotypes, functions and costs of stereotyping, and stereotype change. Specific topics include privilege, oppression, racism, sexism, heterosexism and homophobia, classism, and discrimination on the basis of physical or cognitive ability. Both "old fashioned" and modern, subtle forms of prejudice are investigated. Research on strategies for reducing intergroup conflict, violence, and discrimination will be explored.

#### **4314 Applied Behavior Analysis I (3-3-0)**

*Prerequisite: PSY 3314, 3 additional hours in PSY, and junior standing.*

Application of behavior analytic theory, principles, and research in classical and operant conditioning to changing behavior in therapeutic, educational, work, family, personal, and other settings.

#### **4315 Contemporary Parenting (3-3-0)**

*Prerequisite: PSY 2310 or PSY 3303.*

Focuses on understanding the contemporary context and process of parenting and caregiving through theory, core concepts, and experiential exercises. Explores the process by which parents and children affect each other as individuals and as a family.

#### **4316 Psychology of the Elderly (3-3-0)**

*Prerequisite: PSY 1303 and 6 additional hours in psychology and junior standing, or permission of instructor.*

Psychology of the Elderly focuses on understanding the aging process from a psychological perspective by studying topics such as research methods, major theories of aging, and stereotypes about aging. This course focuses on adults aged 65 and older, and the changes in and concerns of physical health, cognition and social relationships that occur in later life and psychology cal consequences of physical decline and illness.

#### **4317 Comparative Psychology**

*Prerequisite: PSY 1303 and 6 hours in psychology.*

This course familiarizes students with research methods, theories, and experimental data in comparative psychology. The course will examine various events such as perception, spatial learning, timing, counting, social organization, memory, tool use, and knowledge of self in animals and humans. This course will also use evolutionary principles to relate the phylogenetic differences between species to their respective patterns of behavior and adaptation.

#### **4320 Psychology of Religion**

*Prerequisite: PSY 1303 and junior standing.*

This course emphasizes the study of religious experience through the

lens of Psychology. An empirical approach focusing on research findings will be central. The course will explore the psychological underpinnings of all religions when possible. Emphasis will also be placed on spiritual development across the lifespan as well as the social implications of religion.

#### **4370 Senior Seminar in Psychology (3-3-0)**

*Prerequisite: PSY 1303, 6 additional hours in psychology and junior standing.*

In-depth investigation of selected topics in psychology. May be repeated for credit when topic varies.

#### **4390 Special Topics in Psychology (3-3-0)**

*Prerequisite: PSY 1303, 6 additional hours in psychology, and junior standing or permission of instructor.*

Selected topics in psychology. Topics may vary from semester to semester, and the course may be repeated when topics vary.

### **RDG (Reading)**

#### **1101 Reading Tutorial (1-1-0)**

One-on-one tutorial instruction designed to help students develop college-level reading skills.

#### **1201 Reading Success Lab (2-0-2)**

*Prerequisite: Co-enrollment in RDG 1300.*

Structured tutorial assistance designed to help students achieve success in RDG 1300. Tutoring is provided by Reading Center tutors. Activities are structured around course homework and additional specially designed group or laboratory activities. Additional topics may include time management, goal setting, and test taking skills.

#### **1300 Reading (3-3-0)**

*Prerequisite: Placement examination is required.*

A review of successful techniques for improving vocabulary, comprehension, interpretation and evaluation, and basic study skills. While this course may not be used to satisfy degree requirements, students placed in it must earn a grade of C or better to be allowed to register for reading-intensive college-level courses.

### **READ (Reading Education)**

#### **3301 Teaching Reading in the Elementary Schools (3-3-2)**

Focuses on the developmental nature of reading. Examines current methods, strategies, and materials for emergent literacy, elementary reading, and middle school reading instruction.

#### **3302 Correcting Reading Problems in the Classroom (3-3-2)**

Focuses on procedures and strategies for preventing, diagnosing and correcting reading problems. Examines theoretical models of the reading process and the nature and types of reading differences (disabilities).

#### **3303 Literacy Curriculum, Methods, and Assessment EC-2 (3-3-2)**

*Prerequisite: ECH 2311, ECH 2313, READ 3306; credit or enrollment in MATH 3321, MATH 3322, READ 3307 and SOSE 3306; enrollment in EED 3301 and EED 3312.*

Current methods, strategies, and curricular resources for teaching and

assessing emergent literacy in the early childhood-second grade classroom

**3304 Reading Curriculum, Methods, and Assessment 4-8 (3-3-2)**

*Prerequisite:* READ 3305.

Reading instructional strategies, methods, approaches, and classroom assessment procedures for the upper elementary and middle school classroom teacher. Focuses on providing appropriate instruction to address student diversity and class performance differences for students in upper elementary and middle school.

**3305 Foundations of Literacy EC-12 (3-3-0)**

This introductory course surveys children's and young adult literature and literacy theory and approaches in relation to the integration of literature and the language arts in culturally diverse classrooms. Designed to address the Texas State Board of Educator Certification standards/competencies for reading/language arts.

**3306 Language and Literacy Development (3-3-0)**

*Prerequisite or co-requisite:* READ 3305.

Investigates the relationship between language and thought, theories of language development, changes in the young child's cognitive structure, and the role of the teacher in literacy development.

**3307 Language Arts Instruction EC-12 (3-3-0)**

*Prerequisite:* Admission to Teacher Education Program and READ 3305.

This course is designed to address instruction of expressive language (speaking and writing) and receptive language (reading and listening). Methodologies for instructing grammar conventions, Standard English usage, spelling, writing process, and expressive communication skills and strategies are emphasized.

**3308 Literacy Curriculum, Methods, and Assessment in Spanish EC-2 (3-3-2)**

*Prerequisite:* READ 3305 and READ 3306.

Current methods, strategies, and curricular resources for teaching and assessing emergent literacy for the Spanish-speaking student in the early childhood-second grade classroom.

**3309 Teaching Reading in the Content Areas 4-12 (3-3-0)**

Focuses on reading as a thinking and learning process. Emphasizes current theory and methods for teaching reading and study strategies for middle grade and secondary content area teachers. Special attention to assessing reading difficulties and providing appropriate instruction to address student diversity and class performance differences in content area classrooms.

**3312 Reading Curriculum, Methods, and Assessment in ESL 4-8 (3-3-2)**

*Prerequisite:* READ 3305.

Instructional strategies, methods, approaches, and classroom assessment procedures for teaching reading to bilingual and ESL upper elementary and middle school students. Focuses on providing appropriate instruction to address student diversity and class performance differences for students in upper elementary and middle school.

**3313 Reading Curriculum, Methods, Assessment, and Diagnosis 4-8 (3-3-3)**

*Prerequisite:* READ 3305.

A field-based course that addresses the needs of 4-8 students. Focuses on assessment, evaluation, and diagnosis of reading capabilities and appropriate instructional strategies to meet specific needs to address student diversity and class performance differences. Requires working one-to-one with a 4-8 student to provide individualized instruction based on assessment data.

**3317 Language Arts Instruction for the Bilingual/ESL Classroom (3-3-2)**

*Prerequisite:* Completion of Block I, MATH 3321, MATH 3322, credit or enrollment in NS 3310 and NS 3312, enrollment in BED 4301 and BED 4311.

Instruction of expressive language (speaking and writing) and receptive language (listening and reading). Methodologies for instructing the writing process including grammar conventions, Standard English and Spanish usage, spelling, and expressive communication skills and strategies.

**3318 Reading Curriculum, Methods, Assessment and Diagnosis for English Language Learners in Grades 4-8 (3-3-0)**

*Prerequisite:* READ 3305 and admission to the Urban Education program, concurrent enrollment in BED 3301 and EED 3312.

A field-based course that addresses the needs of upper elementary and middle level students. Focus is on assessment, evaluation, and diagnosis of reading capabilities and appropriate instructional strategies to meet specific student needs. Requires working one-to-one with English language learners to provide individualized instruction based on assessment data.

**3319 Literacy Curriculum, Methods and Assessment for English Language Learners for EC-2 (3-3-3)**

*Prerequisite:* READ 3305 and admission to the Urban Education program, concurrent enrollment in BED 3301 and EED 3312.

Current methods, strategies, and curricular resources for teaching and assessing emergent literacy for the English language learner in the EC-2 classroom.

**3327 Language Arts Instruction 4-8 (3-3-2)**

*Prerequisite:* Concurrent enrollment in EED 3316 and READ 3304.

Instruction of expressive language (speaking and writing) and receptive language (listening and reading). Methodologies for instructing the writing process including grammar conventions, Standard English usage, spelling, and expressive communication skills and strategies. Field experience is required.

**4303 Literacy Curriculum, Methods, Assessment 3-6 (3-3-2)**

*Prerequisite:* Completion of Block I, credit or enrollment in NS 3310 and NS 3312, enrollment in EED 3311 and EED 3315.

Current methods, strategies, and curricular resources for teaching and assessing beginning reading for students in grades 3-6.

**4304 Diagnostic Instruction of Reading 4-8 (3-3-2)**

*Prerequisite:* READ 3304.

Designed to address at-risk readers, this course focuses on assessment, evaluation, and diagnosis of reading difficulties and appropriate instructional strategies to meet specific needs within the regular classroom. This field-based course requires working one-to-

one with an elementary or middle school student to provide individualized instruction based on assessment data.

**4306 Literacy Curriculum, Methods, and Assessment in Bilingual/ESL (3-3-2)**

*Prerequisite:* Admission to Teacher Education Program; ECH 2313, READ 3305, credit or enrollment in ETC 3301 and SOSE 3306; enrollment in BED 3301 and BED 3311.

Current methods, strategies, and curricular resources for teaching and assessing beginning reading for Spanish speaking and ESL students.

**4307 Diagnostic Instruction of Reading in the ESL Classroom 4-8 (3-3-2)**

*Prerequisite:* READ 3312.

Designed to address bilingual and ESL readers, this course focuses on assessment, evaluation, and diagnosis of reading difficulties and appropriate instructional strategies to meet specific needs within the regular classroom. This field based course requires working one-to-one with an elementary or middle school bilingual or ESL student to provide individualized instruction based on assessment data.

**4319 Literacy Curriculum, Methods, and Assessment for English Language Learners 2-4 (3-3-3)**

*Prerequisite:* READ 3319 and concurrent enrollment in EED 3311 and EED 3315.

Current methods, strategies, and curricular resources for teaching and assessing beginning reading for the English language learner in grades 2-4.

**4321 Literacy across the Curriculum 8-12 (3-3-2)**

*Prerequisite:* Completion of Secondary Block I, READ 3309, concurrent enrollment in SED 3302 and SOSE 3321.

Instructional opportunities for speaking and listening, reading and writing multiple texts/genres, and viewing and representing ideas through concept/issue-based thematic study with attention to the integration of technology. Special attention is given to strategies and resources for struggling adolescent readers. (Secondary Block II course. Field experience required.)

**4322 Literacy Across the Curriculum 8-12 (3-3-2)**

*Prerequisite:* Completion of Secondary Block I, READ 3309, concurrent enrollment in SED 3302 and SOSE 3321.

Instructional opportunities for speaking and listening, reading and writing multiple texts/genres, and viewing and representing ideas through concept/issue-based thematic study with attention to the integration of technology. Special attention is given to strategies and resources for struggling adolescent readers. (Secondary Block II course. Field experience is not required.)

## SCM (Supply Chain Management)

**3301 Introduction to Supply Chain**

*Prerequisite:* Completion of the common core plus 18 additional hours, and completion of, or enrollment in, BA 3300

This course provides an extensive introduction to the field of supply chain management. Students will learn the principle of supply chain management as related to the flows of materials through a supply chain including fundamentals of inventory management and production planning. This will be gained by providing in this course an introduction

to supply chain topics and a holistic view of the supply chain management process in organizations. Supply chain environment, sourcing, SCM information control systems, materials flow control, and organization and planning.

**3303 Negotiating Skills and Techniques (3-3-0)**

*Cross-listed as MGT 3303. Credit may not be earned for both.*

*Prerequisite:* Completion of the common core plus 18 additional hours, completion of, or enrollment in, BA 3300 or department approval.

Process of negotiation, human behavior involved in negotiations, techniques of communication, persuasion, strategy, tactics and formulation of game plans. Practical exercises in mock negotiations.

**3308 Purchasing Management (3-3-0)**

*Prerequisite:* Completion of the common core plus 18 additional hours, MATH 1305, and a C or better in BA 3300.

Management of the purchasing function. Emphasis on the overall goals of purchasing. These goals include: provide an uninterrupted flow of materials and services, keep inventory at minimum, maintain quality standards, develop competent suppliers, standardize the item bought, obtain the lowest ultimate price, improve the organization's competitive position and achieve good external and internal working relationships.

**3309 Materials Management (3-3-0)**

*Prerequisite:* Completion of the common core plus 18 additional hours, MATH 1305, and a C or better in BA 3300.

The materials flow process within an organization. Topics include forecasting, logistics of supply, production, and distribution including materials planning, inventory management, storage, traffic, scrap and surplus disposal, ethics, value analysis and governmental acquisition.

**3316 Supply Chain Information and Control Systems (3-3-0)**

*Cross-listed as CIS 3316. Credit may not be earned for both.*

*Prerequisite:* Completion of the common core plus 18 additional hours, MATH 1305, and completion of, or enrollment in, BA 3300.

Supply chain information systems include theoretical and practical understanding of hardware and software operations in the supply chain. This includes inventory management and tracking, supplier evaluation, physical distribution systems and customer service using information systems. Technology includes bar coding, radio frequency tracking and other automated data entry techniques in managing procurement operations. The role of documentation in domestic and international trading are examined including the use of commercial invoicing, packing lists, ocean bills of lading, freight forwarding booking requests, shippers' export declarations and certificates of origin.

**3399 Directed Study in Supply Chain Management**

*Prerequisite:* Approval of department chair.

Selected topics in supply chain management. Intensive individual study under the guidance of a member of the supply chain management faculty.

**4307 Supply Chain Logistics Management (3-3-0)**

*Cross-listed as MKT 4304. Credit may not be earned for both.*

*Prerequisite:* BA 3300, SCM 3308, or MKT 3301.

The overall logistics process for time and place utility of products. Topics include customer accommodation distribution strategy; planning and scheduling; inventory, packaging and storage strategy and management; transportation infrastructure and regulation; transportation management; logistics network integration and system



design processes; organization and relationship management; and performance and financial assessment.

#### **4311 Management of Supply Chain Contracts (3-3-0)**

*Prerequisite:* BA 3300, SCM 3308.

Traditional contract practices have developed from government purchasing. Differences between traditional and new business developments have lead to many different forms of contracts. Focus and evaluation is on contracts used in industry, government, non-profit organizations. Emphasis on political, legal, and fiscal aspects including financing and funding. Highlights include study of the contracting process, subcontracting, and contracts administration and also include management of progress, quality, and cost in contract performance.

#### **4315 Supply Chain Management (3-3-0)**

*Prerequisite:* BA 3300, SCM 3308 or equivalent.

Covers the concept of supply chains beginning with raw materials, going through an organization's internal operations, and continuing to the ultimate end user of a product. Focuses on how to manage principal supply chains to improve the overall supply efficiency of an organization. Includes: how to identify supply chains, an overview of methods, processes, and systems used in the operation of supply chains, and where and how to apply or change supply chain operations to improve their performance.

#### **4350 Advanced Purchasing and Supply Management Seminar (3-3-0)**

*Prerequisite:* BA 3300, 12 hours of Purchasing courses.

The capstone course in purchasing and supply management. Emphasizes purchasing and supply management strategy and planning through the use of the latest research in purchasing and supply management. Covers body of knowledge essential to meet the requirements of the Certified Purchasing Managers examination.

#### **4380 Field Experience in Supply Chain Management**

*Prerequisite:* Approval of department chair.

For more information and qualifications see *Field Experience* in the College of Business section of this catalog and/or the department chair for your declared major.

#### **4390 Special Topics in Supply Chain Management (3-3-0)**

*Prerequisite:* Approval of department chair.

Intensive study of one or more major topics in supply chain management. May be repeated for credit with departmental approval when topic varies.

## **SED (Secondary Education)**

#### **3301 Understanding the Learner in the Secondary School (3-3-2)**

*Prerequisite:* Admission to Teacher Education Program, PSY 3305, ETC 3301, SOSE 3306, completion of 75% of hours in content area, concurrent enrollment in SED 3305 and SED 3312.

Explores the relationship of psychological theories to learning and education in the secondary school environment. Emphasis on applying theory-based knowledge to diverse students and families in an urban setting. (Secondary Block I course. Field experience required.)

#### **3302 Instructional Design to Promote Student Learning (3-3-2)**

*Prerequisite:* Successful completion of Secondary Block I, READ 3309 and concurrent enrollment in SOSE 3321 and READ 4321.

Provides students with opportunities to develop and apply effective instructional strategies and curriculum designs that enhance learning across the secondary school curriculum. Special attention to the integration of technology into lesson planning and design. (Secondary Block II course. Field experience required.)

#### **3303 Understanding the Learner in the Secondary School (3-3-2)**

*Prerequisite:* Admission to Teacher Education Program, PSY 3305, ETC 3301, SOSE 3306, completion of 75% of hours in content area, concurrent enrollment in SED 3305 and SED 3312.

Explores the relationship of psychological theories to learning and education in the secondary school environment. Emphasis on applying theory-based knowledge to diverse students and families in an urban setting. (Secondary Block I course.)

#### **3305 Professional Roles and Responsibilities in the Urban Secondary School (3-3-2)**

*Prerequisite:* Admission to Teach Education Program, PSY 3305, ETC 3301, SOSE 3306, completion of 75% of hours in content area and concurrent enrollment in SED 3301 and SEDS 3312.

Focuses on a wide range of pedagogical issues including educational philosophy, reflection, effective lesson design and presentation and other professional teaching roles and responsibilities. (Secondary Block I course. Field experience required.)

#### **3306 Professional Roles and Responsibilities in the Urban Secondary School (3-3-2)**

*Prerequisite:* Admission to Teacher Education Program, PSY 3305, ETC 3301, SOSE 3306, completion of 75% of hours in content area and concurrent enrollment in SED 3301 and SEDS 3312.

Focuses on a wide range of pedagogical issues including educational philosophy, reflection, effective lesson design and presentation and other professional teaching roles and responsibilities. (Secondary Block I course. Field experience is not required.)

#### **3307 Secondary Teacher roles in Assessment and Profession (3-3-0)**

*Prerequisite:* ETC 3301, PED 3301, SED 3301, SED 3312, SOSE 3306; *Corequisite* SED 3302

This course presents pedagogical and professional issues that are relevant to the profession of teaching. Specifically, students will engage in clarification of ethical issues, educational philosophies, reflective practice, lesson design and presentation, and assessment practices that inform instruction. Students will learn how to plan for, implement, communicate results of, and evaluate a variety of assessment procedures, with particular attention to increasing student motivation and engagement in learning. (Field experience required.)

#### **3311 Curriculum Foundations for Teaching in the Urban Secondary School (3-3-2)**

*Prerequisite:* Admission to Teacher Education Program and concurrent enrollment in Interdisciplinary Block I.

An introductory course which surveys techniques and materials appropriate for presentation and design of the learning experience across the secondary school curriculum. This field-based course is structured so that special emphasis is placed on the interaction of technology into the learning experience.

### **3312 Organizing and Managing the Classroom Environment in the Secondary School (3-3-2)**

*Prerequisite: Admission to the Teacher Education Program, PSY 3305, ETC 3301, SOSE 3306, completion of 75% of hours in content area and concurrent enrollment in SED 3301 and SED 3305.*

Introduction, analysis and development of effective classroom management principles. Emphasis on consideration for students of various cultures in urban settings and students with special needs. (Secondary Block I course. Field experience required.)

### **3313 Instructional Design to Promote Student Learning (3-3-2)**

*Prerequisite: Successful completion of Secondary Block I, READ 3309 and concurrent enrollment in SOSE 3321 and READ 4321.*

Provides students with opportunities to develop and apply effective instructional strategies and curriculum designs that enhance learning across the secondary school curriculum. Special attention to the integration of technology into lesson planning and design. (Secondary Block II course. Field experience is not required.)

### **3314 Organizing and Managing the Classroom Environment in the Secondary School (3-3-2)**

*Prerequisite: Admission to the Teacher Education Program, PSY 3305, ETC 3301, SOSE 3306, completion of 75% of hours in content area and concurrent enrollment in SED 3301 and SED 3305.*

Introduction, analysis and development of effective classroom management principles. Emphasis on consideration for students of various cultures in urban settings and students with special needs. (Secondary Block I course. Field experience is not required.)

### **4301 Student Teaching in the Secondary Classroom**

*Prerequisite: Successful completion of Interdisciplinary Blocks I and II, concurrent enrollment in Interdisciplinary Block III.*

Classroom management, student record keeping, assisted and independent teaching in an urban public school, guided by a mentor teacher and site-based university instructor.

### **4302 Student Teaching in the Secondary Classroom**

*Prerequisite: Successful completion of Interdisciplinary Blocks I and II, concurrent enrollment in Interdisciplinary Block III.*

Classroom management, student record keeping, assisted and independent teaching in an urban public school, guided by a mentor teacher and site-based university instructor.

## **SM (Security Management)**

### **6323 Communications and Technology (3-3-0)**

*Cross-listed as ENG 6323, Credit may not be earned for both.*

*Prerequisite: Graduate standing or department approval.*

Acquaints students with various computer software programs and their applications to specific disciplines such as criminal justice, medical and science writing and technical communication. Projects will include documents as well as slide presentations incorporating analyzed research data. Students will expand their knowledge of rhetorical principles and techniques for reporting statistical analyses and conveying them to specialized audiences.

### **6360 Security Management for Executives (3-3-0)**

*Prerequisite: Admission to the Master of Security Management program or college approval.*

The management of the security function is examined through the study of management strategies and case studies. Discussions and research will include policies and procedures, fiscal management, audits and surveys and organizational structures and operations and crisis management.

### **6362 Risk Analysis and Abatement (3-3-0)**

*Prerequisite: Admission to the Master of Security Management program or college approval.*

This course surveys a variety of procedures, programs and policies used to form a strategic business security plan to neutralize an organization's vulnerabilities and measure the effectiveness of its security. Strategies to prevent and reduce risks inherent in the private business sector will be discussed and analyzed.

### **6363 Business Aspects of Security Management (3-3-0)**

*Prerequisite: Graduate standing or department approval.*

Introduction to essential terms, concepts and methods in business for security managers. Emphasis on balance sheets, income statements and cash flow statements. Topics include business organization, time value of money, market efficiency and financial performance.

### **6364 Legal Environment of the Security Executive (3-3-0)**

*Prerequisite: Admission to Security Management for Executives program or college approval.*

Criminal law, administrative law and extralegal contractual agreements that impact security management including legal liabilities attached to arrest, search and seizure, evidence, tort liability and personnel issues in industrial, corporate, retail and private security.

### **6365 Computer Forensics (3-3-0)**

*Prerequisite: Admission to Security Management for Executives program or college approval.*

This course is designed to expose students to advanced concepts in computer forensic analysis. The methods of collection, preservation, analysis, and presentation of digital evidence will be presented to properly conduct a computer forensics investigation. There will be a balance of legal and technical aspects of study to achieve a balance similar to that encountered during general cases in which computer forensic are employed.

### **6367 Global Perspectives on Security Management (3-3-0)**

*Prerequisite: Admission to Security Management for Executives program or college approval.*

Examines the development and implementation of global security policies, standards, guidelines, and procedures to insure ongoing maintenance of security. Special emphasis on changes in economics, geopolitics, organization design, and technology and how each relates to potential threats and risks to an organization.

### **6670 Current Issues in Security Management (6-6-0)**

*Prerequisite: Completion of core graduate courses in Security Management.*

Analysis of current issues confronting security executives. Begins with a four-day seminar with presentations from international experts in security management. Followed by application of information learned through individual and group projects. Offered as the only summer course for students in the first-year cohort.

### **6680 Capstone Project for the Security Executive**

*Prerequisite: Completion of 30 graduate hours or college approval.*  
Provides student with an analytical environment within which to apply experience and knowledge gained in security management to a real or hypothetical issue approved by project committee members. Guidance in developing a professional presentation to be presented to executive council for Security Management for Executives program.

## SOC (Sociology)

### **1303 Introduction to Sociology (3-3-0)**

*Prerequisite: Credit or enrollment in ENG 1301.*

An introduction to the scientific study of human society. This sociological perspective focuses on new ways of looking at society and its component parts, so the student is encouraged to develop a critical view of society, social processes and individual roles. (SOC 1301)

### **2302 Social Problems (3-3-0)**

*Prerequisite: SOC 1303.*

Contemporary social issues and their relationships to social structure and change. The course will consider causes and consequences of such problems as inequality, poverty, hunger, crime, urban deterioration, and environmental destruction. (SOC 1306)

### **2303 Family in a Changing Society (3-3-0)**

*Prerequisite: SOC 1303.*

The family as a social institution in American society is critically examined with particular attention to the historical context of the family, changing demographic trends, public policy, and the relationships between the family and other institutions.

### **2306 Introduction to Social Work (3-3-0)**

*Prerequisite: SOC 1303, sophomore standing or permission of the department.*

An introduction to the broad field of social work, with an emphasis on social policy, community organization and social services. Attention is given to ideology, values, methods and the issue of professionalism. (SOC 2361)

### **3301 Qualitative Research Methods (3-3-0)**

*Prerequisite: SOC 1303, SOS 2303 and junior standing.*

Introduction to qualitative methods frequently used in social research including field based approaches such as participant observation, intensive interviewing and focus groups, and unobtrusive approaches such as content analysis and historical comparative analysis. Techniques and skills required for data collection and analysis and ethical, social and political dimensions of social science research.

### **3304 Minorities in America (3-3-0)**

*Prerequisite: SOC 1303 and junior standing.*

Explores the social construction of meaning associated with concepts of minority/majority status, race, and ethnicity. Issues may include assimilation, pluralism, subcultural diversity, and intergroup relations in past and present American society. Various theoretical perspectives will inform discussion.

### **3306 Social Inequality (3-3-0)**

*Prerequisite: SOC 1303 and junior standing.*

US social and economic inequality, focusing on theory, analysis and data. Topics discussed include class system in the United States, differentials in economic levels, family, education, life-styles, class

consciousness; racism and sexism as structures of inequality; the relationship between social class and political power and the future of inequality.

### **3307 Deviance and Social Control (3-3-0)**

*Prerequisite: SOC 1303 and junior standing.*

Study of norm-violating behavior in contemporary society. Comparison and contrast of multiple theoretical perspectives used to explain social deviance.

### **3309 Health, Illness, and Society (3-3-0)**

*Prerequisite: SOC 1303 and junior standing.*

Historical and cross-cultural analysis of the social factors and coping mechanisms associated with health and illness. Topics may include the social production of illness, the social organization of health care, the medicalization of social problems, and current ethical and policy issues.

### **3312 Aggression and Violence in Society (3-3-0)**

*Prerequisite: SOC 1303 and junior standing.*

Theory- and data-based exploration of biological, psychological, sociological, and cultural explanations for aggressive behavior, including its manifestation as violence. Prevention strategies will also be discussed.

### **3313 Drug Use and Society (3-3-0)**

*Prerequisite: SOC 1303 and junior standing.*

Employing perspectives of both sociology and social psychology, this course explores the use of legal and illegal substances, mainly with reference to the United States. Topics discussed will be: 1) the history of use and attitudes toward tobacco, alcohol, marijuana, cocaine, heroin, and other substances; 2) the political economy of drug production and distribution; 3) social psychological stages of substance use involvement; 4) contemporary approaches to substance use prevention among adolescence; 5) socio-cultural causes of substance use.

### **3315 Sex and Gender (3-3-0)**

*Prerequisite: Junior standing and one of the following: ANTH 2301, ANTH 2302, PSY 1303, SOC 1303.*

Explores the social construction of gender, the consequences of gender stratification, and the theoretical explanations for gender development and inequality. Issues include the intersection of sex and gender with sexual orientation, class, race, and ethnicity.

### **4301 Power and Society (3-3-0)**

*Prerequisite: SOC 1303, 3 additional hours in sociology and junior standing.*

Examination of the social organization of political and economic power. Different theoretical views of the state are discussed as well as the ways different groups compete for power. Other topics include the relationship between economic inequality and political power and political participation.

### **4302 Sociocultural Analysis of Film (3-3-0)**

*Prerequisite: Junior standing and one of the following: ANTH 2302, SOC 1303, PSY 1303.*

Analysis of cinematic conventions whereby American cultural values are encoded in the narrative structures of popular movies. Considers certain cinematic stories as myth and explores the sociological and

social psychological functions of movies that are mythic in nature. Film genres to be discussed may include westerns, police/detective, comedies, and recent films illustrating the confusion and anxiety endemic to post-industrial, postmodern society.

#### **4303 Work in a Changing Society (3-3-0)**

*Prerequisite: SOC 1303, 3 additional hours in sociology and junior standing.*

Analysis of work as a social phenomenon from sociological and social psychological theoretical perspectives. Topics may include work and the industrial revolution, bureaucratic organization of work, influence of technology on work, changing nature of work in a post-industrial society, management of emotions and antisocial behavior in the workplace.

#### **4305 Urban Sociology (3-3-0)**

*Prerequisite: SOC 1303, 3 additional hours in sociology and junior standing.*

Study of the city as an arena for the conduct of social life. Topics may include the global history of urban development, contemporary urban problems in the context of globalization, and development of public policy.

#### **4308 Conflict and Conflict Resolution (3-3-0)**

*Prerequisite: SOC 1303 and junior standing.*

Survey of conflict and conflict resolution, analyzing the micro and macro perspectives of conflict and its escalation and de-escalation. Topics include models of 3rd-party conflict resolution and associated skills and techniques, power and resources and related issues of identity and culture in understanding the roots and course of conflict.

#### **4309 World Migration (3-3-0)**

*Prerequisite: SOC 1303 and junior standing.*

Examines the diversity of origin and incorporation of immigrants in developed countries. Focus on types of immigrants and their processes of economic, political, social, cultural or psychological adaptation; present realities of contemporary global migration in the context of competing theories in the social sciences; and the immigration policies of western nations.

#### **4310 Mass Media (3-3-0)**

*Prerequisite: SOC 1303, three additional hours in SOC and junior standing.*

Focus on the nature of mass media in contemporary society and its impact on individuals and groups.

#### **4315 Social Theory (3-3-0)**

*Prerequisite: SOC 1303, 6 additional hours in sociology and junior standing.*

Explores the theoretical perspectives that social and behavioral scientists have developed over the past 200 years to analyze processes producing social order and social changes. Practical application of these perspectives to various social issues also will be emphasized.

#### **4317 Religion in a Changing Society (3-3-0)**

*Prerequisite: SOC 1303.*

Explores the relationships between the structure and culture of various religious traditions and their impact on social life in the US and other

countries. A variety of research methods and theoretical approaches will be utilized to explore the influence of religious values, beliefs and practices on individual and collective behavior. Will also address the impact of various social institutional forces on religious values, beliefs and practices.

#### **4318 Aging in a Changing Society (3-3-0)**

*Prerequisite: OC 1303, 3 additional hours in sociology, junior standing, or permission of instructor.*

A sociological approach to the study of aging. This course examines and analyzes the impact of our aging population on societal change and the effects of ongoing economic, technological, political, and cultural developments on socially constructed meanings of aging. Topics to be covered include social influences on the physiological and psychological aspects of aging, the implications of growing elderly populations for global demographics, and the ethical dilemmas of our aging society.

#### **4390 Special Topics in Sociology (3-3-0)**

*Prerequisite: SOC 1303, 3 additional hours in sociology, junior standing, or permission of the instructor.*

Selected topics in sociology. Topics may vary from semester to semester, and the course may be repeated when topics vary.

### **SOCW (Social Work)**

#### **2361 Introduction to Social Work and Social Welfare (3-3-0)**

An introduction to the broad field of social work, with an overview of the history and development of the profession and of social welfare in the US. Exploration of the ideology, values, and ethics core to the profession, fields of practice, and issues of professionalism.

#### **2363 Introduction to Social Welfare Policy (3-3-0)**

A discussion of theoretical perspectives on policy development, an overview and history of social welfare policy in the US, and an investigation of the effects of social welfare policy on the social contract, with a particular focus upon marginalized groups.

#### **3311 Urban Practice 1 (3-3-0)**

*Prerequisite: Credit or enrollment in SOCW 2361, Social Work major.*

This course provides a foundation of the knowledge, values and skills required for ethical and effective generalist social work practice. Utilizing Strengths, Empowerment, Ecosystems and transcultural perspectives and methods, students learn to practice social work specifically with individuals and families from diverse backgrounds within their environmental context. To promote the wellbeing of individuals and families, students learn culturally competent assessment and interview skills and data collection and intervention methods, and begin the process of professional development.

#### **3312 Urban Practice 2 (3-3-0)**

*Prerequisite: Credit or enrollment in SOCW 2361 and SOCW 3311, Social Work major.*

Building on SOCW 3311, this course focuses on ethical and effective social work practice specifically with groups, organizations and communities grounded in empowerment, strengths and transnational perspectives. Institutional, organizational and group leadership skill development is strongly emphasized as well as structural change theory, practice techniques and evaluation methods for groups and larger systems. Professional development at this level focuses on

affecting the wellbeing of clients through organizational change from within social work agencies and organizations.

### **3313 Case Management (3-3-0)**

*Prerequisite:* SOCW 2361, junior standing, Social Work major.

Students apply their social work knowledge, values and skills to the organizational and technical process of case management. Specific emphasis on ethical and effective case management skill development utilizing real life and real time cases as presented by experienced local masters-level host social workers. Students will follow assigned cases throughout the course and learn to navigate and work effectively through and with bureaucratic and administrative systems to meet the needs of clients and to work to change these human service institutions and service delivery systems when unjust or inadequate. Integrating classroom learning with real world practice experience through this service learning component will help students begin the process of applying social work values and skills in preparation for field experience.

### **3331 Practice with Aging Populations (3-3-0)**

*Prerequisite:* SOCW 2361, SOCW 3311, SOCW 3312, junior standing, Social Work major.

Explores demographic, economic and social trends regarding the aging process and the experience of aging from a variety of perspectives including cultural variations. Explores economic, social and psychological concerns of well and vulnerable elderly with a focus on marginalized populations.

### **3332 Practice with Children and Adolescents (3-3-0)**

*Prerequisite:* SOCW 2361, SOCW 3311 & SOCW 3312, junior standing, Social Work major.

An exploration of the knowledge and practice skills specific for working with this vulnerable population. Attention to the child welfare and juvenile justice systems and to policy, trends, and skills for influencing legislative agendas which affect children and adolescents.

### **3361 Human Behavior in the Social Environment 1 (3-3-0)**

Provides a foundation of knowledge for the use of empirically-supported theoretical frameworks to understand human development and human behavior across the lifespan. Human development and behavior is understood from the multiple contexts of biology, psychology, sociology and spirituality. Special emphasis on the effects of social and economic oppression to fully contextualize human growth and development, and behavior.

### **3362 Human Behavior in the Social Environment 2 (3-3-0)**

This course focuses on human development and behavior across the lifespan with additional emphasis on utilizing and incorporating evidence-based evaluation of practice and program interventions as necessary at all levels of social work practice: individual, family, group, organizational and community.

### **3363 Urban Issues in a Global Environment (3-3-0)**

*Prerequisite:* SOCW 2361 and junior standing.

An overview of contemporary urban life and the complexities of the urban form, with a focus on the impact of structure, location, and globalization upon different populations and how this impacts and is impacted by the social work profession.

### **3364 Social Justice and Professional Ethics (3-3-0)**

*Prerequisite:* SOCW 2361 and junior standing.

An examination of professional values and ethics as codified by the NASW and the IFSW and the subsequent responsibilities to social justice incumbent upon social workers in every area of practice.

### **4311 Issues in Social Services (3-3-0)**

*Prerequisite:* SOCW 2361, SOCW 2363, SOCW 3311, junior standing, Social Work major.

An analysis of social service delivery systems and the complex web of services, exploration of the impact of bureaucratic administration upon service delivery, with a focus on the balancing of worker responsibilities while adhering to professional ethics, values, and a commitment to social justice.

### **4331 Urban Community Organizing (3-3-0)**

*Prerequisite:* SOCW 2361, SOCW 3311, SOCW 3312, junior standing, Social Work major.

An overview and critical analysis of the profession's involvement in community organizing and the skills and techniques of effective organizing with various populations. This course has a service learning component.

### **4332 Crisis Intervention (3-3-0)**

*Prerequisite:* SOCW 2361, SOCW 3311, SOCW 3312, junior standing, Social Work major.

An examination of crisis theory, models of intervention, intervention strategies at multiple levels across populations, and use and purposes of supervision.

### **4361 Comparative Social Policy (3-3-0)**

*Prerequisite:* SOCW 2361, SOCW 2363 and junior standing.

An overview of policy development in the US and other countries. In-depth analyses of selected social policies in the US with a comparison between other countries and the effects of policies on general wellbeing, with a focus on marginalized groups in society.

### **4401 Field Experience 1**

*Prerequisite:* SOCW 2361, SOCW 3311, SOCW 3312, SOCW 3364, senior standing, Social Work major.

Provides 200 hours of professionally supervised field experience. Under the supervision of an approved agency field supervisor, students engage in generalist social work practice with individuals, families, groups, organizations and communities of great diversity. Field assignments, projects, and papers help students integrate and apply classroom learning. Weekly or biweekly group seminars are designed to process and evaluate field experiences.

### **4502 Field Experience 2**

*Prerequisite:* SOCW 2361, SOCW 3311, SOCW 3312, SOCW 3364, senior standing, Social Work major.

Building on SOCW 4401, this course provides an additional 200 hours of supervised generalist social work field experience in a new or the same agency. Field assignments, projects, and papers focus on leadership skill development and the use of evidence-based interventions and practice evaluation. Field seminar expands to incorporate a greater focus on professional development to include capstone activities, graduate school and employment readiness and licensure exam preparation.

## SOS (Social Sciences)

### 2304 Research Methods in the Social Sciences (3-3-0)

*Prerequisite:* Three hours in anthropology, criminal justice, history, political science, psychology or sociology. *Laboratory fee:* \$25.  
Introduction to research methods in the social sciences. Basic principles and procedures in research design, data collection, report writing, and theory construction are presented. Emphasis on quantitative methodology and statistical analysis of data with computer software packages used by researchers in the social sciences.

### 2308 Human Sexuality (3-3-0)

*Prerequisite:* Any one of the following: ANTH 2301, ANTH 2302, PSY 1303 or SOC 1303.  
Physiological, psychological and sociological factors in human sexuality. The human sexual system, sexual activity, today's sexual attitudes and behavior, alternate lifestyles and sexual inadequacies. (PSYC 2306 or SOCI 2306)

### 3304 Death and Dying (3-3-0)

*Prerequisite:* Three hours in psychology or sociology beyond ANTH 2301, ANTH 2302, PSY 1303 or SOC 1303 and junior standing.  
Various psychological, secular and religious attitudes, beliefs and practices toward death and dying. The stages of death, euthanasia, cultural and religious customs, and the psychological impact of death on the survivors.

### 3312 Statistics in the Social Sciences (3-3-0)

*Prerequisite:* 3 hours in anthropology, criminal justice, history, political science, psychology or sociology and completion of MATH 1301 or MATH 1310. *Laboratory fee:* \$25.  
An introductory course presenting the computation and use of descriptive and inferential statistics in the social sciences. Students are taught how to calculate statistical measures by hand and by using statistical software packages employed by researchers in the social sciences.

### 3313 Disparities in Health in America (3-3-0)

*Prerequisite:* Junior standing, or permission of instructor.  
More than twenty years of research demonstrate that there are wide disparities in health throughout America. Health disparities are differences in the incidence, prevalence, mortality, and burden of diseases and other adverse health conditions that exist when specific population subgroups are compared. It is now known that the distribution of health is not at random, but that health is systematically distributed according to different levels of social advantage. This course will examine the social and societal factors that are fundamental in creating disparities in health. In addition, the course will focus on the formulation of public policy objectives to reduce and ultimately eliminate health disparities.

### 3399 Directed Study in the Social Sciences

*Prerequisite:* Junior standing; approval of department chair and dean; cumulative GPA of 3.0 and GPA of at least 3.3 in the specific area of directed study.  
Intensive individual study under the guidance of a member of the faculty on selected topics in the social sciences.

### 4301 Special Projects in the Social Sciences

*Prerequisite:* Senior standing and department approval.  
Provides a culminating experience for the Social Sciences or Interdisciplinary Studies major. May include a senior thesis or another special project worked out between the student and the department.

### 4302 The Study of the Future (3-3-0)

*Prerequisite:* Junior standing plus 6 hours in the behavioral sciences beyond ANTH 2301, ANTH 2302, PSY 1303 or SOC 1303.  
An introduction to the study of the future: the history of the futurist movement, future trends and issues, the impact of the future on the family, the individual and lifestyles. How future-oriented thinking can assist community organizations in forecasting and planning.

### 4380 Field Experience in the Social Sciences

*Prerequisites:* Sixty hours toward degree, 2.5 GPA, and approval of department chair.  
Work experience in public or private sector positions of relevance to the social sciences disciplines. Conferences with the instructor and other academic assignments are required. May be repeated for credit.

### 4399 Directed Study in the Social Sciences

*Prerequisite:* Senior standing, approval of department chair and dean; cumulative GPA of at least 3.0 and a GPA of at least 3.3 in the specific area of the directed study.  
Intensive individual study under the guidance of a member of the faculty on selected topics in the social sciences.

### 4601 Special Projects in the Social Sciences

*Prerequisite:* Senior standing and department approval.  
Provides a culminating experience for the Social Sciences or Interdisciplinary Studies major. May include a senior thesis or a special project worked out between the student and the department.

### 4680 Field Experience in Social Sciences

*Prerequisite:* 60 hours toward degree, 2.5 GPA, and approval of department chair.  
Work experience in public or private sector positions of relevance to the social sciences disciplines. Conferences with the instructor and other academic assignments are required.

## SOSE (Social Sciences-Education)

### 3306 Culture of the Urban School (3-3-0)

*Prerequisite:* Introductory course in the social sciences.  
Urban culture as the dominant form of community life in contemporary schools: characteristics, unique properties, and problems.

### 3310 Critical Social Studies Education (3-3-0)

*Prerequisite:* Completion of common core requirements in history and political science.  
Critical examination and exploration of what K-8 students are taught in social studies. Particular attention to the broad subject area of "Social Studies" as defined by the Texas Essential Knowledge and Skills..

### 3320 Assessment and Evaluation of Children (3-3-0)

*Prerequisite:* PSY 1303.  
Principles and procedures for evaluating the cognitive, affective, and

social learning of children.

**3321 Assessment to Promote Student Learning (3-3-2)**

*Prerequisite: Completion of Secondary Block I, READ 3309 and concurrent enrollment in SED 3302 and READ 4321.*

Principles and procedures for designing, implementing and interpreting assessment with particular attention to student motivation, instructional effectiveness and curricular decision making. (Secondary Block II course. Field experience required)

**3322 Assessment to Promote Student Learning (3-3-2)**

*Prerequisite: Completion of Secondary Block I, READ 3309 and concurrent enrollment in SED 3302 and READ 4321.*

Principles and procedures for designing, implementing and interpreting assessment with particular attention to student motivation, instructional effectiveness and curricular decision making. (Secondary Block II course. Field experience is not required)

**4303 Current Issues in Urban Teaching (3-3-2)**

*Prerequisite: Block II, passing score on Block II exam, or departmental approval.*

A field-based course in the Teacher Education program. Examines the characteristics of current social movements useful to the sociological study and interpretation of major social trends involving both social and cultural change in urban schools and society as a whole.

**4304 Current Issues in Urban Teaching (3-3-0)**

*Prerequisite: Block II, passing score on Block II exam, or departmental approval.*

Examines the characteristics of current social movements useful to the sociological study and interpretation of major social trends involving both social and cultural change in urban schools and society as a whole.

**4399 Directed Studies in Urban Education (3-3-0)**

*Prerequisite: departmental approval.*

This course provides supervised independent or group studies for students of a subject that they cannot normally pursue. May be repeated for credit with department approval.

## SPAN (Spanish)

**1305 Conversational Spanish (3-3-0)**

*Not open to any student with extensive background in Spanish.*  
Emphasis on basic vocabulary, idiom and elementary grammatical structures. Elective credit only. Does not provide freshman foreign language credit. (SPAN 1300)

**1401 Elementary Spanish I (4-3-1)**

*Laboratory fee required: \$10.*

Instruction in understanding, speaking, reading and writing Spanish with emphasis on grammatical structures. Provides freshman foreign language credit. Should not be taken by native speakers of Spanish or students who have had two or more years of high school Spanish. (SPAN 1411)

**1402 Elementary Spanish II (4-3-1)**

*Prerequisite: SPAN 1401 or equivalent. Should not be taken by native*

*speakers of Spanish or students who have had more than two years of high school Spanish. Laboratory fee required: \$10.*

Continuation of SPAN 1401. (SPAN 1412)

**2301 Intermediate Spanish I (3-3-0)**

*Prerequisite: SPAN 1402, 1602 or equivalent. Should not be taken by Latin Americans or Spaniards.*

Grammar review with continued emphasis on oral and listening skills and increased attention to writing and reading. (SPAN 2311)

**2302 Intermediate Spanish II (3-3-0)**

*Prerequisite: SPAN 2301 or equivalent. Should not be taken by Latin Americans or Spaniards.*

Continuation of SPAN 2301, with more emphasis on writing and reading skills. (SPAN 2312)

**2311 Spanish I for Native Speakers (3-3-0)**

*Prerequisite: Placement by examination.*

A course for college students educated in the United States whose first or home language is Spanish. Goals are to acquaint students with Spanish in its written form and to expand the students' overall knowledge of the language. Focus is on readings and vocabulary development, comprehension of grammatical structures, spelling, and improved spoken and written Spanish. (SPAN 2313)

**2312 Spanish II for Native Speakers (3-3-0)**

*Prerequisite: SPAN 2311.*

Continuation of SPAN 2311. (SPAN 2315)

**3301 Spanish Grammar and Composition (3-3-0)**

*Prerequisite: SPAN 2302 or placement by examination.*

A course in advanced Spanish grammar and composition with a focus on the mastery of syntax and spelling, and the improvement of writing skills through the study of various rhetorical modes and writing for special purposes.

**3302 Professional Writing (3-3-0)**

*Prerequisite: SPAN 3301.*

Focuses on developing and polishing the writing skills necessary to function in a professional setting. Taught in Spanish.

**3310 Spanish Conversation through Literature (3-3-0)**

*Prerequisite: SPAN 2302 or placement through examination.*

This course combines the study of literature in Spanish with the study of spoken Spanish. Students will read and discuss in Spanish selections of literature in various genres. They will learn to analyze while improving their spoken Spanish. For this reason, ample time will be devoted to students' discussion of assigned readings.

**3320 Professional Oral Communication (3-3-0)**

*Prerequisite: SPAN 3301 or permission of instructor.*

Study and practice of formal oral usage of Spanish, including written preparation. Development of communication skills and vocabulary building in professional domains. Designed to provide ample opportunity for students to gain confidence and ability in the formal aspects of communication including the academic variety of Spanish. Taught in Spanish.

**3322 Translation (3-3-0)**

*Prerequisite: SPAN 3301.*

Focus on translation between English and Spanish. Special attention to the use of idiomatic expressions as well as to grammatical features. Taught in Spanish.

**3324 Neighbors and Trading Partners: People, Culture and Trade in Spanish America (3-3-0)**

*Prerequisite: SPAN 3301.*

Examines the people and culture of select countries with strong economies in Spanish America, and emphasis on understanding their importance as trading partners for the United States. Taught in Spanish.

**3340 Introduction to Hispanic Literature (3-3-0)**

*Prerequisite: SPAN 3301 or permission of instructor.*

Introduction to Hispanic literatures through a survey of representative texts from Spain and Spanish America. Basic techniques for literary interpretation through analysis of the major literary genres. Taught in Spanish.

**3342 Hispanic Literature in the U.S. (3-3-0)**

*Prerequisite: SPAN 3301 or permission of instructor.*

Analysis of 19th century to present day literature written in Spanish by authors of Spanish American origin in what is today the United States. Taught in Spanish.

**3360 Spanish Grammar (3-3-0)**

*Prerequisite: SPAN 2302/2312 or placement by exam.*

A course in grammar as a linguistic system, with attention to dialectal differences in language use in the Hispanic world, in order to help students with the grammatical accuracy of their writing, both in their Spanish courses and in their professional capacities. Taught in Spanish.

**3380 Culture and Civilization of Spain (3-3-0)**

*Prerequisite: SPAN 3301 or permission of instructor.*

A survey of the cultural history of Spain that traces the development and evolution of Spanish national identity, including selected topics in various fields of cultural production such as architecture, music, politics, literature and the visual arts. Taught in Spanish.

**3385 Introduction to Hispanic Film (3-3-0)**

*Prerequisite: SPAN 3301 or permission of instructor.*

Introduction to the study of Hispanic film. By studying films from a number of Hispanic countries, students will broaden their understanding of the cultural and linguistic diversity of the Spanish-speaking world and begin to appreciate the fundamental elements of film art. Taught in Spanish.

**3399 Directed Study in Spanish (3-3-0)**

*Prerequisite: Junior standing; formal approval by department chair and dean; cumulative GPA of 3.0 and GPA of 3.3 in the specific area of directed study.*

Selected topics in the field; intensive individual study under the guidance of a faculty member.

**4098 Spanish Portfolio**

*Prerequisite: Declaring Spanish major and filing for graduation.*

This non-credit course certifies that a degree requirement (submission of a portfolio of samples of the student's coursework) has been fulfilled by a student majoring in the BA in Spanish. The student enrolls in SPAN 4098 in the semester of anticipated graduation and submits a portfolio of about five writing projects from a range of upper level courses approved for the Spanish major. As an introduction to these writings, the student writes a 500-word reflective essay that shows the student's growth by explaining the choice of projects and the particular Spanish major skills evident in each. The portfolio is graded S for being submitted or IP for not being submitted. Only a grade of S, certified by the degree coordinator, allows graduation.

**4310 Spanish Linguistics (3-3-0)**

*Prerequisite: SPAN 3301 or approval of chair.*

An introduction to Spanish linguistics. The course gives an overview of language, current linguistic theory, phonetics, phonology, morphology, syntax, history of the Spanish language, and types of variation. The course is taught primarily in Spanish.

**4340 Survey of Spanish Literature from the Middle Ages to 1700 (3-3-0)**

*Prerequisite: SPAN 3301, 3340 or permission of instructor.*

Study of the literature of Spain from the Middle Ages through 1700. Taught in Spanish.

**4342 Survey of Spanish American Literature from Columbus to Independence (3-3-0)**

*Prerequisite: SPAN 3301, 3340 or permission of instructor.*

Study of Spanish American literature from the colonial period through the 19<sup>th</sup> century, with an emphasis on the development of Spanish American national literatures through the Baroque, Neo-Classical, and Romantic literary movements. Taught in Spanish.

**4343 Survey of Spanish American Literature from Modernismo to the Present (3-3-0)**

*Prerequisite: SPAN 3301, 3340 or permission of instructor.*

Study of Spanish American literature from 1900 through the present, with an emphasis on key literary movements such as *modernismo*, vanguard and post-vanguard poetry, "Boom" narrative, and other contemporary literary forms. Taught in Spanish.

**4365 Teaching Spanish (3-3-0)**

*Prerequisite: SPAN 3301 or permission of instructor.*

Current methodologies for teaching Spanish as a second language and as a second dialect. The first part of the course focuses on current methodologies for teaching Spanish to non-native speakers, and the second part focuses on teaching heritage speakers. Taught in Spanish.

**4380 Field Experience in Spanish**

*Prerequisite: SPAN 3301, 3302, 3320, junior standing and approval of department chair.*

Placement of students in private or public sector jobs related to their chosen supplemental concentration. Work may be paid or unpaid. Written reports, conferences with the instructor and other academic work are required.

**4390 Special Topics in Spanish (3-3-0)**

*Prerequisite: SPAN 3301.*



Special topics in Spanish language and literature, such as contemporary Latin American or Spanish literature, survey of Latin American or Spanish literature. With permission of department chair, may be repeated once for credit.

## STAT (Statistics)

### **2300 Introduction to Statistics (3-3-0)**

*Prerequisite: A grade of C or better in MATH 1301 or placement by exam taken at UH-Downtown.*

Techniques for the collection, analysis and interpretation of numerical data. Probability, confidence intervals, hypothesis testing, estimation and special distributions. Special emphasis is placed on a variety of applications. Computer packages are used. This course may not be applied toward a major in the Computer and Mathematical Sciences department. (MATH 1342)

### **3309 Statistical Analysis for Business Applications I (3-3-0)**

*Prerequisite: A grade of C or better in MATH 1305 and MATH 1306, or MATH 2401.*

Basic concepts of statistics for business students are considered including descriptive statistics, probability concepts, random variables, probability distributions, expected values, point and interval estimations techniques and some hypothesis testing and linear regression. Applications to a variety of business problems are stressed and computer statistical packages are used. Credit cannot be given for both MATH 3302 and STAT 3309.

### **3310 Statistical Analysis for Business Applications II (3-3-0)**

*Prerequisite: A grade of C or better in STAT 3309 or MATH 3302, or department approval.*

Test of hypotheses, regression and correlation, introduction to analysis of variance, and other special topics. Applications to a variety of business problems and use of computer statistical programs.

### **3311 Statistical Analysis for Natural Science (3-3-0)**

*Prerequisite: A grade of C or better in MATH 1404 or MATH 1505.*

Basic concepts of statistics for natural science students are considered including collection of data, descriptive statistics, probability concepts, random variables, probability distributions, expected values, point and interval estimation techniques, hypothesis testing, bivariate data, linear regression, and analysis of variance. Natural science applications are stressed and computer statistical packages are used.

### **4294 Senior Seminar (2-2-0)**

*Cross-listed as CS 4294, MATH 4294. Credit may not be earned for more than one.*

*Prerequisite: COMM 1304, ENG 3302, senior standing and department approval.*

An intense, structured seminar. Students are exposed to the world community as it relates to their major (involving a written and oral report on cultural issues as well as discussion of these topics); ethics is discussed as it relates to the subject. In addition, students prepare a written proposal for a senior project. Attendance at departmental colloquia is also required.

### **4300 Statistical Quality Control (3-3-0)**

*Prerequisite: A grade of C or better in MATH 3302 or STAT 3309.*

Topics include  $\bar{x}$ -bar and R charts, c charts, u charts, median charts,

Pareto analysis, cause and effect analysis, process capability indexes and other statistical techniques.

### **4303 Decision Mathematics (3-3-0)**

*Prerequisite: A grade of C or better in MATH 3302 or STAT 3309.*

Applications of the most useful tools of decision mathematics. Topics are selected from probabilistic models, decision models, game theory, queuing theory, Pert/CPM, inventory methods, Bayesian inference and other relevant topics.

### **4306 Mathematical Models and Computer Simulation (3-3-0)**

*Prerequisite: A grade of C or better in MATH 3302 or STAT 3310, and CS 1408 or CS 1410.*

Quantitative modeling of industrial systems, computer simulation languages; and discussion of problems encountered in constructing simulation programs. This course may be used to fulfill the writing application course requirement with additional prerequisites including STAT 4294 and department approval.

### **4307 Time Series (3-3-0)**

*Prerequisite: A grade of C or better in MATH 3302 or STAT 3309.*

Topics include a study of auto-correlation and part i a l auto-correlation functions, multiplicative decomposition of a time series, construction and evolution of auto-regressive models, exponential smoothing procedures, classical regression analysis and Box-Jenkins methodology. Interpretation and computer analysis, using SAS or another appropriate package are emphasized. This course may be used to fulfill the writing application course requirement with additional prerequisites including STAT 4294 and departmental approval.

### **4309 Design and Analysis of Experiments (3-3-0)**

*Prerequisite: A grade of C or better in MATH 3302 or STAT 3310.*

Principles of design and analysis of experiments including randomized blocks, Latin, Greco-Latin and Youden squares, multiple comparisons and orthogonal contrasts. Introduction to factorial designs and split plots and use of computer statistical programs. This course may be used to fulfill the writing application course requirement with additional prerequisites including STAT 4294 and departmental approval.

### **4310 Applied Regression (3-3-0)**

*Prerequisite: A grade of C or better in MATH 3302 or STAT 3309.*

Basic t1 theory and structure of regression, with applications in business, simple linear regression, correlation, multiple linear and polynomial regression, R<sup>2</sup> and adjusted R<sup>2</sup>, significance tests multicollinearity, comparison with ANOVA, dummy variables and coding, stepwise regression, prediction and inference in regression, analysis of covariance, interactions, time series, index numbers and forecasting. Emphasis on use of computer packages and interpretation of printouts. This course may be used to fulfill the writing application course requirement with additional prerequisites including STAT 4294 and departmental approval.

### **4311 Operations Research (3-3-0)**

*Prerequisite: A grade of C or better in MATH 1305 and STAT 3309, or MATH 2307.*

Applications of the most useful tools of operations research. Topics are selected from linear programming, the simplex method, the dual, the transportation model, networks, integer and dynamic programming and other topics.

**4390 Special Topics in Statistics (3-3-0)**

*Prerequisite: MATH 3302 or STAT 3309, or departmental approval.*

Intensive study of one of the major topics in statistics

**4395 Senior Project in Statistics**

*Cross-listed as CS 4395, MATH 4395. Credit may not be earned for more than one.*

*Prerequisite: COMM 1304, ENG 3302, grade of B or better in STAT 4294, 3.0 GPA, senior standing and departmental approval.*

Intensive study under the guidance of a member of the Computer and Mathematical Sciences faculty culminating in an individually researched and formally written report and oral presentation dealing with the applications of the statistical sciences in the student's area of specialization and related to one type of business or industry in the Houston area.

**4397 Statistical Computing (3-3-0)**

*Prerequisite: B or higher in STAT 3309, or MATH 3302, or departmental approval.*

This course will focus on core computational techniques which are useful for statistical research and advanced applications. We will be interested in developing skills and knowledge useful in the development of modern statistical procedures. Topics include a brief overview of traditional numerical analysis techniques; a discussion of optimization and root finding methods useful for estimation and a discussion of Numerical and Monte Carlo integration which is useful for statistical inference. We will also use the UHD cluster for high performance computing.

## Directory

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Cynthia Santos

## Faculty

**Adams, Jeffery H.** (2005) Associate Professor of Supply Chain Management. BA, Miami University, 1979; MBA, Xavier University, 1989; PhD, The George Washington University, 2004.

**Ahern, Susan Kiernan** (1983) Associate Professor of English. AB, University of Illinois, 1971; MA, Ball State University, 1973; PhD, University of Illinois, 1980.

**Ahmad, Janice** (2006) Assistant Professor of Criminal Justice. BS, Northern Michigan University, 1978; MS, Michigan State University, 1993; PhD, Sam Houston State University, 2001.

**Aimone, Joseph O.** (2005) Assistant Professor of English. BA, California State University, 1990; MA, University of California, Davis, 1992; PhD, 1996.

**Allen, Austin** (2002) Associate Professor of History. BA, University of Houston, 1993; MA, 1996; PhD, 2001.

**Allen, Carrie** (2009) Assistant Professor of Music. BS Mississippi State, 2001; MM, University of Georgia, 2004, PhD. University of Georgia, 2009.

**Aló, Richard A.** (1982) Professor of Mathematical Sciences. BA, Gannon College, 1960; MA, The Pennsylvania State University, 1965; PhD, 1965.

**Alvarez, José E.** (1996) Associate Professor of History. AA, Miami-Dade Community College, 1975; BA, Florida Atlantic University, 1977; MA, 1981; PhD, Florida State University, 1995.

**Anderson, Kristin J.** (2002) Associate Professor of Psychology. BA, San Diego State University, 1990; MA, 1994; PhD, University of California-Santa Cruz, 1998.

**Aoki, Jon** (2004) Associate Professor of Science Education and Biology. BA, California State University, Fresno, 1987; MA, 1995; EdD, University of Houston, 2003.

**Ashe, Carolyn H.** (1991) Professor of Business Administration. BBA, University of North Texas, 1969; MBA, 1971; EdD, University of Houston, 1984.

**Aven, Forrest** (1990) Associate Professor of Management. BBA, Texas Christian University, 1976; MBA, 1977; PhD, University of Colorado, 1988.

**Babb, Stephanie** (2007) Assistant Professor of Psychology. BS, Oklahoma State University, 2001; MS, University of Georgia, 2003; PhD, 2006.

**Bachman, Christine** (2006) Assistant Professor of Psychology. BS, University of Houston, 1998; MS, 2001; MA, 2003; PhD, 2004.

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**Baird, Amy** (2011) Assistant Professor of Biology. BS, Texas Tech; PhD, University of Texas, 2007.

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**Baker, Victoria** (1990) Lecturer in Mathematical Sciences. BS, Universidad Nacional Autonoma de Honduras, 1980; MEd, Texas A&M University, 1988.

**Barnes, Ronald F.** (1977) Professor of Mathematical Sciences. BS, St. Bonaventure University, 1964; MS, Syracuse University, 1966; PhD, 1972.

**Bates, Donald** (2005) Professor of Management. BS, Indiana State University, 1966; MS, 1968; PhD, University of Arkansas, 1973.

**Becerra, Linda** (1986) Professor of Mathematical Sciences. BA, University of Texas at Austin, 1972; MS, University of Houston, 1977; PhD, 1982.

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**Belbot, Barbara** (1996) Associate Professor of Criminal Justice. BA, Xavier University, 1974; JD, University of Houston, 1980; MPH, University of Texas Health Science Center, 1985; PhD, Sam Houston State University, 1995.

**Benavides, Maria** (2005) Associate Professor of Chemistry and Physics. BS, Instituto Tecnológico de Monterrey, 1987; PhD, Arizona State University, 1993.

**Berrached, Ali** (1993) Professor of *Computer Science*. BS, University of Texas at Austin, 1986; MS, The Pennsylvania State University, 1990; PhD, 1993.

**Berthelot, Emily** (2010) Instructor of Criminal Justice. BA, 2004; MA, 2007 Louisiana State University

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**Birchak, Beatrice Christiana** (1987) Professor of English. BS, University of Houston, 1963; MA, Wayne State University, 1968; PhD, University of Houston, 1984.

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**Bowen, Diana** (2010) Assistant Professor of Communication. BA, California State University, Long Beach, 2004; MA, Syracuse University, 2006; PhD, University of Texas, Austin (anticipated date August 2010).

**Branham, David** (2005) Associate Professor of Political Science. BS, University of Houston, 1995; MA, 2000; PhD, 2000.

**Braniff, Wendall** (2009) Director of Insurance and Risk Management. BA, University of Texas, 1973; MS, University of Texas at Arlington, 1979; JD, University of Houston, 1985.

**Bressler, Linda** (2001) Associate Professor of Accounting. BSBA, Clark University, 1986; MBA, Thomas College, 1988; DBA, University of Sarasota, 2000.

**Brown, Houghton J.** (2007) Visiting Assistant Professor of Computer Information Systems, BA, Boston College, 1987; MEd, MBA, 2000, University of Houston: PhD Texas A&M University, 2008.

**Bundock, Kasi S.** (2009) Instructor of Education. BS Southwest Texas State University, 1998; ME, University of Houston, 2002; EdD, University of Houston, 2007.

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**Canetti-Rios, Barbara** (1990) Lecturer in English. BS, University of Houston-Downtown, 1989; MA, University of Houston, 1996.

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**Case, Theresa Ann** (2002) Associate Professor of History. BA, University of Texas at Austin, 1989; MA, 1994; PhD, 2002.

**Cervenka, Mark** (2000) Director of the O'Kane Gallery and Associate Professor of Art. BA, University of Texas at Austin, 1983; BFA, 1985; MFA, Claremont Graduate University, 1987.

**Chadha, Anita** (2001) Associate Professor of Political Science. BA, Samford University, 1990; MPA, Auburn University, 1993; Ph.D., 1997.

**Chaemsaitong, Krisda** (2007) Assistant Professor of English. BA,

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**Chapman, Brian R.** (2011) Senior Vice President for Academic Affairs and Provost/ Professor of Biology. BS Texas A&M, 1967; MS, Texas Tech University 1970; PhD, Texas Tech University 1973.

**Chau, Chak-Tong**, (2007) Associate Professor of Accounting. BBA. Stetson University, 1972; MAcc. 1985; PhD. Florida State University, 1992.

**Chen, Irene Linlin** (1998) Professor of Education. BA, National Taiwan University, 1983; MA, 1987; MBA, University of Dallas, 1989; MM, 1990; EdD, University of Houston, 1998.

**Chen, Ping** (2001) Associate Professor of Computer Science. BS, Xian Jiao Tong University, 1994; MS, Chinese Academy of Science, 1977; PhD, George Mason University, 2001.

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**Chiquillo, Raquel P.** (2002) Associate Professor of Spanish. BA, George Mason University, 1995; MA, University of Virginia, 1997; PhD, 2001.

**Christian, Garna L.** (1962) Professor of History. BA, Mexico City College, 1959; MA, Texas Western College, 1961; PhD, Texas Tech University, 1977.

**Christmas, Byron K.** (1991) Associate Professor of Chemistry. BS, Murray State University, 1970; MS, University of Kentucky, 1976; PhD, 1978.

**Choudhuri, Sucheta** (2009). Assistant Professor of English. BA, University of Calcutta, 1995; MA, Jadadpur University, 1997; Ph.D. University of Iowa, 2009.

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**Solomon, Frankie** (1993) Lecturer in Mathematical Sciences. BA, Grambling State University, 1971; MS, Texas Southern University, 1989.

**Spears, Larry G.** (1976) Professor of Chemistry. BS, University of Southwestern Louisiana, 1961; MS, 1963; PhD, University of Texas at Austin, 1966.

**Spilger, Ursula** (1990) Professor of Business Law. BA, University of California at Berkeley, 1962; JD, University of Idaho, 1974; MBA, Boise State University, 1983; LLM, University of Houston, 1991.

**Stading, Gary L.** (2001) Associate Professor of Supply Chain Management. BS, University of Illinois, 1984; MBA, Miami University, 1988; PhD, Texas A&M University, 1999.

**Stanberry, Kurt** (1996) Professor of Business Law. BBA, Yale University, 1972; MBA, Temple University, 1974; JD, University of Houston, 1977.

**Stewart, Cynthia** (2005) Associate Professor of Psychology. BS, University of Houston, 1997; MA, 2000; PhD, 2001.

**Stokes, Karina** (2005) Assistant Professor of English. BA, University of Dayton, 1981; MA, 1983; PhD, University of Houston, 1990.

**Strain, Charles R.** (1994) Associate Professor of Marketing. BBA, University of Mississippi, 1974; MBA, University of Southern Mississippi, 1982; DBA, Mississippi State University, 1994.

**Sullender, Barry** (2011) Assistant Professor of Biology. BS, Virginia Tech, 1984; PhD, University of Illinois, 2009.

**Sullivan, M. Nell** (1996) Associate Professor of English. BA, Vanderbilt University, 1986; MA, Rice University, 1989; PhD, 1995.

**Switzer, Kelly** (2007) Assistant Professor of Drama. BA, University of Houston, 2004; MFA, University of Georgia, 2007.

**Tabacco, Marilyn** (2003) Lecturer in Accounting and Academic Advisor, BA, Stephen F. Austin University, 1970; Med, Stephen F. Austin University, 1977; MS, University of Houston-Clear Lake, 1981; CPA.

**Tecarro, Edwin** (2004) Assistant Professor of Mathematical Sciences. BS, University of the Philippines, 1983; MS, Southern Methodist University, 1991; PhD, University of Houston, 2000.

**Thacker-Kumar, Leena** (1993) Associate Professor of Political Science. BA, Scottish Church College, 1982; MA, Miami University, 1988; PhD, 1993.

**Thielemann, Jane** (1991) Associate Professor of Education. BS, University of Houston-Clear Lake, 1978; MA, University of Houston, 1991; EdD, 1999.

**Thomas, Tammis** (1995) Professor of English. BA, University of Texas at Austin, 1984; MA, State University of New York at Buffalo, 1989; PhD, 1995.

**Tokic, Damir** (2002) Associate Professor of Finance. AA, Odessa College, 1994; BBA, Sam Houston State University, 1995; MBA, 1996; PhD, University of Texas-Pan American, 2002.

**Turski, Jacek** (1990) Professor of Mathematical Sciences. BS, University of Warsaw, Poland, 1976; MS, McGill University, 1982; PhD, 1986.

**Usnick, Lee** (2003) Associate Professor of Business Law. BA, Connecticut College, 1975; MSSW, University of Texas at Arlington, 1978; MA, Webster University, 1981; JD, University of Houston, 1984.

**Uzman, Akif J.** (1997) Professor of Biology and Biochemistry. BS, University of Michigan, 1975; MS, 1976; PhD, University of California-Berkeley, 1983.

**Van Horn, Leigh** (2000) Associate Professor of Education. BS, University of Houston, 1992; MS, University of Houston-Clear Lake, 1995; EdD, University of Houston, 2000.

**Verma, Rahul** (2004) Assistant Professor of Finance. BAS, Ranchi University, 1992; MBA, Institute for Technology and Management, 1995; PhD, University of Texas-Pan American, 2004.

**Vobach, Carol** (1969) Associate Professor of Mathematical Sciences. BA, Marymount College, 1962; MA, University of North Carolina at Chapel Hill, 1965; EdD, University of Houston, 1984.

**Wadhwa, Darshan L.** (1984) Professor of Accounting. BS, KGK College, Moradabad, India, 1964; MS, Roorkee University, Roorkee, India, 1967; MBA, Louisiana Tech University, 1972; DBA, 1988; CPA.

**Waller, William A.** (1983) Professor of Mathematical Sciences. AA,

Eastfield College, 1978; BS, North Texas State University, 1981; MS, 1983; PhD, University of Houston, 1989.

**Wang, Hsiao-Ming** (2001) Associate Professor of Criminal Justice. BC, Feng-Chia University, 1977; MBA, University of St. Thomas, 1992; PhD, Sam Houston State University, 1998.

**Wanguri, Deloris McGee** (1984) Professor of Communication Studies. BA, University of Houston, 1973; MA, 1975; PhD, University of Texas at Austin, 1984.

**Waters, William J.** (2008) Assistant Professor of English. BA, University of Maine, 1985; MA, University of Maine, 1988; PhD, University of New Mexico, 2000.

**Westfall, Joseph** (2005) Associate Professor of Philosophy. BA, Santa Clara University, 1997; MA, Boston College, 1999; PhD, 2005.

**Williams, Frank P.** (2003) Professor of Criminal Justice. BS, Florida State University, 1968; MS, 1973; PhD, 1976.

**Williams, Marvin J.** (1988) Professor of Accounting. BBA, University of Houston, 1980; MBA, 1982; JD, 1986; CPA, CMA.

**Williams, Patrick S.** (1990) Associate Professor of Psychology. BS, Michigan State University, 1971; MEd, Northeastern University, 1974; PhD, Texas Tech University, 1987.

**Wingfield, Mary** (2008) Instructor of Education, BS, Kansas State University, 1975; MS University of Houston, 1992; EdD, University of Houston, 1998, University of Houston.

**Wilson, Robert G.** (1991) Director of the UHD Civic Jazz Orchestra and Lecturer in Music. BA, Sam Houston State University, 1969; MA, 1970.

**Witschonke, Chris** (2008) Assistant Professor of Education. BA, University of Michigan, 1995; MEd, University of Houston, 2002; EdD, 2007

**Woods, Molly R.** (1961) Professor of Administrative Services Management. BA, Sam Houston State University, 1959; MEd, 1961; EdD, University of Houston, 1985.

**Wright, Martin K.** (2007) Assistant Professor of Computer Information Systems. BA, University of Texas at Austin, 1972; MBA, University of San Francisco, 1986; PhD, University of Texas at Austin, 1992.

**Xie, Shishen** (1990) Professor of Mathematical Sciences. BS, East China Normal University, China, 1982; MS, Texas Tech University, 1987; PhD, 1990.

**Yoon, Jeong-Mi** (1999) Associate Professor of Mathematical Sciences. BS, Seoul National University, 1981; BS, 1984; MS, 1986; MS, University of California at Los Angeles, 1991; PhD, 1999.

**Yuan, Shengli** (2004) Assistant Professor of Computer Science. BS,

Fudan University-Shanghai, 1991; MS, University of Missouri-Columbia, 1995; PhD, University of Texas at Dallas, 2004.

**Zafiris, Vasilis** (1999) Associate Professor of Mathematical Sciences. BS, Mississippi State University, 1984; MS, 1987; PhD, University of Houston, 1996.

**Zhou, Zehai** (2006) Associate Professor of Computer Information Systems. BAgri, Agricultural University of Central China, 1982; MAgri, Beijing Forestry University, 1986; MS, University of Illinois at Urbana-Champaign, 1990; PhD, University of Arizona, 1996.

## Emeritus Faculty

**Avenoso, Alfred. (1976)** Professor Emeritus of Biology.

**Bartholomew, Barbara G. (1981)** Professor Emerita of English.

**Duangploy, Orapin. (1987)** Professor Emerita of Accounting.

**Eckles, Robert (1984)** Professor Emeritus of Marketing.

**Efraty, David (1988)** Professor Emeritus of Management.

**Fefer, Jean A. (1981)** Associate Professor Emerita of Chemistry.

**Franks, Nicholas (1979)** Assistant Professor Emeritus of English

**Freeman, Marjorie S. (1961)** Assistant Professor Emerita of  
Mathematics.

**Hebert, Mary Margaret (1977)** Associate Professor Emerita of  
Administrative Services Management.

**Hoffmann-Pinther, Peter H. (1981)** Professor Emeritus of Physics.

**James, Frank** Associate Professor Emeritus of English

**Kauffman, Ralph G. (1996)** Associate Professor Emeritus of  
Management.

**Levy, Sylvia S. (1958)** Associate Professor Emerita of English.

**McNeill, I. Eugene (1984)** Professor Emeritus of Accounting.

**Miller, Jon** Associate Professor Emeritus of English

**Price, Frank** Associate Professor Emeritus of Biology

**Rebhun, Herbert (1977)** Professor Emeritus of Computer Information  
Systems

**Robinson, W. Clyde (1982)** Associate Professor Emeritus of Business  
Law.

**Rooney, Walter (1976)** Associate Professor Emeritus of Management.

**Ruthstrom, Carl (1990)** Associate Professor Emeritus of Supply Chain  
Management

**Scalamogna, Don** Associate Professor Emeritus of Business

**Sherman, Ruth (1975)** Professor Emerita of Biology.

**Small, Jo Ann (1975)** Associate Professor Emerita of Psychology.

**Suits, Marvin** Assistant Professor of Emeritus of Business

**Tinkler, James C. (1983)** Professor Emeritus of Petroleum Land  
Management.

**Tyson, Martha H. (1968)** Associate Professor Emerita of Psychology.

**Umland, Jean B. (1981)** Associate Professor Emerita of Chemistry.

**Wilkinson, Edward S., Sr. (1969)** Associate Professor Emeritus of  
Purchasing.

**Williams, Raymond J. (1963)** Assistant Professor Emeritus of History.

**Wood, June** Professor Emerita of Mathematics

**Wright, Ray G. (1966)** Professor Emeritus of Philosophy

## Faculty Awards

### Award for Excellence in Teaching

1982	R. Bowen Loftin, Natural Sciences
1983	Nancy T. Rich, Applied Mathematical Sciences
1984	John H. Hummel, Behavioral Sciences
1985	Shannon Doyle, Social Sciences
1986	Hank Roubicek, Arts and Humanities
1987	James C. Tinkler, Business Management and Administrative Services
1988	Susan K. Ahern, English
1989	Philip Castille, English
1990	Merrilee Cunningham, English
1990	Shohreh Hashemi, Finance, Accounting and Computer Information Systems
1991	Ray Wright, Social Sciences
1992	Jeffrey Flosi, Natural Sciences
1993	André de Korvin, Computer and Mathematical Sciences
1994	Jean Umland, Natural Sciences
1995	Dennis Rodriguez, Computer and Mathematical Sciences
1996	Linda Vaden-Goad, Social Sciences
1997	Byron Christmas, Natural Sciences
1998	Elias Deeba, Computer and Mathematical Sciences
1999	Lisa Waldner, Social Sciences
2000	Madeline Johnson, Management, Marketing, and Business Administration
2001	Tyra L. Montgomery, Natural Sciences
2002	Steven J. Maranville, Management, Marketing and Business Administration
2003	Joan S. Abramowitz, Natural Sciences
2004	Anisul Islam, Finance, Accounting and Computer Information Systems

2005	Jane Creighton, English
2006	Carolyn Ashe, Management, Marketing and Business Administration
2007	Leigh Van Horn, Urban Education
2008	Aaron Krochmal, Natural Sciences
2009	Chuck Jackson, English
2009	Poonam Gulati, Natural Sciences
2010	Lisa Morano, Natural Sciences
2011	Timothy Redl, Computer and Mathematical Sciences

### Award for Excellence in Service

1982	Shannon Doyle, Social Sciences
1982	Hakumat Israni, Engineering Technology
1983	Gail S.M. Evans, Business Management and Administrative Services
1983	James David Fairbanks, Social Sciences
1984	R. Bowen Loftin, Natural Sciences
1984	Herbert F. Rebhun, Finance, Accounting and Computer Information Systems
1985	R. Bowen Loftin, Natural Sciences
1986	William E. Brigman, Social Sciences
1987	Molly R. Woods, Business Management and Administrative Services
1988	Thomas Lyttle, Arts and Humanities
1989	Ruth Sherman, Natural Sciences
1990	Robert Rhea, Engineering Technology
1991	Dan Jones, English
1992	Shohreh Hashemi, Finance, Accounting and Computer Information Systems
1993	Madeline Johnson, Business Management and Administrative Services
1994	Herbert Rebhun, Finance, Accounting and Computer



## Information Systems

1995	Carl Ruthstrom, Business Management and Administrative Services
1996	Margaret Shelton, Finance, Accounting and Computer Information Services
1997	Jeff Flosi, Natural Sciences
1998	Linda Vaden-Goad, Social Sciences
1999	Peter Hoffmann-Pinther, Natural Sciences
2000	Anjoo Sikka, Urban Education
2001	Elias Deeba, Computer and Mathematical Sciences
2002	Anisul Islam, Finance, Accounting and Computer Information Systems
2002	Johnny R. Leavins, Finance, Accounting and Computer Information Systems
2003	Poonam Gulati, Natural Sciences
2004	Larry G. Spears, Natural Sciences
2005	M. Nell Sullivan, English
2006	Viola Garcia, Urban Education
2007	G. Yvonne Kendall, Arts and Humanities
2008	Shohreh Hashemi, Finance, Accounting and Computer Information Systems
2009	Anjoo Sikka, Urban Education
2010	Marvin Williams, Finance, Accounting and Computer Information Systems
2011	Michelle Moosally, English

## Award for Excellence in Scholarship/Creative Activity

1989	Elias Deeba, Computer and Mathematical Sciences
1989	Robert Fisher, Social Sciences
1990	André de Korvin, Computer and Mathematical Sciences
1991	Glen Merrill, Natural Sciences
1992	André de Korvin, Computer and Mathematical Sciences
1993	Lorenzo Thomas, English

1994	Kathleen Haney, Social Sciences
1995	Elias Deeba, Computer and Mathematical Sciences
1995	Orapin Duangploy, Finance, Accounting and Computer Information Systems
1996	Thomas Lyttle, Arts and Humanities
1997	Margaret Shipley, Business Management and Administrative Services
1998	Anisul Islam, Finance, Accounting and Computer Information Systems
1999	André de Korvin, Computer and Mathematical Sciences
1999	Chenyi Hu, Computer and Mathematical Sciences
2000	James McCaffrey, Social Sciences
2000	Khursheed Omer, Finance, Accounting and Computer Information Systems
2001	Lorenzo Thomas, English
2002	Orapin Duangploy, Finance, Accounting and Computer Information Systems
2003	Floyd E. Newsum, Arts and Humanities
2003	Shishen Xie, Computer and Mathematical Sciences
2004	Sandra L. Dahlberg, English
2004	Janice Nath, Urban Education
2005	Kathryn Laity, English
2006	Jacek Turski, Computer and Mathematical Sciences
2007	Lisa D. Morano, Natural Sciences
2008	Ryan Pepper, Computer and Mathematical Sciences
2009	André de Korvin, Computer and Mathematical Sciences
2010	David Ryden, Social Sciences
2011	Joseph Westfall, Social Sciences

### Elias Deebea Award

For faculty who have won the awards for excellence in teaching, service, and scholarly and professional activity

2005     Anisul Islam, Finance, Accounting and Computer Information Systems

### Lecturer Teaching Award

2011     Barbara Canetti-Rios, English

### Adjunct Teaching Award

2011     Katherine Pogue, Arts & Humanities