

# UNIVERSITY OF MARY HARDIN-BAYLOR

2012-2013

## UNDERGRADUATE CATALOG



A Texas Baptist Institution

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Belton, Texas 76513

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## **PURPOSE OF THE CATALOG**

The purpose of this catalog is to provide information about the academic programs of the University of Mary Hardin-Baylor (UMHB). It includes information concerning admissions, academic regulations and requirements, services available to students, academic offerings, and a list of the university's faculty, staff and administration. While every effort has been made to assure completeness and accuracy of information in this catalog, UMHB reserves the right to add, delete or amend information at any time regarding requirements, deadlines, fees, curricula, courses or other information.

## **TRANSCRIPT OF UNIVERSITY CREDITS**

The transcript of university credits is an official copy of the student's permanent record, bearing the university seal and the signature of the Registrar. Copies of the student's transcript are available upon written request from the Registrar's office.

Transcripts will not be released if the student owes money to the university. This includes, but is not limited to, money owed to the library, bookstore, health center, business office, or any other department or agency considered a part of the university.

UMHB may withhold transcripts from all students who gain entrance to UMHB by using fraudulent records, including students who, during their enrollment at UMHB, provide fraudulent records relating to courses taken at other educational institutions.

## **NOTICE OF NONDISCRIMINATORY POLICY AS TO STUDENTS**

The University of Mary Hardin-Baylor admits qualified students of any race, color, gender, national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not unlawfully discriminate on the basis of race, color, gender, religion, age, nationality and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs. The University of Mary Hardin-Baylor does not unlawfully discriminate on the basis of handicap in the recruitment and admission of students, and the operation of any of its programs and activities, as specified by federal laws and regulations. The designated coordinator for university compliance with nondiscrimination policies is the Associate Vice President for Human Resources, 900 College Street, Belton, Texas 76513, 254-295-4527. This school is authorized under federal law to enroll non-immigrant alien students. The university is a private institution and reserves the right to deny admission to an applicant for any lawful reason.

## **CLERY ACT REPORT**

Crime Statistics required by the Clery Act may be accessed on the University's Internet site at <http://police.umhb.edu/policies/clery-act>. A printed copy of the Clery Act Report can be obtained by contacting the University of Mary Hardin-Baylor Campus Police Department at (254) 295-5555. A copy of UMHB's Annual Campus Fire and Safety Report is available for review at <http://police.umhb.edu/policies/clery-act>.

This report includes statistics for the previous three years concerning reported crimes and fires that occurred on-campus; in certain off-campus buildings or property owned or controlled by UMHB and on public property within, or immediately adjacent to and accessible from, the campus. This report also includes institutional policies concerning campus security.

## **SEX OFFENDER REGISTRATION**

In compliance with the "Campus Sex Crimes Prevention Act" (section 1601 of *Public Law 106-386*) and the *Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act*, all persons required to register as part of the State of Texas's Sex Offender Registration Program are required to provide notice of their presence on campus, to the UMHB Campus Police Department. Notice should be forwarded by the registering jurisdiction. UMHB reserves the right to publish the names of all registered sex offenders on campus.

Information on registered sex offenders may be obtained from the Texas Department of Public Safety at <http://records.txdps.state.tx.us/soSearch/default.cfm>. For more information, please contact the UMHB Campus Police Department at 254-295-5555.

## **DRUG AND ALCOHOL POLICY**

UMHB seeks to maintain a chemical-free environment in which students can grow mentally and spiritually to their full potential.

The possession, use, purchase, distribution, or being under the influence of alcoholic beverages, narcotics, hallucinogenics, or other such substances on campus is strictly prohibited. The penalty for using or processing any of these substances may include suspension or expulsion from the university and/or criminal prosecution.

## Welcome from the President




On behalf of the administration, faculty, and staff, let me welcome you to the University of Mary Hardin-Baylor! This catalog outlines the wide range of academic offerings that are taught by our talented and dedicated faculty at UMHB. You will quickly see that our curriculum offers students a solid set of foundational courses in the arts, sciences, and humanities, plus an array of specialized classes to expand your skills and understanding in your chosen field of study. Together, these courses are certain to advance your knowledge and prepare you for the challenges of living and working in a rapidly changing world.

UMHB offers you these learning experiences in an environment where personal attention to each student is valued. We believe that the size of our campus, the quality of our faculty, and our commitment to Christian values and service will make your time at UMHB an extraordinary experience, one that will make your educational journey both engaging and fulfilling. It is our hope that at the end of your time with us, you will leave not just with a diploma, but also with a clear vision of how to live a successful life, no matter where your path may lead from this point on.

We are glad you have chosen to pursue your education at the University of Mary Hardin-Baylor. We truly believe that, at UMHB, you will get an “education for life” and the “experience of a lifetime.” We look forward to having you as a member of our learning community!

Sincerely,

  
Randy O'Rear, Ed.D.  
President

# TABLE OF CONTENTS

University Calendar.....	5
Notification of Rights under FERPA for Postsecondary Institutions.....	6
The University .....	8
Student Life .....	13
Resources and Services .....	15
Course Descriptions.....	18
Student Awards and Honors.....	20
Admissions .....	22
Financial Aid .....	25
Scholarships.....	29
Financial Information .....	36
Academic Standards .....	42
Registration Policy and Procedures.....	45
Classroom Expectations and Ethics.....	47
University Honors Program.....	49
Study Abroad Programs.....	51
Military Benefits.....	52
Degrees and Requirements .....	53
Graduate Programs .....	61
College of Business .....	62
College of Christian Studies .....	106
College of Education .....	128
College of Humanities .....	176
College of Nursing .....	209
College of Sciences .....	219
College of Visual and Performing Arts.....	289
Faculty .....	312
Administration and Staff .....	319
Board of Trustees.....	325
Map of Campus .....	326
Index .....	328

# ACCREDITATION

**The University of Mary Hardin-Baylor is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award baccalaureate, masters and doctorate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of the University of Mary Hardin-Baylor.**

**Selected academic programs are accredited by the following agencies:**

The Texas Education Agency  
Council on Social Work Education  
Council for Accreditation of Counseling and Related Educational Programs, Community Counseling/Clinical Mental Health Counseling  
Commission on Collegiate Nursing Education  
National Association of Schools of Music  
Texas Board of Nursing

**The University is affiliated with or a member of the following agencies:**

American Association of Colleges of Nursing  
The American Association of Colleges for Teacher Education  
American Association of University Women  
American Choral Directors Association  
American College of Musicians  
American Counseling Association  
The Association to Advance Collegiate Schools of Business  
The Association of American Colleges and Universities  
The Association of College and Research Libraries  
Baptist General Convention/exas  
Central Texas Music Teachers Association  
Committee for Accreditation of Allied Health Education Programs  
The Council for Christian Colleges and Universities  
The Independent Colleges and Universities of Texas  
International Association of Baptist Colleges and Universities  
Kindermusik International  
Kodaly Educator of Texas  
Music Teachers National Association  
The National Conference of Church Related Schools  
National Federation of Music Clubs  
National Guild of Piano Teachers  
Organization of American Kodaly Educators  
Scott & White Program in Clinical Laboratory Science  
Southwestern Business Deans' Association  
State Board for Educator Certification  
The Texas Association of Music Schools  
Texas Association of Social Work Deans and Directors  
Texas Choral Directors Association  
Texas Field Educator's Consortium  
Texas Music Educators Association  
Texas Music Teachers Association

# UNIVERSITY CALENDAR

## 2012-2013

This calendar may change as the University needs change. Individuals should refer each semester to the calendar published online at <http://calendar.umhb.edu>. The calendar published online will take precedence over the calendar in this catalog.

### Fall 2012

August 15 .....	University Housing Opens
August 16-17.....	Advising & Registration
August 20.....	Campus Classes Begin
September 3 .....	Labor Day Holiday
November 21-23 .....	Thanksgiving Holidays
December 3-6.....	Day Finals
December 7 (1:00 PM) .....	Commencement at Expo Center
December 19-January 1 .....	Christmas Holidays

### Spring 2013

January 2 .....	University Housing Opens
January 3-4.....	Advising & Registration
January 7 .....	Campus Classes Begin
January 21 .....	Martin Luther King Day Holiday
March 18-22.....	Spring Break
March 29 .....	Good Friday Holiday
April 18 .....	Play Day
April 26.....	Study Day
April 29-May 2 .....	Day Finals
May 4 (10:00 AM).....	Commencement at Expo Center

### May Mini-Mester 2013

May 6 .....	Registration
May 6-24.....	Class Days
May 27 .....	Memorial Day Holiday

### Summer I 2013

June 3 .....	Advising & Registration
June 3 .....	Campus Classes Begin (Day and Evening)
June 27 .....	Campus Classes End

### Summer II 2013

July 1 .....	Additional Registration
July 1 .....	Campus Classes Begin (Day and Evening)
July 4.....	University Holiday
July 29 .....	Campus Classes End (Day)

### Fall 2013 (Tentative Schedule)

August 14.....	University Housing Opens
August 15-16.....	Advising & Registration
August 19 .....	Campus Classes Begin
September 2 .....	Labor Day Holiday
November 27-29 .....	Thanksgiving Holidays
December 6 (1:00 PM) .....	Commencement at Expo Center

# NOTIFICATION OF RIGHTS UNDER FERPA FOR POSTSECONDARY INSTITUTIONS

The Family Educational Rights and Privacy Act (FERPA) afford eligible students certain rights with respect to their education records. (An “eligible student” under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day the University of Mary Hardin-Baylor (UMHB) receives a request for access. A student should submit to the registrar, dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The university official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.  
A student who wishes to ask the university to amend a record should write the university official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.  
If the university decides not to amend the record as requested, the university will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to provide written consent before the university discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.  
UMHB discloses education records without a student's prior written consent under the FERPA exception for disclosure to university officials with legitimate educational interests. A university official is a person employed by UMHB in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A university official also may include a volunteer or contractor outside of the university who performs an institutional service of function for which the university would otherwise use its own employees and who is under the direct control of the university with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another university official in performing his or her tasks. A university official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for UMHB.  
Upon request, UMHB also discloses education records without consent to officials of another college/university in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by UMHB to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA is:  
Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202

FERPA further provides that certain information designated as “Directory Information” concerning the student may be released by UMHB unless the student has informed the university that such information should not be released. To withhold disclosure, written notification must be received in the Office of the Registrar. Forms requesting the withholding of “Directory Information” are available from the Registrar's Office.

UMHB assumes that failure on the part of any student to specifically request the withholding of “Directory Information” indicates individual approval for disclosure.

**The University of Mary Hardin-Baylor hereby designates the following student information as public or “Directory Information.” Such information may be disclosed by the institution to an inquirer, either in person, or by mail, telephone, email, etc., or otherwise made public for any purpose, at its discretion.**

**Directory Information:** Name; current and permanent addresses; telephone number(s); email address(es); dates of attendance; enrollment status (e.g. full-time or part-time); school or division of enrollment; classification; major field(s) of study; awards; honors (including Provost's and Dean's Honor Rolls); degree(s) conferred (including dates); previous institution(s) attended; past and present participation in officially recognized sports and activities; physical factors (height/weight of athletes); date and place of birth; and photograph(s). A student identification number may be disclosed as directory information provided that the number cannot be used to access your student records without the use of a password or PIN which is never considered directory information.

The policy that such information will be made generally available is communicated to presently enrolled students through the publication of these guidelines. An individual student currently enrolled may request that such directory information not be disclosed by completing the nondisclosure form which is available in the Registrar's Office and providing the completed form to the Registrar's Office.

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to university officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student:

- To other university officials, including teachers, within UMHB whom the university has determined to have legitimate educational interests. This

includes contractors, consultants, volunteers, or other parties to whom the university has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))

- To officials of another university where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the university's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To organizations conducting studies for, or on behalf of, UMHB, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information UMHB has designated as "directory information" under §99.37. (§99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if UMHB determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the university's rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of UMHB, governing the use or possession of alcohol or a controlled substance if the university determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

As of January 3, 2012, the U.S. Department of Education's FERPA regulations expand the circumstances under which your education records and personally identifiable information (PII) contained in such records—including your Social Security Number, grades, or other private information—may be accessed without your consent. First, the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or state and local education authorities ("Federal and State Authorities") may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program. The evaluation may relate to any program that is "principally engaged in the provision of education," such as early childhood education and job training, as well as any program that is administered by an education agency or institution. Second, Federal and State Authorities may allow access to your education records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object to or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize to receive your PII, but the Authorities need not maintain direct control over such entities. In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without your consent PII from your education records, and they may track your participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.



# THE UNIVERSITY

## History

The University of Mary Hardin-Baylor traces its distinguished history to the days when Texas had yet to gain statehood and when Baptist missionary work was just beginning in the partially civilized new territory. As early as 1839, representatives of churches in Washington County issued an appeal to the Home Mission Board of New York to inaugurate a missionary movement in Texas. Missionaries Rev. James Huckins and Rev. William M. Tryon were sent, and soon afterwards, Judge R.E.B. Baylor came to Texas as a teacher, lawyer, soldier and preacher. These leaders inspired the desire for Christian education in the area and, at a meeting of the Union Association in 1841, recommended forming an education society. War prevented action until 1843, when the Texas Baptist Education Society was organized.

Tryon and Baylor were appointed to prepare a charter to establish a Baptist university. On February 1, 1845, a charter was granted by the 9th Congress of the Republic of Texas, approved by President Anson Jones at Washington-on-the-Brazos, and the long-awaited Baptist university became a reality. The school initially included a Preparatory Department in addition to co-educational classes for college students. In 1851, the Female Department and the Male Department were separated, ending co-education. In 1866, the Female Department obtained a separate charter and its own board of trustees, and the name was changed to Baylor Female College.

In 1886, due to changing transportation and economics in the area, it was deemed necessary to move both schools. The Male Department consolidated with Waco University in Waco, Texas, retaining the name Baylor University. The Female Department, under its new name, Baylor Female College, moved to Belton, Texas. Since the move to Belton, the school has undergone several name changes, including Baylor College for Women (1925), Mary Hardin-Baylor College (named in honor of a benefactor in 1934), and University of Mary Hardin-Baylor (1978). In 1971, the oldest college for women west of the Mississippi became co-educational.

UMHB's illustrious history includes such notable occurrences as claiming the first work-study program for women in a college west of the Mississippi (1893); serving as the campus model for the Baptist Student Union (1920); establishing the first school of journalism in a college for women in America and being the second institution in Texas to offer the degree of Bachelor of Journalism (1921); hosting and winning the first intercollegiate debate between college women in Texas (1921); and being recognized as the first Texas Baptist college accepted into full membership in the Southern Association of Colleges and Schools (1926). Since these auspicious "firsts," UMHB has continued to make history as a leader in the fields of education, nursing, business, and church leadership; in athletics through conference and national play; and in other important areas of campus life. Today, UMHB enjoys a robust student enrollment of more than 2,700 and employs more than 330 full-time faculty and staff committed to Christian higher education.

Presidents have included Dr. H. L. Graves, Dr. R. C. Burleson, Rev. G. W. Baines, Dr. William Carey Crane, Mr. B. S. Fitzgerald, Dr. Horace Clark, Col. W. W. Fontaine, Dr. William Royall, Dr. John Hill Luther, Mr. P. H. Eager, Dr. E. H. Wells, Dr. W. A. Wilson, Dr. E. G. Townsend, Dr. J. C. Hardy, Dr. Gordon S. Singleton, Dr. Albert C. Gettys, Dr. Arthur K. Tyson, Mr. Leonard L. Holloway, Dr. William G. Tanner, Dr. Bobby E. Parker, Dr. Jerry G. Bawcom and Dr. Randy O'Rear who became president in 2009.

## Location

The University of Mary Hardin-Baylor is located in the "heart of Texas," only 55 miles from the State capital of Austin and 135 miles from the Dallas-Fort Worth metroplex on Interstate 35. The campus is nestled in the natural beauty of Central Texas' rolling plains and wooded hills and captures the spirit of scholarly pursuit within its historic buildings and spacious, well-maintained campus. The Belton-Temple-Killeen area is home to many corporations, hospitals and medical complexes, industries, and service agencies where students may find employment or internship opportunities. Two large shopping malls are only minutes from campus as is the quaint artisan village of Salado. Dining and entertainment, including the Bell County Expo Center, are just minutes from campus. Recreational opportunities are easily found at Belton Lake and Stillhouse Hollow Lake as well as several 18-hole golf courses within the area.

## Mission

The University of Mary Hardin-Baylor prepares students for leadership, service, and faith-informed discernment in a global society. Academic excellence, personal attention, broad-based scholarship and a commitment to a Baptist vision for education distinguish our Christ-centered learning community.

## Values

**Broad-based Education.** We believe an educated person is one who not only has mastered a chosen field of study but also has gained an understanding and appreciation for the intellectual and cultural traditions of a diverse world. The university seeks to develop graduates of strong Christian character and integrity who are able to communicate effectively, think critically, and solve complex problems. In addition, we strive to inspire a lifelong love for learning so that graduates may face challenges successfully in an ever-changing world.

**Christian Faith and the Intellectual Life.** We recognize that all truth, whether revealed in Scripture or creation, has its origin in God. Since all truth is grounded in God, we believe that the pursuit of truth and the Christian faith are mutually reinforcing. We strive to develop graduates who integrate Christian perspectives and attitudes into every dimension of life: character, relationships, vocation, and service. To empower students to integrate a passionate Christian faith with human knowledge, we dedicate ourselves not only to grounding them in the basics of Scripture and in the historical beliefs of the Christian faith, but also to broadening their horizons, deepening their insight, sharpening their intellect, and cultivating their ability to appreciate the good, the true, and the beautiful. We seek committed Christians for our faculty and staff who will support the university's mission. In short, our goal is to produce graduates who love God with their whole mind.

**Teaching Excellence.** We value well-qualified educators who are committed to effective, innovative teaching that prepares students to excel in their particular fields, to think creatively and critically, and to integrate facts across disciplines. Our faculty members exhibit an intellectual curiosity and passion for their fields of study which, in turn, stimulate our students to excel academically. To that end, the university is committed to maintaining an atmosphere of academic freedom and providing faculty members with resources and opportunities to enhance teaching effectiveness and to be engaged in a wide range of scholarly activities. The university seeks to identify, recognize, and reward those faculty members who exhibit exceptional teaching ability.

**Service.** We value our role as a Christ-centered university which serves the educational, cultural, civic, and economic needs of our world by providing service opportunities. We strive to instill within students a lifelong sense of responsibility to contribute to the improvement of their communities. As a university, we offer consulting, professional services, and cultural events to enrich and improve the greater community.

**Students as Individuals.** We respect each student as a unique individual who has a distinct perspective on the world. Therefore, we welcome students from diverse backgrounds and understand that exposure to different cultures and experiences within a Christian environment enrich the educational process. The university strives to create an atmosphere where every student is an integral part of our learning community. We place student achievement first and emphasize this through personal attention, small class sizes, teaching excellence, campus activities, athletic programs, and leadership opportunities. The university is committed to encouraging each student to reach his or her potential spiritually, academically, socially, and physically.

## Goals

### 1. **Broad-based Education:**

- Provide undergraduate curricula, which enable both traditional and non-traditional students to develop their potentials.
- Provide graduate curricula which enable students to increase competencies in their fields of specialization.

### 2. **Christian Faith and Intellectual Life:**

- Integrate Christian perspectives and attitudes into the development of character, relationships, vocation and service.

### 3. **Service:**

- Develop and maintain effective relationships with the University's key constituents.
- Provide appropriate physical facilities, equipment, and educational support services for students, faculty, staff, and administration.
- Maintain economic stability essential to the University's successful operation.

### 4. **Teaching Excellence:**

- Maintain a highly competent faculty, staff, and administration.
- Assist students in preparation for their roles in a rapidly changing world.

### 5. **Students as Individuals:**

- Recruit and retain a qualified and diverse student body.
- Offer quality academic advising, career counseling, and personal counseling services.
- Encourage appreciation for cultural diversity.

# UMHB CAMPUS

## Academic, Administrative, & Other Buildings

**Allen House (Reading Camp)** Formerly the home to the English as Second Language program (ESOL). Allen International Junior College provided a donation towards the building's renovation. Currently, the building is used as the campus Reading Camp for aspiring teachers.

**Cornerstone Baptist Student Ministries** This building was previously First Nazarene Church constructed in 1942. The building was purchased by the University in 2002 and completely renovated. It is now home to the BSM.

**C.R. Clements Building** is an external relations building given by Mr. & Mrs. Kenneth Kirkpatrick in honor of Mr. C.R. Clements (1981). The building was renovated in 2001.

**Davidson Educational Building** was made possible through a gift from the Davidson Foundation. Constructed in 1983, the complex provides classrooms, computer facilities, and office space for the Computer and Information Sciences, English, and Modern Foreign Languages.

**Frazier Center**, built in 1960, houses Graduate Counseling and Psychology and Campus host offices.

**Hardy Hall**, named in honor of former president Dr. J.C. Hardy, contains a reception area, dining hall on the second floor, and classrooms and offices for the departments of Undergraduate Psychology, Social Work, Sociology, Criminal Justice, ROTC and the Center for Academic Excellence. The building was constructed in 1929.

**Heard Hall**, This is the oldest building on campus. Constructed in 1919, it originally was used as a women's residence hall from approximately 1919 to 1960, the building served as the administration building for a short time and currently houses academic offices.

**Mabee Student Center** was made possible by a grant from the J.E. and L.E. Mabee Foundation. Built in 1973, it contains the bookstore, post office, Crusader Cafe, Student Life, student activities (Information Station), **Lillian Shelton Theater**, student publications offices, classrooms, and Robert and Linda Black Center for Counseling, Testing, and Health Services, Student Life Offices, Student Organizations and Student Government. The building was expanded in 1995. Shelton Theater was renovated in 2003.

**Parker Academic Center** is a multi-purpose facility housing classrooms, offices and student labs for the College of Education and College of Business. The facility was completed in the summer of 2002 and is named in honor of Dr. Bobby E. Parker, former President.

**Parker House** The house is named in honor of former president and Chancellor Dr. Bobby E. Parker and his wife Marietta, by the donor, Mrs. JoAn Musick-Flowers. In 1989, the residence opened where the Parker's resided until Dr. Parker's resignation as president in 1991. Dr. Jerry Bawcom and his wife was the last president to live in the house. Dr. Bawcom retired in 2009. The summer of 2009 brought a total remodel to the house and converted it to the ALUMNI Center on the first floor and Museum on the second floor.

**Paul and Jane Meyer Christian Studies Center** was made possible by a gift from Paul and Jane Meyer and was completed in the summer of 2008. This building contains offices, classrooms, a library and a chapel for the College of Christian Studies.

**Presser Fine Arts Building** was made possible by a gift from the Presser Foundation and contains studios, practice rooms, faculty offices for the Art, Music, and Theatre, as well as **Hughes Recital Hall** named in memory of J.K. and Annie Hughes. The building was constructed in 1929. The recital hall was refurbished in 1979 through a generous gift made by Raymond L. Dillard and Genevieve Hughes Dillard (class of '31).

**Sanderford Administrative Complex**, named in memory of the parents of T.E. Sanderford, was made possible by a substantial gift from Mr. and Mrs. T.E. Sanderford and was completed in 1979. The complex houses the administrative offices of the University, including the Registrar's Office, Admissions & Recruiting and Financial Aid. Renovations to the building completed in 1997 and a two-story addition was completed in 2007.

**The Digital Media Center**, located at 207 W. 11th serves the campus with hardware for audio-visual instruction and duplication services.

**Townsend Memorial Library**, named for Dr. and Mrs. E.G. Townsend, contains approximately 150,000 volumes, including bound periodicals and microfilm, and receives over 4,500 current periodicals and newspapers. The fully automated library has access to the Internet, electronic journals, more than 3,500 of which are full-text, and numerous electronic databases. This building was constructed in 1961 and remodeled in 1994.

**UMHB Community Life Center**, located at 717 College Street provides affordable counseling to those in need of services in Bell County.

**Watkins Missionary Home**, named for Sue Watkins, an alumna of Mary Hardin-Baylor. This building was remodeled in 2003, and now houses the Campus Police Department.

**J.W. Williams Service Center** was built in 1948 and named for long-time (1936-41, 1948-77) maintenance supervisor, J.W. Williams. This facility houses offices and shops for the Department of Facilities Services.

**Wells Nursing and Science Hall**, named for former president Dr. E.H. Wells, was constructed in 1920. It is devoted to classrooms, laboratories, and offices for the Mathematics and Nursing departments. The building was renovated in 1996 and 2001.

**W.W. Walton Chapel** was completed in the spring of 1967. Named for donor W.W. Walton of Bartlett. The building serves as a chapel and auditorium. The Chapel was remodeled in 2003.

**Gertrude York Art Studio** was made possible by a gift from the family of Dr. C. L. York and named for his wife. The building was opened in 1996 and houses studio space for ceramics and sculpture for the Art Department.

**York House** located at 803 College St. was dedicated to International Student Services. This building incorporates the international office, a computer lab, and student lounge. International Student Union meets here and hosts international events.

**York Science Center**, named in honor of the Dr. C.L. York family, a former faculty member, provides offices, classrooms, and laboratories for the Biology and Chemistry departments and contains the **Anne Ammons Brindley Auditorium**. The building was completed in 1996.

## Crusader SportsPlex

**Andersen Fieldhouse** was made possible by a gift from the Andersen Foundation and was opened in 1998. The finest NCAA Division III fieldhouse in existence, the facility combines state-of-the-art video and training facilities for the football program with offices for the football program staff.

**Cummins Fieldhouse** was named in honor of Chris and Cindy Cummins of College Station, Texas. This Field House will provide an additional 9,429 square feet of space for the Crusader football program, with expanded locker rooms, showers and restroom facilities for the players. Located adjacent to Anderson Fieldhouse, Cummins Fieldhouse opened in 2011.

**Dee Dillon Softball Field** was dedicated to honor Dee Dillon, chair-person of the Health and Physical Education department at UMHB from 1954-1965. A new field house, located within the Sportsplex, was completed in 2004.

**Mayborn Campus Center** opened in January 2005. This 122,000 square foot facility provides offices for coaches and the Exercise Sport Science faculty, classrooms, a fitness center, a natatorium, an indoor jogging track, a 2500 seat multi-purpose special events center, and the Mabee-Farris recreation gymnasium.

**Red Murff Baseball Field** was dedicated in 1994 to honor Red Murff who helped start the baseball program at UMHB in the 1970's. A new state of the art field, located within the Sportsplex, was completed in 2004.

## Campus Living

**Beall Hall** is an apartment style residential building hall made possible by and named for Mary and James Beall, which houses both males and females. This building was opened in 2000.

**Burt Hall** is a women's residence hall made possible by a gift from Mr. and Mrs. R.E. Burt. The building was constructed in 1920 and remodeled in 1990 and 2001.

**Farris Hall**, named for Mrs. Martha White Farris, a graduate of 1942 and a steadfast supporter of her alma mater. This building was constructed in 2011.

**Gettys Memorial Hall** is a men's residence hall named for Dr. and Mrs. A.C. Gettys. The building was constructed in 1965 and renovated in 1991.

**Huckins** is an apartment complex for students. The complex was purchased and remodeled in 1995. The exterior facade was upgraded in 2004.

**Johnson Hall** is a women's residence hall named for the mother of Lyndon Baines Johnson, former President of the United States. The building was constructed in 1968 and renovated in 1991.

**McLane Hall** is a men's residence hall named for Mr. Drayton McLane, Jr., of Temple, a major benefactor. The building was completed in 1989. The building was renovated in 2002.

**Remschel Hall** is a women's residence hall named in honor of Corrine Remschel, a 1931 graduate. The building was completed in 1993. The building was renovated in 2007.

**Stribling Hall** is a women's residence hall named for the daughter of J.C. Stribling, whose gift made the building possible. The building was constructed in 1920 and renovated in 1990.

## Independence Village

The name, Independence Village, pays tribute to the beginnings of the university's history, which was founded in Independence, Texas as part of Baylor University. The complex, composed of apartment-style housing, was originally opened in 1996 and expanded in 1998, 2005, and 2010.

- **Shannon Commons** building, named for John H. Shannon, honorary member of the UMHB Alumni Association and late husband of Pat Lockridge Shannon, Class of 1953. The building was constructed in 2005.
- **Clark Hall** named for Dr. Horace Clark, principal of the Female Department of Baylor University and president of Baylor Female College, in 1871. This building was constructed in 1996.
- **Ferguson Hall** named for Miriam Amanda "Ma" Ferguson, a former student of the late 1800s and first woman governor of Texas. This building was constructed in 1996.
- **Garner Hall** named for the late John Hood Garner and Alleen Weatherford Garner, longtime residents of Belton. This building was constructed in 2010.
- **Grover Hall** named for the late O. Stanley and Blanche Grover, avid supporters and recruiters for the university. This building was constructed in 1996.
- **Hobby Hall** named for Oveta Culp Hobby, a former student of the early 1920s, a businesswoman and first commanding officer of the Women's Army Corps. This building was constructed in 2005.
- **James Hall** named for the James family, which has maintained close ties with the university since 1885 by serving on the board of trustees, teaching, and attending the university. Eleanor James, Class of 1933, was the author of "Forth from Her Portals," a history of the first 100 years of the university in Belton. This building was constructed in 1998.
- **Provence Hall** named for Sally A. Provence, a graduate of 1937 and former professor of pediatrics at Yale University. This building was constructed in 1998.
- **Taylor Hall** named for Mattie E. Taylor, a graduate of 1910 and former member of the board of trustees. This building was constructed in 1998.
- **Tryon Hall** named for William M. Tryon, one of the original founders of the university in 1845. This building was constructed in 1998.
- **Tyson Hall** named for Dr. Arthur K. Tyson, president of Mary Hardin-Baylor College from 1954 to 1966. This building was constructed in 2005.
- **Wilson Hall** named for William A. Wilson, president of Baylor Female College from 1896 to 1911. This building was constructed in 2005.

## Points of Interest/Landmarks:

Allen International College Plaza  
Baylor Academy Gazebo Plaza  
Campus Boys Gazebo  
Class of '42-'46 People Place  
Christ in the Garden Sculpture  
Crusader Sculpture at Mayborn Campus Center  
Forth From Her Portals Sculpture  
Fountain in Vann Circle  
Historical Park  
Intramural/Band Rehearsal Field  
Landmark Entryway  
Luther Memorial/Old Baylor Bell Tower  
Millennium Oaks Park  
Musick/Flowers Plaza  
N.B. Moon Building (Bell Baptist Association)  
Parker Prayer Garden  
Potter Gazebo  
Potts Plaza  
Senior Bell Plaza  
Student Memorial in Millennium Oaks Park  
York Sesquicentennial Plaza

# STUDENT LIFE

Student Life is a student-services and development component that, while supporting the university's mission, distinctive Baptist heritage, and Christian approach to higher education, provides leadership in strategic planning, programming, policies, and personnel decisions that create opportunities and cultivate insight by attending to the student experience.

Student Life also provides a comprehensive program which is focused on the total (spiritual, physical, social, cultural, and academic) development of each student.

Major goals of Student Life:

- Provide a campus environment conducive to the purpose and mission of the University;
- Provide a balance of challenge and support designed to enhance students' educational growth and development;
- Provide students an opportunity for the practical application of what is learned in the classroom;
- Develop student leadership;
- Involve students in activities, programs, and relationships which promote the development of the whole person;
- Assist in University student retention;
- Develop, maintain, and administer an appropriate discipline program;
- Provide staff development opportunities.

In addition, we view ourselves as educators who, along with the faculty are concerned with the development of each student. The "classroom" for the Student Life staff may be a residence hall, an office, the gymnasium, an athletic field, the student center, or wherever students and staff are gathered to plan, promote, and conduct activities for student enjoyment, enrichment, and entertainment.

Student activities at UMHB include those designed to provide leadership training, service learning, spiritual growth, intellectual stimulation, cultural engagement, recreational opportunities, and social skills development; to allow the pursuit of individual interests; and to foster a better understanding of the world and of one's self.

## Campus Activities

Activities for students are planned and coordinated through the Office of Campus Activities (Information Station located in the Mabee Student Center). This office posts information about all of its events on UMHB's online calendar. This calendar can be found at <http://www.umhb.edu/events.html>. Anyone with questions about events may call the Campus Activities Office at (254) 295-5150 for more information. Many of these activities such as Easter Pageant, Play Day, Charter Day, and most sports events, movies, and concerts are free to UMHB students. Other activities such as play-off games, Miss Mary Hardin-Baylor Pageant, as well as, off-campus events such as snow skiing, bowling, etc. may require a fee. The Campus Activities Board is a student organization that plan and staff many different activities and concerts for students and their families throughout the year. Membership is open to all students.

## Cultural Affairs/Community Service

The University of Mary Hardin-Baylor provides for students, faculty, and staff programs, symposiums, seminars, and performance art opportunities that promote and celebrate the cultural diversity of the university family. In addition, we emphasize and encourage students and employees to be involved in community service. Two formal opportunities of outreach (one per semester) are organized to involve the UMHB family in learning the importance of community service. *Reaching Out* is a student-led, UMHB-sponsored event giving students, faculty, and staff the opportunity to serve in various organizations in the community. Students are supported as they develop skills to work in a diverse campus population and in the community.

## Residence Life

UMHB operates seven residence halls and three apartment-style complexes and each of these has a Resident Director on-site to manage the facility. These Resident Directors (RDs) are full-time, live-in professionals each managing a staff of Resident Assistants who are undergraduate students living and working throughout each building. Students living in campus housing are offered the opportunity to engage in a variety of activities and programs, and the focus is on making each facility a community where students can live and learn.

## Spiritual Life - Campus Ministries

The University of Mary Hardin-Baylor strives not only to provide the student with a quality education, but also to prepare students to experience a higher quality of life. Where excellence in academics can help provide a good standard of living, the expression of Christian values can enable one to appreciate the purpose of life. Life is more enjoyable when one is aware of God's purpose and actively pursues God's will for his/her life. Because of this, worship and ministry through one of the local churches is recognized as constituting part of a normal, healthy college experience. Mary Hardin-Baylor welcomes students of all faiths and denominations.

Campus ministries available for student involvement include: a campus revival held in the spring, Missions Emphasis Week, stateside and international mission trips including an annual mission trip to England, and community service opportunities. Campus Ministries provides student-led Bible studies, prayer groups, and worship experiences. Students are encouraged to get involved in local and global ministry opportunities during their time at UMHB.

**Baptist Student Ministry** - The Baptist Student Ministry (BSM) at UMHB is the oldest organized in Texas. It is the local expression of university outreach by Texas Baptists, serving cooperatively with the Center for Collegiate Ministry. The BSM is student led under the servant leadership of the Ministry Leadership Council. BSM is Christ-centered, church-related, community-oriented, and globally minded while intentionally pursuing, and proclaiming Jesus in the university environment.

The BSM provides involvement in local ministry (children, housing projects, poverty/hunger, hospital, abused victims and elderly), missions (urban, Christmas Projects, Spring Break, summer, prayer, Missions Emphasis Week), worship (FOCUS, spiritual formation and prayer groups), evangelism (on and off campus), discipleship (Disciple Now and small groups) and fellowship (accountability and support). There are specific ministries for freshmen (Freshman Ministry), men (Campus Men), women (IMAGE), and internationals. New ministries are offered when student leadership arises (such as drama team and environmental ministry). BSM regularly sponsors and informs students about conferences, retreats, special events, and other opportunities.

**Additional Opportunities for Spiritual Formation** - Other opportunities for spiritual development are available in the residence halls, Catholic Student Organization, Fellowship of Christian Athletes, Young Life, Nurses' Christian Fellowship, Crusaders for Christ (for any and all students going into ministry), Reaching Out (service days), various Bible studies on campus, and local church ministries with students. Mission experiences are available over Christmas break, Spring Break, and during the summer. Summer options also include serving in churches and Christian camps.

## **Student Organizations**

UMHB has approximately sixty-five chartered student organizations, including religious and cultural organizations, academic and honor societies, leadership and service clubs, and sport and spirit clubs. All organizations seeking recognition must be approved by the Student Government Association and ultimately the President of Mary Hardin-Baylor. The recognition of these organizations represents endorsement of the organizations' goals and purposes as being consistent with the goals and purposes of the University. Faculty and staff serve as advisors and represent UMHB in all planned activities involving the organization or their members. The Office of Student Organizations provides support and other needed services to student organizations, their leaders, advisors, and members.

# RESOURCES AND SERVICES

## The Meadows Center For Academic Excellence

The Meadows Center for Academic Excellence (CAE) is designed to support students in their pursuit of academic success. The center is located on the first floor of Hardy Hall and provides the following services:

### Academic Support

The CAE provides individual support for students seeking assistance. Personalized success plans are developed through a partnership between the student and a CAE staff person and are intended to map clear directions for improving academic performance.

FREE tutors are provided for a variety of courses. Generally, tutors are available in the areas of English, math, religion, biology, and chemistry. Tutors from other subject areas may be secured and scheduled upon request to meet student needs. Tutors are recommended by faculty to the (CAE) Staff. Private rooms are available for tutoring or studying. A larger Study Zone provides individual study space and areas for groups to work together.

### Resources Library

College success, note taking, listening, test taking, stress management, time management, and other such topics are addressed through a number of different resources available to students upon request. Private rooms are also available for studying and tutoring.

### Registration and Orientation Program

In partnership with various campus offices, the CAE coordinates new student registration and orientation. These events include advising, registration, and an orientation program developed to help new students succeed at UMHB. Registrants are given the opportunity to visit the campus and meet with academic advisors who assist them in their pursuit of educational plans and programs.

### Advising

Throughout your time at UMHB, a faculty member will serve as your academic advisor. Advisors genuinely care about your academic success and will meet with you to ensure your needs are met. The following are ways in which they may be of service to you:

- Establish a trusting, confident, working relationship with you
- Serve as your source for information related to your major
- Assist in selecting a major and choosing classes
- Assist in solving various concerns that arise
- Refer you to other university sources when appropriate

## The Robert and Linda Black Center for Counseling, Testing, and Health Services

### Students with Special Needs

The University representative responsible for establishing official documentation of student disabilities and facilitating corresponding accommodation requests is the Director of Counseling, Testing & Health Services. Students desiring accommodation(s) for a disabling condition are responsible for providing acceptable documentation to this individual. Acceptable documentation must have been produced within the last three years by a licensed professional qualified to make the respective diagnosis. Any documentation submitted to the University for consideration must be provided in a timely manner prior to the period of stated need.

Accommodation & Student Assistance Program  
Director of Counseling, Testing & Health Services  
UMHB Box 8437  
900 College Street  
Belton, Texas 76513  
Office: (254) 295-4696  
Fax: (254) 295-4196  
Email: [nwilliams@umhb.edu](mailto:nwilliams@umhb.edu)

### Counseling

Professional and confidential clinical counseling services are available to students in need of assistance with a wide variety of issues. Diagnostic testing/evaluation, crisis counseling, stress management, and a range of other emotional issues are addressed, as appropriate, on an individual and support group basis. Free counseling services are offered to currently enrolled students on a short-term basis by appointment only. When appropriate, referrals are made to mental health providers in the local area. If a student wishes to continue counseling services beyond short-term, UMHB counselors may be available on a fee-for-service basis, as schedules permit. Confidentiality is maintained in accordance with state regulations and disclosure of information is made only with the written consent of the student, unless required by law.

### Testing

The Testing Program provides students opportunities to receive credit in areas of demonstrated academic proficiency. Academic proficiency is measured utilizing credit by examination programs. When academic proficiency is demonstrated, the University is then able to grant the student appropriate advance standing, elective credit, or equivalency credit as approved by University policy. A further benefit of the Testing Program is assisting the student in avoiding academic redundancy where, as aforementioned, demonstrated proficiency is established. The following examinations are utilized and/or accepted in the Testing Program:

American College Testing (ACT) Program - National and Residual Assessments  
College Board Advanced Placement (AP) Examinations  
College Level Examination Program (CLEP) Examinations  
DANTES Subject Standardized Tests (DSSTs)  
International Baccalaureate (IB) Examinations  
Departmental Examinations



The Center facilitates protocols, procedures and test administration. These functions are in cooperation with the University Registrar and respective academic departments. Academic departments establish criteria for performance required on Credit by Examination tests and other testing for which credit is waived or granted. Miscellaneous testing services offered at the University include QuickTHEA and foreign language testing. Exams not offered, but for which information bulletins are available, include GRE, GMAT, MCAT, LSAT, MAT, ExCET, TExES, NTE, TOPT, and TOEFL. Townsend Memorial Library offers a variety of online practice tests including the GRE, MCAT, LSAT, TOEFL, GMAT, and NCLEX. Simply access the library's homepage and look for Learning Express Advantage in the list of databases. For an Information and Policies brochure regarding Credit By Examination and other testing services, please contact:

UMHB Counseling, Testing & Health Services

UMHB Box 8437

900 College Street

Belton, Texas 76513

Office: (254) 295-4696

Fax: (254) 295-4196

E-mail: [nwilliams@umhb.edu](mailto:nwilliams@umhb.edu)

## **Credit by Examination**

### **Credit for Entering Freshmen (New Students without Prior College Credit)**

An entering freshman who has attained proficiency in college-level courses prior to enrollment at the University of Mary Hardin-Baylor may earn semester credit hours through the Credit by Examination programs listed below. (Refer to the current UMHB Testing Services brochure for a complete list of approved examinations, minimum scores, additional requirements, and corresponding courses.)

- A. American College Testing (ACT) Program - National and Residual Assessments
- B. College Board Advanced Placement (AP) Examinations
- C. College Level Examination Program (CLEP) Examinations
- D. Departmental Examinations

### **Credit for Transfer Students**

Credit by examination secured through another college or university by a student transferring to UMHB must meet the minimum score requirements stated in the Testing Services brochure in effect at the time of the request. An official ACT, AP, or CLEP test score report must be sent to the Registrar for evaluation of the credit.

### **Credit for Currently Enrolled Students**

Currently enrolled students seeking credit by examination may earn semester hours through CLEP or Departmental Examinations. (Refer to the current Testing Services brochure for a complete explanation of these programs.) The following conditions must be met by such students:

- A. Prerequisites for courses for which a student is seeking credit must be satisfied prior to the examination.
- B. Permission for department examinations must be secured from the specific subject area department chairperson. (A student seeking credit through a department examination during his or her last thirty hours must secure a petition from the Dean of the student's college before requesting permission from the department chairperson.)
- C. Application for CLEP examinations must be made at the Counseling, Testing & Health Services Center. Arrangements for department examinations must be made through the respective academic department. (Students with disabilities should make arrangements at the time of application to test under conditions that meet their pre-approved, documented requirements.)
- D. Fees must be paid for test administration and for transcription of credit awarded. Credit for DANTES Students in the Armed Forces CLEP and DANTES examinations are available to students in the armed forces through the Education Center at Fort Hood.

## **Policies**

Official credit by examination policies are listed in the Testing Services brochure and can be obtained from the Counseling, Testing & Health Services Center. This information is also available on both the UMHB Internet site and the UMHB Intranet site. The following are some important policies:

- Credit for any course a student has previously audited, taken for noncredit, received a "D" grade in, or failed may not be earned by examination.
- Duplicate credit will not be awarded.
- Grade points are not earned through credit by examination.
- Residence hours may not be earned through credit by examination.
- No more than one-fourth of the total semester credit hours required for a degree may be earned through credit by examination.
- Credit earned by examination will be placed on a student's transcript after the official score report is received, processed, and the transcription fee is paid.
- Processing of transcripts is accomplished by the Registrar's Office.

## **Health Services Center**

A vital component of the university experience for UMHB students is a healthy lifestyle. The goal of the UMHB Health Services Center is to educate students on health issues and encourage healthy lifestyles. Health fairs, wellness screenings, and health topic presentations are examples of UMHB's effort to educate and empower students to make informed decisions about their health.

A full-time Registered Nurse serves as Coordinator of UMHB Health Services Center and provides a range of student health services, including first aid, nursing assessment for wellness and illness, immunizations, patient education, and referrals to local healthcare providers and community health resources, if needed.

The UMHB Health Services Center is available at no cost to UMHB students during regular business hours, with or without an appointment. The Health Services Center is located on the third floor of the Mabee Student Center.

Student requirements:

- All students who reside in campus housing must submit a housing application, which includes a Medical History form.
- All international students are required to complete a Medical History form.
- Vaccinations and TB Tests:
- Effective January 2, 2012, the State of Texas requires all first-time students &/or transfer students who are 29 years or younger to receive a vaccination for Bacterial Meningitis. The vaccine must be obtained within five years preceding enrollment or a booster is required. Written evidence of vaccination must be submitted to UMHB. A student must receive vaccination or booster at least 10 days prior to the first of class or moving into campus housing, whichever is first (Texas Education Code, §51.9192, Subchapter Z).

- If a student has been outside the US in the last year for more than a 2 week period, a TB skin test is recommended. International students from countries identified as “TB high-risk” (source: World Health Organization) are required to submit a negative TB test. The test results must be dated no more than 6 months prior to the student’s initial enrollment date at UMHB. Either a negative TB skin test or a negative (normal) chest x-ray report will be accepted. Test results may be included on the UMHB Medical History form or scanned and emailed separately to UMHB Health Services. Students are encouraged to submit proof of current immunizations for their age, as published by the State of Texas. (source: 25 TAC §§97.61; 97.63-97.72) Health Services Center contact

*UMHB assumes no responsible for medical expenses incurred by students and strongly encourages all students to maintain individual medical insurance.*

Various health insurance applications are available for the student’s convenience at the health center. It is up to the individual student/parent to choose which healthcare plan would best meet their needs.

## Career Services

### Mission

The mission of Career Services, a division of Student Life, is to encourage and assist students and alumni in the discovery of their unique talents and gifts, development of career and job related skills, and leadership in purpose and vision as they pursue their calling

### Services

Complimentary services include: Assessments; Career Coaching; Job Fairs; Crusader Successes; Career Choices & Job Posting Publications; CRU Connection online platform linking Crusaders with Employers; Internship Searches; Job Leads; Mock Interviews; Resume Development and Research Tips. Students registering with Cru Connection and Career Services are provided an action plan for their entire college career with specific tasks for each of their years of study. In addition, workshops for seniors include a fall Senior Etiquette Dinner and a spring Scholars & Dollars workshop luncheon. Career Planning is a four year action plan and not to be completed several weeks prior to graduation..

### Job Postings

Career Services CRU CONNECTION hosts online listings of internships and part-time and full-time job postings, including liberal arts, business, technology, teaching positions, health care, and ministry opportunities.

### Job Fairs

Several campus job fair events are hosted as well as a calendar listing of area career-related activities.

### Interviews

Mock interview appointments are available for students and graduates to prepare for that important job interview. The Career Services Center offers a resource area for career planning and is partnered with several national career search internet resources that serve college graduates.

### UMHB 4100 Career Coaching & Planning Course

Career Services offers each semester a Career Coaching & Planning Course for one hour academic credit to assist students in career development education. This course is designed to offer students enhanced career coaching through personalized coaching, planning and course of action with opportunity for independent study. Activities and assignments are designed to meet personal career calling and planning.

### Resources

Valuable career resources are available in the form of Career Services website, workshop presentations, and printed materials including Freshmen & Sophomore Career Planning Guides, Career Rookie, Black Collegiate and Job Choices. Other internet tools include the Career Center website link, Cru Career Spots, career libguides with the Townsend Memorial Library, Strong Interest Inventory, and MonsterCollege.com partnerships.

The **Career Services Center** is located in the Mabey Student Center, Suite 230. Hours are Monday – Friday 8:00 a.m. – 5:00 p.m. Appointments are available. Walk-ins are welcomed.

Career Services  
UMHB Box 8415  
900 College Street  
Belton, TX 76513  
Office: (254) 295-4691  
careerservices@umhb.edu  
<http://careerservices.umhb.edu>

## Townsend Memorial Library

The University Library contains resources to support research in disciplines leading to degrees and collateral material for breadth of comprehension and leisure reading. The library acquires materials in greater depth in those disciplines for which graduate work is offered. Faculty and librarians select materials specifically to support the curriculum. Monographs, full-text journals, and databases provide infrastructure to both undergraduate and graduate research.

Library services are directed to increasing the successful delivery of pertinent information.

Professional librarians teach skills to allow the student to determine the extent of information needed from the wide array available. Effectively and critically surveying a subject to identify needed information and evaluating its validity and authority are research techniques taught in classroom and personal instruction that contribute to information literacy and lifelong learning.

The library contains total volume holdings of over 202,000 items, including books, audiovisual materials, and electronic books. More than 110 subscription periodical databases are available for scholarly research. The library subscribes to about 900 print journals and there is online access to more than 70,000 full-text journals. NetLibrary provides about 25,000 electronic book titles which are searchable through the library’s online catalog.

Current UMHB students, faculty, and staff who have a valid library account may access library resources electronically from off-campus locations. Additional information about the library may be found at <http://umhblib.umhb.edu> or by calling (254) 295-4637 or (877) 316-3313 (toll-free).

## Student Liability Insurance

Student Liability Insurance is provided by the University at no additional cost to the student for all students who participate in clinical instruction courses. For more information, contact your department chairperson.

# COURSE DESCRIPTIONS

## Chapel (UMHB 1002)

A complete education includes experiences that seek to develop the mind, body, and spirit. Chapel attendance, therefore, is an integral part of the educational process and one of the distinctive features of attending a Christian university. All full-time, degree-seeking students are required to receive credit (no grade) for chapel attendance. Informative and inspirational programs are presented which include music, testimonies, speakers, missions, and other special emphases. Students must register to attend one chapel per week. Attendance is checked at each chapel. **To register for chapel, you must sign up for course number UMHB 1002.** Regular chapel programs are held each Wednesday at 10:00 a.m. and 11:00 a.m. in the W.W. Walton Chapel. All students, faculty, and staff are invited to attend.

### Chapel Attendance Requirements

Students are advised to sign up for chapel the first semester they begin as a full time student. By doing this, scheduling conflicts later on may be avoided. Satisfactory chapel attendance requirements are as follows:

A. **Incoming Freshmen** (or transfer students with less than thirty semester hour credits accepted by UMHB) must acquire four semesters of chapel credit at the University of Mary Hardin-Baylor.

### B. Transfer Students

1. Sophomores (students with thirty to fifty-nine semester hour credits accepted by UMHB) must acquire three semesters of chapel credit.

2. Juniors (students with sixty to eighty-nine semester hour credits accepted by UMHB) must acquire two semesters of chapel credit.

3. Seniors (students with ninety or more semester hour credits accepted by UMHB) must acquire one semester of chapel credit during the first semester of attendance at UMHB.

**\*\*Students who transfer from other Baptist institutions will be given credit for chapel according to the number of semesters for which they have credit on their transcript. Credit is not given for the number of chapels they were required to attend each week. It is given only for the number of semesters they attended chapel. For students who transfer from institutions other than Baptist who were required to attend chapel, credit will be given only after approval from the Dean of Students.**

C. Chapel attendance is mandatory. Three unexcused absences each semester are allowed and should be used for doctor's appointments or other health and family emergencies. An additional three unexcused absences may be made up in the Student Development Office before the last week of the semester.

D. If attendance records indicate that a student did not attend the required number of chapels, or did not make up the absences, that student will receive a non-credit for chapel on the grade report for that semester. Students are responsible for making sure they have fulfilled all requirements for attendance and can check the records of attendance posted periodically in the chapel. These records are also kept in the Student Development Office. **If a student feels that an error has been made, he/she has until the first two weeks of the following semester to question the accuracy of the records.**

E. Non-degree seeking students are not required to fulfill chapel requirements. Non-degree seeking students shall be defined as follows:

1. Students entering UMHB on Non-Degree Admissions application form.

2. Students entering UMHB with a Baccalaureate Degree seeking to obtain a teacher's certificate or course work to prepare for entry into a professional school, such as pre-law courses necessary to enter law school.

(Note: All students included here are not involved in course work requiring their graduation from UMHB or other college or university).

F. Part-time students are to begin fulfilling chapel requirements the first semester they take twelve or more semester hours. They shall be expected to take chapel each semester thereafter, during which they are considered full-time students (not to exceed requirements as stated in sections A & B).

### Chapel Alternative Request

Attendance at the regularly scheduled chapel is the most beneficial means of fulfilling chapel requirements. Because of this, only individuals with special situations will be given consideration for Alternative Chapel. Alternative Chapel requests must be approved by the Dean of Students. Alternative Chapel consists of two Saturday sessions during the semester. This totals approximately 15 hours, which is equivalent to regular chapel. Credit for these sessions is given only if the student attends both Saturdays for the entire length of the session. The cost for Alternative Chapel is \$25. Any student desiring a chapel alternative must submit a Chapel Alternative Request Form no later than Friday, September 10, for the fall semester and Friday, January 21, for the spring semester. Forms can be picked up at the Student Development Office. These forms are to be turned in to the Student Development Office located on the third floor of the Mabey Student Center. Possible chapel alternatives include:

A. Audit advanced level religion course,

B. Chapel Seminar,

C. Nursing Alternative Chapel, or

D. Project as determined by the Dean of Students.

Special consideration shall always be given to commuters not taking classes on Wednesday as confirmed by the Registrar, nursing students involved in clinical practice on chapel days as confirmed by the College of Nursing, and students involved in student teaching as confirmed by the College of Education.

### Alternative Chapel Attendance Policy

Students taking Alternative Chapel must make every attempt to attend all required sessions. In case of emergency, arrangements should be made with the Dean of Students for a make-up of the time missed.

### Chapel Registration

When a student registers for classes, he/she should register for chapel. Chapel attendance will be electronically recorded by scanning student identification cards. Direct any questions regarding chapel registration to the Student Development Office at (254)-295-4590.

### Excused Absences from Chapel

Chapel absences will be excused for authorized field trips. A list of students participating will be presented to the Provost's Office by the faculty advisor. Requests for excused absences should be directed to the Dean of Students.

## Fine Arts Experience (UMHB 1005)

The general education core at UMHB is designed to help students develop to their full potential as educated persons. UMHB strives to offer its students a setting in which they can mature culturally, as well as intellectually. In an effort to provide a well-rounded education, the University requires a Fine Arts Experience (FAE) in addition to three hours of fine arts course credit required in the core curriculum. The purpose of this Fine Arts Experience requirement is to establish and foster a life-long pattern of fine arts involvement.

All full-time undergraduate, degree-seeking students must attend no more than eight (see requirements listed below) FAE events, one each semester they are enrolled. Students are advised to enroll for UMHB 1005: Fine Arts Experience the beginning of their first semester as a full-time student. By doing this requirement conflicts will be avoided.

### **What is a Fine Arts Experience Event?**

Each semester a calendar of approved Fine Arts Experience events is prepared. Approved FAE events will cover a wide variety of programs and will be chosen from areas such as plays, art exhibitions and musical performances, or from lectures/presentations of general appeal related to the fine arts. These events will be scheduled and approved by an FAE Committee appointed from the CVPA by the Provost.

### **How Can the Requirement Be Fulfilled?**

Satisfactory Fine Arts Experience (FAE) attendance requirements are as follows:

- A. **Incoming Freshmen** (or transfer students with less than thirty semester hours accepted by UMHB) must acquire eight semesters of FAE credit.
- B. **Transfer Students**
  1. Sophomores (students with thirty to fifty-nine semester hours accepted by UMHB) must acquire six semesters of FAE credit.
  2. Juniors (students with sixty to eighty-nine semester hours accepted by UMHB) must acquire four semesters of FAE credit.
  3. Seniors (students with ninety or more semester hours accepted by UMHB) must acquire two semesters of FAE credit.
- C. FAE attendance is mandatory, if attendance records indicate that a student did not attend the required number of FAE events, or did not make-up the absence, they will receive non-credit for FAE on the grade report for that semester. Students are responsible for making sure they have fulfilled all requirements for attendance and can check the records of attendance with the Director of the Fine Arts Experience in the College of Visual and Performing Arts. **If a student feels that an error has been made, he/she has until the first two weeks of the following semester to question the accuracy of the records.**

To receive credit the student must be scanned out of the event.

### **Freshman Seminar (UMHB 1101)**

Freshman Seminar is one semester hour credit course required of all freshmen who are new to the University of Mary Hardin-Baylor and transfer students who have less than twelve (12) transferable hours (excluding Credit by Exam, AP, CLEP, and ACT). This course must be taken the first semester the student is admitted to UMHB. The main goal of the course is to equip new freshmen with strategies for full, active participation in the process of making a successful transition to UMHB.

This required one hour credit freshman course, taught by faculty from various academic disciplines, provides an experience aimed at improving your chances for success during your first year. A variety of creative, interesting topics are available for you to choose from. This course will:

- Assist you in transitioning to UMHB;
- Provide you with an opportunity to build effective relationships through in-class and out-of-class interactions with other students, faculty, and staff;
- Equip you to take responsibility and initiative for your learning experience as both a UMHB student and a lifelong learner.

### **Peer Mentor Seminar (UMHB 1202)**

In the Peer Mentor Seminar, the Peer Mentors (Cru-Leaders) will deepen their understanding of the developmental issues that face first year students as they transition to college life. The Cru-Leaders will have the opportunity to learn theory and apply practical knowledge while working with their assigned mentees.

### **Career Coaching & Planning (UMHB 4100)**

This course is designed to offer students enhanced career coaching through personalized advisement, planning, and courses of action with the opportunity for independent study. Activities and assignments are designed to meet personal career development needs. Course content will include interest assessments, review of what careers match the student's major, mock interview, and creation of professional cover letters and resumes. In addition, students will learn how to network, conduct successful job searches, and best use of social media. A course of study for any student and major.

# STUDENT AWARDS AND HONORS

## Awards

**The Mary Hardin-Baylor Loyalty Cup:** Awarded at commencement to the senior student(s) who is most representative of the ideals, traditions, and spirit of the University both in the classroom and on the campus..

**The President's Award:** Presented at commencement to a student(s) for meritorious service to the senior class and to the University. This award is not necessarily given every year.

**Accounting Excellence Award:** Presented annually to an outstanding fourth or fifth year accounting major by the Texas Society of Certified Public Accountants.

**American Institute of Chemists Award:** Administered by the American Institute of Chemists to recognize outstanding seniors majoring in Chemistry. Given in recognition of a demonstrated record of ability, leadership, and professional promise.

**Austin-Burks Award:** Presented annually to the outstanding Art major. This award is sponsored by the Art Department and is selected by the Art faculty on the basis of academic performance and artistic ability. This award is given in honor of Dr. Ted Austin and Mrs. Maurine Burks who taught Art at UMHB for 25 and 21 years respectively.

**Baylorian Award:** Presented annually to the Managing Editor, Literary Editor, and Art Editor of the *Baylorian*.

**The Evelyn McFatridge Brashears Award:** Endowed awards given by Mr. Charles E. McFatridge in honor of his sister, Mrs. Evelyn M. Brashears, former English Professor at the University of Mary Hardin-Baylor: Vignette Award, All Literature Award, and Poetry Award.

**Business Computer Information Systems Faculty Award:** Presented annually to a senior with a computer major that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance, exceptional character, successful practical work performance, and service to the computer departments are major considerations in recipient selections.

**The Business Education Award:** Presented to the graduating senior majoring in business education who shows the greatest potential for becoming an outstanding teacher.

**The Laura Cole Award:** Presented to the senior nursing student selected by the nursing faculty as the outstanding member of the graduating class. The award is based on scholarship, leadership, and service. This award was established in honor of Miss Anna Laura Cole, Director Emeritus of Scott and White Memorial Hospital College of Nursing.

**College of Business Dean's Award:** Presented annually to a senior majoring in Business Administration who has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished business leader.

**College of Business Faculty Award:** Presented annually to a senior majoring in Business Administration who has best exemplified Christian ethical and moral standards, leadership, and scholarship.

**Delta Psi Theta Award:** Presented annually by Delta Psi Theta, UMHB Mathematics Society, to the student with the highest grade in Calculus I.

**EXSS Major of the Year Award:** The Exercise Sport Science "Major of the Year" award is presented annually to a senior majoring in Exercise Sport Science who has demonstrated exceptional qualities of scholarship, leadership, integrity, and character throughout their academic career. Outstanding academic performance along with distinguished ethical and moral standards are major criteria in recipient selection.

**The Freshman Science Award:** Given annually to the freshman student who has the highest grade in General Chemistry.

**The Lillian Shelton Harral Speech Award:** Given annually to an outstanding senior speech student.

**The W. F. Hutmacher Scholarly Writing Award:** Given annually to the winner of Sigma Tau Delta's contest for literary scholarship in honor of Dr. W. F. Hutmacher, a faculty member in the UMHB English Department for 22 years.

**Kappa Mu Epsilon Award:** Presented annually by the Texas Kappa chapter of Kappa Mu Epsilon, National Mathematics Honor Society, to the student with the highest grade in Abstract Algebra.

**Outstanding Graduating Senior in Christian Studies:** This award is given to the graduating senior with the highest GPA in the College of Christian Studies who also demonstrates outstanding Christian character and ministry service.

**Outstanding MBA Student Award:** Presented annually to a Master of Business Administration student that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding MSIS Student Award:** Presented annually to a Master of Science in Information Systems student that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Senior Chemistry Major Award:** Given to outstanding senior chemistry majors. This award is sponsored by the UMHB Chemistry Department, and the selection of awardees is made by the chemistry faculty on the basis of academic performance, professional involvement, and service to the department.

**Outstanding Student in Biology Award:** Presented each spring to the most outstanding senior majoring in Biology with either a Cell Biology or Organismal Biology emphasis. The selection of the awardee is made by the Biology faculty based on scholarship, integrity, professionalism, and potential for success in the field of biology.

**Outstanding Student in Business Systems Award:** Presented annually to a Business Systems senior that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in Computer Graphics Design Award:** Presented annually to a Computer Graphics Design senior that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in Computer Information Systems Award:** Presented annually to a Computer Information Systems senior that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in Corporate Finance:** Presented annually to a Finance senior that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in Distributed Operating Systems Award:** Presented annually to a Computer Science senior majoring in Distributed Operating Systems that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in Entrepreneurship Award:** Presented annually to an Entrepreneurship senior that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in International Business Award:** Presented annually to an International Business senior that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in Investment Management Award:** Presented annually to an Investment Management senior that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in Management Award:** Presented annually to a Management senior that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in Marketing Award:** Presented annually to a Marketing senior that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in Network Security Award:** Presented annually to a Computer Science senior majoring in Network Security that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in Object-Oriented Systems Award:** Presented annually to a Computer Science senior majoring in Object-Oriented Systems that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Outstanding Student in Technology & Training Award:** Presented annually to a Computer Graphics Design senior that has demonstrated exceptional leadership, scholarship, integrity, and potential for becoming a distinguished leader in his/her profession. High academic performance and successful practical work performance are major considerations in recipient selection.

**Pi Gamma Mu Award:** Given to a senior Social Science major who has demonstrated scholarship, leadership, and service.

**Presser Foundation Award:** Awarded annually by the Presser Foundation to institutions with recognized quality music programs. The award is to be given, based on selection by the Music Faculty, to an outstanding music major at the end of his/her junior year.

**Sigma Tau Delta Short Story Award:** Presented annually by Sigma Tau Delta, National Honorary English Fraternity, for the best short story of the year.

**Teacher Education Committee Award:** Presented to the student who has demonstrated scholastic ability (top fifteen percent in grade point average of those students graduating and certified to the Texas Education Agency for a Teaching Certificate) and, in the opinion of the Teacher Education Committee, possesses the traits and demonstrates the attitudes most representative of the teaching profession.

**The UMHB College of Business Bloomberg Business Week Writing Awards:** These awards, sponsored by the international business publication company, Bloomberg L.P., are awarded to three College of Business students on the basis of a research paper competition. Winning papers are chosen by the College of Business faculty on the basis of writing excellence and the papers' contribution to Business Academic Scholarship.

**The Wall Street Journal Award:** Presented to the graduating senior majoring in Business Administration who is considered the most outstanding in scholarship and character.

**Zondervan-UMHB Award for Excellence in Biblical Greek:** The biblical languages faculty awards the Zondervan-UMHB Award for Excellence in Biblical Greek to the student with the most hours in biblical Greek and who attains the highest grade point average in biblical Greek.

**Zondervan-UMHB Award for Excellence in Biblical Hebrew:** The biblical languages faculty awards the Zondervan-UMHB Award for Excellence in Biblical Hebrew to the student with the most hours in biblical Hebrew, who attains the highest grade point average in biblical Hebrew, and who participates in Eta Beta Rho (the National Scholastic Honor Society for Students of Hebrew Language and Culture).

## Medals

**The Provost's Medal:** Given at commencement to the senior(s) with the highest overall grade point average for four years.

**The Bluebonnet Medal:** Awarded annually to the editor of the University annual, *The Bluebonnet*, in recognition of the time and effort expended in editing the publication.

**Outstanding Christian Young Man Medal:** Presented to the outstanding Christian young man of the University whose influence has been most helpful to the entire student body and the University as a whole.

**The Jewel Vickers Payne Memorial Medal:** Presented annually to the art student who exhibits superior drawing skills.

**Stella P. Ross Memorial Medals:** Established by Dr. A. A. Ross as a memorial to Stella P. Ross:

First: To the most outstanding Christian woman whose influence has been most helpful to the entire student body and to the University as a whole. She is chosen by a representative committee of the faculty, appointed by the President of the University.

Second: To the student who makes the most progress in English during the school year. The recipient shall be selected by members of the English faculty of the University.

Third: To the student, the daughter of a minister or a missionary, whose life and influence most measure up to the standards and ideals of the University. This woman is to be selected by the Director of Religious Activities, the Dean of Students, the Provost/Vice President for Academic Affairs, and the President of the University.

**The F. B. Russell Journalism Medal:** Presented annually to the editor of the University newspaper, *The Bells*.

# ADMISSIONS

(For graduate admissions standards, refer to the graduate catalog.)

## All Applicants

The University of Mary Hardin-Baylor grants admission to students who demonstrate adequate academic preparation and who possess the characteristics necessary for success at a Christian liberal arts university.

In order to be admitted, all applicants must meet the requirements established by the University. Admissions decisions will be based on academic credentials and recommendations. The UMHB Admissions Office will notify all applicants of admission decisions. If formal notification of admission has not been received, the applicant should contact the Admissions Office.

The application for admission is a student's affirmation that he/she will abide by all rules and policies of the University's Administration and Board of Trustees.

All admission forms and correspondence should be addressed to:

University of Mary Hardin-Baylor

Office of Admissions

UMHB Box 8004

900 College Street

Belton, Texas 76513

## Enrollment Deposit

Admitted undergraduate students are required to pay an Enrollment Deposit to confirm their plans to attend UMHB. Enrollment Deposits are \$150 for commuting students and \$300 for resident students (housing deposit included). Upon registration, the Enrollment Deposit is applied directly to the student's bill. Deposits should be paid by credit card, money order, or check payable to UMHB. International students must pay their enrollment deposits by international money order, credit card or make arrangements to pay the deposit by wire transfer. Contact the Office of International Student Services for details.

Once the Enrollment Deposit is received, UMHB will provide information about new student orientation, academic advising and registration.

Admitted new students should pay their Enrollment Deposit by May 1 for the Fall semester or within two weeks following notification of acceptance if admitted after May 1 for the Fall semester or if admitted for the Spring semester or Summer sessions. The date the deposit is paid could affect the financial aid package as well as the orientation/registration date offered, and building eligibility for those applying for housing.

A refund of 100% of the Enrollment Deposit will be given if requested prior to May 1. After May 1, the \$150 pre-payment will not be refunded. A refund of 50% of the housing portion of the Enrollment Deposit will be given if requested after May 1 but prior to June 1. After June 1, the student will forfeit the entire Enrollment Deposit if choosing not to enroll at UMHB. Enrollment Deposits for the Spring semester and/or Summer sessions are nonrefundable.

## Special Note to Students in University Housing

Students planning to live in University housing must submit a campus housing application with the required \$300 enrollment deposit. Housing is available on a first-come, first-served basis. Applications are made available to students upon acceptance. A completed housing application includes the following: the Enrollment Deposit, a completed Report of Medical History form (which is part of the housing application) and the required meningitis vaccine documents. A Report of Medical History form is required of all University housing students before moving into the facility. Effective January 2, 2012, the State of Texas requires all first-time students &/or transfer students who are 29 years or younger to receive a vaccination for Bacterial Meningitis. The vaccine must be obtained within five years preceding enrollment or a booster is required. Written evidence of vaccination must be submitted to UMHB. A student must receive vaccination or booster at least 10 days prior to the first of class or moving into campus housing, whichever is first (Texas Education Code, §51.9192, Subchapter Z). Students who have not had the meningitis vaccine at least ten days prior to the opening of campus housing will not be allowed to take occupancy of the assigned space. Residence living requirements: Students at UMHB are required to reside in campus housing unless they meet one of the following criteria: will live with a spouse, parent, or legal guardian within commuting distance of the campus; have 48 or more accumulated hours and/or 21 years of age; will attend the university as a part-time student. This policy applies to fall/spring semesters only.

## Admission Requirements

### Regular Admission for Degree-Seeking Students

**\*Note: An official transcript is one that has been received by UMHB directly from the issuing institution. It must bear the school seal, date, and an appropriate signature.**

#### Freshman

1. Applicants who enroll the semester following high school graduation or have no college hours must:
  - a. Rank in the top 1/2 of their high school graduating class **and** score a minimum SAT of 950 (critical reading plus math), or minimum ACT of 20  
**OR**  
Rank in the lower 1/2 of their graduating class **and** score a minimum SAT of 990 (critical reading plus math), or minimum ACT of 21  
**OR**  
Rank in the top 10% of their high school graduating class from an accredited high school with no minimum SAT or ACT score.
  - b. Submit an ACT writing sample or SAT writing sample; required for advising purposes.
  - c. Have graduated from a regionally accredited or state accredited high school with 24 units [15.5 units of which must be of the following: English (4), Social Studies (3.5), Science (3), Foreign Language (2), and Mathematics (3)] or completed equivalent credits from a home school curriculum or received the General Education Diploma (GED) with a 50 percent composite score.
2. A limited number of students may be admitted on conditional admission by consent of the Admissions Committee. An interview may be required.
3. Applicants must submit:
  - a. An application for admission with application fee of \$35 (non-refundable).
  - b. An official ACT or SAT score report. [For more accurate academic advising and awarding of credit based on subject scores, an official score report from the American College Testing (ACT) Program is needed.] Freshmen age 25 or older that rank in the upper half of their high school graduating class will not be required to take the ACT or SAT. Freshmen age 25 or older that do not rank in the upper half of their high school graduating class have the option of being admitted on academic probation or taking the ACT or SAT while meeting the regular admission requirements.
  - c. **(for early acceptance)** A seventh semester high school transcript indicating current class rank and ACT or SAT scores. The transcript must be sent at the end of the fall semester of the student's senior year.
  - d. An official final high school transcript after graduation that indicates graduation date and class rank.

### Transfers from Other Colleges

(Students transferring less than 12 transferable semester hours [non-developmental, non-vocational] will be admitted using criteria for freshman applicants as well as the following.)

1. Applicants must:
  - a. Be transferring credits from a regionally accredited college or university.
  - b. Have an overall grade point average of 2.0 or better (based on a 4-point system). **Entering GPA will be calculated using all hours attempted.** The one exception to this requirement concerns a course that was repeated. In this circumstance, only the last grade received for the repeated course will be used when calculating the entering GPA.
  - c. Not be on scholastic or disciplinary suspension from any college or university.
2. Applicants must submit:
  - a. An application for admission with application fee of \$35 (non-refundable).
  - b. An official transcript from each college previously attended (**sent directly from the institution to UMHB**). **Even though courses taken at one institution are noted on another college's transcript, applicants must submit transcripts from the institution at which the courses were taken.**
3. A limited number of students with a grade point average between 1.5 and 1.99 may be admitted on probationary status. Students with a grade point average of less than 1.5 will not be admitted. Written appeals will be sent to the Admissions Committee for further consideration. (See page 69 for an explanation of probation.)
4. Admission status will be based on overall transfer grade point average and academic standing at the last college/university attended.

### Students Seeking Teacher Certification

Students who already have a degree and are seeking teacher certification must meet the requirements outlined above for transfer students.

### Transient Students

A transient student is a degree-seeking student at another college or university who desires to take courses at UMHB for transfer. Admission may be gained by furnishing the Admissions Office with a statement of good standing in lieu of a current transcript from the parent school from which the degree will be granted. Should a student desire to change from transient to a regular, degree-seeking status, the application procedures listed above for transfer students must be completed. The student's degree program will be determined from the school catalog current at the time of the status change. Transient students are not eligible for financial aid.

### Individual Approval

In exceptional cases, persons who do not meet the requirements for either regular or transient applicants may be granted special permission by the Admissions Committee to study at UMHB. Applicants are required to notify the Admissions Committee as to their plans to seek a degree from UMHB.

### Select Program

The University will admit to full-time student status qualified students who have completed their junior year of high school and who wish to forego their last year of high school in order to substitute a year of college study in a degree program. These students must, of course, have exceptional ability. Contact the Admissions Office for details about the program.

### Audit

Students desiring admission to the University for the purpose of auditing classes must complete an application in the Admissions Office. An application fee is required. Individuals 18 or under must provide proof of high school graduation or a GED. To change from an audit status to degree-seeking status, the student must process through the Admissions Office. See page 72 for additional information on auditing classes.

### Non-Degree Students

Students who already have a baccalaureate degree but desire to take additional undergraduate courses (not towards a second degree or teacher certification) must furnish the Admissions Office with an official transcript reflecting only the last degree acquired. Non-degree students are not eligible for financial aid.

### Just Taking Courses

Students who want college credit for courses but do not plan to complete a degree program must meet regular admission requirements and are not eligible for financial aid.

### Readmission of Former Students

Former students who have officially withdrawn, attended another institution during their absence, or have served a period of Academic Suspension wishing to be readmitted should contact the Admissions Office. Re-admit students are not required to pay the application fee again. If during their absence from UMHB, students attended any other institutions, they must submit official transcripts reflecting such attendance. See also comments under "Graduation Under a Particular Catalog" on page 85.

## Admission of International Students

**Note: All forms must be completed in English.**

**All money must be in U.S. dollars.**

### All International Students applying for Admission to the University of Mary Hardin-Baylor must:

1. Submit completed International Application form. All items must be completed.
2. All international students are required to complete a Medical History form.
3. Vaccinations and TB Tests: Effective January 2, 2012, the State of Texas requires all first-time students &/or transfer students who are 29 years or younger to receive a vaccination for Bacterial Meningitis. The vaccine must be obtained within five years preceding enrollment or a booster is required. Written evidence of vaccination must be submitted to UMHB. A student must receive vaccination or booster at least 10 days prior to the first of class or moving into campus housing, whichever is first (Texas Education Code, §51.9192, Subchapter Z).



4. For students from countries identified as “TB High Risk” as published by the World Health Organization: submit validation of a negative TB skin test &/or report of negative (normal) chest x-ray – must be within 6 months of initial enrollment.
5. Submit a notarized Affidavit of Educational Support (I-134) showing the availability of funds to finance student’s education and transportation both to school and back to student’s home country. A signed letter of support may be substituted for the affidavit. The letter should state the relationship of the sponsor to the applicant and specify exactly what expenses are covered. Documentation is required. All money amounts must be stated in U.S. dollars.
6. Submit official transcripts or diplomas from all schools, colleges, and universities previously attended. If the student has attended United States colleges/universities, the official transcripts must be mailed directly to the Admissions Office. All transcripts, certificates, or diplomas from institutions outside the United States must be sent to an approved evaluation service for a course by course evaluation before registration. A copy of the results should be sent directly to University of Mary Hardin-Baylor from the evaluation service.
7. Submit a copy of the passport identification page. Passport must show validity at least 6 months from the expected date of enrollment.
8. Submit the following fees (in U.S. dollars):  
\$135 Application Fee (Not refundable.)

When all of the above items have been received from the student, action will be taken by the Office of International Student Services. An I-20 form cannot be issued until the student has been accepted by the university.

The University reserves the right to change prices.

## **General Academic Requirements**

Students who are seeking a major or an approved academic program offered by Mary Hardin-Baylor will be considered for admission. All degree-seeking students will be required to meet University degree requirements to include chapel requisites and six semester hours of religion courses. Students will be allowed to continue in enrollment only if they maintain good academic progress.

## **I-20**

This U.S. Immigration Student Eligibility form will be issued only after all conditions of the application process have been met. Mary Hardin-Baylor is an Academic School, and no I-20 will be issued to any student for the sole purpose of aiding the student in avoiding military service in his/her home country.

## **Transportation**

The major international airport serving Central Texas is the Dallas/Fort Worth International Airport. Commuter flights are available from this international airport to the local airports in Killeen (32 miles from campus) and Austin (50 miles from campus). Cab transportation may be obtained at the airports. Bus transportation to Belton is another option.

## **Money**

Students are encouraged to carry travelers checks or cashier checks. Money may be deposited in a local bank. Advanced fees, tuition, and room and board must be paid in U.S. dollars or negotiable instruments.

## **Payment of Accounts**

The advance deposit cannot be used for the first semester’s tuition/fee payment. Full payment is required at time of enrollment. All international students must preregister for any succeeding semester, and their account must be paid in full by the close of business on the Friday after the normal registration period.

## **Mail all Correspondence to:**

University of Mary Hardin-Baylor  
Director of International Student Services  
UMHB Box 8367  
900 College Street  
Belton, Texas 76513  
USA

# FINANCIAL AID

The University of Mary Hardin-Baylor makes available a broad range of financial assistance to qualified students. Most financial aid is awarded in accordance with demonstrated need for assistance, as determined by use of the Free Application For Federal Student Aid (FAFSA). Certain University scholarships are awarded upon the basis of excellence in academics or proficiency in a particular field of study or activity.

All financial aid is granted for no more than a nine month academic period. Financial aid is renewable each year, **upon reapplication**, if the student is in **good academic standing**. Possible changes in the amount of aid for each succeeding year may occur because of changes in funding levels and applicants' financial data. There is no deadline to apply for financial aid; however, the priority date is March 1st of each year.

## Application Procedures

Students applying for financial aid must complete the following steps:

1. **Process a Free Application For Federal Student Aid (FAFSA):**

This is a needs analysis form that determines the family's ability to contribute to the student's education. The completed form can be filed electronically via the internet at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

2. **Submit the following paperwork (if requested):** UMHB Verification Worksheet and parent's and/or student's income tax return(s) **as requested**. The UMHB Verification Worksheet may also be found via the internet at [www.umhb.edu](http://www.umhb.edu).

3. **The UMHB Financial Aid Office** will follow up with an email request asking for other forms and documentation that may be required of the student in order to verify information provided on the Free Application For Federal Student Aid.

All correspondence to the Financial Aid Office should be addressed:

University of Mary Hardin-Baylor  
Financial Aid Office  
900 College Street  
UMHB Box 8080  
Belton, TX 76513

**\*Note: A student's financial aid application may be processed on an estimated basis until all required documentation is submitted.**

## Awarding Policy

The Free Application For Federal Student Aid uses a federal formula to determine an amount which the family and/or the student is expected to contribute towards the student's expenses. This amount is reported to the Financial Aid Office. The family contribution is then deducted from the student's budget which estimates all reasonable and moderate expenses for the period of enrollment.

Once the maximum amount of aid eligibility has been determined, the Financial Aid Office prepares a financial aid package. The Financial Aid Administrator will award in this "package" a combination of grants, scholarships, loans and/or campus employment to help meet the student's financial need.

The completed financial aid package is submitted to the student for acceptance through an online AWARD Letter. The student may accept the package in part or in whole. If certain programs are rejected, they will not necessarily be replaced with aid dollars from other programs. **The AWARD Letter must be accepted through <http://myfinancialaid.umhb.edu> by the stipulated timeframe or the offer becomes void.**

## Leaving School

All students who are on financial aid must clear their records with the Financial Aid Office prior to withdrawing from school. Those financial aid recipients who plan to graduate or who plan not to return to Mary Hardin-Baylor the following regular semester must also clear their records with the Financial Aid Office. Failure to do so will result in a hold placed on the student's account and/or transcript.

## Refund/Repayment Policy

A financial aid recipient withdrawing from the university and receiving a refund from the UMHB Cashier's Office in accordance with the policy listed under the Financial Information section in this catalog may be required to repay institutional aid to UMHB with the refund. The percentage of institutional aid repaid to UMHB will be based upon the percentage of refund received by the student. (*i.e.* Students receiving 80% tuition refund will repay 80% of the institutional aid.)

State and federal financial aid will be returned in accordance with governmental regulations upon a student's withdrawal. State financial aid will be returned to the state in a declining percentage through the first four weeks of a semester.

Title IV Funds (Federal financial aid) must be returned through 60% of the semester. (*i.e.* A student withdrawing at the midpoint of a semester must return 50% of Title IV funds received.)

The return of Title IV funds by UMHB due to the withdrawal of student before completing 60% of a semester will result in an amount being owed to UMHB by the student. UMHB will make an adjusted refund to students withdrawing during their first semester of attendance to compensate for the mandated return of Title IV funds by refunding the lesser of the amount due UMHB or the amount of Title IV funds returned less funds disbursed to student.

## Satisfactory Academic Progress and Financial Aid

The Higher Education Act of 1965, as amended by Congress, mandates that institutions of higher education monitor the academic progress of students who receive federal financial aid. The University of Mary Hardin-Baylor has established the following minimum standards to be eligible for and continue to receive federal financial aid. This policy reflects the changes to federal regulations that are effective as of July 1, 2011.

Satisfactory Academic Progress (SAP) will be reviewed at the end of each payment period (fall, spring, and summer semesters) and will be based on the student achieving both a minimum cumulative grade point average (CGPA) and earning a minimum of 75% of credit hours attempted (also known as, "meeting SAP").

Please note that state and institutional programs may have higher academic requirements, and eligibility for those financial aid programs is subject to the requirements of each program.

- Merit based academic scholarships also have minimum GPA requirements to maintain each semester (Click here to view the academic scholarship requirements).
- Tuition Equalization Grant (TEG), a Texas resident need-based program, must complete a minimum 24 hours per year and maintain a minimum cumulative 2.5 GPA for renewal. If a student fails to meet the required cumulative GPA at the end of each academic year, a student will receive notification of TEG SUSPENSION.

## CGPA requirements by classification

Minimum 1.50 CGPA: undergraduates before their 4th semester of attendance

Minimum 2.0 CGPA: undergraduates after their 4th semester of attendance

Minimum 3.0 CGPA: graduate students

## Pace

Satisfactory academic progress is determined by dividing the cumulative number of credit hours successfully completed by the cumulative number of credit hours attempted (including transfer credit hours that have been accepted). The percentage must be greater than or equal to 75% in order to meet SAP. The maximum timeframe for program completion is 150% of the published program length.

Financial aid will not be disbursed until all prior academic year grades have been posted.

## Warning Period

In the first payment period (semester) after SAP has not been met, students will be sent notification to inform them that they are not meeting SAP. The notification will include SAP requirements, steps necessary to meet SAP in the upcoming payment period (semester) and the consequences for failing to meet SAP at the end of the warning period.

During the warning period, students may continue to receive financial aid. At the completion of the warning period, students who do not meet SAP are ineligible for financial aid. The Financial Aid Office will notify students at the end of the warning payment period (semester) if they failed to meet SAP. The notification will include information concerning the loss of financial aid for the upcoming payment period (semester) due to failure to meet CGPA and/or 75% completion rate, and the appeal process.

## Probation Period

If a student is placed on Suspension, he/she has the option of appealing the suspension through the SAP appeal process. If the appeal is granted, the student will be placed on Probation for the next semester, and the student must bring his/her SAP eligibility to Good Standing status during the semester or be placed on Suspension. While on Probation, the student may continue to receive financial assistance if he/she is otherwise eligible.

## Suspension

If a student was previously under a Warning or Probation SAP status and fails to meet SAP eligibility requirements during the next semester, the student's status will be placed on Suspension and the student is NOT eligible for federal, state, or institutional financial aid during the next semester he/she attends the university. A student who is placed on Suspension may appeal this decision through the appeal process.

## Appeal process

Step One: Students who choose to follow the appeal process must:

- Submit appeal to the Financial Aid Office
- Student must state why he or she failed to meet SAP requirements
- Student must state what has changed so that he or she will meet SAP at the next review (semester)

Step Two: The Financial Aid Office will:

- Review the appeal
- Send results of appeal to the student
- Approved appeals include
- Approval and terms of reinstatement of financial aid eligibility
- Possibility of meeting SAP in next payment period (semester)
- Possibility of an academic plan over an extended period of time
- Consequences for not meeting terms of approval
- Approved appeals will result in financial aid being awarded for the payment period
- Denied appeals include
- Reasons for denial
- What the student must do to meet SAP
- Denied appeals will not be awarded financial aid until SAP is met

Step Three: Students must continue to meet terms, as established, until SAP is met in order to continue receiving financial aid on a probationary basis. Once SAP is met, student is no longer considered to be on probation. Failure to maintain SAP thereafter will result in receiving an additional warning for the upcoming payment period (semester).

## Transfer Credits

Accepted credit hours will be included in the SAP calculation for the next payment period (semester).

- Assumes all accepted credits will be at least 2.0 GPA
- Counted in next evaluation period following receipt and review of transcript
- Incoming transfer students transfer in, meeting SAP
- Transfer credits accepted by The University of Mary Hardin-Baylor are included in the credit completion rate and maximum time frame calculations, but not the GPA.

## Remedial/Developmental Coursework

The University of Mary Hardin-Baylor does not accept remedial transfer credit hours.

The University of Mary Hardin-Baylor does include its own developmental coursework toward credit hours.

## Incomplete Grades

Incomplete credit hours will be considered as attempted credit hours when meeting the pace component of SAP. Grades will be included in the CGPA component of SAP during the term in which they were assigned.

## Repeating Classes

- Passed, may retake one time to improve GPA, included in the SAP review
- Passed previously, but not with the required departmental GPA, may retake as necessary and still included in the SAP review
- Failed, may retake as necessary, included in the SAP review

## Withdrawing From the University

Prior to the census date – No impact on SAP as no credit hours have been attempted.

After census date – Credit hours attempted and included in the SAP review.

## Aid Programs by Category

### Federal Programs

There are eight major financial aid programs which are funded by the federal government and are made available to UMHB students. All are based upon the student's need:

#### A. Federal Pell Grant

This grant can be applied for when a student completes the Free Application For Federal Student Aid (FAFSA). The Pell Grant Program processes the information reported, then the student's Expected Family Contribution (EFC) is determined and reported back to the student on an Institutional Student Information Report (ISIR). The amount of the grant is based upon the EFC, enrollment status, and cost of attendance. Funds awarded are directly credited to the student's UMHB account.

#### B. Federal Supplemental Education Opportunity Grant (FSEOG)

Eligibility for this grant is determined after Pell Grant eligibility has been established. SEOG recipients will also be Pell recipients and will show the smallest of family contributions. This program is funded only in a limited manner. Funds awarded are directly credited to the student's UMHB account.

#### C. Federal Subsidized Stafford Student Loan

This is a federally insured loan. Approved lenders offer the loan in amounts up to \$3,500 per academic year for the first year, \$4,500 for the second year, and \$5,500 for subsequent years, not to exceed a total of \$23,000 over five years. Graduate students may borrow \$8,500 per academic year. No interest is charged on the loan until the student falls below half-time status. After being awarded this loan, students must fill out a loan application via the internet found at <https://lbw.tgsic.org> and select a lender. In most instances, the lending institution will electronically forward the funds to the student's UMHB account.

#### D. Federal Unsubsidized Stafford Student Loan

Same terms and conditions as Subsidized Stafford loans, except that the borrower is responsible for interest that accrues during deferment periods (including in-school) and during the six-month grace period. In most instances, the lending institution will electronically forward the funds to the student's UMHB account.

#### E. Federal College Work Program

This college work program (need based) allows a student to work on campus at the prevailing minimum wage. Students on Federal College Work Program are also eligible to apply for community service positions within the Belton area. Work awards are calculated on 13 hours per week for each 15-week semester. The maximum work award will be indicated on the student's award letter. Time sheets are completed online daily and given to the Business Office after approval from the student's supervisor. Checks are issued bi-monthly through the Cashier's Office and will be used to pay any outstanding balance on the student's account. If the student does not have an outstanding balance, the check will be issued directly to the student.

### State Programs

#### A. Tuition Equalization Grant (TEG)

This is a need-based grant which requires that recipients be Texas residents and enrolled full-time. Application for this grant is made through the Financial Aid Office. Funds are awarded on a first come first served basis. The Grant maximum is currently \$3,808 per academic year. Upon enrollment verification, funds are directly credited to the student's UMHB account.

#### B. Leveraging Educational Assistance Partnership (LEAP)

Eligibility for this need-based grant is determined after TEG eligibility has been established. LEAP recipients will also be TEG recipients following the same criteria as outlined for TEG recipients. Funds are awarded on a first come first served basis. The Grant maximum is currently \$5,000 per academic year. Upon enrollment verification, funds are directly credited to the student's UMHB account.

#### C. Special Leveraging Educational Assistance Partnership (SLEAP)

Eligibility for this need-based grant is determined after TEG eligibility has been established. SLEAP recipients will also be TEG recipients following the same criteria as outlined for TEG recipients. Funds are awarded on a first come first served basis. The Grant maximum is currently \$5,000 per academic year. Upon enrollment verification, funds are directly credited to the student's UMHB account.

#### D. State Funded Scholarships

There are various scholarships funded by the state of Texas available to students. These scholarships are need-based and have individual academic criteria. Examples of these scholarships include Robert C. Byrd Honors Scholarship Program, Early High School Graduation Scholarship Program, Fifth-Year Accounting Student Scholarship Program, License Plate Insignia Scholarship Program, and various Nursing Scholarships.

#### E. Texas College Work Program

This college work program (need based) allows a student to work on campus at the prevailing minimum wage. Work awards are calculated on 13 hours per week for each 15-week semester. The maximum work award will be indicated on the student's award letter. Time sheets are completed online daily and are submitted to the Business Office by the student's supervisor. Checks are issued bi-monthly through the Cashier's Office and must be used to pay any outstanding balance on the student's account. If the student does not have an outstanding balance, the check will be issued directly to the student.

### Institutional Programs

#### A. Endowed Scholarships

These are funds made available to students by the institution through endowment programs and special gifts to the University. A detailed list of scholarships follows. In most cases endowed scholarships are need-based and given out based on the results of the FAFSA.

#### B. Institutional Scholarships

These funds are made available to students by the institution. Scholarships are awarded based on academic skills and/or merit. On the following pages, departmental, academic, and general scholarships are outlined in greater detail.

### C. **Work Duty**

This college work program allows a student to work on campus at the prevailing minimum wage. Work awards are calculated on 13 hours per week for each 15-week semester. The maximum work award will be indicated on the student's award letter. This program is similar to the Work Study program except that students are hired because of special skills instead of demonstrated financial need. Time sheets are completed daily and are submitted to the Business Office by the student's supervisor. Checks are issued bi-monthly through the Cashier's Office and must be used to pay any outstanding balance on the student's account. If the student does not have an outstanding balance, the check will be issued directly to the student.

# SCHOLARSHIPS

## Departmental Scholarships

### Accounting

**Annual Fund Scholarship — Accounting:** Students majoring in accounting will be assessed for this scholarship. Recipients are selected through the UMHB Financial Aid office.

**C.F. Fikes (CEFCO) Endowed Scholarship:** Mr. and Mrs. James Fikes of Fikes Wholesale, Inc., the holding company for CEFCO Convenience Stores, established this endowed scholarship. The scholarship was established in honor of Mr. C.F. Fikes, James' father and founder of the company. Preference will be given to current employees (Fikes Wholesale, Inc. and/or its affiliates), children of employees or students working toward a degree in business, accounting, marketing, management, human resources or information technology.

### Art

**Lucile Land Lacy Endowed Scholarship:** Marjorie Hamilton Gillies, Class of 1937, established this scholarship in memory of her art professor, Lucile Land Lacy, to be awarded to students majoring in art.

### Biology

**Dearing-Read-Longshore-Mahtani Endowed Scholarship:** Paul and Ruth Dearing established this endowed scholarship to honor four couples that have significantly influenced their lives. This scholarship is to be awarded to international students studying for an undergraduate degree in nursing or science.

**Ola Joyce Springer Hander/Lucile Capt Endowed Scholarship:** This endowed scholarship was established from the estate of Ola Joyce Springer Hander, Class of 1952, of Paris, Arkansas. The scholarship was established to assist and encourage students in biology and biology-related fields. These funds will enable students to continue their education, and may be used for tuition and/or books. Financial need and academic achievement are major considerations for the awarding of this scholarship.

**Dr. Sally A. Provence Endowed Scholarship:** Established by the estate of Dr. Sally A. Provence, Class of 1937, from New Haven, Connecticut. Dr. Provence, nationally known in the field of pediatrics, was a faculty member for more than 30 years at Yale University in the Department of Pediatrics and the Yale Child Study Center. This scholarship is to be awarded to junior or senior students with a major in biology or chemistry leading to a pre-med qualification.

**Nancy Salisbury Sullivan Endowed Scholarship:** Nancy Salisbury Sullivan, Class of 1944, established this endowed scholarship because of her love for the University of Mary Hardin-Baylor. Preference for this scholarship is given to those students studying for an undergraduate degree in a field of science with an interest in environmental studies.

### Business

**Annual Fund Scholarship — Business:** Students majoring in business will be assessed for this scholarship. Recipients are selected through the UMHB Financial Aid office.

**Annual Fund Scholarship — Chick-fil-A:** Two students majoring or minoring in business are selected each year to receive a \$1,500 scholarship for one year. The scholarship is need-based and recipients must maintain a "B" average.

**Virginia Brookshire Endowed Scholarship:** This endowed scholarship is established to honor Virginia Brookshire, Class of 1962. The scholarship will be awarded to students majoring in business or education.

**The Bertha E. Caddell Endowed Scholarship:** This endowed scholarship was established by Dr. Minnie Caddell Miles of Tuscaloosa, Alabama, in memory of her mother, Mrs. Bertha E. Caddell. Mrs. Caddell believed very firmly in the strength of Christian education and sacrificed to have her daughter attend Mary Hardin-Baylor College. This scholarship is awarded annually to junior or seniors studying for an undergraduate degree in business.

**C.F. Fikes (CEFCO) Endowed Scholarship:** Mr. and Mrs. James Fikes of Fikes Wholesale, Inc., the holding company for CEFCO Convenience Stores, established this endowed scholarship. The scholarship was established in honor of Mr. C.F. Fikes, James' father and founder of the company. Preference will be given to current employees (Fikes Wholesale, Inc. and/or its affiliates), children of employees or students working toward a degree in business, accounting, marketing, management, human resources or information technology.

**Buddy and Angela Groom Endowed Scholarship:** Buddy and Angela Groom established this endowed scholarship to recognize Buddy's meaningful experience as a UMHB student from 1984-1987. It is to be awarded to an undergraduate student working toward a degree in business.

**Bettie Iba Hayes Endowed Scholarship:** Peggy Hayes Craik, Class of 1990, established this endowed scholarship in memory of her mother, Bettie Hayes for students who are single mothers working toward an undergraduate degree in nursing, education, or business.

**Frances Punchard McCulloch Endowed Scholarship:** This scholarship, established from the estate of Dr. Johnnie B. Punchard, Class of 1934, is to be awarded to a business technology student. Dr. Punchard established this scholarship in memory of her sister, who was a 1932 graduate.

**The Murphie A. Miles Endowed Scholarship:** This endowed scholarship was established by Dr. Minnie C. Miles of Tuscaloosa, Alabama, in memory of her beloved husband, Mr. Murphie A. Miles. Mr. Miles supported his wife's belief in quality education for all who are able to attend college. This scholarship is awarded annually to a junior or senior studying for an undergraduate degree in business.

**Dr. Johnnie B. Punchard Endowed Scholarship:** This scholarship, established from the estate of Dr. Johnnie B. Punchard, Class of 1934, is to be awarded to business technology students.

**Allan and Jewel Richardson Endowed Scholarship:** This endowed scholarship was established in memory of Allan and Jewel Richardson by their children. It will be awarded to students majoring in business, nursing, or education and the primary emphasis will be based upon financial need.

**Platt and Kathryn Turner Endowed Scholarship:** This endowed scholarship was established by Joseph Platt Turner, Jr. and Kathryn Moore Turner of Temple, Texas, because of their deep confidence in the Christian leadership of this university. This scholarship is awarded annually to junior or senior students, with a 3.0 GPA, studying for an undergraduate degree in business. Students volunteering for full-time Christian service may be considered if no business majors meet the criteria.

**Jessie and Marjorie Whitis Endowed Scholarship:** This endowed scholarship was established in memory of Jessie and Marjorie Whitis by their children. It will be awarded to students majoring in business, nursing, or education and the primary emphasis will be based upon financial need.

**Dora Blanche York Endowed Scholarship:** The endowed scholarship was given by Miriam York and Gertrude York in memory of Dora Blanche York, an alumni and long-time employee of the university. It is awarded to a deserving student who plans to go into business administration or education.

## Chemistry

**Dearing-Read-Longshore-Mahtani Endowed Scholarship:** Paul and Ruth Dearing established this endowed scholarship to honor four couples that have significantly influenced their lives. This scholarship is to be awarded to international students studying for an undergraduate degree in nursing or science.

**Amy LeVesconte Endowed Scholarship:** This endowed scholarship was established by students, graduates, family, and friends to honor the former professor and chairman of the Chemistry Department of the University of Mary Hardin-Baylor. The scholarship will assist and encourage students in chemistry and chemically-related fields.

**Dr. Sally A. Provence Endowed Scholarship:** Established by the estate of Dr. Sally A. Provence, Class of 1937, from New Haven, Connecticut. Dr. Provence, nationally known in the field of pediatrics, was a faculty member for more than 30 years at Yale University in the Department of Pediatrics and the Yale Child Study Center. This scholarship is to be awarded to junior or senior students with a major in biology or chemistry leading to a pre-med qualification.

## Christian Studies

**B. J. and Nell Ray Barclay Endowed Scholarship:** This scholarship, which was established by their children and spouses, in memory of B.J. and Nell Barclay, honors their long-time family ties to and love for the university. This scholarship will be given to students preparing for ministry in public or private education or in a Christian ministry related vocation.

**Kristi Marie Billington Endowed Scholarship:** This endowed scholarship was established by family and friends in memory of Kristi Billington, a student at UMHB who died in an auto accident. This scholarship is for students majoring in Christian Studies.

**Dr. John D. and Nell Brown Endowed Scholarship:** This scholarship is awarded to students majoring in religion. It was established by the estate of Mrs. John D. Brown of Ventura, California.

**Ola Lane Culpepper Endowed Scholarship Fund:** Mr. James D. Isaacks, Jr., a close friend to the family, created this scholarship in 1983. The scholarship is to be received by students indicating a strong interest in volunteering for the Southern Baptist missionary field. The recipient must have a 3.0 or higher cumulative GPA.

**Mary Beth and Payne Harrison Endowed Scholarship:** This scholarship was established through the estate of Mary Beth Garrett Harrison, and is to be awarded to a ministerial student.

**Martha Chambers Herod Endowed Scholarship:** Mr. Bill Herod established this scholarship in memory of his wife, Martha Herod, Class of 1948. Preference for this scholarship is given to individuals planning to be a teacher, majoring in nursing or planning to go into missions.

**Rev. Jimmy Hinton Endowed Scholarship:** Rev. Jimmy Hinton established this endowed scholarship for students working toward an undergraduate degree preparing for a career in ministry or other full time church related vocations.

**Heather Ann Hurley Endowed Scholarship:** This scholarship was established through the estate of Mary Beth Garrett Harrison, and is to be awarded to a ministerial student.

**Bernard A. and Maurine P. Magnon Endowed Scholarship:** Maurine P. Magnon, Class of 1937, established this endowed scholarship as an education fund to assist students who are active members of a Baptist church and preparing for a career in teaching or church vocations including the ministry.

**Rex and Julia Smith Michael Endowed Scholarship:** Julia Ann Smith Michael, Class of 1949, established this endowed scholarship in memory of her husband, Rex. Z. Michael, Jr. This scholarship is given to students classified as a junior studying for a degree in music, nursing, religion or education.

**Paul W. and Cathy A. Powell Endowed Scholarship:** This endowed scholarship was established by Paul W. and Cathy A. Powell of Dallas, Texas. Dr. Powell was a former trustee of UMHB. This scholarship is awarded annually to a student planning to enter vocational Christian service as a pastor, missionary, or church staff members.

**Elizabeth (Libby) Reynolds Endowed Scholarship:** Her family and friends give the endowed scholarships in her memory. The scholarship is for ministerial education students.

**Verdia Olga Speck Endowed Scholarship:** This scholarship is awarded to a student studying religious education. It was given by Mrs. Verdina Olga Speck and her family of Pittsburg, Texas.

**Jennie and Andrew Shull Endowed Scholarship:** Dr. Bob Shull established this endowed scholarship in memory of his mother, Jennie Shull and his son, Andrew Shull. The scholarship will benefit students preparing for a career in teaching or the ministry.

**Ethel Hope and Orlando T. Symonds and Thomas E. Burrow Endowed Scholarship:** Alma Symonds Burrow, Class of 1940, established this scholarship to honor her parents Ethel Hope and Orlando T. Symonds, and her husband, Thomas E. Burrow. This scholarship is to be awarded to junior or senior students with financial need who plan to enter Christian service as pastors, missionaries, church staff, or other ministry-related vocations.

**Mrs. Dorothy Hughes Weatherby Endowed Scholarship:** This endowed scholarship was established by Mr. Roy Weatherby, in memory of his wife. Mrs. Weatherby was a graduate of UMHB and taught school for over 25 years. This scholarship is awarded to students with a major in history or religion, who exhibit upstanding Christian morals.

**Dr. B.B. Westbrook, Jr. and Dr. Bettye Sowders Westbrook Endowed Scholarship:** This scholarship is awarded to pre-med, medical missionary, male nursing, or ministerial students, preferably from the upper Texas coast area. It was given by Dr. and Mrs. B.B. Westbrook of Beaumont, Texas and through their estate.

## Communication and Dramatic Arts

**Mary Elizabeth Webster Edwards Endowed Scholarship:** This endowed scholarship was established by Mary Elizabeth Webster Edwards, Class of 1929, of Selma, Alabama. This scholarship is to be given to students majoring in communication. In the event that no qualified student majoring in communication is granted this scholarship, then it is given to qualified students certifying in English.

**Michele A. McClure Endowed Scholarship:** This scholarship was established through the estate of Michele McClure to help provide financial assistance for deserving performance studies and communication majors at UMHB.

**Orrick Scholarship:** The purpose of this scholarship is to provide financial assistance to worthy students studying communication and drama.

**Mary Ailese Parten Endowed Memorial Scholarship:** This scholarship was established by bequest and gifts of family and friends and dedicated to the lives of a mother and her three daughters who were employed by, attended, or graduated from the university. It is intended for female sophomores through seniors majoring in mass communication/journalism.

**Judy Oetken Pynes Endowed Scholarship:** This scholarship, established from the estate of Judy Oetken Pynes, Class of 1962, is to be awarded to any students (sophomore through senior) that qualify for financial aid under the guidelines established by the university and studying toward a mass communication major.

**Rachel C. Shipp Endowed Scholarship:** This endowed scholarship was made possible through the trust of Rachel C. Shipp. Preference is given to those students who are majoring in speech.

## Education

**Helen Todd Arbogast Endowed Scholarship:** Glenn Arbogast established this endowed scholarship as a memorial to his wife, Helen Todd Arbogast, a UMHB graduate. The scholarship is to be awarded to students studying for an undergraduate degree in elementary education.

**Fleda Carter Birkhead Endowed Scholarship:** Miss Anne Birkhead established this endowed scholarship as a memorial to her grandmother, Fleda Birkhead, an alumna. Because of her interest in education, this scholarship is awarded to students preparing for a career in teaching.

**Vaudine King Bradbury Endowed Scholarship:** This endowed scholarship was established in honor of Vaudine King Bradbury, Class of 1931, from Baytown, Texas, for students majoring in elementary education.

**Bridges/Penny Endowed Scholarship:** Mr. and Mrs. Bobby Bridges set up this endowed scholarship in honor of the Bridges/Penny family of Bell County. The scholarship is to be awarded to Christian students majoring in education.

**Virginia Brookshire Endowed Scholarship:** This endowed scholarship is established to honor Virginia Brookshire, Class of 1962. The scholarship will be awarded to students majoring in business or education.

**Beth Childress Endowed Scholarship:** Ms. Carol Chelkowski set up this endowed scholarship as a memorial to her sister, Beth Childress, Class of 1973. The scholarship will benefit undergraduate students with a degree in education.

**Chalistia Reed Cochran Endowed Scholarship:** Chalistia Reed Cochran of Killeen, Texas, established this scholarship at UMHB because of her interest in preparing students for elementary school teaching careers. Preference is given to students majoring in elementary education.

**Cannie Mae Cox Endowed Scholarship:** Mrs. Cannie Mae Huggins, Class of 1940, is a retired teacher and wanted to give back something to help students majoring in education by establishing this endowed scholarship.

**Dr. Wallace and Patsy Davis Endowed Scholarship:** Dr. and Mrs. Davis established this endowed scholarship to be awarded to students majoring in education.

**Emma DeLacy Dillon Endowed Scholarship:** Friends and former students of Miss Dee Dillon, who was a Physical Education teacher at UMHB, provided this endowed scholarship. This scholarship is for young women majoring in physical education.

**Eva Mae Durham Endowed Scholarship:** Eva Mae Durham, Class of 1950, established this endowed scholarship through her estate in order to benefit special education students.

**Belle Terry Elder Endowed Scholarship:** Mrs. Clifford E. Graham of Happy, Texas, former student 1928-1930, established this scholarship in memory of her mother, Mrs. Belle Terry Elder, Class of 1903. It is to be awarded to a female student, junior or senior status majoring in education.

**Edna Mae Wilson Evans Endowed Scholarship:** James and Mary Alice Davis of Austin, Texas, daughter and son-in-law of Edna Mae Wilson Evans, established this endowed scholarship. The recipient must be a Texas resident studying for an undergraduate degree in education or liberal arts.

**Emma Herrera Galindo Endowed Education Scholarship:** Mr. Joe Galindo, of Austin, Texas, established this scholarship in memory of his wife, Emma Herrera Galindo, a 1953 graduate of Mary Hardin-Baylor. This scholarship is to be awarded to students majoring in education.

**The C. J. and Edwina Ham Endowed Scholarship:** Mrs. Edwina Ham of Andrews, Texas, established this endowed scholarship in memory of her husband, Clarence Joseph Ham. The scholarship is to be awarded to a student majoring in education.

**Clarence and Sue Ham Endowed Scholarship:** Dr. and Mrs. Ham established this scholarship to be awarded to students majoring in education.

**Bettie Iba Hayes Endowed Scholarship:** Peggy Hayes Craik, Class of 1990, established this endowed scholarship in memory of her mother, Bettie Hayes, for students whom are single mothers working toward an undergraduate degree in nursing, education, or business.

**Haywood Endowed Scholarship:** Recognizing the influence that a dedicated Christian teacher can have on the lives of students, Dr. and Mrs. Ray Haywood established this scholarship to support prospective teachers in the fields of English, language arts, and special education.

**Martha Chambers Herod Endowed Scholarship:** Mr. Bill Herod established this scholarship in memory of his wife, Martha Herod, Class of 1948. Preference for this scholarship is given to individuals planning to be a teacher, majoring in nursing or planning to go into missions.

**Dolores Kinnaird Hinton Endowed Scholarship:** Rev. James M. Hinton established this endowed scholarship in memory of his wife, Dr. Dolores Hinton, former faculty. The scholarship will benefit students preparing for a career in teaching.

**Eunice Howell Endowed Scholarship:** Marjorie Hamilton Gillies, Class of 1937, established this scholarship in memory of Eunice Howell, to be awarded to students majoring in education.

**Betty Payne Huber Endowed Scholarship:** Mr. Kenneth Huber and family, Kathy Huber, Patty and Stephanie Formas, and Scott and Stacey Huber established this endowed scholarship in honor of Betty Payne Huber, Class of 1952, wife and mother of the above. Preference is given to students majoring in education.

**Ted Laws, Jr., and Irma Hinds Laws Endowed Scholarship:** Irma Hinds Laws established this endowed scholarship in memory of her son, Ted O. Laws, Jr. (Teddy), who was born with Down's syndrome. Preference for this scholarship is given to individuals interested in addressing the special needs of students like Teddy.

**The Virginia Goad Leigh/Margaret Neal Leigh Endowed Education Scholarship:** Mr. David Leigh of Temple, Texas, established this endowed scholarship in honor of his mother and his wife. This scholarship is to be awarded to a married education major that has at least one child.

**Konrad Lux and Clara Lux Endowed Scholarship:** This scholarship is awarded to an upper-level (junior/senior) student majoring in education. It was given by the Konrad and Clara Lux Trust.

**Bernard A. and Maurine P. Magnon Endowed Scholarship:** Maurine P. Magnon, Class of 1937, established this endowed scholarship as an education fund to assist students who are active members of a Baptist church and preparing for a career in teaching or church vocations including the ministry.

**Claude W. McBryde Endowed Scholarship:** Established by the will of Claude McBryde of Belton, Texas, this scholarship is awarded to worthy young women, residents of Bell, Williamson, or Burnet counties, who will be most likely to appreciate and successfully use the opportunity afforded to obtain an education.

**Rex and Julia Smith Michael Endowed Scholarship:** Julia Ann Smith Michael, Class of 1949, established this endowed scholarship in memory of her husband, Rex Z. Michael, Jr. This scholarship is given to students classified as a junior studying for a degree in music, nursing, religion or education.

**Bernia Tyson Miles Scholarship:** This scholarship is presented annually in honor of Mrs. Bernia Tyson Miles to a deserving woman whose major is Elementary Education. The recipient is to be selected on the basis of ability as well as need.

**John and Alice Minten Endowed Scholarship:** This scholarship is established by Dorothy, Esther, and Janie Minten in loving memory of their parents, John Peter Minten and Alice LeFern Howard Minten. Education majors are given preference for this scholarship.

**Montgomery/Clarke Endowed Scholarship:** Ralph Montgomery, Honorary Alumni and Shirley Clarke Montgomery, Class of 1985, established this scholarship to benefit students planning to teach at the elementary or secondary level. Ralph and Shirley both had careers in education and they created the scholarship because of their interest in assisting students and their great love of UMHB.

**Jim K. Ray Endowed Scholarship:** This endowed scholarship was established by Roylene Ray, Class of 1983, of Killeen, Texas, in memory of her husband, Jim K. Ray. Preference is given to students graduating from the Killeen Independent School District and majoring in education.

**Elizabeth (Libby) Reynolds Endowed Scholarship:** Her family and friends give this endowed scholarship in her memory. The scholarship is for ministerial education students.

**Allan and Jewel Richardson Endowed Scholarship:** This endowed scholarship was established in memory of Allen and Jewel Richardson by their children. It will be awarded to students majoring in business, nursing or education and the primary emphasis will be based upon financial need.

**Jo Warren Robison Endowed Scholarship:** Ms. LaNiece Fredell, Class of 1956, established this scholarship in honor of her mother, Jo Warren Robison. It is a general scholarship with preference given to nursing or education students.

**Donald W. (Rusty) Ronk Endowed Scholarship:** Jan A. Ronk and Dona G. Ronk established this scholarship in honor of their son, Donald W. (Rusty) Ronk. The scholarship is for students preparing for a teaching career in special education.

**Jennie and Andrew Shull Endowed Scholarship:** Dr. Bob Shull established this endowed scholarship in memory of his mother, Jennie Shull and his son, Andrew Shull. The scholarship will benefit students preparing for a career in teaching or the ministry.



**Janie and Mason Wheeler Endowed Scholarship:** Janie and Mason Wheeler established this scholarship because of their admiration and respect for the university and as a means to help students with the financial burden of higher education. This scholarship is to be awarded to any female student who is classified as a sophomore or above and studying for a teaching degree in English education.

**Jessie and Marjorie Whitis Endowed Scholarship:** This endowed scholarship was established in memory of Jessie and Marjorie Whitis by their children. It will be awarded to students majoring in business, nursing, or education and the primary emphasis will be based upon financial need.

**Maurine and Clifford W. Wiese, Jr. Endowed Scholarship:** This endowed scholarship was established by Mrs. Maurine Wiese of Calvert, Texas. Mrs. Wiese is a longtime UMHB Board of Trustees member who has served with five presidents of the University. Mr. Wiese is remembered for his deep devotion and service to this university. This scholarship will be awarded to a student majoring in any area of education or pursuing teacher certification.

**Jim and Eunice Hamilton Winn Endowed Scholarship:** Mary Winn, Class of 1950, established this endowed scholarship in memory of her parents, Jim and Eunice Winn. Preference is given to a female education major.

**Dora Blanche York Endowed Scholarship:** The endowed scholarship was given by Miriam York and Gertrude York in memory of Dora Blanche York, an alumni and long-time employee of the university. It is awarded to a deserving student who plans to go into business administration or education.

## English

**Bryan B. and Pauline Larimer Binford Endowed Scholarship:** This endowed scholarship was established through the estate of Mr. and Mrs. B.B. Binford of Waco, Texas. Mrs. Binford, Class of 1926, was Poet Laureate of Texas until her death. This scholarship is to be awarded to a full-time student majoring in English. The recipient will be the winner of the Annual UMHB Poetry contest, if that person meets all other requirements of the scholarship.

**Cole/Taylor Townsend Scholarship:** This fund is endowed in the memory of Lizzie Taylor Cole, Effie Taylor, and Dr. and Mrs. E.G. Townsend. This scholarship is designated for an outstanding English major.

**Mary Elizabeth Webster Edwards Endowed Scholarship:** This endowed scholarship was established by Mary Elizabeth Webster Edwards, Class of 1929, of Selma, Alabama. This scholarship is to be given to students majoring in communication. In the event that no qualified student majoring in communication is granted this scholarship, then it is given to qualified students certifying in English.

**GALS Endowed Scholarship:** Lynn Blankenship established this endowed scholarship to honor Verna M. Gardner, Class of 1923 and her three daughters, Lee, Pat, and Doris. The recipient must be an undergraduate student seeking a degree in English, history, or mathematics.

**Haywood Endowed Scholarship:** Recognizing the influence that a dedicated Christian teacher can have on the lives of students, Dr. and Mrs. Ray Haywood established this scholarship to support prospective teachers in the fields of English, language arts, and special education.

**Janie and Mason Wheeler Endowed Scholarship:** Janie and Mason Wheeler established this scholarship because of their admiration and respect for the university and as a means to help students with the financial burden of higher education. This scholarship is to be awarded to any female student who is classified as a sophomore or above and studying for a teaching degree in English education.

**The Vann English Endowed Scholarship:** This scholarship is awarded to upper-level (junior/senior) students majoring in English. They are awarded on the basis of need and merit. The funds are given by members and friends of the family of William H. Vann and Osee Maedgen Vann, long-time teachers at UMHB.

## Exercise and Sport Science

**D'Anne Renee Burns Memorial Endowed Scholarship:** Keith and Cora Lea Burns of Harlingen, Texas, established this endowed scholarship in memory of their daughter, D'Anne Burns, who attended the University of Mary Hardin-Baylor from 1996 to 1999. This scholarship is awarded to a student majoring in exercise and sports science.

**Emma DeLacye Dillon Endowed Scholarship:** Friends and former students of Miss Dee Dillon, who was a Physical Education teacher at UMHB, provided this endowed scholarship. This scholarship is for young women majoring in physical education.

**Troy McClure Tipton Endowed Scholarship:** This scholarship was established by Paul B. and Lucia M. Tipton of Belton, Texas, in memory of their son, Troy McClure Tipton. Troy was a junior student at UMHB at the time of his death. His mother, Lucia McClure Tipton, was a member of the UMHB faculty in the College of Nursing for many years. This scholarship is awarded annually to a junior or senior majoring in Exercise and Sport Science and desiring to coach on a secondary, college, or university level.

## History

**GALS Endowed Scholarship:** Lynn Blankenship established this endowed scholarship to honor Verna M. Gardner, Class of 1923 and her three daughters, Lee, Pat, and Doris. The recipient must be an undergraduate student seeking a degree in English, history, or mathematics.

**Dr. Bertha Ann Reuter Endowed Scholarship:** This endowed scholarship for women of junior or senior standing who are majoring in history was established from funds given to Mary Hardin-Baylor by Dr. Bertha Ann Reuter, longtime chairperson of the History Department. The recipients will be chosen on the basis of character, service, and scholarship. Those receiving the scholarships will be chosen by a committee composed of the chairperson of the History Department, the Registrar, and two faculty members appointed by the president of the university.

**Mrs. Dorothy Hughes Weatherby Endowed Scholarship:** This endowed scholarship was established by Mr. Roy Weatherby, in memory of his wife. Mrs. Weatherby was a graduate of UMHB and taught school for over 25 years. This scholarship is awarded to students with a major in history or religion, who exhibit upstanding Christian morals.

## Mathematics

**GALS Endowed Scholarship:** Lynn Blankenship established this endowed scholarship to honor Verna M. Gardner, Class of 1923 and her three daughters, Lee, Pat, and Doris. The recipient must be an undergraduate student seeking a degree in English, history, or mathematics.

**George Keith Gillies Endowed Scholarship:** Marjorie Hamilton Gillies, Class of 1937, established this endowed scholarship as a memorial to her husband, George Keith Gillies. This scholarship, funded through the estate of Marjorie Gillies, is for students studying for a degree in math, science, or computer information systems.

**The William Harry and Hazel Mary Harding Endowed Scholarship:** Mrs. Hazel Mary Harding, in memory of William Harry Harding, Sr., established this endowed scholarship. Students who are majoring in mathematics are given preference for this scholarship.

## Music

**Ora Lee Tomlinson Acton Endowed Organ Scholarship:** This scholarship is awarded to an advanced organ student majoring in Music. This is an annual scholarship.

**Band Scholarship:** Recipients of this scholarship participate in the UMHB Marching Band. Recipients are selected through the UMHB College of Visual and Performing Arts.

**Walter A. Bradbury Endowed Scholarship:** Mrs. Vaudine King Bradbury, Class of 1931, in honor of her deceased husband, Walter A. Bradbury, set up this endowed scholarship for the UMHB Marching Band.

**Edwin W. and Gladys L. Cline Endowed Scholarship:** Mr. Cline's sister, Mrs. Kathryn Cline Gruber of Woodland Hills, California, created this scholarship in gratitude. Preference for this scholarship is given to those students studying voice or piano.

**Permillia Mitchell Cline Endowed Scholarship:** This scholarship is awarded to piano music majors. It was given by Mrs. Kathryn Cline Gruber of Woodland Hills, California, in memory of her mother, an early graduate of Baylor Female College.

**James B. Dudley and Blanche Garrison Dudley Endowed Scholarship:** Mrs. Helen Dudley Cain established this scholarship to honor the memory of her parents. This scholarship is awarded to a student studying for an undergraduate degree in Music.

**Dr. Walter Gilewicz Endowed Scholarship:** This scholarship was given by students and friends of the late Dr. Gilewicz, to be awarded to new students on the basis of talent and accomplishment in piano.

**The Kathryn Cline Gruber Endowed Scholarship:** This scholarship is to be awarded to a sophomore, junior, or senior music major with a 3.0 or higher cumulative GPA. It was given by Mr. Owen Gruber of Woodland Hills, California, in memory of his loving wife, Kathryn Cline Gruber. Mrs. Gruber graduated from Baylor College for Women in 1931.

**Hieronymus Endowed Music Scholarship:** This endowed scholarship was established through the estate of Dr. Bess Hieronymus, Class of 1944 and 1945. It is in memory of her parents, Bess and William Mills Hieronymus, Sr., and her brother, William Mills Hieronymus, Jr. First preference will be given to students majoring in piano, and the second preference given to students majoring in music.

**Robert and Laura James Endowed Scholarship:** This endowed scholarship was established by Dr. Eleanor James of Belton, Texas, in memory of her parents, Laura and Robert James. Mr. James, a longtime trustee of UMHB, and the James family have been supporters of the University since the moving of the school to Belton in 1886. This scholarship is to be awarded to juniors or seniors with a major in church music. The recipient will work as a music intern at the First Baptist Church of Belton.

**The Dr. George and Aline Kress Endowed Scholarship:** This scholarship is awarded to students studying in the para-medical field or in music. The recipient is to be selected by the president of the university. It was given by Dr. George Kress of Temple, Texas. This endowed scholarship is to benefit students with financial needs.

**Rex and Julia Smith Michael Endowed Scholarship:** Julia Ann Smith Michael, Class of 1949, established this endowed scholarship in memory of her husband, Rex Z. Michael, Jr. This scholarship is given to students classified as a junior studying for a degree in music, nursing, religion or education.

**Daniel P. Moore Endowed Scholarship:** This scholarship is awarded to nursing and music students during alternating years. It was given by Daniel P. Moore of Portland, Texas.

**Music Scholarship:** Recipients of this scholarship are selected through the UMHB College of Visual and Performing Arts based upon their outstanding music abilities.

**One Voice Scholarship:** Recipients are selected through the UMHB Music Department.

**Lida and Frank Turner, Sr., Endowed Scholarship:** The family of Lida and Frank J. Turner, Sr., of Belton, Texas, established this endowed scholarship. Preference for this scholarship is given to a student majoring in church music who will work as an intern at the First Baptist Church of Belton, Texas.

**Elizabeth (Bess) Bobo White Endowed Scholarship:** This scholarship was established by Mrs. Martha White Farris in memory of her mother, Elizabeth (Bess) Bobo White, a 1916 alumni of Baylor Female College. It is awarded annually to undergraduate students seeking a degree in a music-related program.

**Doris Watters Wood Endowed Piano Scholarship:** Jane Blakely established this scholarship in honor of her mother who attended and studied piano at UMHB in 1933-1935. This scholarship is to be given to students studying piano.

## Nursing

**Annual Fund Scholarship — Nursing:** Students majoring in nursing will be assessed for this scholarship. Recipients are selected through the UMHB Financial Aid office.

**Janice Muehlstein Caldwell Memorial Nursing Endowed Scholarship:** This scholarship has been established in memory of Janice Caldwell, Class of 1979, by memorial gifts and her husband, Jerry Caldwell, Class of 1973. The scholarship is to be awarded to students entering their first clinical nursing course.

**James A. 'Buddy' Davidson Nursing Endowed Scholarship:** The James A. 'Buddy' Davidson Charitable Foundation has established this scholarship as a memorial to James A. 'Buddy' Davidson. It is awarded to a sophomore student studying for a degree in nursing.

**Dearing-Read-Longshore-Mahtani Endowed Scholarship:** Paul and Ruth Dearing established this presidential endowed scholarship to honor four couples that have significantly influenced their lives. This scholarship is to be awarded to international students studying for an undergraduate degree in nursing or science.

**General Nursing Scholarships:** These scholarships are awarded to nursing students with financial need.

**Mr. and Mrs. James B. Glover Endowed Scholarship:** This scholarship was established by Mr. and Mrs. Glover and is to be awarded to junior or senior nursing majors. Mrs. Glover, a retired registered nurse, firmly believed in a need for Christian nurses.

**James B. and Sarah Lynch Glover Memorial Endowed Scholarship:** This scholarship, established from the estate of James Glover is to be awarded to nursing students.

**Bettie Iba Hayes Endowed Scholarship:** Peggy Hayes Craik, Class of 1990, established this endowed scholarship in memory of her mother, Bettie Hayes, for students whom are single mothers working toward an undergraduate degree in nursing, education, or business.

**Martha Chambers Herod Endowed Scholarship:** Mr. Bill Herod established this scholarship in memory of his wife, Martha Herod, Class of 1948. Preference for this scholarship is given to individuals planning to be a teacher, majoring in nursing or planning to go into missions.

**Kyle and Betsy Nemec Hilliard Presidential Endowed Scholarship:** Betsy Hilliard established this endowed scholarship because of her desire to assist students preparing for a career in nursing. The recipient must be classified as a sophomore or higher.

**Hood/Pehl Endowed Nursing Scholarship:** This scholarship established by Dr. Linda Hood Pehl, is to be awarded to a student studying for an undergraduate degree in nursing.

**King's Daughters Hospital Endowed Scholarship:** This endowed scholarship is to be awarded to students studying for an undergraduate degree in nursing. King's Daughters Hospital in Temple, Texas established this scholarship because of the long-standing relationship the hospital has maintained with the University of Mary Hardin-Baylor.

**Jimmie Brown McKenzie Endowed Scholarship:** This endowed scholarship was given by Mrs. Jimmie Brown McKenzie to help deserving junior and senior nursing majors complete their nursing degrees.

**Dr. Byron G. McKibben and Mrs. Lillian Herbelin McKibben Endowed Scholarship:** Dr. and Mrs. Alan Jones established this scholarship to honor Ginger Jones' parents. This scholarship will benefit students preparing for a career in nursing.

**Daniel P. Moore Endowed Scholarship:** This scholarship is awarded to nursing and music students during alternating years. It was given by Daniel P. Moore of Portland, Texas.

**Rex and Julia Smith Michael Endowed Scholarship:** Julia Ann Smith Michael, Class of 1949, established this endowed scholarship in memory of her husband, Rex Z. Michael, Jr. This scholarship is given to students classified as a junior studying for a degree in music, nursing, religion or education.

**Daisy Goodwin Neal Endowed Scholarship:** David E. Leigh and David K. Leigh established this endowed scholarship to assist a junior or senior student studying for an undergraduate degree in nursing.

**Sam and Priscilla Nicholson Endowed Scholarship:** Priscilla Nicholson, Class of 1978, established this endowed scholarship honoring her husband, Sam Nicholson, to benefit students preparing for a career in nursing.

**Hayley Ann Parker Endowed Scholarship:** This scholarship is awarded annually to deserving students majoring in nursing. It was established as a memorial to the infant daughter of Mark and Ann Parker and granddaughter of Dr. and Mrs. Bobby E. Parker.

**Allan and Jewel Richardson Endowed Scholarship:** This endowed scholarship was established in memory of Allan and Jewel Richardson by their children. It will be awarded to students majoring in business, nursing or education and the primary emphasis will be based upon financial need.

**Jo Warren Robison Endowed Scholarship:** Ms. LaNiece Fredell, Class of 1956, established this scholarship in honor of her mother, Jo Warren Robison. It is a general scholarship with preference given to nursing or education students.

**Dr. Nancy B. Schoenrock Endowed Scholarship:** This endowed scholarship was established as a memorial to Dr. Nancy B. Schoenrock who served as Dean of the Scott and White College of Nursing. This scholarship is to be awarded to students majoring in nursing.

**Sheppard-Taylor Endowed Scholarship:** Mr. and Mrs. W. H. Sheppard set up this endowed scholarship honoring Mrs. Sheppard's mother to provide financial assistance to students that are nursing majors.

**Dr. W.C. and Gracie Tenery Nursing Endowed Scholarship:** This scholarship is awarded to a student with financial need majoring in nursing. It was established by the estate of Dr. and Mrs. W.C. Tenery of Itasca, Texas.

**Leroy and Merle Weir Endowed Scholarship:** This scholarship is awarded annually with preference given to nursing majors from Georgetown and Williamson County.

**Jessie and Marjorie Whitis Endowed Scholarship:** This endowed scholarship was established in memory of Jessie and Marjorie Whitis by their children. It will be awarded to students majoring in business, nursing, or education and the primary emphasis will be based upon financial need.

**Frances Irene Younts Endowed Scholarship:** This endowed scholarship was established in honor of Frances Younts, a dedicated, longtime nurse at Scott and White Hospital, Temple, Texas. This scholarship will be awarded annually to a junior or senior nursing major from Bell County. This student will be selected based upon personal character and academic skills.

**Dr. B.B. Westbrook, Jr. and Dr. Bettye Sowders Westbrook Endowed Scholarship:** This scholarship is awarded to pre-med, medical missionary, male nursing, or ministerial students, preferably from the upper Texas coast area. It was given by Dr. and Mrs. B.B. Westbrook of Beaumont, Texas and through their estate.

**Gordon and Abbie Wiggers Endowed Scholarship:** This scholarship was established by Mr. and Mrs. Wiggers and is to be awarded with a preference given to students from the Texas Baptist Children's Home or students majoring in nursing.

## Social Work, Sociology, and Criminal Justice

**Allison-Owens Endowed Scholarship:** This endowed scholarship was established in memory of Roland and Cara Lois Allison and Laverne Owens and in honor of Robert Owens by Riley and Carolyn Owens. This scholarship will be awarded to students who are on the UMHB Forensics Teams.

**Lucy Sykes Davis Endowed Scholarship:** This scholarship was established by Lucille Davis Jackson, Class of 1937, of Belton, Texas, in memory of her mother, Lucy Sykes Davis, who attended Baylor Female College in the early 1900's. This scholarship is awarded to those students majoring in social work.

**Pamela Koschel Endowed Scholarship:** Dorothy Koschel of Austin, Texas, established this endowed scholarship in memory of her daughter, Pamela Koschel, a 1977 graduate of Mary Hardin-Baylor College. Social work majors are given preference for this scholarship.

## Student Development

**Resident Assistant Scholarship:** Recipients of this scholarship serve as assistants in campus housing. Recipients are selected through the UMHB Student Development office.

**Yell Leader Scholarship:** Recipients are selected through the Student Development office and participate in athletic events.

## Academic Scholarship Programs

Effective Academic Year of 2012-2013

### President's Scholarship:

Criteria: .....ACT: 31, or SAT: 1380 (critical reading + math), or  
National Merit Scholarship Finalist  
Annual \$ Amount: .....\$12,000 Per Year  
Required GPA: .....3.50 (Cumulative)

### Valedictorian Scholarship:

Criteria: .....Rank #1 in class AND have an ACT of at  
least 25 or an SAT of at least 1130  
Annual \$ Amount: .....\$12,000 Per Year  
Required GPA: .....3.50 (Cumulative)

### Salutatorian Scholarship:

Criteria: .....Rank #2 in class AND have an ACT of at  
least 25 or an SAT of at least 1130  
Annual \$ Amount: .....\$12,000 Per Year  
Required GPA: .....3.50 (Cumulative)

### Vice President's Scholarship:

Criteria: .....ACT: 28-30, or SAT: 1260-1370  
Annual \$ Amount: .....\$8,000 Per Year  
Required GPA: .....3.50 (Cumulative)

## Honor Scholarship:

Criteria: .....ACT: 25-27, or SAT: 1130-1260, or  
High School Ranking: Top 10%  
Annual \$ Amount: .....\$4,000 Per Year  
Required GPA: .....3.25 (Cumulative)

## Transfer Honor Scholarship

Criteria.....Minimum 24 transferable hours with a minimum 3.5  
cumulative grade point average, or a member of a  
Phi Theta Kappa Honor Society  
Annual \$ Amount .....\$4,000 Per Year  
Required GPA .....3.25 GPA

## Requirements for the First-Time Freshman Scholarships:

- Must have graduated from an accredited high school.
- Must file FAFSA needs analysis form prior to receiving award..
- Maintain full-time status (12 hours or more) each fall and spring semester.

—Final official academic transcripts must be in the student's admission file by July 1 for the fall semester or November 1 for the spring semester to be eligible.

—Maximum eligibility is eight consecutive fall and spring semesters.

—Scholarship criteria are subject to change each year.

—Once denial of scholarship has been confirmed, the student cannot receive it later.

## General Scholarships

**Central Texas Scholarship Fund:** All students will be assessed for this scholarship. Recipients are selected through the UMHB Financial Aid Office.

**Denominational Worker's Dependent Scholarship:** Students, who are children, or spouses, of Baptist denominational workers, and in good academic standing, may apply for the Denominational Worker's Dependent scholarship. Scholarship amounts are: \$1,500/yr for full time enrollment; \$1,125/yr for 3/4 time enrollment; and \$750/yr for 1/2 time enrollment. The scholarship is renewable.

**Football Intern:** Recipients receive a full-time scholarship and are selected by the Football Office. Current student athletes are not eligible to receive this scholarship.

**General Scholarship:** All students will be assessed for this scholarship. Recipients are selected through the UMHB Financial Aid Office.

**Loyalty Fund Leadership Scholarship:** Recipients of this scholarship are selected based upon their outstanding leadership qualities. Application should be made to the Admissions and Recruiting Office prior to the student's senior year in high school.

**Miss Mary Hardin-Baylor Scholarship:** Winners in the annual Miss Mary Hardin-Baylor Pageant will receive scholarships as follows:

Miss Mary Hardin-Baylor	15 hours of tuition scholarship
First runner-up	50% of 15 hours
Second runner-up	25% of 15 hours

All scholarships will be awarded in the semester immediately following the pageant. Each recipient, based on fall semester grades, must meet the academic standards required to qualify for scholarships.

**Missionary Kid Scholarship:** Students who are children of missionaries may apply for this scholarship. Scholarship amounts are: \$1,500/yr for full time enrollment; \$1,125/yr for 3/4 time enrollment; and \$750/yr for 1/2 time enrollment. The scholarship is renewable.

**BGCT Ministerial Scholarship:** Texas Baptist students committed to a preaching ministry are entitled to a \$50 per semester hour tuition waiver for students classified as freshmen or sophomore and \$75 per semester hour for junior or senior provided they meet eligibility requirements as set by the Baptist General Convention of Texas (BGCT) and UMHB.

The determination of eligibility must be verified by the Director of In-Service Guidance. This scholarship works in conjunction with other tuition-based scholarships toward the tuition portion of a student's bill. Students receiving this aid should refer to BGCT scholarship requirements on page 128.

**Weir Annual Scholarship:** All students will be assessed for this scholarship.

# FINANCIAL INFORMATION

## Fees

The following fees are established by the Board of Trustees of the University of Mary Hardin-Baylor. Fees are reviewed annually or as the need arises. A new fee schedule is normally established June 1st of each year.

## Admission Fee

Applicants are required to pay a non-refundable application fee (\$35 U.S. Students/\$135 International Students). This fee does not apply toward tuition and is paid only once.

## Enrollment Deposit

Resident	\$300 (\$150 enrollment deposit, applied to first semester enrolled and \$150 room deposit, refundable when student is no longer a resident of on-campus housing)
Commuter	\$150, applied to first semester enrolled

## Tuition

Undergraduate	— \$730 per semester hour
Graduate	— \$750 per semester hour
Doctoral	— \$805 per semester hour

## Other Required Fees

Class Dues	— \$15 per semester (for undergraduate students enrolled in 12 or more credit hours)
General Service	— \$60 per semester hour
Technology Fee	— \$15 per semester hour
Transportation Fee	— \$50 per semester (Fall and Spring)
Replacement Vehicle Tag	— \$15
Replacement Student ID	— \$15

## Special Fees

Alternative Chapel	— \$25
Application of ACT Credit to Transcript	— \$60 per course
Application of AP Credit	— \$30
Application of CLEP Credit to Transcript	— \$60 per course
Application of IB (International Baccalaureate) credit to Transcript	— \$60 per course
Application of Credit By Exam to Transcript	— \$15 per semester hour
Application of Nursing Escrow Courses to Transcript	— \$30 per course
Applied Music Tuition	— \$730 per semester hour
Applied Music Lab Fee	— \$30 per course
Audit (lecture course only)	— \$730 per course
Credit By Exam Examination	— \$35 per semester hour
English for Speakers of Other Languages Tuition	— \$365 per semester hour
Graduation	— \$60 undergraduate (filing for degree late — additional \$25; refiling for degree — additional \$30)
Late Payment Fee	— \$50 per month — (See late payment section below for more details.)
Non-scheduled Exam	— \$40
Removal of “I” (Incomplete) grade	— \$25
Returned check fee	— \$25
Senior examination fee	— \$30
Yearbook	— \$45

## University Housing

### Residence Halls

Room and Board Costs Per Semester
Central Bath — \$2,985
Gettys Hall
Johnson Hall
Stribling Hall
Private Bath — \$3,235
Beall Hall
Burt Hall
McLane Hall
Remschel Hall

Board Plan (Meal Plan) choices provided for Residence Hall students (Choose One):

8 Meals per week with \$325 Crusader Bucks

12 meals per week with \$225 Crusader Bucks

16 meals per week with \$125 Crusader Bucks

## Apartment-Style Complexes

Only students with 48 or more credit hours may reside in apartments.

(Includes \$100 Cru Cash; Meal plan not included)

Huckins Complex \$2,130

Independence Village Complex:

4 person unit \$2,335

(Clark, Ferguson, Grover, Taylor, Provence, Tryon & James Halls)

2 person unit \$3,135

(Wilson, Hobby, Tyson & Garner Halls)

Farris Hall

2 person unit \$3,325

3 person unit \$3,135

4 person unit \$2,960

Apartment / Commuter Board Plan (Meal Plan)

5 meals per week — \$700 + tax

### Summer Rates

	Pre Unit	Per Person
Huckins Complex		
2 people per unit, per person	\$1020	\$510
Independence Village Complex		
4 people per unit, per person	\$2,220	\$555
Independence Village Complex (private room)		
2 - BR unit, per person	\$1,360	\$680
Farris Hall		
2 - BR unit, per person	\$1,440	\$720
3 - BR unit, per person	\$2,040	\$680
4 - BR unit, per person	\$2,560	\$640

Transportation Fee \$25 (Summer, per session)

Students taking at least 6 hours during the May — July 2012 summer sessions may qualify for free summer housing. Please contact Residence Life for more details.

## Estimated Expenses

The average cost is \$14,430 per semester or \$28,860 per year for a typical resident undergraduate. Resident student cost may vary according to room. Commuter cost is \$11,320 per semester or \$22,640 per year. Averages are based on 14 semester hours, room and board (for residential students), technology fee, transportation fee, and general service fee, but do not include books, lab fees, or personal expenses. Tuition, fees, and room and board are due by the first day of each semester.

## Course Fees

**Disclaimer: This is the current list of approved course fees as of the date the catalog was printed. Additional course fees or modifications may be made without notice.**

### Art (ARTS)

All courses .....	\$30.00
With the exception of:	
ARTS 1350 .....	\$0
ARTS 1351 .....	.0
ARTS 1352 .....	.0
ARTS 3332 .....	.0
ARTS 4190 .....	.0
ARTS 4391 .....	.0
ARTS 4350 .....	.0
ARTS 4395 .....	.0
ARTS 4081 .....	.0
ARTS 4490 .....	.0

BIOL 3440 .....	40.00
BIOL 3450 .....	40.00
BIOL 3470 .....	40.00
BIOL 4090 .....	30.00
BIOL 4190-4490 .....	30.00
BIOL 4400 .....	40.00
BIOL 4410 .....	45.00
BIOL 4415 .....	45.00
BIOL 4420 .....	40.00
BIOL 4440 .....	40.00
BIOL 4491 .....	45.00

### Biology (BIOL)

BIOL 1405 .....	\$15.00
BIOL 1410 .....	35.00
BIOL 1420 .....	35.00
BIOL 2440 .....	35.00
BIOL 2441 .....	35.00
BIOL 2460 .....	35.00
BIOL 2480 .....	40.00

### Business (BACC)

BACC 2311 .....	\$8.00
BACC 2312 .....	8.00
BACC 3324 .....	8.00
BACC 3325 .....	8.00
BACC 3329 .....	8.00
BACC 3421 .....	23.00
BACC 3422 .....	23.00
BACC 4323 .....	8.00

BACC 4331.....	8.00
BACC 4332.....	33.00
BACC 4341.....	33.00
BACC 4342.....	33.00
BACC 4343.....	8.00
BACC 4344.....	8.00
BACC 4350.....	8.00
BACC 4391.....	8.00
BACC 4395.....	83.00

#### Business (BADM)

BADM 1301.....	\$8.00
BADM 2191.....	83.00
BADM 2312.....	8.00
BADM 3351.....	8.00
BADM 3391.....	8.00
BADM 4311.....	8.00
BADM 4333.....	8.00
BADM 4341.....	8.00
BADM 4351.....	8.00
BADM 4381.....	8.00
BADM 4391.....	8.00
BADM 4395.....	83.00

#### Business (BCIS)

BCIS 1300.....	\$43.00
BCIS 1301.....	43.00
BCIS 2305.....	43.00
BCIS 2315.....	43.00
BCIS 2330.....	43.00
BCIS 3305.....	43.00
BCIS 3311.....	43.00
BCIS 3312.....	43.00
BCIS 3320.....	43.00
BCIS 3321.....	43.00
BCIS 3325.....	43.00
BCIS 3330.....	43.00
BCIS 3334.....	58.00
BCIS 3335.....	50.00
BCIS 3340.....	43.00
BCIS 3350.....	43.00
BCIS 3353.....	43.00
BCIS 3357.....	43.00
BCIS 3370.....	58.00
BCIS 3375.....	58.00
BCIS 4315.....	58.00
BCIS 4318.....	58.00
BCIS 4322.....	43.00
BCIS 4332.....	43.00
BCIS 4341.....	43.00
BCIS 4360.....	43.00
BCIS 4365.....	43.00
BCIS 4370.....	43.00
BCIS 4390 (Lab Fee).....	33.00
(Administration Fee per semester hour).....	25.00
BCIS 4395.....	83.00
BCIS 2190-4490 (Lab Fee).....	33.00
(Administration Fee per semester hour).....	25.00
BCIS 2391-4391.....	33.00

#### Business (BECO)

BECO 2311.....	\$8.00
BECO 2312.....	8.00
BECO 3311.....	8.00
BECO 3320.....	8.00
BECO 3321.....	8.00
BECO 4342.....	8.00
BECO 4350.....	8.00
BECO 4395.....	83.00

#### Business (BFIN)

BFIN 3310.....	\$8.00
BFIN 3311.....	8.00
BFIN 3322.....	8.00
BFIN 3333.....	8.00
BFIN 3350.....	8.00
BFIN 4322.....	8.00
BFIN 4328.....	8.00
BFIN 4349.....	8.00
BFIN 4351.....	8.00
BFIN 4355.....	8.00
BFIN 4360.....	8.00
BFIN 4395.....	83.00

#### Business (BLAW)

BLAW 3311.....	\$8.00
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#### Business (BLDR)

BLDR 2350.....	\$8.00
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#### Business (BMGT)

BMGT 3310.....	\$8.00
BMGT 3315.....	8.00
BMGT 3321.....	8.00
BMGT 3322.....	8.00
BMGT 3331.....	8.00
BMGT 3334.....	8.00
BMGT 3353.....	8.00
BMGT 4324.....	8.00
BMGT 4341.....	8.00
BMGT 4351.....	8.00
BMGT 4360.....	8.00
BMGT 4395.....	83.00

#### Business (BMKT)

BMKT 3311.....	\$8.00
BMKT 3312.....	8.00
BMKT 4324.....	8.00
BMKT 4331.....	8.00
BMKT 4341.....	8.00
BMKT 4343.....	8.00
BMKT 4395.....	83.00

#### Business (BQBA)

BQBA 2301.....	\$8.00
BQBA 2302.....	8.00
BQBA 2303.....	8.00
BQBA 2399.....	8.00

#### Business (BSYS)

BSYS 3325.....	\$8.00
BSYS 4330.....	8.00
BSYS 4395.....	83.00
BSYS 2190-4490 (Lab Fee).....	25.00
(Administration Fee per semester hour).....	25.00
BSYS 2391-4391.....	33.00

#### Chemistry (CHEM)

CHEM 1110.....	\$35.00
CHEM 1120.....	35.00
CHEM 1400.....	35.00
CHEM 1401.....	35.00
CHEM 1402.....	35.00
CHEM 1410.....	35.00
CHEM 1420.....	35.00
CHEM 1441.....	35.00
CHEM 2440.....	35.00
CHEM 3110.....	40.00
CHEM 3120.....	40.00

CHEM 3400.....	40.00
CHEM 3410.....	40.00
CHEM 3420.....	40.00
CHEM 3440.....	40.00
CHEM 3450.....	40.00
CHEM 3480.....	40.00
CHEM 4090.....	30.00
CHEM 4160.....	40.00
CHEM 4190.....	40.00
CHEM 4191.....	40.00
CHEM 4193.....	40.00
CHEM 4260.....	40.00
CHEM 4290.....	40.00
CHEM 4293.....	40.00
CHEM 4430.....	40.00
CHEM 4440.....	40.00
CHEM 4493.....	40.00

### Communication (COMM)

COMM 1161-3161.....	\$25.00
COMM 2360.....	25.00
COMM 3365.....	25.00
COMM 4360.....	25.00

### Computer Science (CISC)

CISC 2305.....	\$35.00
CISC 2315.....	35.00
CISC 2325.....	35.00
CISC 2330.....	35.00
CISC 3321.....	35.00
CISC 3341.....	35.00
CISC 3360.....	35.00
CISC 3361.....	50.00
CISC 4305.....	35.00
CISC 4320.....	35.00
CISC 4322.....	35.00
CISC 4324.....	50.00
CISC 4325.....	50.00
CISC 4326.....	35.00
CISC 4327.....	35.00
CISC 4341.....	35.00
CISC 4345.....	50.00
CISC 4346.....	50.00
CISC 4347.....	50.00
CISC 4370.....	35.00
CISC 4395.....	75.00
CISC 2190-4490 (Lab Fee) .....	25.00
(Administration Fee per semester hour) .....	25.00
CISC 2391-4391 .....	25.00

### Christian Ministry (CSMN)

CSMN 1320 .....	\$25.00
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### Geology (GEOL)

GEOL 1401/1402.....	\$35.00
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### Education (EDSP)

EDSP 4335-4337 .....	\$40.00
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### Education (EDUC)

EDUC 2311.....	\$15.00
EDUC 3315.....	30.00
EDUC 3320.....	30.00
EDUC 3322.....	30.00
EDUC 4306.....	50.00
EDUC 4318.....	50.00
EDUC 4319.....	50.00
EDUC 4335.....	40.00
EDUC 4336.....	40.00

EDUC 4337.....	40.00
EDUC 4435.....	40.00
EDUC 4436.....	40.00
EDUC 4437.....	40.00
EDUC 4501-4506 .....	50.00
EDUC 4603.....	80.00
EDUC 4611.....	60.00

## Exercise and Sport Science (EXSS)

### Activity Courses

EXSS 1100.....	\$25.00
EXSS 1102-1108 .....	25.00
EXSS 1110-1111 .....	25.00
EXSS 1120-1121 .....	25.00
EXSS 2101-2102 .....	120.00
EXSS 2106.....	25.00
EXSS 2110.....	25.00
EXSS 2112.....	35.00
EXSS 2115.....	30.00
EXSS 2130-2133 .....	25.00
EXSS 2350.....	40.00
EXSS 2360.....	45.00
EXSS 3107.....	25.00
EXSS 3108.....	45.00
EXSS 3116-3117 .....	60.00
EXSS 3118-3119 .....	25.00
EXSS 3122.....	40.00
EXSS 3123.....	60.00
EXSS 3141.....	25.00
EXSS 3210.....	75.00
EXSS 4110.....	45.00
EXSS 4111.....	100.00
EXSS 4112.....	75.00
EXSS 4124-4126 .....	25.00
EXSS 4220.....	100.00

### Theory Courses

EXSS 2101-2102 .....	\$120.00
EXSS 2350.....	40.00
EXSS 3101-3102 .....	120.00
EXSS 3141.....	25.00
EXSS 3202.....	120.00
EXSS 3380-3383 .....	25.00
EXSS 3387.....	25.00
EXSS 4101.....	120.00
EXSS 4190-4490 .....	25.00
EXSS 4191-4491 .....	50.00

## Modern Foreign Languages

FREN 1410/1420 .....	\$20.00
FREN 2310 .....	20.00
GERM 1410/1420 .....	20.00
GERM 2310/2320 .....	20.00
JAPN 1410/1420.....	20.00
JAPN 2310.....	20.00
SGNL 1410/1420.....	20.00
SPAN 1410/1420 .....	20.00

## Music (MUSI)

MUSI 10XX.....	\$30.00
MUSI 1100-1108 .....	30.00
MUSI 1120.....	30.00
MUSI 1132.....	30.00
MUSI 1160-1168 .....	30.00
MUSI 1189.....	30.00
MUSI 1200-1208 .....	30.00
MUSI 1215.....	30.00
MUSI 1216.....	30.00
MUSI 1300-1308 .....	30.00
MUSI 1313/3313 .....	30.00
MUSI 1315/1316 .....	30.00



MUSI 1317/3317 .....	30.00
MUSI 200X App. Music Prof.Exams .....	30.00
MUSI 2132.....	30.00
MUSI 2313.....	30.00
MUSI 2317.....	30.00
MUSI 3000.....	30.00
MUSI 3100-3108.....	30.00
MUSI 3200-3208.....	30.00
MUSI 3300-3313.....	30.00
MUSI 3315/3316/3317.....	30.00
MUSI 4000.....	30.00
MUSI 4106.....	30.00
Lab fee per Applied Music Course.....	30.00

### Nursing (NURS)

NURS 2310.....	\$45.00
NURS 3312.....	50.00
NURS 3313.....	15.00
NURS 3610.....	215.00
NURS 3611.....	65.00
NURS 3612.....	55.00
NURS 3614.....	55.00
NURS 4312.....	15.00

NURS 4313.....	45.00
NURS 4610.....	55.00
NURS 4614.....	155.00
NURS 4616.....	55.00
NURS 4618.....	404.00

### Physics (PHYS)

PHYS 2411/2412.....	\$50.00
PHYS 2421/2422.....	50.00

### Psychology (PSYC)

PSYC 4090.....	\$25.00
PSYC 4310.....	30.00
PSYC 4320.....	30.00

### Recreation Leadership (RECR)

RECR 2360.....	\$45.00
RECR 4190-4490.....	25.00
RECR 4191-4491.....	50.00

### Student Development (UMHB)

UMHB 1005.....	\$10.00
UMHB 1101.....	35.00

## Payment of Accounts

Tuition, fees, and room and board charges for each academic period are due by the first day of each semester. Students receiving any type of financial aid (scholarships, grants, loans, campus employment, etc.) must have completion of all such financial assistance from the Financial Aid Office prior to the first day of the semester. Registration is not complete until the Registration and Financial Confirmation online form is completed and all financial arrangements are made with the Bursar's Office.

Payment may be made via check, cash in person in the Bursar's Office, or credit card (VISA, Discover, MasterCard and American Express) when the card is presented in the Bursar's Office. Credit card and E-check payments may also be made on the MyCampus website, <http://mycampus.umhb.edu/ics>. Credit card payments are not accepted over the telephone.

Students should have available funds for the purchase of books and other supplies as these expenses are not charged on the registration bill. Credit cards may be presented for payment in the UMHB Bookstore.

Exclusive arrangements have been made with Tuition Management Systems for families who would like to make monthly payments. The monthly budget program is not a loan and carries no interest. A participation fee of \$55 enables the payer to make nine (9) equal payments to cover projected annual school costs. The first payment is due August 1, but the program may be entered into later by including all previously due payments with the application fee. For those students who will be attending only one semester, a four (4) payment plan is available for \$40. Life insurance which covers the unpaid contract amount may be purchased at an additional cost.

The amount to be financed is determined by subtracting all financial aid (including campus work, if applied to account balance, and PLUS loans) from the total of tuition, fees, and room and board. Books and personal expenses may *not* be budgeted and must be paid for at the time they are incurred. Students may call Tuition Management Systems toll free at 1-800-722-4867 to assist them in calculating their monthly payment requirement. If a student is dropped from the monthly budget plan due to nonpayment, the balance owed on the student's account will become due immediately.

UMHB will not release transcripts until all accounts have been settled. The University also reserves the right to withhold a student's access to campus services, including MyCampus and UMHB email, and to restrict a student's participation in university events, including commencement, for failure to make complete payment of a student account. UMHB may additionally withdraw a student for failure by the student to demonstrate proper responsibility in the handling of financial matters as related to the University.

Additional charges made to correct errors or omissions are payable upon receipt of statement.

For any check not honored by a bank, a returned check fee of \$25 will be charged and check writing privileges on campus may be revoked.

## Late Payment Fee

Payments are due no later than the first day of class each semester. Students who are not enrolled in the Tuition Management System (TMS) payment plan whose account balance is \$100 or greater will be assessed a **late payment fee of \$50**. Accounts must be paid in full by the dates below to avoid the late payment fee:

- September 30 for the fall semester
- February 28 for the spring semester
- July 15 for all summer semesters

For students enrolled in the payment plan, if monthly payments are not sufficient to cover account balance by the last payment due date for the payment plan enrolled period, the late payment fee may still be assessed to the student's account each month. Please verify monthly payments to TMS will be sufficient to cover the outstanding balance.

This **non-refundable** fee will be assessed each month thereafter until the account is paid in full or referred for collections.

## Collection Costs

The student will remain responsible for all unpaid balances incurred. In the event an account becomes delinquent and is placed with an outside agency for collection, all collection costs and/or legal fees will be the responsibility of the student.

## Refund Policy

Registration in the University is considered a contract binding the student for charges for the entire academic period. However, a student finding it necessary to withdraw from UMHB may secure an official withdrawal through the Registrar's Office. This official withdrawal must be accomplished before any consideration can be given by the Business Office to granting refunds.

**A student who must drop a course because of excessive absences, poor work, or similar causes, who withdraws without notice, or who is expelled or asked to withdraw is not entitled to a refund. Failure to attend class or simply notifying an individual instructor will not be regarded as an official withdrawal.**

**Tuition** — Tuition refunds, when approved, will be granted according to the following schedule:

**Fall or Spring semester:**

- 100% refund of tuition prior to expiration of 4th semester day, (4 calendar days) scheduled from the first day of the start of the semester.
- 80% refund of tuition prior to expiration of first 2 weeks, (14 calendar days) scheduled from first day of start of semester
- 60% refund of tuition prior to expiration of first 3 weeks, (21 calendar days) scheduled from first day of start of semester
- 40% refund of tuition prior to expiration of first 4 weeks, (28 calendar days) scheduled from first day of start of semester
- No tuition refunds will be made after the end of the 28th calendar day, counted from the first day of the semester. Refunds for courses other than regular day classes will be prorated.

**Summer terms:**

- 100% refund of tuition prior to expiration of first 2 semester days (scheduled from first day of semester)
- 80% refund of tuition prior to expiration of first 4 semester days (scheduled from first day of semester)
- 60% refund of tuition prior to expiration of first 8 semester days (scheduled from first day of semester)
- 40% refund of tuition prior to expiration of first 10 semester days (scheduled from first day of semester)
- No tuition refunds will be made after the end of the 10th semester day counted from the first day of the semester. Refunds for courses other than regular day classes will be prorated.

**Fees** — No refund will be made on required or special fees.

**Room** — No refund will be made on room charges since rooms are contracted for an entire academic period.

**Board** — Board refunds will be based on a proration of the number of days remaining in a semester or term, less seven days. Refunds are made by check only and are made within approximately 45 days of the date of the official withdrawal.

**Room Reservations** — The room deposit fee will be refunded to a new applicant provided the applicant notifies the university in writing that he/she cannot attend. The deposit refund guidelines are as follows: for a deposit made by a new applicant for the fall semester, a full refund will be given if the notification is received by May 1<sup>st</sup>; if the notification is received after May 1<sup>st</sup> up to July 1<sup>st</sup>, a 50% refund will be given; if an applicant cancels his/her room reservation after July 1<sup>st</sup>, no refund will be given. For a deposit made by a new applicant for the spring semester, a full refund will be given if notification is received by December 1<sup>st</sup>. The request for a deposit refund must be made in writing and sent to the Residence Life/Housing Office in the Student Development Department.

Otherwise, the room deposit fee constitutes a permanent room deposit for as long as the student remains at the university. The fee is refundable when a student ceases to continue to reside in university owned housing provided the student's room is clean and undamaged. Non-returning students must submit a request for refund of the room deposit, in writing, to the Residence Life/Housing Office in the Student Development Department. If the non-returning student leaves at the end of the fall or spring semester, they may receive a full refund as long as the request is received prior to June 1st.

A student who moves into university housing and subsequently moves out prior to the end of a semester forfeits the room deposit.

## Transcript of University Credits

A transcript of university credits is an official copy of a student's permanent record, bearing the University seal and the signature of the Registrar. Copies of students' transcripts are available upon written request to the Registrar's Office.

Requests should include the students' name at time of attendance, social security number, or student identification number, and complete address of where the transcript is to be sent. Requests can be sent to:

Office of the Registrar  
UMHB Box 8425  
900 College Street  
Belton, TX 76513

Transcripts will not be released if the student owes money to the University. This includes, but is not limited to, money owed to the library, bookstore, health center, business office, or any other department or agency considered a part of the University.

# ACADEMIC STANDARDS

## Credit Hour

The semester credit hour is a unit by which an institution measures its course work. The value of a semester credit hour can be determined by time, the educational experience, and outside preparation by the student.

The following constitutes the definition of a semester credit hour for various modes of instruction offered at UMHB:

1. At least fifteen (15) contact hours, as well as, a minimum of thirty (30) hours of student homework is required for each semester credit hour.
2. Laboratory courses, with little outside work, require a minimum of forty-five (45) contact hours. If moderate outside work is required, thirty (30) contact hours are required.
3. Art courses follow the recommendations for awarding credit as recommended by The National Association of Schools of Art and Design (NASAD) and the Texas Association of Schools of Art (TASA). In lecture courses, like art history, normally one semester hour of credit represents one 50-minute session each week of the term. For our studio classes, normally a ratio of one semester hour of credit equals two hours of contact time and one hour of outside work per week. For example, a three semester credit hour course would require six faculty contact hours per week. Note: Faculty contact must be sufficient to ensure the development of knowledge and skills required by each course. Normally, faculty contact is greater at the foundation or introductory level than at the advanced studio level.
4. Music courses follow the recommendations for awarding credit as required by The National Association of Schools of Music (NASM). Normally, a semester hour of credit represents at least three hours of work each week for a period of fifteen or sixteen weeks. In lecture classes, such as music history, normally one semester hour of credit is given for one 50-minute session plus two hours of homework each week of the term. For ensembles, like laboratory classes, normally one semester hour of credit is given for two to four 50-minute rehearsal sessions per week, depending on the ensemble. For applied lessons, normally one semester hour of credit is given for each three hours of practice, plus the necessary individual 30-minute lesson per week with the instructor. For example, a two semester credit hour applied lesson would meet for two 30-minute lessons per week.
5. Internships, clinical, and field experiences require a minimum of forty-five (45) clock hours for each semester credit hour.
6. For online, hybrid, and other nontraditional modes of delivery, credit hours are assigned based on learning outcomes that are equivalent to those in a traditional course setting, forty-five (45) hours of work by a typical student for each semester hour of credit.

## Course Numbers

The first digit in the numbering system denotes the course level (1-Freshman, 2-Sophomore, 3-Junior, 4-Senior). The second digit denotes the number of semester credit hours the course carries. The third and fourth digits are departmental numbers. Junior- and senior-level courses are upper-level. (e.g. UMHB 1110 would be a freshman-level class of 1 semester credit hour).

## Student Course Load

To be considered a full-time undergraduate student, one must be enrolled in twelve semester credit hours for the fall/spring semesters and six for the summer session. Fifteen to eighteen semester credit hours is considered a normal undergraduate load for a regular semester. Six or seven semester credit hours is considered a normal undergraduate load for a summer session and three to four semester credit hours for mini-mester. Nineteen semester credit hours may be permitted during a regular semester, if the student has earned a minimum grade point average of 3.00 for the preceding semester. Any student desiring to carry a load in excess of this amount must have an overall GPA of 3.00 and at least a 3.30 GPA for the preceding semester before such a request may be considered. A maximum of 8 semester credit hours for one summer session or 14 semester credit hours for the full summer term may be permitted if the student has earned a minimum grade point average of 3.00 for the preceding semester or full summer term. Graduating seniors may be permitted to earn 15 semester credit hours during the full summer term. All overloads must be approved by the student's Dean.

## Class Standing

The class standing of an undergraduate degree-seeking student is determined as follows:

0-29	semester hours earned	Freshman
30-59	semester hours earned	Sophomore
60-89	semester hours earned	Junior
90+	semester hours earned	Senior

## Grading System

Grade	Range	Grade Points	Interpretation of Grades
A	91-100	4	Superior
B	81-90	3	Above Average
C	71-80	2	Average
D	61-70	1	Below Average
F	60 and below	0	Failing
I*		0	Incomplete
P*		0	Pass
CR*		0	Credit
NC*		0	No Credit
S*		0	Satisfactory
U*		0	Unsatisfactory
NG*		0	No Grade Submitted
AU*		0	Audit
W*		0	Withdrawal
WP*		0	Withdrawal—Passing
WQ**		0	Withdrawal—Failing

\* Not counted in computing GPA

\*\* Counted in computing GPA for the semester in which the course was taken AND for computing overall GPA.

## Incomplete Grade

An “I” (Incomplete) indicates **inability** of a student to complete some vital requirement of a course (e.g. final exam, major report, term paper, etc.) **due to conditions beyond the student’s control**. It is not the intent of the “I” grade to give a student an unfair time advantage over other students who complete their work in a timely manner. As such, an “I” grade will be approved only when exceptional circumstances, clearly beyond the student’s control, are substantiated (e.g. protracted illness, injury, or other acute personal emergency). It is the responsibility of the student to contact his/her professor prior to the final exam to execute the Incomplete Grade Contract.

Once an “I” grade is assigned, it is the responsibility of the student to take the initiative to complete the work within thirty (30) calendar days after the start of the next semester (excluding full summer term). If more than thirty days are required, an extension request is to be submitted by the student through the instructor and department chairperson to the Dean. Approved extensions will be filed with the Registrar’s Office. An extension longer than the end of the next semester (excluding full summer term) will not be approved. **The “I” will be automatically changed to an “F” if the course is not satisfactorily completed within this time frame.** A \$25 fee is charged to remove an “I” grade.

## Grade Reports

All final grades are available on MyCampus at <https://mycampus.umhb.edu/ics/>.

## Provost’s Honor Roll

At the end of the fall and spring semesters, a scholastic honor roll is compiled by the Provost. This honor roll includes all students completing 12 or more undergraduate hours during the semester who have earned a 3.85 grade point average or above on those hours. Courses taken at another institution during a semester do not count toward requirements for the Provost’s Honor Roll, nor do courses earned by examination such as Advanced Placement or CLEP.

## Dean’s Honor Roll

At the end of the fall and spring semesters, a scholastic honor roll is compiled by the dean of each college. This honor roll includes all undergraduate students who had officially declared a major in a department within the college by the beginning of the semester and who had completed 12 or more undergraduate hours during the semester and earned a 3.50 grade point average or above on those hours. Courses taken at another institution during a semester do not count toward requirements for the Dean’s Honor Roll, nor do courses earned by examination such as Advanced Placement or CLEP.

## Academic Probation

There are three categories of academic probation status recognized at the University of Mary Hardin-Baylor: *probation*, *continued probation*, and *probation by petition*. Each of these is explained in appropriate areas of the following sections.

**Academic probation:** An undergraduate student failing to meet the following minimum standards during a Fall or a Spring semester is automatically placed on *academic probation* for the ensuing “long” semester:

Freshman	0-29 semester hours earned	1.8 GPA on cumulative hours attempted
Sophomore	30-59 semester hours earned	2.0 GPA on cumulative hours attempted
Junior	60-89 semester hours earned	2.0 GPA on cumulative hours attempted
Senior	90 + semester hours earned	2.0 GPA on cumulative hours attempted

A student who enters the University on *academic probation* or who is placed on academic probation is expected to conform to the following regulations:

(1) Reduce academic load to a maximum of 12 semester hours; (2) Adjust work program to better fit the academic needs of the student; (3) Attend all classes; and (4) Adhere to individualized academic action plan if deemed necessary by the student’s academic Dean.

To be removed from academic probation, a student must achieve all of the following: Students wishing to be removed from academic probation by taking coursework in summer terms must obtain preapproval from their respective dean.

1. Earn a grade of “D” or higher in at least 12 hours of full-time coursework at UMHB in the ensuing “long” semester.
2. Achieve a term 2.0 GPA during the ensuing “long” semester.
3. Achieve the overall GPA level required for the student’s classification.
4. Fulfill individualized academic action plan if required by academic Dean.

**Continued probation:** If a student does not meet the requirements to be removed from probation shown above, he/she may be placed on “Continued Probation” if one of the following situations exists after completing the semester on academic probation:

1. The student took fewer than 12 hours of coursework during the semester on probation, and yet still earned a term GPA of 2.0 or better.
2. The student successfully completed 12 hours of course work and made a term GPA of 2.0 or better, but did not raise the overall GPA to the level required for the student’s classification.

Students on *continued probation* will not be eligible to participate in any non-curricular activities until the academic probation is removed.

If the student did not achieve a term 2.0 GPA during the semester on probation he/she is placed on academic suspension.

## Academic Suspension

A student who is placed on academic suspension will be suspended for a minimum of one “long” semester. For example: A student placed on academic suspension at the end of the fall semester will not be allowed to re-enroll until the start of the summer semester. A student placed on academic suspension at the end of the spring semester will not be authorized to register for classes until the start of the next spring semester (excluding full summer term). **Courses taken at other institutions during a period of academic suspension from UMHB may not be transferred to UMHB.** A student who has been suspended must apply to be readmitted (on probation) through the regular admission procedure at the completion of the suspension period. If readmission is granted, the student would be required to comply with the regulations listed in the Academic Probation section above. Falsifying transcripts will result in the permanent dismissal of a student from UMHB.

A student who appeals academic suspension and has the suspension waived by the student’s academic Dean will be continued on *probation by petition*. The student may be required to adhere to an individualized academic action plan as deemed necessary by the student’s academic Dean and will not be eligible to participate in any non-curricular activity or represent the University, under the following conditions:

1. No participant in any class for which he/she is registered shall be prohibited from taking field trips or from taking part in productions which are a part of that class.
2. A student who is on probation by petition usually may participate in tours and other such activities only if his/her credit for the course is dependent on participation in said activities and provided he/she receives prior approval from the Provost/Senior Vice President for Academic Affairs.

3. A student who is on probation by petition ordinarily may not represent the University in activities other than those stated in 1 and 2 above. This probation includes, but is not limited to, such activities as intercollegiate contests, off-campus productions, pledging, or active membership in a club. (Official representation is defined as participation in any activity under the name of Mary Hardin-Baylor, under the direction, supervision, or sponsorship of any university area.)

### **Academic Appeal**

Students may appeal any academic decision believed to be arbitrary, capricious, or unfair. Appeals must be initiated within 30 days of the date of the decision or action being appealed. The student should first appeal the decision in writing to the person who made it by stating the appropriate rationale for reconsideration, the requested remedy, and the student's contact information. If the matter is not resolved, the student may then appeal that decision in writing to the next highest authority.

In matters related to academic coursework, the line of appeal is first, the faculty member; second, the department chair; third, the dean of the college; and finally, the Provost's Office.

Each person to whom an appeal is made will normally respond to the student in writing within five (5) business days of receipt of the appeal. Extensions may be granted by the Provost in cases where the issue requires more extensive review and/or other extenuating circumstances. The student will have ten (10) calendar days from the date of that response to appeal to the next level.

The dean and/or Provost's Office may request a meeting with the student and other parties involved. Appeals will be considered only if they are from students enrolled at UMHB upon initiation of the first appeal. Conversations and/or correspondence with anyone other than students and UMHB faculty/staff will not be considered in responses to appeals until and unless the issue has been appealed to the Provost's Office.

Students should understand that mere dissatisfaction with a grade or decision is not grounds for an appeal. For an appeal to have merit, there must be some evidence that the student has been treated inappropriately with regard to the administration of the university's policies and procedures.

# REGISTRATION POLICY AND PROCEDURES

Registration is completed according to the procedures and time schedule published on the website at <http://registrar.umhb.edu>.

## Academic Advisement

Each student is assigned an academic advisor according to major. The advisor assists the student in making progress towards a degree. **Prior to registering each semester, all students must obtain an advisor's approval of their proposed schedules.**

## Audit Registration

A student may register for most courses by audit. However, laboratory courses, workshops, activity PE (EXSS) courses, and music ensembles may be audited only by approval of the instructor. An audit course may not be changed to a credit course nor may a credit course be changed to an audit course after the last day of registration for that particular course.

## Repeating a Course

A student may repeat a course for the purpose of raising a grade by re-taking that course at UMHB. However, while the highest grade earned will be used to compute the grade point average, all grades will remain on the transcript. Re-taking courses at other institutions that were initially taken at UMHB may satisfy degree requirements but the UMHB course grade will remain on the transcript.

## Dropping or Adding Courses (Schedule Change)

**All dropping, adding, and changing courses must be arranged by the student through the Registrar's Office in order to be considered official.** A student wishing to drop or add a course must complete the schedule change via MyCampus (through the UMHB online registration system) or go, in person, to the Registrar's Office. Students receiving VA benefits must also provide information on schedule changes to the UMHB VA Office.

Courses may be dropped as follows. **Students should refer to the website for the exact dates of each drop period as these dates will vary:**

- **The Pre-Census Period:** If a course is dropped before or on the census date, no grade or record of the class will appear on the student's transcript.
- **The "W" Period:** If a course is dropped during the "W" Period, the class is recorded on the student's transcript with a grade of "W".
- **The "WP/WQ" Period:** If a course is dropped during the "WP/WQ" Period, the class is recorded on the student's transcript with a grade of "WP" or "WQ" as reported by the instructor.
- **No course may be dropped after the end of the "WP/WQ" Period.**

**Any student who stops attending a class but fails to officially drop the course through the Registrar's Office will be given a failing grade in the class.**

## Withdrawal from the University

Students who must withdraw from the University before the expiration of the semester or session for which they are enrolled must complete the official Withdrawal Form in the Registrar's Office and secure the approval of the Business Office. University housing students must also secure the approval of the Dean of Students before withdrawing from the University.

A student who is forced to leave because of illness or injury will be given three weeks within which to withdraw officially.

If you withdraw, you are immediately eligible to reapply for admission unless you are placed on academic suspension for this withdrawal semester due to receipt of WQs for withdrawn courses. In that circumstance, you would not be eligible to reapply for admission until a minimum of one "long" semester has passed.

**Students who stop attending classes but fail to withdraw officially will be given failing grades in all courses.**

## Awarding of Transfer Credit

The University of Mary Hardin-Baylor accepts in transfer college-level course work with a grade of "C" or higher from regionally accredited United States institutions of higher education. Transfer credit may be applied to degree requirements, including core curriculum, major/minor curriculum, and general electives, as deemed appropriate by course age, level, and content. Transfer course equivalencies are determined through the collaborative efforts of the Registrar's Office, the academic departments, the deans, and the Provost's Office on the basis of the comparability of the nature, content, and level of the learning experiences to those offered by UMHB and the appropriateness and applicability of the learning experiences to the programs offered by UMHB.

Course work with a grade of "C" or higher from United States colleges or universities accredited by other Council for Higher Education Accreditation (CHEA) recognized accrediting bodies may be considered for transfer on a course-by-course basis upon the written petition of the student to the chair of the academic department under which the course content falls. Documentation detailing content studied such as course syllabi may be requested for petition consideration. All transcripts, certificates, and diplomas from institutions outside the United States must be sent to an approved foreign credential evaluation service for a course-by-course evaluation in order for the possibility of transfer credit to be determined.

Only official transcripts will be evaluated for potential transfer credit.

- New students must submit an official transcript from ALL previously attended colleges and universities. Even though courses taken at one institution may be noted on another institution's transcript, an official transcript from each institution at which courses were taken is required. Transcripts should be sent directly from prior institutions to the UMHB Admissions Office.

University of Mary Hardin-Baylor  
Admissions Office  
UMHB Box 8004  
900 College Street  
Belton TX 76513

- Readmitted students who attended any other institutions during their absence from UMHB must submit official transcripts reflecting such attendance. Transcripts should be sent directly from the institutions to the UMHB Admissions Office.

University of Mary Hardin-Baylor  
Admissions Office  
UMHB Box 8004  
900 College Street  
Belton TX 76513

- Current students who concurrently enroll in other institutions must submit official transcripts reflecting their concurrent enrollment. Transcripts should be sent directly from the institution to the UMHB Registrar's Office.

University of Mary Hardin-Baylor  
Registrar's Office  
UMHB Box 8425  
900 College Street  
Belton TX 76513

A maximum of 66 semester hours of community/junior college work may be accepted in transfer unless otherwise stipulated in program specific articulation agreements. Community/junior college hours will only transfer as lower division (freshman-sophomore) credit, even if UMHB offers comparable courses at the upper division level. While lower division courses may be approved to satisfy specific upper division course requirements, the credit will not apply towards upper division credit totals. Developmental/pre-college level, technical/occupational (including professional certificate programs), and continuing education courses are not accepted in transfer (with the exception of the Certificate in Christian Ministry program within the UMHB College of Christian Studies as described below). Credit is not awarded for experiential learning. No limit is placed on the number of transferable credits from four-year colleges or universities. However, students must meet all the credit, grade, and residence requirements as stated in the Degree Requirements section of their respective UMHB catalog.

As previously stated, UMHB does not award credit for non-credit except in the following circumstance. UMHB offers a Certificate in Christian Ministry program within the College of Christian Studies. The Certificate in Christian Ministry is a "delayed-credit" program. Students who complete the certificate program may apply for admission to the regular undergraduate program of the University. If these students successfully matriculate as regular students, they may transfer eighteen (18) certificate units toward undergraduate degree programs. The eighteen (18) certificate units will transfer as credits for the following entry-level (1000-level) courses:

- CSBS 1311 Old Testament Survey
- CSBS 1312 New Testament Survey
- CSMN 1320 Introduction to Christian Ministry
- Nine (9) hours of 1000-level liberal arts core electives

A minimum grade of "C" is required in order for a course to be applied to a UMHB degree plan.

The current criteria for evaluating CLEP (credit by examination) and AP (advanced placement) can be found on the Counseling, Testing and Health Services website at <http://cths.umhb.edu/umhb-credit-exam-chart>.

Credit from quarter system schools will be converted to semester hours.

Quarter	Semester
5	3.33
4	2.67
3	2.0
2	1.33
1	0.67

Military training will be evaluated using the American Council on Education (ACE) guidelines upon submission of military transcripts.

Transfer courses along with their respective credit hours are posted to students' academic records and are available for degree planning purposes by the end of the semester in which the transcripts are received. However, grades for transferred course work are not posted to students' academic records and are not included in term or cumulative GPA calculations unless otherwise stipulated in program specific articulation agreements.

Students at the University of Mary Hardin-Baylor who wish to enroll in course work at another institution and apply those hours toward their UMHB degree must complete the Pre-Approval of Transfer Credits form and submit it to the Registrar's Office. The purpose of this permission is to ensure appropriate content, upper-level classification of the course if applicable, and overall suitability for the student's degree plan. Courses approved by an academic department as substitutions for major/minor requirements are not automatically granted approval by other departments using the same major/minor requirements. UMHB is not responsible for courses taken without proper approval. See <http://registrar.umhb.edu/transfer-equivalency-information> for transfer equivalency information. See <http://registrar.umhb.edu/texas-common-course-numbering-system> for information about the Texas Common Course Numbering System.

Students at the University of Mary Hardin-Baylor who wish to enroll in course work in a foreign country and apply those hours toward their UMHB degree must secure written permission from their advisor, chairperson, and dean. Documentation should be provided through a foreign transcript evaluation service.

Transfer credit inquiries may be directed to [registrar@umhb.edu](mailto:registrar@umhb.edu) or 254-295-4510.

# CLASSROOM EXPECTATIONS AND ETHICS

## Christian Citizenship

UMHB accepts students of all faiths or persuasions, but attendance at the University should be understood by all as a statement of agreement to live in accordance with the regulations governing the campus community. The spirit of Christian behavior is demonstrated in speech, dress, attitudes, integrity, honesty in academic and personal activities, and respect for the property and rights of others as well as respect for the officials of the University. This applies both to on-campus and off-campus life.

## Student Responsibility

All students are responsible for knowledge of and adherence to regulations governing admissions, advising, registration, drop/add, withdrawal, and financial settlement. Students are also expected to be familiar with the specific academic and attendance requirements of the degree/certification that they plan to pursue.

## Class Attendance

The University of Mary Hardin-Baylor expects regular and punctual attendance in class. Punctuality is deemed to be as important as attendance, because tardiness is disruptive and distracting to both faculty and fellow students and is undesirable for personal and professional activities. Students coming to class late are responsible for checking with the instructor to make sure they were not marked absent. Because attendance is expected, students are responsible for all course work and assignments.

An absence due to participation in certain activities may be designated as a University Excused Absence. If an absence is designated as a University Excused Absence, then faculty will provide reasonable opportunity for students to make up work that is missed. If it is not feasible for the student to make up work, some allowance may be made in order that the student not be overly penalized. The student must inform the instructor of University Excused Absences in advance of that absence. This will allow a reasonable opportunity for the student to make up work missed. Depending on the policy of the individual instructor, University Excused Absences may count toward the total number of absences allowed in a course.

All absences are counted from the first class session of the term. It is the student's responsibility to approach the instructor regarding making up the work for any missed classes. Individual colleges and individual faculty may have more specific attendance requirements cited in their syllabi. Students are expected to be aware of and abide by the attendance policy that pertains to each class.

## Academic Decorum

The learning environment involves an exchange of ideas and an exploration of concepts between faculty and students and a certain level of decorum facilitates that learning environment. In order to create an effective learning environment, students pledge to:

1. Come to class prepared. This includes careful reading of assignments, being prepared to participate in discussions and completing any assignments that are due.
2. Be attentive and responsive in class
3. Respect fellow students' opinions and ideas
4. Contribute to the class by making topic-specific comments as appropriate
5. Offer critiques and alternative ideas in a non-condescending manner
6. Provide a fair share of work to group projects and team activities

Examples of disruptive behaviors to avoid include:

1. Talking, sleeping, or otherwise distracting members of the class
2. Using electronic devices in class without permission or in a manner that disrupts the class or other students
3. Exhibiting argumentative or attention-seeking behavior
4. Failing to show respect or act with civility

## Academic Integrity

As an institution committed to the Christian values of honesty and integrity, the University of Mary Hardin-Baylor expects all members of the learning community to commit themselves to high standards of academic integrity. Academic integrity is vital not only as we live out our Christian calling but also for our students' success in their future vocations. To that end, students are expected to take responsibility for all the work they produce at the University and to ensure that it meets the University's standards for academic integrity.

1. Written work should reflect the student's own ideas and any use of others' words, ideas, or patterns of thought should be appropriately quoted and/or cited.
  - Plagiarism in any form is expressly prohibited.
  - Failure to comply with the university's copyright policy is expressly prohibited.
2. Students are responsible for understanding the instructor's rules governing any particular piece of academic work and abiding by those rules. Any questions about persons or materials not authorized to be used on any particular assignment should be clarified before accessing those persons or materials.
  - Submitting academic work produced with unauthorized assistance or materials is expressly prohibited. This may include assistance from fellow students, other faculty members, textbooks, notes, online resources, or commercial sources such as professional paper writers that are available for hire, or any other material that has not been authorized by the instructor for use.
  - Papers (in whole or in part) or other work prepared for one course should not be submitted to meet the requirements of another course without express permission from the instructor.
3. Students assigned to collaborate in group projects should contribute their fair share of the work necessary to complete the project or notify the instructor of their failure to contribute.
4. Academic integrity requires that students be truthful in all their academic work.
  - Falsifying research data, lab reports, or other academic work product is expressly prohibited.
  - Students should refrain from disclosing the specific contents of any test, exam, or other required assignment to a student who will, or may, later be required to complete that same assignment.
  - Students should refrain from soliciting or otherwise acquiring specific information about the contents of any test, exam, or other assignment that will, or may, be administered in the future.



5. As members of a learning community, we all have a responsibility to assure that all members have equal access to learning materials.
  - Keeping, taking, intentionally misplacing or damaging library books, online files, laboratory equipment, or other academic resources in order to obtain an academic advantage over another student is expressly prohibited.
6. Students taking online courses should be diligent to maintain the same standards of academic integrity for work performed off campus as for work performed in the classroom, the library, or other campus facilities. Online students should maintain strict privacy of their login identity and passwords.
7. The University's standards of academic integrity go beyond the classroom to encompass all aspects of a student's academic life.
  - Falsifying an academic record, a degree plan, a prerequisite waiver, or any other official document is expressly prohibited.
  - Students should not mislead any official of the University in order to secure a required form or otherwise obtain an academic advantage.
8. The University is a learning community in which participants are responsible for one another.
  - Assisting a student in any violation of the academic integrity standards is expressly prohibited. For example, providing or receiving unauthorized assistance, including (but not limited to) taking another student's exam, providing answers to another student during a test, or contributing to another student's written work without permission.
9. In furtherance of the mutual responsibility students share for academic integrity, students are expected to respond fully and candidly to any request from a University official for assistance in any investigation of violations of the University's standards.
  - Failure to respond candidly and fully to such a request is a violation of the university's standards.

This is not an exhaustive list and the university reserves the right to interpret and reasonably apply academic standards to individual situations.

Students who violate these standards shall be subject to appropriate discipline as determined by the instructor of the relevant class, and/or in some cases, by the administration of the University. Penalties for violating the University's academic integrity standards can range from receiving a lower grade (including zero) on an assignment to being expelled from the University.

For more information regarding academic integrity at UMHB, contact the Provost's Office.

# UNIVERSITY HONORS PROGRAM

Students who aspire to graduate with honors from the University of Mary Hardin-Baylor without participation in the University Honors Program must complete a minimum of 60 hours in residence at UMHB and maintain a cumulative grade point average of 3.6000 to 3.7499 for **cum laude** designation, a cumulative grade point average of 3.7500 to 3.8999 for **magna cum laude** designation, or a cumulative grade point average of 3.9000 or better for **summa cum laude** designation. Otherwise, students aspiring to graduate with honors from UMHB must participate in the University Honors Program as described here.

## Purpose

The purpose of the University Honors Program is to stimulate intellectual curiosity and social awareness, to investigate relevant moral and ethical systems, and to enhance aesthetic awareness. Through an interdisciplinary approach, the University Honors Program also attempts to give students an understanding of the relationships which unite all scholarly disciplines.

## Administration

A committee composed of faculty members called the Honors Committee administers the University Honors Program in coordination with the Honors Program Director.

## Admissions Requirements

A student may enter the University Honors Program at two different points of his or her UMHB academic career.

1. Students may apply for the lower division University Honors Program if they score 27 on the ACT or 1220 on the SAT. Acceptance into the program allows the student to take any of the designated lower division honor courses for credit toward a degree and for honors credit toward University Honors at graduation.
2. A student may apply for the upper division University Honors Program anytime after completing 60 semester hours (must include a minimum of 12 semester hours at UMHB) and maintaining a GPA of 3.50 or higher.
3. Students may also enter the University Honors Program at the invitation of the Honors Committee.

## Admission Procedure

Students who are eligible to participate in the lower division University Honors Program are typically invited to apply during the general admissions process. Others may initiate the application if they meet the admissions requirements.

Students wishing to participate in the upper division University Honors Program will submit the following to the Honors Program Director for approval.

1. A written application for admission
2. A written recommendation by a faculty member
3. A conference with the Honors Committee (if required by the committee)

## Program Requirements

The University Honors Program is administered at two levels: lower division and upper division.

### I. Lower Division Requirements:

- a. Students must take the following courses during their freshman year:
  - UMHB 1101-H Honors Freshman Seminar
  - CSBS 1311-H Honors Old Testament Survey
- b. Plus, two of the following must be taken during the freshman and/or sophomore years:
  - HIST 1311-H Honors History of World Civilizations to 1500 (Fall)
  - PSYC 1301-H Honors General Psychology (Fall)
  - CSBS 1312-H Honors New Testament Survey (Spring)
  - ENGL 2322-H Honors British Literature Since 1785 (Spring)
- c. HNRS 2310 Select Topics in Social Studies (or another designated course) must be taken during the sophomore year.

### II. Upper Division Requirements:

Students must:

- a. Complete a minimum of three courses designated as honors courses in the department of his/her major. (A student that has completed the lower level honors program will only have to designate one class in his/her major.)
- b. Successfully complete both HNRS 3110 and HNRS 3120.
  - HNRS 3110 Fall Semester: Great Books and Ideas
  - HNRS 3120 Spring Semester: Living Issues
- c. Honors students who have maintained at least a 3.5 G.P.A. and who aspire to graduate *magna cum laude* or *summa cum laude* through participation in the Honors Program must undertake a senior research project in his or her major subject or teaching field. The project is carried out under the direction of a faculty member conversant with the topic under investigation. When completed, the research project will be submitted to a committee composed of the members of the University Honors Committee and the supervising faculty member. In addition, the student will present the paper orally to the same committee and other faculty wishing to attend. The student will receive three hours credit in his or her major subject or teaching field for the research project, if he or she enrolls in an Independent Study course or a Research course.

## Probation and Withdrawal

Transcripts of UMHB Honors students will be evaluated at the end of each academic year. Honors students must maintain a 3.5 cumulative G.P.A. to remain in good standing. Students that fall below a 3.5, but not below a 3.0, will be placed on probation. Probation may be extended up to one year during which time a student may continue to participate in the Honors Program. Students on probation must raise their G.P.A.'s to at least a 3.5 by the end of the probation period. Otherwise, they will be automatically withdrawn from the program.

Students whose G.P.A.'s fall below a 3.0 will be automatically withdrawn from the program.

## Reinstatement

Students that have been withdrawn from the Honors Program may submit a formal written petition for readmission to the program director. The petition, which must include an explanation and rationale for reinstatement, will be considered once the student achieves at least one semester of 3.5 or higher academic work.

## Recognition

Any student, who has successfully completed the requirements for three designated honors courses in his or her major subject (or the equivalent), HNRS 3110 and HNRS 3120, and who has maintained a cumulative grade point average of 3.50 or higher will graduate from Mary Hardin-Baylor **cum laude**. Any student, who aspires to graduate **magna cum laude** or **summa cum laude** through the Honors Program and who has maintained a cumulative grade point average of at least 3.50, must complete a senior research project. The level of recognition awarded a student aspiring to graduate **magna cum laude** or **summa cum laude** will be determined by the University Honors Committee, based upon the evaluations of the student's performance in the honors seminar, the quality of the senior research project, the student's final grade point average, and an evaluation of the student by the faculty in his/her major.

## HONORS (HNRS) COURSES

### I. Lower Division Courses:

UMHB	1101-H	Freshman Seminar
CSBS	1311-H	Old Testament Survey
CSBS	1312-H	New Testament Survey
ENGL	2322-H	British Literature since 1785
HIST	1311-H	History of World Civilizations to 1500
PSYC	1301-H	General Psychology
HNRS	2310-H	Select Topics in Social Studies*
HNRS	2320-H	Select Topics in the Fine Arts/Humanities*

**\*NOTE: Students may take HNRS 2310 for Social Studies credit. Students may take HNRS 2320 for Humanities credit.**

### II. Upper Division Seminars

#### HNRS 3110 Fall Semester: Great Books and Ideas

Content of the senior seminar will vary to include (but not limited to) historical perspectives and contemporary social issues, great works of literature, philosophy, and theory of science. Students will be responsible for guiding the discussion in most meetings. Emphasis will be placed on analysis, interpretation, and application to living and thinking in the world today.

#### HNRS 3120 Spring Semester: Living Issues

Seminar designed to expose students to some of the major challenges facing humanity as a whole and the student as an individual. One of the primary course objectives is the exploration of the tensions and possibility that exist for Christian faith and values in the society permeated with individualism, materialism, and despair. Deals with moral philosophy in the context of the development of a Christian world view and its application to the students' vocation by considering specific social issues and moral problems from the vantage point of individual ethics and responsibility.

### For more information, contact:

Dr. David Holcomb, Director

# LONDON STUDIES PROGRAM

The *London Studies Program* provides an exciting opportunity for students to live and study in the heart of London, England. The program is operated in partnership with Hardin-Simmons and Howard Payne universities with all three schools sending students and faculty for a three-month intensive study experience during the Spring semester. Local British faculty participate to give students the benefit of native knowledge of life and culture in England. Participants and faculty live in a residence hotel and/or apartments. Costs of the program include fifteen hours of tuition, room and board, London travel cards good for underground and city bus travel, field trips, theater and museum tickets, as well as a coach tour of northern England, Scotland, and Wales.

## Courses

ARTS 1350/4391 Introduction to the Visual Arts/Art Appreciation  
HIST 4391 British Life and Culture  
THEA 4391 London Theatre  
UMHB 1002 Chapel

Two courses offered by the UMHB faculty representative.

Two courses offered by the HSU faculty representative.

Two courses offered by the HPU faculty representative.

## Selection Criteria:

Each university will select up to ten students to participate in the Program. The participants will be selected on the basis of the following criteria:

4. Classification: Must be a sophomore or higher in classification and have completed at least one semester of residence at UMHB.
5. A cumulative G.P.A. of 2.5 or higher.
6. Evaluations of two faculty members.
7. Other academic and college achievements.

## For more information, contact:

Dr. David Holcomb, Coordinator

# STUDY ABROAD

**Dr. Jim King**  
**Dean, Global Engagement**

UMHB has made a strong commitment to study abroad programs for students. Each year the number of study abroad opportunities increases. The variety of opportunities also increases each year. Not only has the University made a commitment to offer a wide variety of study abroad opportunities, it has committed to make these opportunities feasible to enable all students to participate. Students will find opportunities that are offered by University colleges and departments as well as opportunities offered by academic partners such as the Consortium for Global Education and the Coalition of Christian Colleges and Universities.

UMHB's flagship study abroad opportunity is the spring semester London Studies Program. Other study abroad opportunities range from a course-related trip of one week to a summer semester encompassing multiple courses. Some of the countries on past study abroad itineraries include Morocco, England, China, Mexico, Israel, Jordan, Egypt, Italy, Scotland, Taiwan, Brazil, Spain, Costa Rica, Panama, France and Ecuador. The duration of these opportunities ranges from one week to one semester.

For more information about UMHB Study Abroad opportunities, please visit our website <http://academics.umhb.edu/studyabroad> or call the Study Abroad office at (254) 295-5524.

# MILITARY BENEFITS

## Veterans and Family Members

The University of Mary Hardin-Baylor is fully approved to offer instruction to students attending college under the provisions of the United States Code, Title 38, Chapter 30, 31, 32, 33, 35, 1606, and 1607.

The University contacts for individuals planning to use Veterans Administration (VA) benefits are the Veterans' Certifying Officials in the Registrar's Office.

Veterans who have successfully completed basic training will be granted a PE Activity waiver (unless specific EXSS courses are required) after providing satisfactory documentation to the Registrar's Office.

An individual planning to attend UMHB using VA benefits must comply with the following procedures:

1. Complete all requirements for admission to the University as a degree seeking student or as a transient student with an approved formal degree plan from another university.
2. Have an evaluation of service schools/experiences completed by the Registrar's Office to determine any awarding of military credit.
3. In coordination with an assigned academic advisor, register for only courses that are required for completion of your selected degree.
4. Maintain satisfactory academic progress. The provisions found under the headings of "Scholastic Probation" and "Academic Suspension" in this catalog will apply.

Veterans will automatically be certified each semester unless they notify the Registrar's Office in writing prior to the start of the specific semester.

## Tuition Assistance

The University of Mary Hardin-Baylor is approved through the Memorandum of Understanding (MOU) enforced by the Department of Defense (DOD) to facilitate Tuition Assistance (TA) benefits for Servicemembers.

To receive Tuition Assistance benefits:

1. Complete all requirements for admission to the University as a degree seeking student or as a transient student with an approved formal degree plan from another university.
2. Complete admission requirements through the Go Army Ed Portal.
3. Have an evaluation of service schools/experiences completed by the Registrar's Office to determine any awarding of military credit.
4. Register for classes in coordination with assigned academic advisor.
5. Provide Certification Coordinator with a copy of UMHB class schedule. The Certification Coordinator will then load courses to portal so that servicemembers are able to secure their available Tuition Assistance benefit.
6. Maintain satisfactory academic progress. The provisions found under the headings of "Scholastic Probation" and "Academic Suspension" in this catalog will apply.

Note: Active Duty Servicemembers should seek information about UMHB's Military Scholarship from the Financial Aid Office.

## Yellow Ribbon Program

The Yellow Ribbon Program is a provision of the Post 9/11 Veterans Educational Assistance Act of 2008.

To be eligible for the Yellow Ribbon Program:

1. Complete all requirements for admission to the University as a degree seeking student or as a transient student with an approved formal degree plan from another university.
2. Be eligible for Chapter 33 Post 9/11 veteran benefits at the 100% rate (as determined by the Department of Veterans Affairs). Chapter 33 Post 9/11 100% rate eligibility must be verified by the DD-214 Member-4 and Certificate of Eligibility (provided by the Department of Veterans Affairs).

Note: According to VA, Active Duty Servicemembers and their spouses are not eligible to participate in the Yellow Ribbon Program.

This program allows UMHB to voluntarily enter into an agreement with VA to fund tuition expenses that exceed the \$17,500 cap for private institutions. The institution can contribute up to 50% of those expenses and VA will match the same amount as the institution.

As a result of our Yellow Ribbon matching grant, merit and institutional based scholarships will no longer be awarded and previously awarded merit and institutional based scholarships will be cancelled. However, as noted above, tuition and mandatory fees will be covered through a combination of the Post 9/11 G.I. Bill, Yellow Ribbon, and UMHB.

Conditions are as follows:

1. The Yellow Ribbon Grant is applied as a credit to the student's account, and no cash and/or check payments will be awarded to the student.
2. The Yellow Ribbon Grant is used exclusively towards prior or current program charges.
3. The Yellow Ribbon Grant is awarded for each period in the program that the student is determined eligible and where the grant is needed.

## Servicemembers Opportunity College

The University of Mary Hardin-Baylor is a member of the Servicemembers Opportunity Colleges (SOC) Consortium and the SOC Degree Network System.

### Servicemembers Opportunity Colleges Consortium

The SOC Consortium consists of colleges and universities committed to expanding and improving voluntary postsecondary educational opportunities for servicemembers worldwide. SOC Consortium members subscribe to principles and criteria to ensure that quality academic programs are available to active-duty military students, their family members, and veterans. A list of current SOC Consortium member institutions can be found on the SOC Web site at <http://www.soc.aascu.org/>.

### Servicemembers Opportunity Colleges Degree Network System Membership

UMHB is a member of the SOC Degree Network System, a subgroup of SOC Consortium member institutions selected by the military Services to deliver specific associate and bachelor's degree programs to servicemembers and their families. As a member of the DNS, we have agreed to adhere to academic policies intended to support military students in their academic endeavors towards degree completion.

UMHB is approved for membership in SOCAD at the bachelor's degree level.

A SOC agreement will be completed at the same time as the official transcript evaluation. AARTS, CCAF, SMARTS and/or DD214 must be provided to the Registrar's Office by the student. Following receipt of all such records, the Registrar's Office will utilize current publications of the American Council on Education to evaluate the student's military experience. Based on this evaluation and in coordination with the respective department chairperson, credit hours may be awarded to the Servicemember (not to exceed 31 semester hours). These hours will be added to the student's record of credit after the official transcript evaluation has been completed.

# Degrees

The University of Mary Hardin-Baylor offers the following undergraduate degrees and majors:

## BACHELOR OF ARTS

Art  
Business Administration  
Christian Studies  
Communication  
Computer Information Systems\*\*  
Computer Science  
Computer Studies  
Criminal Justice  
Economics  
Education: EC - 6  
Education: 4 - 8 (4 certification areas)  
Education: Interdisciplinary Studies  
English  
History  
Mass Communication/Journalism  
Mass Communication/Public Relations  
Mathematics  
Multimedia & Information Technology\*\*\*  
Music  
Performance Studies  
Political Science  
Psychology  
Social Studies\*  
Sociology  
Spanish  
Speech  
Sport Management

## BACHELOR OF BUSINESS ADMINISTRATION

Accounting\*\*\*\*  
Business Computer Information Systems  
Economics  
Finance  
International Business  
Management  
Marketing

## BACHELOR OF CHRISTIAN MINISTRY

## BACHELOR OF FINE ARTS

Art

## BACHELOR OF INTERDISCIPLINARY STUDIES

## BACHELOR OF MUSIC

Church Music  
Music Education  
Performance

## BACHELOR OF SCIENCE

Athletic Training  
Biology  
Business Administration  
Chemistry  
Clinical Lab Science  
Computer Information Systems\*\*  
Computer Science  
Computer Studies  
Criminal Justice  
Economics  
Education: EC - 6  
Education: 4 - 8 (3 certification areas)  
Education: Interdisciplinary Studies  
Engineering Science  
Exercise Science  
History  
Mathematics  
Multimedia & Information Technology\*\*\*  
Political Science

Pre-Physical Therapy  
Psychology  
Social Studies\*  
Sociology  
Sport Management

## BACHELOR OF SCIENCE IN NURSING

## BACHELOR OF SOCIAL WORK

\* Secondary Teacher Certification only  
\*\* Must minor in Business Administration  
\*\*\* Must minor in Art  
\*\*\*\* A BBA/MBA option exists

## MINORS

The University of Mary Hardin-Baylor offers the following minors:

Accounting (*BBA degree only*)  
Accounting Information Management (*BBA Accounting majors only*)  
Archaeology  
Art (*required for BA/BS Multimedia & Information Technology majors*)  
Biblical Languages  
Biblical Studies  
Biology  
Business Administration (*required for BA/BS Computer Information Systems majors; not offered for any other College of Business majors*)  
Business Systems  
Chemistry  
Christian Studies  
Communication (*not available to BA Mass Communication/Journalism nor Mass Communication/Public Relations majors*)  
Computer Science  
Computer Studies  
Criminal Justice  
Economics  
English  
Entrepreneurship  
Exercise and Sport Science  
Film Studies  
Finance  
History  
International Business  
Life-Earth Science  
Management  
Marketing  
Mass Communication  
Mathematics  
Multimedia and Information Technology  
Music  
Nursing Informatics (*BSN degree only*)  
Organizational Management  
Pedagogy and Professional Practices  
Philosophy  
Physical Science  
Political Science  
Psychology  
Reading (*not available to students seeking certification*)  
Sociology  
Spanish  
Special Education (*not available to students seeking certification*)  
Sport Management  
Web Design  
Writing

# DEGREE REQUIREMENTS

Requirements for individual undergraduate degrees are listed on the following pages under the appropriate degree titles. Specific course requirements for majors, minors, or teacher education and specialization fields are listed in their corresponding department sections. Schematic degree plans are available on the Registrar website or upon request from the Registrar's Office or the department of the major.

In so far as possible, the University will not change degree requirements as detailed in this catalog. **However, students should be aware that requirements of organizations outside of the University sometimes change, thus necessitating a change in UMHB degree requirements.**

The University reserves the right to withhold a degree from a student whose conduct it regards as undesirable.

## General Requirements for All Undergraduate Degrees

To receive any undergraduate degree from the University of Mary Hardin-Baylor, a student must:

- A. Earn a minimum of 124 semester hours (total varies with specific degree requirements) of credit which meet the requirements of one of the degrees listed in the Degrees section. The grade point average on courses taken at UMHB must be at least 2.00.
  1. No more than one-half of the credit requirements for a degree may be fulfilled with credits from off-campus programs, conferences, institutes, short courses, workshops, special evening classes, special summer courses, foreign travel and study, or television and radio classes. More specifically, no more than one-fourth of the credits for a degree may be earned by correspondence; no more than one-third of the credits for a degree may be earned by off-campus programs; and no more than one-fourth of the credits for a degree may be earned by conferences, institutes, short courses, workshops, special evening classes, or special summer courses. (Students in teacher education programs should check with the College of Education for additional limitations.)
  2. Furthermore, no more than one-fourth of the total number of hours required for a degree may be earned by special examination. (This rule does not apply to Nursing Advanced Placement examinations.)
  3. Credit by examination received from another school may be accepted in transfer if the student can provide evidence that the testing standards upon which the credit was based are comparable to UMHB's standards. Such evidence might include an official transcript, a catalog, or an official copy of the test scores from the awarding school.
- B. Complete at least thirty-six (36) semester hours in upper-level courses.
- C. Fulfill the following residency requirements.
  1. Complete a total of thirty-one (31) hours in residency.
    - (a) At least twelve (12) of these thirty-one (31) required hours must be in the major field with six upper-level hours (see Academic Standards section for a review of upper and lower level hours). The major requirement does not apply to the Bachelor of Interdisciplinary Studies degree.
    - (b) At least six (6) of these thirty-one (31) required hours must be upper level in the minor field. A minor is required for completion of the Bachelor of Arts and the Bachelor of Science.
    - (c) Interdisciplinary Academic majors must complete at least six (6) of these thirty-one (31) required hours at the upper level in their elementary specialization area.
  2. Complete one of the following:
    - (a) Eighteen (18) of the degree's final thirty-one (31) hours in residency; or
    - (b) Twenty-four (24) of the total thirty-one (31) residency hours at the upper level.
- D. Follow a specific degree plan.
  1. A student's degree plan is initially maintained in draft form by the student's major advisor. When the student is two semesters from graduating, the degree plan must be "formalized," signed by the student's major/minor/certification advisor(s), and forwarded to the Registrar's Office. (In some UMHB colleges, the "formalized" degree plan is routed through the Department Chairperson and the Dean.) A "formalized" degree plan should be on file in the Registrar's Office prior to Fall Registration for May graduates, and prior to Spring Registration for August and December graduates.
  2. Substitutions and/or waivers affecting the degree plan must be approved by the Department Chairperson and/or the Dean at the time the degree plan is "formalized." The completed substitution and/or waiver form(s) must accompany the signed degree plan.
  3. Once the degree plan has been reviewed and approved by the Registrar's Office, a Graduation Audit will be sent to the student (copy to the student's major advisor) listing those items the student needs to complete to graduate. If the student desires to make an appointment with the Registrar's Office to discuss the degree plan, the student is welcome to do so. The student cannot make formal application for degree, however, without Registrar's Office approval.
  4. While following a degree plan should be a joint effort between a student and the student's advisor(s), **meeting the requirements for a particular degree is ultimately the responsibility of the student.** Adherence to the above schedule should be followed.
- E. Make formal application for degree and pay graduation fee by January 31 for Spring graduates, by May 31 for Summer graduates, and by September 30 for Fall graduates. Students filing for graduation after their respective deadline will be charged a late fee.
  1. Applications for past graduation dates will not be accepted, even though all degree requirements may have been completed during previous semesters.

## Double Major

Students with the following degrees: Bachelor of Business Administration, Bachelor of Christian Ministry, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Science in Nursing, or the Bachelor of Social Work who wish to graduate with a double major must also fulfill the requirements of a Bachelor of Science or a Bachelor of Arts degree. This will require a minimum of 31 additional hours to include a minor.

## Multiple Course Requirements

No course may be applied toward multiple requirements in one degree plan. For example, **a course cannot be double-counted toward fulfillment of the requirements for a major field and for a minor field or a second major field.** Therefore, substitutions may be necessary to prevent course(s) from being double-counted.

## Second Degree

Students seeking a second degree from the University must fulfill all requirements for the second degree, including the core curriculum, as well as completing additional hours in residence to equal one-fourth of the total hours required for that degree. As most degrees require 124 total hours, the additional semester hours in residence required would usually be 31 hours. Students who already have a baccalaureate degree cannot simply add a major at a later date; they must complete the second degree requirements for that degree. These guidelines apply to students who are seeking two degrees concurrently and alumni returning for a second degree.

## Graduation Under A Particular Catalog

To receive an undergraduate degree from the University of Mary Hardin-Baylor, a student must fulfill all requirements for that degree as set forth in a catalog under which the student is entitled to graduate. The student, however, has several choices:

- graduate under the current catalog;
- graduate under the catalog in force the year the student first registered (degree seeking status) at Mary Hardin-Baylor (within the six-year limitation) provided the student maintains continuous enrollment during “long” semesters;
- graduate under the catalog for any subsequent year in which the student was registered at Mary Hardin-Baylor (within the six-year limitation) provided the student maintains continuous enrollment during “long” semesters; or
- if first registration (degree seeking status) at Mary Hardin-Baylor was during a summer session, graduate under the catalog governing the preceding “long” semester or the catalog for the next “long” semester (within the six-year limitation) provided the student maintains continuous enrollment during “long” semesters.

The University catalog is considered valid for six years from a student’s initial enrollment with degree seeking status. For example, the catalog for school year 2012-2013 is valid for graduation purposes through August 2018 for a degree seeking student enrolling in the fall of 2012. A student who fails to complete the required work for a degree in a six-year interval dating from the time the student first registered with degree-seeking status must reorganize his or her degree plan to conform with the current catalog. **The same catalog will be in force for the entire degree; in other words, a student must use the same catalog for both the major and minor requirements.** Certain certificate or licensure programs may require that you use the most current catalog to meet state, federal, or accreditation requirements.

## Commencement Ceremonies

Commencement ceremonies are held at the conclusion of the Fall and the Spring terms.

- Because commencement exercises are meaningful experiences in the academic lives of students, all students are encouraged to participate when possible.
- Students must settle all accounts in order to be eligible to participate in commencement exercises. UMHB may restrict students from participating in commencement for failure to make complete payment of student accounts.
- A student may be excused from commencement exercises and be permitted to graduate in absentia with approval from the Registrar’s Office. Students desiring to graduate in absentia should submit a written request to the Registrar’s Office not less than two weeks prior to the commencement exercise.
- Diplomas will be mailed within four weeks of the commencement exercise to the address provided on the application for degree.
- Students lacking a maximum of seven (7) semester hours toward degree completion (as confirmed by the Registrar’s Office) may petition the Provost for permission to participate in commencement exercises. Participation in commencement exercises is not equivalent to graduation. Students granted permission by the Provost to “walk” in the ceremony are not official graduates. They will not receive diplomas nor will their degrees be posted to their transcripts until all their degree requirements have been completed.
- Students may petition the Provost for permission to delay participation in commencement exercises if students are unable to participate in the ceremony immediately following their degree completion.

## Core Courses Required For All Undergraduate Degrees

### Categories of Courses

Throughout the succeeding degree requirements, certain core courses have been grouped into categories. The following is a breakdown of these groupings.

#### Contemporary World Issues:

- BADM 3311 Global Competition and International Business;
- BECO 4342 Contemporary Economic Issues;
- CSCH 4311 Antisemitism, Christianity, and the Holocaust;
- ENGL 2370 Literature and Social Consciousness;
- EXSS 2353 Lifespan Nutrition;
- PSYC 4330 Multicultural Psychology;
- Or any social science course

#### Fine Arts — Art, Drama/Theatre, and Music

#### Natural Sciences — Biology, Chemistry, Environmental Science, Geology, and Physics

#### Scientific Inquiry:

- BIOL 2301 Endangered Species;
- ENGR 2301 The Effects of Climate Change;
- PSYC 2323 Psychological Methods;
- SOCW 4312 Social Work Research;
- Or any natural science course

#### Social Sciences — Archaeology, Criminal Justice, Economics, History, Political Science, Psychology, Social Work, and Sociology

#### World Ideas: (The following HIST courses may not be used by History Majors to meet the World Ideas requirement)

- ARCH 4345 Archaeology of Syria-Palestine;
- ARTS 1351 Art History I;
- ARTS 1352 Art History II;
- ENGL 2330 Introduction to World Masterpieces;
- HIST 1311 History of World Civilizations to 1500;
- HIST 1312 History of World Civilizations since 1500;
- HIST 2340 Historical Inquiry, Research, and Method;
- HIST 3362 History of Latin America;
- HIST 3370 History of England to 1707;
- HIST 3371 History of Great Britain since 1707;
- HIST 4313 History of Western Political Thought Through the Enlightenment;
- HIST 4314 History of Western Political Thought from the Nineteenth Century to the Present;
- HIST 4340 Ancient Greece and the Hellenistic World;
- HIST 4342 The Roman Empire and Medieval World;
- HIST 4371 Nineteenth Century Europe, 1815-1914



- HIST 4375 Twentieth Century Europe
- HIST 4376 Early Modern Europe, Renaissance to 1789
- MUSI 3358 World Music History;
- Or any Philosophy course

## Core Courses

To receive any undergraduate degree, a student (in addition to the general requirements) must complete the following core course requirements within the requisite semester hours for graduation. These core courses are incorporated into all the succeeding degree requirements.

Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science.....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts .....	3 semester hours
Lab Science .....	4 semester hours
Literature .....	3 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH only; MATH 1304 or higher) .....	3 semester hours
Scientific Inquiry or Natural Science .....	3 semester hours
Social Science (two different disciplines outside of the major).....	6 semester hours
UMHB 1002 (Chapel).....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course.....	3 semester hours
<b>Total.....</b>	<b>46 semester hours</b>

\*required for first-time freshmen with fewer than 12 semester hours of transfer credit only

## “Double-Dipping”

Except where it is explicitly disallowed by the core requirements, courses taken in the major or minor may be used to meet a core requirement also. No course may be used by any one student to meet more than one core requirement. For example, if a literature course receives a CWI designation, it can be used by a student to meet either the core literature requirement or the CWI requirement, but that course cannot be used to meet both requirements.

## Bachelor of Arts Degree

To receive a Bachelor of Arts degree, a student must fulfill the following course requirements:

A. Complete the Core Courses:

Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science.....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts .....	3 semester hours
Foreign Language (in one language).....	14 semester hours
Lab Science .....	4 semester hours
Literature .....	6 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 1304 or higher).....	3 semester hours
Scientific Inquiry or Natural Science .....	3 semester hours
Social Science (two different disciplines outside of the major).....	6 semester hours
UMHB 1002 (Chapel).....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course.....	3 semester hours
<b>Total.....</b>	<b>63 semester hours</b>

\*required for first-time freshmen with fewer than 12 semester hours of transfer credit only

**NOTE: The foreign language requirement is 14 semester hours (four semesters or the equivalent) in the same language.**

- Complete a major with a minimum of 24 semester hours and a maximum of 38 semester hours. Lower-level courses may be included in these hours, but a minimum of 12 semester hours must be taken in upper-level courses. Some majors require additional support courses outside the major field. Specific requirements are detailed in the major field's department section. **See Degrees section for a listing of available majors.**
- Complete a minor with a minimum of 18 semester hours and a maximum of 24 semester hours. A minimum of 6 semester hours in the minor must be taken in upper-level courses. Specific requirements are detailed in the minor field's department section. **See Degrees section for a listing of available minors.**

Core course requirements, major field requirements, minor field requirements, and electives must total a minimum of 124 semester hours. However, the requirements of some majors/minors may extend the total beyond 124 semester hours.

**Teacher Certification:** Students wishing to meet Texas Teacher Certification requirements should refer to the Academic Foundation and Professional Education requirements stated in this catalog by the College of Education.

## Bachelor of Business Administration Degree

To receive a Bachelor of Business Administration degree, a student must fulfill the following course requirements:

A. Core Courses .....	46 semester hours
Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science (BECO 2312) .....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts .....	3 semester hours
Lab Science .....	4 semester hours
Literature .....	3 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 1306) .....	3 semester hours
Scientific Inquiry or Natural Science .....	3 semester hours
Social Science (BECO 2311 plus one different discipline outside of the major)....	6 semester hours
UMHB 1002 (Chapel) .....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course.....	3 semester hours
*required for first-time freshmen with fewer than 12 semester hours of transfer credit only	
B. Professional Business Foundation.....	30 semester hours
C. Professional Business Core .....	27 semester hours
D. Business Area Major .....	18 semester hours
E. Business Electives (9 upper-level hours), or Business Specialization (9 hours), or Business Minor (12 hours), or Second Business Major (18 hours), or Outside Minor (18-24 hours)	
F. Electives (if necessary) to bring total to.....	124 semester hours

## Bachelor of Christian Ministry Degree

To receive a Bachelor of Christian Ministry degree, a student must fulfill the following course requirements:

A. Core Courses .....	57 semester hours
Biblical Language (in one language).....	8 semester hours
Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science.....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts .....	3 semester hours
Lab Science .....	4 semester hours
Literature .....	6 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 1304 or higher).....	3 semester hours
Scientific Inquiry or Natural Science .....	3 semester hours
Social Science (two different disciplines outside of the major).....	6 semester hours
UMHB 1002 (Chapel) .....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course (see Foundations).....	3 semester hours
*required for first-time freshmen with fewer than 12 semester hours of transfer credit only	
B. Christian Ministry Foundations.....	15 semester hours
C. Advanced Biblical Studies Electives.....	6 semester hours
D. Christian Studies Upper-Level Electives.....	6 semester hours
E. Christian Ministry Concentration .....	15 semester hours
F. Capstone Courses .....	4 semester hours
G. Electives (if necessary) to bring total to.....	124 semester hours

## Bachelor of Fine Arts Degree

To receive a Bachelor of Fine Arts degree, a student must fulfill the following course requirements:

A. Core Courses .....	46 semester hours
Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science.....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts (fulfilled by major).....	3 semester hours
Lab Science .....	4 semester hours
Literature .....	3 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 1304 or higher).....	3 semester hours
Scientific Inquiry or Natural Science .....	3 semester hours
Social Science (two different disciplines outside of the major).....	6 semester hours
UMHB 1002 (Chapel) .....	1-4 credits determined by admission classification

UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course.....	3 semester hours
*required for first-time freshmen with fewer than 12 semester hours of transfer credit only	
B. Art Major (see Art section of this catalog for specific courses required):	
Lower-Level Art Courses .....	30 semester hours
Upper-Level Art Courses .....	30 semester hours
Support Courses .....	12 semester hours
<b>Total.....</b>	<b>72 semester hours</b>
C. Electives (if necessary) to bring total to.....	124 semester hours

**Teacher Certification:** Students wishing to meet Texas Teacher Certification requirements should refer to the Academic Foundation and Professional Education requirements stated in this catalog by the College of Education.

## Bachelor of Interdisciplinary Studies Degree

The Bachelor of Interdisciplinary Studies is designed for individuals who are currently employed in or who wish to be employed in fields that do not require a degree in a specific subject area. It is also an appropriate program for persons who desire a degree only for purposes of personal enrichment.

To receive a Bachelor of Interdisciplinary Studies degree, a student must fulfill the following course requirements:

A. Core Courses .....	46 semester hours
Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science.....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts .....	3 semester hours
Lab Science .....	4 semester hours
Literature .....	3 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 1304 or higher).....	3 semester hours
Scientific Inquiry or Natural Science .....	3 semester hours
Social Science (two different disciplines outside of the major).....	6 semester hours
UMHB 1002 (Chapel) .....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course.....	3 semester hours
*required for first-time freshmen with fewer than 12 semester hours of transfer credit only	
B. Two Concentrations .....	48 semester hours
<b>Each Concentration must have:</b>	
- 24 hours chosen from one college (except Nursing)	
- 12 hours upper-level	
- 12 hours at UMHB, 6 of which must be upper-level	
- Courses from at least three areas (represented by course prefixes)	
- Associate degree academic or technical fields (excluding General Studies) may be a concentration	
- Courses in the general education core will not also count towards hours in the concentration	
C. Electives .....	30 semester hours
C. Total for Bachelor of Interdisciplinary Studies Degree.....	124 semester hours

## Bachelor of Music Degree

To receive a Bachelor of Music degree, a student must fulfill the following course requirements:

### Church Music Major

A. Core Courses .....	46 semester hours
Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science.....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts (fulfilled by major).....	3 semester hours
Lab Science .....	4 semester hours
Literature .....	3 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 1304 or higher).....	3 semester hours
Scientific Inquiry or Natural Science .....	3 semester hours
Social Science (two different disciplines outside of the major).....	6 semester hours
UMHB 1002 (Chapel) .....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course.....	3 semester hours
*required for first-time freshmen with fewer than 12 semester hours of transfer credit only	
B. Other requirements are listed in the schematic plans in the Department of Music section of this catalog.	

## Music Education Major

A. Core Courses .....	46 semester hours
Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science (HIST 2311 or HIST 2312) .....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts (fulfilled by major).....	3 semester hours
Lab Science .....	4 semester hours
Literature .....	3 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 1304 or higher).....	3 semester hours
Scientific Inquiry or Natural Science .....	3 semester hours
Social Science (PSYC 1301 and POLS 2310 or POLS 2311) .....	6 semester hours
UMHB 1002 (Chapel).....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course.....	3 semester hours

\*required for first-time freshmen with fewer than 12 semester hours of transfer credit only

B. Other requirements are listed in the schematic plans in the Department of Music section of this catalog.

**Teacher Certification:** Students wishing to meet Texas Teacher Certification requirements should refer to the Academic Foundation and Professional Education requirements as stated in this catalog by the College of Education.

## Performance Major

A. Core Courses .....	54 semester hours
Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science.....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts (fulfilled by major).....	3 semester hours
Foreign Language (in one language).....	8 semester hours
Lab Science .....	4 semester hours
Literature .....	3 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 1304 or higher).....	3 semester hours
Scientific Inquiry or Natural Science .....	3 semester hours
Social Science (two different disciplines outside of the major).....	6 semester hours
UMHB 1002 (Chapel).....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course.....	3 semester hours

\*required for first-time freshmen with fewer than 12 semester hours of transfer credit only

B. Other requirements are listed in the schematic plans in the Department of Music section of this catalog.

## Total Hours Required for Bachelor of Music Degree:

Church Music .....	124 semester hours
Music Education.....	136 - 137 semester hours
Performance.....	134 semester hours

## Bachelor of Science Degree

To receive a Bachelor of Science degree, a student must fulfill the following course requirements:

A. Core Courses .....	57 semester hours
Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science.....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts .....	3 semester hours
Lab Science (two different disciplines).....	12 semester hours
Literature .....	6 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 1304 or higher).....	3 semester hours
Scientific Inquiry or Natural Science .....	3 semester hours
Social Science (two different disciplines outside of the major).....	6 semester hours
UMHB 1002 (Chapel).....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course.....	3 semester hours

\*required for first-time freshmen with fewer than 12 semester hours of transfer credit only

B. Complete a major with a minimum of 24 semester hours and a maximum of 39 semester hours. Lower level courses may be included in these hours, but a minimum of 12 semester hours must be taken in upper level courses. Some majors require additional support courses outside the major field. Specific requirements are detailed in the major field's department section. **See the Degrees section for a listing of available majors.**

- C. Complete a minor with a minimum of 18 semester hours and a maximum of 24 semester hours. (Life-earth Science and Physical Science minors require more hours.) A minimum of 6 semester hours in the minor field must be taken in upper level courses. Specific requirements are detailed in the minor field's department section. **See the Degrees section for a listing of available minors.**
- D. Core course requirements, major field requirements, minor field requirements, and electives must total a minimum of 124 semester hours. However, the requirements of some majors/minors may extend the total beyond 124 semester hours.

**Teacher Certification:** Students wishing to meet Texas Teacher Certification requirements should refer to the Academic Foundation and Professional Education requirements as stated in this catalog by the College of Education.

## Bachelor of Science in Nursing Degree

To receive a Bachelor of Science in Nursing degree, a student must fulfill the following course requirements:

A. Core Courses .....	61 semester hours
Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science.....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts .....	3 semester hours
Lab Science (BIOL 2440, BIOL 2441, and BIOL 2480) .....	12 semester hours
Literature .....	3 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 3303) .....	3 semester hours
Scientific Inquiry or Natural Science (Intro or College Chemistry).....	4 semester hours
Social Science (PSYC 1301, PSYC 3310, and SOCI 1311) .....	9 semester hours
UMHB 1002 (Chapel) .....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
Upper-Level Elective.....	3 semester hours
World Ideas or Philosophy or Non-United States History course .....	3 semester hours
*required for first-time freshmen with fewer than 12 semester hours of transfer credit only	
B. Prescribed Nursing Courses (as outlined in this catalog) .....	63 semester hours
C. Electives (if necessary) to bring total to .....	124 semester hours

## Bachelor of Social Work Degree

To receive a Bachelor of Social Work degree, a student must fulfill the following course requirements:

A. Core Courses .....	63 semester hours
Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science (PSYC 3315).....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts .....	3 semester hours
Foreign Language (in one language).....	8 semester hours
Information Systems (BCIS 1301) .....	3 semester hours
Lab Science (BIOL 1410 or BIOL 2440) .....	4 semester hours
Literature .....	3 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 3303) .....	3 semester hours
Scientific Inquiry or Natural Science (fulfilled by major).....	3 semester hours
Social Science (POLS 2311, PSYC 1301, SOCI 1311, and SOCI 2316) .....	12 semester hours
UMHB 1002 (Chapel) .....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course (PHIL 2315).....	3 semester hours
*required for first-time freshmen with fewer than 12 semester hours of transfer credit only	
B. Social Work Major .....	49 semester hours
C. Electives (if necessary) to bring total to .....	124 semester hours

## Teacher Certification (Postbaccalaureate)

Specific courses required for Texas Teacher Certification by individuals possessing a baccalaureate degree may be obtained by contacting UMHB's College of Education. Degree plans, teaching fields, available endorsements, and delivery systems may be found in the Department of Education portion of this catalog.

# GRADUATE PROGRAMS

For information pertaining to graduate programs, refer to the graduate catalog. You may also contact the Graduate School directly at (254) 295-4143.

**Graduate Programs in Business** (254) 295-4644, collegeofbusiness@umhb.edu

Master of Business Administration (M.B.A.)

Dual BBA/MBA

Accounting

Information Systems Management

International Business

Management

Master of Science in Information Systems (M.S.I.S.)

Computer Technology

Systems Management

**Graduate Programs in Education** (254) 295-4572, collegeofeducation@umhb.edu

Doctor of Education (Ed.D.)

P-12 (with superintendent certification)

Higher Education

Master of Education (M.Ed.)

Educational Administration (with principal certification)

Administration of Intervention Programs (with educational diagnostician certification)

Curriculum and Instruction (Fields of Study)

Master of Science in Education (M.S.Ed.)

Exercise & Sport Science

**Graduate Programs in Counseling & Psychology** (254) 295-5425, pscouser@umhb.edu

Master of Arts (M.A.)

Clinical Mental Health Counseling

School Psychology and Counseling

Marriage and Family Christian Counseling

Academic Specialization for Counseling and Psychology

**Graduate Programs in Nursing** (254) 295-4662, collegeofnursing@umhb.edu

Master of Science in Nursing (M.S.N.)

Nursing Education

Clinical Nurse Leader

Family Nurse Practitioner

# COLLEGE OF BUSINESS

## **Vision**

The College of Business at the University of Mary Hardin-Baylor aspires to be recognized as the leading provider of business education in the region and one of the leading providers in the nation.

## **Mission**

The College of Business supports the mission of the University of Mary Hardin-Baylor by facilitating and nurturing the professional and personal growth and development of future business leaders in socially responsible manner within a global business environment through the integration of Christian principles, leadership fundamentals, practical experiences, and sound business concepts into graduate and undergraduate curricula.

**Tammi Cooper, Ph.D.**  
**Interim Dean**

# BUSINESS ADMINISTRATION

**Dr. Paul Stock, Chairperson**  
**Department of Accounting, Economics and Finance**

**Dr. Patrick Jaska, Chairperson**  
**Department of Business Computer Information Systems**

**Dr. Barbara Dalby, Chairperson**  
**Department of Management, Entrepreneurship and Marketing**

## General Information

### Objectives

The College of Business supports the objectives of the University of Mary Hardin-Baylor. The College of Business seeks to provide a broad education that prepares graduates to succeed in a global and competitive business world. Essential business concepts and skills needed by future leaders provide the foundation education into which Christian principles, leadership fundamentals, practical experiences, and global concepts are integrated. Special emphasis is given to excellent oral, written, and technology-based communication skills.

### Entrance Requirements

The College of Business requires that acceptance into the college be granted before students majoring in business may take upper level business courses (3xxx and 4xxx courses excluding general university electives). Acceptance requires that a student: a) must have submitted to the College of Business office (PAC 130) a completed application for entrance into the College of Business; b) must have completed 42 hours overall with a minimum 2.5 G.P.A.; c) must have completed 15 hours of Business Foundation courses with a minimum of 2.5 G.P.A.; and d) must provide verification of meeting G.P.A. requirements. College of Business administrators will provide notification of a decision to a student within two weeks of receiving all required materials. Accepted students will be advised only by College of Business faculty members. Only accepted students will be allowed to register for upper level business courses. See your College of Business advisor to begin this process.

### Course Prerequisites

Course prerequisites are governed by the catalog in effect at the time the course is offered.

### Correspondence Courses

Business Core and major field courses should be taken in residence. Students taking courses in residence should not also take Business courses by correspondence (including online courses at other institutions). If a student shows that no other arrangement is feasible and that the course must be taken in that particular semester, the Department Chairperson and the College Dean **may** make an exception. Application for Exception may be picked up in PAC 130 and **must** be returned with required signatures before a student begins the correspondence class. A student may not retake by correspondence any College of Business course that has already been taken and completed in residence. Please see the next section on Transfer of Credits which includes correspondence and online courses.

### Transfer of Credits

Students planning to take their first two years of work at a junior or community college should follow the curriculum that is taken by UMHB freshmen and sophomores. Counseling is available from the offices of the Department Chairpersons to help students know what courses will fulfill degree requirements. **Classes offered by the UMHB College of Business as junior or senior-level courses may not be taken at a junior or community college and transferred to UMHB to substitute for the upper level course at UMHB.**

UMHB students who wish to enroll at another institution for courses to be used in their UMHB degree **must** secure **prior written permission** (before registering for courses at another institution) from the Department Chairperson, the College Dean, and the Registrar.

Credit for most, but not all, business courses may be obtained by passing a written challenge examination. Permissions from the Department Chairperson and the College Dean are needed to take the respective examination.

## Degree Programs

### B.B.A.

The primary undergraduate degree offered by the College of Business is the Bachelor of Business Administration (B.B.A.) with a choice of a major in Accounting, Business Systems, Economics, Finance, International Business, Management, or Marketing. Because the B.B.A. is a professional degree, it is the degree of choice for students who want to be recognized professionally as business school graduates. The B.B.A. best prepares students for graduate studies in business, international business, economics, organization management, leadership and law.

B.B.A. students have the option of earning a second major in any of the business major areas, a minor in any of the business minor areas, a specialization in cross-function areas such as faith-based social entrepreneurship, electronic commerce and global commerce, or a minor in any other academic area offered at UMHB. Because of the competitive advantage of having a second field of study, students are urged to consider at least one of these options. Students not pursuing one of these options are required by the degree plan to earn nine (9) hours of upper level College of Business electives.

**Students must have a 2.5 GPA in their major field in order to complete the fulfillment of the major requirements for graduation.**

### B.A. or B.S.

Students who prefer a more liberal arts and sciences orientation may pursue a Bachelor of Arts (B.A.) or a Bachelor of Science (B.S.) degree with a major in Business Administration, Economics, Computer Information Systems, Computer Graphics Design and Computer Studies. The B.A. or B.S. major in Business Administration affords students the opportunity to minor in Business Systems, Computer Studies, Economics, Entrepreneurship, Finance, International Busi-



ness, Management, and Marketing as well as minors outside of the College of Business. The B.A. or B.S. major in Economics is recommended as preparation for work in government, the public sector, private business, and global business.

**Students must have a 2.5 GPA in their major field in order to complete the fulfillment of the major requirements for graduation.**

## Required Practical Experience

All students majoring under any degree program in the College of Business are required to acquire three hundred hours of practical work experience **while enrolled at UMHB**. This requirement must be fulfilled before a student is allowed to graduate. Practical work experience must be in the area of the student's anticipated major and may be acquired through full-time employment, part-time employment, internships, apprenticeships, international experiences, or student teaching. If a student has multiple majors, a student is required to complete a total of three hundred practical experience hours across all their majors combined - not three hundred in each major. The department chairperson of the student's first major field **must** approve practical-experience hours **before** the beginning of the student's senior year. If the student has multiple majors and any of them are outside of the department of the first major, the department chairperson of the first major will consult with any other necessary department chairpersons before granting final approval. In the final semester of a student's practical work experience hours they must register for BADM 4090 in order to receive degree plan credit for their work experience. Please see the appropriate department chairperson for additional information.

## Bachelor of Business Administration (B.B.A.) Degree Plan

### Liberal Arts & Sciences Core

Capstone .....	determined by major
Christian Studies (Old and New Testament Survey).....	6 semester hours
Contemporary World Issues or Social Science (BECO 2312) .....	3 semester hours
English Rhetoric and Composition.....	6 semester hours
Exercise and Sport Science (2 activity courses).....	2 semester hours
Fine Arts .....	3 semester hours
Lab Science .....	4 semester hours
Literature .....	3 semester hours
Public Speaking .....	3 semester hours
Quantitative Reasoning (MATH 1306) .....	3 semester hours
Scientific Inquiry or Natural Science .....	3 semester hours
Social Science (BECO 2311 plus one different discipline outside of the major)....	6 semester hours
UMHB 1002 (Chapel).....	1-4 credits determined by admission classification
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification
UMHB 1101 (Freshman Seminar*) .....	1 semester hours
World Ideas or Philosophy or Non-United States History course.....	3 semester hours

\*required for first-time freshmen with fewer than 12 semester hours of transfer credit only

**Total Semester Hours 46**

### Business Foundation

BACC 2311 Financial Accounting .....	3
BACC 2312 Managerial Accounting.....	3
BADM 1301 Introduction to Business .....	3
BADM 2312 Communicating in Business .....	3
BCIS 1301 Technological Solutions for Personal Productivity.....	3
BECO 2311 Macroeconomics .....	3
BECO 2312 Microeconomics.....	3
BLDR 2350 Christian Principles & Business Leadership.....	3
BQBA 2301 Introduction to Quantitative Methods .....	3
BQBA 2302 Business Data Analysis .....	3

**Total Semester Hours 30**

### Business Core

BADM 4090 Practical Work Experience .....	0
BADM 4311 Global Competition & International Business .....	3
**BADM 4341 Business Ethics .....	3
BFIN 3311 Financial Management.....	3
BLAW 3311 Business Law .....	3
BMGT 3310 Fundamentals of Management.....	3
BMGT 4349 Strategic Management & Policy .....	3
BMKT 3311 Principles of Marketing.....	3
*BSYS 3312 Management Information Systems .....	3
BSYS 3325 Production/Operations Management .....	3

**Total Semester Hours 27**

\*Accounting students may substitute BACC 3329

\*\* CPA Track Accounting students **must** substitute Ethics for Accountants - BACC 4350 because of state requirements.

### Business Area Major

Accounting, Business Systems, Economics, International Business, Finance, Management, or Marketing 18-20

<b>College of Business Electives</b> (3000-4000 non-major/minor courses) .....	9
<b>OR</b>	
<b>B.B.A. Specialization*</b> .....	9
<b>OR</b>	
<b>Business Area Minor</b> .....	12
<b>OR</b>	
<b>Second Business Area Major</b> .....	18
<b>OR</b>	
<b>Outside Minor</b> (see specific academic area) .....	18-24

#### Minimum Total Semester Hours

With College of Business Electives.....	124
With Business Specialization .....	124
With Business Area Minor .....	127
With Second Business Area Major .....	133
With Accounting Major and Accounting Information Management Minor.....	150

#### \*B.B.A. Specializations

Global Commerce, E-Commerce, Faith-Based Social Entrepreneurship

Please contact the College of Business Dean's Office for more information about B.B.A. specializations.

## Accounting, Economics & Finance Department

**Dr. Paul Stock, Chairperson**

### Accounting

A 20-hour B.B.A. major or a 14-hour B.B.A. minor (beyond the 6 hours of Accounting required in the Business Foundation) is available. The 20-hour B.B.A. major is preparation for careers in accounting without CPA certification. Students wishing to pursue CPA certification must complete the 20-hour B.B.A. major, take an additional 6 hours in accounting as business electives and then complete the M.B.A. program requirements outlined in the UMHB graduate catalog.

Beginning with the Fall 2008 semester, the following 3 goals will be established for all Accounting majors before they graduate: 1) UMHB accounting graduates will be able to construct the complete accounting cycle; 2) UMHB accounting graduates will be able to construct the 5 stages of an audit; 3) UMHB accounting graduates will be able to understand individual and corporate federal income tax returns.

#### B.B.A. Accounting Major Required Courses:

BACC	3421	Intermediate Accounting I
BACC	3422	Intermediate Accounting II
BACC	3324	Federal Income Tax Accounting I
BACC	3325	Federal Income Tax Accounting II
BACC	4323	Cost Accounting
BACC	4331	Auditing I
BADM	4090	Work Experience (300 Hours Minimum)

#### Suggested Schedule for B.B.A. Accounting Major:

Freshman Fall		Freshman Spring	
BCIS	1301	BECO	2311
BECO	2312	ENGL	1322
ENGL	1321	BLDR	2350
MATH	1306	BQBA	2301
EXSS	Activity Course	EXSS	Activity Course
BADM	1301	CSBS	1311
Chapel		Chapel	
Freshman Seminar		UMHB	1005
UMHB	1005		

Sophomore Fall		Sophomore Spring	
BACC	2311	BACC	2312
BADM	2312	BQBA	2302
World Ideas, PHIL or Non US Hist		COMM	1320
Lab Science		Social Science	
CSBS	1312	Sci Inquiry or Nat Sci	
Chapel		Chapel	
UMHB	1005	UMHB	1005

**Junior Fall**

BACC	3421
BACC	3324
Fine Art	
ENGL	Literature
BMKT	3311
BLDR	2350
UMHB	1005

**Senior Fall**

BACC	4342
BACC	4331
BACC	4350
BADM	3311
BLAW	3311
UMHB	1005

**Junior Spring**

BACC	3422
BACC	3325
BACC	3329
BFIN	3311
BMGT	3310
UMHB	1005

**Senior Spring**

Upper Level Business Elective (BACC 4341)*	
Upper Level Business Elective (BACC 4344)*	
Upper Level Business Elective (BACC 4343)	
BSYS	3325
BADM	4349
BADM	4090
UMHB	1005

\* We suggest that accounting majors take accounting courses as their business electives in case they want to meet the CPA requirements of 30 accounting hours at some later date.

**B.B.A. Accounting Minor Required Courses:**

BACC	3421	Intermediate Accounting I
BACC	3422	Intermediate Accounting II
BACC	3324	Federal Income Tax Accounting I
BACC	4323	Cost Accounting

**Accounting with an Accounting Information Management Minor**

This degree offers an accounting major and an accounting information management minor to students wishing to pursue CPA certification. The minor courses for this particular emphasis have been specialized to compliment the accounting major.

**B.B.A Accounting  
Courses Required**

BACC	3421
BACC	3422
BACC	3324
BACC	3325
BACC	4323
BACC	4331
BACC	4332
BACC	4341
BACC	4342
BADM	4090

**B.B.A. Accounting Information  
Management Courses Required**

BCIS	2310
BCIS	2330
BCIS	3311
BCIS	3320
BCIS	3325
And 2 of the following 3 courses:	
BCIS	4332
BCIS	4341
BCIS	4391 (Special Topics)

**Suggested Schedule for B.B.A. Accounting Major, Accounting Information Management Minor:****Freshman Fall**

BADM	1301
BECO	2312
ENGL	1321
MATH	1306
BCIS	1301
Chapel	
Freshman Seminar	
UMHB	1005

**Freshman Spring**

BECO	2311
ENGL	1322
BLDR	2350
BQBA	2301
EXSS	Activity Course
CSBS	1311
Chapel	
UMHB	1005

**Sophomore Fall**

BCIS	2310
ENGL	Literature
World Ideas, PHIL or Non US Hist	
Fine Art	
CSBS	1312
Chapel	
UMHB	1005

**Sophomore Spring**

BCIS	2330
BQBA	2302
COMM	1320
Social Science	
Lab Science	
Chapel	
UMHB	1005

**Junior Fall**

BACC	2311
BLAW	3311
BMGT	3310
BCIS	3311
BCIS	3325
UMHB	1005

**Junior Spring**

BACC	2312
BCIS	3320
BFIN	3311
BADM	2312
Sci Inquiry or Nat Science	
EXSS Activity Course	
UMHB	1005

**Senior Fall**

BACC	3421
BACC	3324
BCIS	4332 or 4341
BACC	4323
BADM	4090
UMHB	1005

**Senior Spring**

BACC	3422
BACC	3325
BACC	3329
BACC	4331
UMHB	1005

**5th Year Fall**

BADM	3311
BMKT	3311
BACC	4332
BSYS	3325
BMGT	4349

**5th Year Spring**

BACC	4341
BACC	4342
BACC	4350
BCIS	4332 or 4351 or 4391

**Combined BBA/MBA Program:**

Beginning in the Fall 2008 semester, undergraduate students can enroll in a combined BBA and MBA program that is designed to be completed in five years. The combined BBA/MBA program contains all the necessary coursework to qualify the graduate to take the Uniform Certified Public Accountant (CPA) Exam under the current requirements set forth by the Texas State Board of Public Accountancy.

**Accounting Courses—BBA/MBA Combined****Undergraduate Accounting Courses**

BACC	3421	Intermediate Accounting I
BACC	3422	Intermediate Accounting II
BACC	3324	Federal Income Tax I
BACC	3325	Federal Income Tax II
BACC	3329	Accounting Information Systems
BACC	4323	Cost
BACC	4331	Audit
BACC	4341	Financial Statement Analysis
BADM	4090	Work Experience

**Graduate Accounting Courses**

BACC	5312	Advanced Accounting I
BACC	5313	Advanced Auditing Issues & Techniques

And any two of the following four courses:

BACC	6231	Contemporary Accounting Issues
BACC	6243	Fraud Examination
BACC	6229	Advanced Accounting Information Systems
BACC	6252	Accounting Research

Admission to 5-year program requires 3.0 GPA overall and a 3.0 GPA in all Accounting Courses. Students must declare their intent to enter the 5 year BBA/MBA program in the spring semester while they are enrolled in both BACC 3422 and BACC 3325.

**Economics**

An 18-hour B.B.A. major or a 12-hour B.B.A. minor (beyond the 6 hours of Economics required in the university core) is available. This major is preparation for careers in banking, global commerce, government services, corporate business, and education/teaching.

Beginning with the Fall 2008 semester, the following 4 goals will be established for all Economic majors before they graduate: 1) the student will demonstrate an understanding of and the difference between fiscal policy and monetary policy; 2) the student will demonstrate an understanding of the existence of market externalities and their ramifications; 3) the student will demonstrate an understanding of the formulation and purpose of linear regression models; 4) the student will demonstrate an understanding of the causes of currency fluctuations and the results thereof.

**B.B.A. Economics Major Required Courses:**

BADM	4090	Work Experience (300 Hours Minimum)
BECO	3320	Intermediate Macroeconomic Theory
BECO	3321	Intermediate Microeconomic Theory
BECO	3311	Money & Banking
BECO	4350	History of Economic Thought
BECO	4370	International Economics
BECO	X3XX	Upper Level Economics Elective

**Suggested Schedule for B.B.A. Economics Major:****Freshman Fall**

BADM	1301
Fine Art	
ENGL	1321
EXSS Activity Course	
CSBS	1311

**Freshman Spring**

BCIS	1301
World Ideas, PHIL or Non US Hist	
ENGL	1322
EXSS Activity Course	
CSBS	1312

Chapel		Math	1306
Freshman Seminar		Chapel	
UMHB	1005	UMHB	1005

#### Sophomore Fall

BACC	2311
BECO	2311
BQBA	2301
Lab Science	
COMM	1320
ENGL Lit	
Chapel	
UMHB	1005

#### Sophomore Spring

BACC	2312
BECO	2312
BQBA	2302
BLDR	2350
BADM	2312
Social Science	
Chapel	
UMHB	1005

#### Junior Fall

BFIN	3311
BECO	3320
BMGT	3310
BMKT	3311
BSYS	3312
UMHB	1005

#### Junior Spring

Social Science (Different than above)	
BECO	3321
BLAW	3311
BSYS	3325
Upper Level Business Elective	
UMHB	1005

#### Senior Fall

BADM	3311
BECO	3311
BADM	4341
BECO	4350
Upper Level Business Elective	
BADM	4090
UMHB	1005

#### Senior Spring

BMGT	4349
BECO	4370
Upper Level Business Elective	
Upper Level BECO Elective	
UMHB	1005

#### B.B.A. Economics Minor Required Courses:

BECO	3320	Intermediate Macroeconomic Theory
BECO	3321	Intermediate Microeconomic Theory
BECO	4350	History of Economic Theory
BECO	4370	International Economics

### Bachelor of Arts (B.A.) or Bachelor of Science (B.S.) Degree with a Major in Economics

#### Bachelor of Arts Degree Plan

##### Liberal Arts & Science Core

ENGL	1321	Rhetoric & Composition I.....	3
ENGL	1322	Rhetoric & Composition II.....	3
ENGL		Literature Electives.....	6
COMM	1320	Public Speaking.....	3
		World Ideas, PHIL, or Non-US History.....	3
		Social Sciences.....	6
		Contemporary World Issues or Social Science (BECO 2311).....	3
		Foreign Language (one language).....	14
MATH	1306	College Algebra.....	3
		Laboratory Science.....	4
CSBS	1311	Old Testament Survey.....	3
CSBS	1312	New Testament Survey.....	3
		Exercise Sport Science (two activity courses).....	2
		Scientific Inquiry.....	3
		Fine Arts.....	3
		Freshman Seminar.....	1
		Chapel (4 semesters).....	0
		Fine Arts Experience (1 to 8 credits).....	0

**Total Semester Hours 63**

##### Required Support Course

BADM	1301	Introduction to Business.....	3
BECO	2312	Microeconomics.....	3

##### Economics Major

BACC	2311	Financial Accounting.....	3
BADM	4090	Work Experience.....	0
BCIS	1301	Technological Solutions for Personal Productivity.....	3
BFIN	3310	Business & Personal Finance.....	3

BFIN	3311	Principles of Finance.....	3
BECO	3320	Intermediate Macroeconomic Theory.....	3
BECO	3321	Intermediate Microeconomic Theory.....	3
BECO	3311	Money & Banking.....	3
BECO	4370	International Economics.....	3
BECO	4350	History of Economic Thought.....	3
BECO		Upper Level Elective.....	3
BQBA	2301	Introduction to Quantitative Methods.....	3
BQBA	2302	Business Data Analysis.....	3

**Total Semester Hours 36**

+ Minor 18-24

**Electives if necessary to bring total to 124**

+Student must complete a minor, with a minimum of 18 semester hours and a maximum of 24 semester hours, in a department in which minors are offered. A minimum of 6 semester hours must be upper level (3000-4000).

## Bachelor of Science Degree Plan

### Liberal Arts & Sciences Core

ENGL	1321	Rhetoric & Composition I.....	3
ENGL	1322	Rhetoric & Composition II.....	3
ENGL		Literature Electives.....	6
COMM	1320	Public Speaking.....	3
		World Ideas or PHIL or Non-US History.....	3
		Social Sciences.....	6
		Contemporary World Issues or Social Science (BECO 2311).....	3
		Laboratory Science (2 areas).....	12
MATH	1306	College Algebra.....	3
CSBS	1311	Old Testament Survey.....	3
CSBS	1312	New Testament Survey.....	3
		Exercise & Sport Science (two activity courses).....	2
		Sci Inquiry or Nat Science.....	3
		Fine Arts.....	3
		Freshman Seminar.....	1
		Chapel (4 semesters).....	0
		Fine Arts Experience (1 to 8 credits).....	0

**Total Semester Hours 57**

### Required Support Course

BADM	1301	Introduction to Business.....	3
BECO	2312	Microeconomics.....	3

### Economics Major

BACC	2311	Financial Accounting.....	3
BADM	4090	Work Experience.....	0
BCIS	1301	Technological Solutions for Personal Productivity.....	3
BFIN	3310	Business & Personal Finance.....	3
BFIN	3311	Principles of Finance.....	3
BECO	3320	Intermediate Macroeconomic Theory.....	3
BECO	3321	Intermediate Microeconomic Theory.....	3
BECO	3311	Money & Banking.....	3
BECO	4350	History of Economic Thought.....	3
BECO	4370	International Economics.....	3
BECO		Upper-Level Elective.....	3
BQBA	2301	Introduction to Quantitative Methods.....	3
BQBA	2302	Business Data Analysis.....	3

**Total Semester Hours 36**

+Minor 18-24

**Electives if necessary to bring total to 124**

+Student must complete a minor, with a minimum of 18 semester hours and a maximum of 24 semester hours, in a department in which minors are offered. A minimum of 6 semester hours must be upper level (3000-4000).

### Minor in Economics

Students in any major field may earn a Minor (21 semester hours) in Economics, Political Science, History and Business majors should consider the Minor in Economics. Students planning on attending law school should consider the Minor in Economics.

### Required Courses:

BECO	2311	Principles of Macroeconomics
BECO	2312	Principles of Microeconomics
BECO	3320	Intermediate Macroeconomic Theory
BECO	3321	Intermediate Microeconomic Theory
BECO	4350	History of Economic Thought
BECO	4370	International Economics
BECO	x3xx	Upper Level Economics Elective (3 hours)

## Finance

An 18-hour B.B.A. major or a 12-hour B.B.A. minor (beyond 3 hours of Finance required in the Business Core) is available. This major is preparation for careers in banking, corporate finance, insurance, and real estate.

Beginning with the Fall 2008 semester, the following 3 goals will be established for all Finance majors before they graduate: Goal #1) A finance major will have a thorough knowledge of the following: a) the major theories currently influencing financial practice, b) the mathematical techniques used in modern financial analysis, and c) the financial instruments which are widely used in the field of finance; Goal #2) Graduates in finance will be able to communicate effectively both orally and through written methods; Goal #3) A graduate in finance will be able to analyze a financial problem through the use of applying theory, spreadsheet modeling, and numerical analysis.

### B.B.A. Finance Major Required Courses:

BADM	4090	Work Experience (300 Hours Minimum)
BFIN	3333	Corporate Finance
BFIN	3334	Working Capital Management
BFIN	4331	Investment Analysis
BFIN	4345	International Financial Management

Plus one of the following two areas:

#### 1.) Investment Management (two of the following)

BFIN	3310	Business and Personal Finance
BFIN	3322	Principles of Real Estate
BFIN	3324	Financial Risk Management
BFIN	4344	Portfolio Management

#### 2.) Corporate Finance

BACC	3421	Intermediate Accounting I
BFIN	4341	Financial Statement Analysis

### Suggested Schedule for B.B.A. Finance Major:

Freshman Fall		Freshman Spring	
BADM	1301	BCIS	1301
BECO	2311	BECO	2312
ENGL	1321	ENGL	1322
MATH	1306	BQBA	2301
EXSS Activity Course		EXSS Activity Course	
CSBS	1311	CSBS	1312
Chapel		Chapel	
Freshman Seminar		Sci Inquiry or Nat Science	
UMHB	1005	UMHB	1005
Sophomore Fall		Sophomore Spring	
BACC	2311	BACC	2312
BQBA	2302	World Ideas, PHIL or Non US Hist	
COMM	1320	BADM	2312
BLDR	2350	Social Science	
Fine Arts		Chapel	
Chapel		UMHB 1005	
UMHB	1005		
Junior Fall		Junior Spring	
Lab Science		BFIN	3333
BFIN	3311	BSYS	3312
BMGT	3310	BLAW	3311
BSYS	3325	BMKT	3311
ENGL Literature		Upper Level Business Elective	
UMHB	1005	UMHB	1005
Senior Fall		Senior Spring	
BADM	4341	BMGT	4349
BFIN	3334	BFIN	4341 or 4344
BADM	3311	BFIN	4345
BFIN	4331	Upper Level Business Elective	
BFIN	3322 or 3310	Upper Level Business Elective	
BACC	3421 or BFIN 3310	BADM	4090
UMHB	1005	UMHB	1005

### B.B.A. Finance Minor Required Courses:

BFIN	3333	Corporate Finance
BFIN	4331	Investment Analysis
BFIN	4345	International Financial Management
BFIN	x3xx	Upper Level Elective

# Business Computer Information Systems

## Dr. Pat Jaska, Chairperson

The objective of the Department of Business Computer Information Systems in the College of Business is to motivate students to develop their potential for excellence in Business Computer Information Systems fields. This is accomplished through concerned faculty and a curriculum that gives the student a broad education in the fundamental principles and applied techniques of the discipline. The ultimate goal of the department is to prepare information technology and systems professionals in business, industry, and government.

## Business Computer Information Systems

Students in this department are awarded a Bachelor of Business (BBA) in Computer Information Systems, a Bachelor of Arts (B.A.) or a Bachelor of Science (B.S.) degree upon successful completion of all requirements.

Four separate major fields are offered: BBA in Computer Information Systems, Multimedia & Information Technology, Computer Information Systems, and Computer Studies. Minors in Computer Graphics Design, Computer Studies, Film Studies, and Web Design are also available.

To graduate with the BBA in BCIS, the student must be accepted into the College of Business with a minimum 2.5 Grade Point Average (G.P.A.) in the Business Foundation courses.

To graduate with a B.A. or a B.S. degree offered by the BCIS Department, the student must have obtained a Grade Point Average (G.P.A.) in major field courses of at least 2.50 and an overall G.P.A. of at least 2.25.

To certify to teach Computer Studies, the student must have obtained a G.P.A. of at least 2.75 in the major or minor in Computer Studies and an overall G.P.A. of at least 2.4.

No grade lower than "C" will count toward fulfillment of major field requirements.

## BBA in Business Computer Information Systems

An 18-hour major or 12-hour B.B.A. minor (beyond the 3 hours of BCIS required in the Business Foundation and the 3 hours of BSYS required in the Business Core) is available. The major is preparation for individuals who seek to become the liaison between managers and computer specialists or who want to manage information systems in organizations.

### B.B.A. Business Systems Major Required Courses:

BADM	4090	Work Experience
BCIS	2330	Programming and Development Fundamentals
BCIS	3320	Database Administration
BCIS	3325	Systems Analysis and Design
BCIS	4332	Business Application Development
BCIS	4341	Business Processes
BCIS	4370	Applied Systems Development

### Suggested Schedule for B.B.A. Business Systems Major:

Freshman Fall		Freshman Spring	
BCIS	1301	Lab Science (4 hrs.)	
COMM	1320	BECO	2311
ENGL	1321	ENGL	1322
MATH	1306	BQBA	2301
EXSS Activity Course		EXSS Activity Course	
BADM	1301	CSBS	1311
Chapel		Chapel	
Freshman Seminar		UMHB	1005
UMHB	1005		
Sophomore Fall		Sophomore Spring	
BACC	2311	BACC	2312
BCIS	2330	BQBA	2302
BECO	2312	BADM	2312
BLDR	2350	ENGL Literature	
CSBS	1312	Scientific Inquiry or Natural Science	
Social Science		UMHB	1005
UMHB	1005	Chapel	
Chapel			
Junior Fall		Junior Spring	
BMGT	3310	BCIS	3320
BCIS	3325	BFIN	3311
BLAW	3311	BSYS	3325
BSYS	3312	BMKT	3311
World Id., PHIL or Non-US Hist		Fine Arts	
UMHB	1005	UMHB	1005



Senior Fall		Senior Spring	
BADM	3311	BADM	4341
BCIS	4332	BCIS	4341
Upper level Business Elective		BMGT	4349
Upper level Business Elective		BCIS	4370
UMHB	1005	Upper level Business Elective	
		BADM	4090
		UMHB	1005

#### **B.B.A. Business Systems Minor Required Courses:**

BCIS	2330	Programming and Development Fundamentals
BCIS	3320	Database Administration
BCIS	3325	Systems Analysis and Design
BCIS	4370	Applied Systems Development

### **Major Requirements**

To receive a Bachelor of Arts (B.A.) or a Bachelor of Science (B.S.) degree in Multimedia & Information Technology, Computer Information Systems, or Computer Studies, a student must complete a minimum of 124 semester hours, to include the requirements for the B.A. degree as listed on page 85-86 or for the B.S. degree as listed on page 89.

## **Multimedia & Information Technology**

A 36-hour major for those interested in commercial graphics and multimedia design/development. Students majoring in Multimedia & Information Technology will be required to minor in Art.

#### **Major Required Courses:**

BADM	4090	Work Experience
BADM	1301	Technological Solutions for Personal Productivity
BCIS	2318	Introduction to Web Site Design
BCIS	2330	Programming and Development Fundamentals
BCIS	3311	Social Media
BCIS	3318	Intermediate Dynamic Web Site Design
BCIS	3335	Digital Video Editing
BCIS	3340	Introduction to E-Commerce
BCIS	3350	Desktop Publishing
BCIS	3370	Computer 3D Modeling
BCIS	3375	Computer 3D Animation or BCIS 4335 Post Production or BCIS 3325 Systems Analysis and Design
BCIS	4315	Interactive Design
BCIS	4370	Applied System Development or BCIS 4395 Internship in BCIS

#### **Minor in Art:**

ARTS	1310	Drawing
ARTS	1320	Design
ARTS	2375	Digital Art I
ARTS	2377	Digital Art II
ARTS	3370	Graphic Design I
ARTS	3355	Graphic Design History

### **Multimedia & Information Technology Minor Requirements**

Minor consists of 18-27 hours. ARTS 1310, 1320, 2377, BCIS 1301, 2318, 3370 and three of the following courses: BCIS 3311, 3318, 3335, 3350, 3375 or 4315\*\*. Students majoring in Computer Graphics Design may not take this minor. If a student has ARTS 1310, 1320, or 2377 in their major, those courses cannot be counted towards the 18-27 semester hours. Students must earn a "C" or better for courses in this minor.

### **Film Studies Minor Requirements**

Minor consists of 18 hours. BCIS 3335, BCIS 4335, COMM 3340, COMM 3390 and two of the following courses: BCIS 3345, 3370, 4370, 4395, COMM 4370, 4190-4490, and THEA 4395. Internship courses may be repeated for credit with approval of course instructor and application must be approved prior to registration. **Students must earn a "C" or better for courses in this minor.**

### **Web Design Minor Requirements**

Students majoring in a non-computer related degree (note: computer-related majors could minor in Web Design, but may need to take additional electives to ensure six minor-related courses are taken in addition to the major requirements) would be able to gain a minor in Web Design. Such a Web Design Minor would include the following classes:

#### **Required Courses:**

BCIS	1301	Technological Solutions for Personal Productivity
BCIS	2318	Introduction to Web Site Design
BCIS	3318	Intermediate Dynamic Web Site Design
BCIS	3320	Database Administration
BCIS	3325	Systems Analysis & Design
BCIS	4318	Advanced Concepts for Web Site Design

## Web Emphasis Track

Students majoring in a non-computer related degree (i.e. BFA) would be able to gain an Emphasis in Web Design to complement the primary degree. Such a Web Emphasis would include the following courses:

### Required Courses:

BCIS	1301	Technological Solutions for Personal Productivity
BCIS	2318	Introduction to Web Site Design (Prereq: BCIS 1301)
BCIS	3318	Intermediate Dynamic Web Site Design (Prereq: BCIS 2318)

## Computer Information Systems

A 36-hour major designed for those interested in the development and management of computer information systems through database management, systems analysis and design, network and client/server systems management, and comprehensive application systems development. Students majoring in Computer Information Systems will be required to minor in Business Administration.

### Major:

BADM	4090	Work Experience
BCIS	1301	Technological Solutions for Personal Productivity
BCIS	2330	Programming and Development Fundamentals
BCIS	3320	Database Administration
BCIS	3325	Systems Analysis and Design
BCIS	3330	Business Data Communications
BCIS	3340	Introduction to E-Commerce
BCIS	3353	Visual Development
BCIS	3360	IT Security and Risk Management
BCIS	4325	Business Intelligence and Knowledge Management
BCIS	4332	Business Application Development
BCIS	4341	Business Processes
BCIS	4370	Applied System Development

## Computer Studies

A 36-hour major or 18-hour minor for those individuals interested in furthering their computer skills and knowledge to better support other degrees, majors, and careers. Students majoring in Computer Studies may not minor in another computer-related field. Students may not minor in Computer Studies if they are majoring in another computer-related field.

### Major:

BADM	4090	Work Experience
BCIS	1301	Technological Solutions for Personal Productivity
BCIS	2318	Introduction to Web Site Design
BCIS	2330	Programming and Development Fundamentals
BCIS	3320	Database Administration
BCIS	3325	Systems Analysis & Design
BCIS	3330	Business Data Communications
BCIS	3340	Introduction to E-Commerce
BCIS	4370	Applied System Development
BSYS	3312	Management Information Systems
Nine (9) hours of BCIS or BSYS electives		

### Computer Studies with EC-12 Teaching Certification

Students desiring to certify to teach computer related courses in a public school, grades EC-12, will complete a B.A. or B.S. degree in Computer Studies utilizing BCIS 3335, BCIS 3350, and BCIS 3370 as the electives. They must also complete EDUC 2311 (Educational Technology) and the Professional Development Sequence for EC-12 under the College of Education, which includes the following course:

EDUC	3315	Students and Learning
EDUC	3317	Curriculum Design
EDUC	3322	Survey of Special Populations
EDUC	3324	Classroom Management
EDUC	4150	Certification Preparation Seminar
EDUC	4335	Student Teaching in EC-6
EDUC	4336	Student Teaching in 4-8
EDUC	4337	Student Teaching in 8-12

### Minor:

Eighteen (18) hours of BCIS or BSYS electives above the freshman level with at least six (6) being upper level.

Students who plan on majoring in Mathematics with this minor should confer with both their major and minor advisor in order to determine the specific electives to take. Students majoring in another computer-related field may not minor in Computer Studies.

### Specialized Minors

The need for specialized knowledge in information technology and systems in accounting and nursing has brought about the opportunity for students majoring in accounting and nursing to earn a specialized minor in information systems. These minors are restricted to students majoring in accounting and nursing, respectively. Look in the appropriate major for the requirements for these minors.

### E-Commerce Specialization/Electives

The Internet and the World Wide Web have impacted the ways in which businesses and other organizations operate. The concept of E-Commerce has brought about many new and exciting capabilities and opportunities for these businesses and organizations. While the College of Business and the Business Computer Information Systems Department may integrate many fundamental concepts of E-Commerce across their curricula, E-Commerce electives are also available for those students that desire a deeper and more practical knowledge of E-Commerce. A student taking all three of the listed E-Commerce electives may declare a specialization in E-Commerce. These electives include:

BCIS	3340	Introduction to E-Commerce
BCIS	4360	Advanced E-Commerce Concepts
BCIS	4365	E-Commerce Application Development

## Management, Entrepreneurship & Marketing Department

**Dr. Barbara Dalby, Chairperson**

### Management

An 18-hour B.B.A. major or 12-hour B.B.A. minor (beyond the 9 hours of Management required in the Business Core) is available. The major provides a background for understanding and managing organizations and prepares students for entry-level positions and management training programs.

Our graduates are able communicators, both oral and written, using appropriate technologies in a professional manner. Our graduates work effectively in team environments. Our graduates demonstrate the ability to critically analyze and evaluate organization problems, involving people, situations, and behavior in light of established managerial theory and practice and probable consequences.

#### B.B.A. Management Major Required Courses:

BADM	4090	Work Experience
BMGT	3315	Organizational Behavior
BMGT	3321	Human Resources Management

#### Please select four of the following courses:

BMGT	3330	Negotiation
BMGT	3334	Team Management
BMGT	3340	Project Management
BMGT	3360	Entrepreneurial Management
BMGT	4322	Small Business Management
BMGT	4340	International Management
BENT	4351	Managing the Entrepreneurial Family Business

#### Suggested Schedule for B.B.A. Management Major:

Freshman Fall		Freshman Spring	
BADM	1301	BCIS	1301
BECO	2311	BECO	2312
ENGL	1321	ENGL	1322
MATH	1306	BQBA	2301
CSBS	1311	CSBS	1312
EXSS Activity Course		EXSS Activity Course	
Chapel		Chapel	
Freshman Seminar		UMHB	1005
UMHB	1005		
Sophomore Fall		Sophomore Spring	
BACC	2311	BACC	2312
COMM	1320	BADM	2312
BQBA	2302	Sci Inquiry or Natural Science	
BLDR	2350	ENGL	Literature
Fine Arts		Lab Science	
Chapel		Chapel	
UMHB	1005	UMHB	1005
Junior Fall		Junior Spring	
World Ideas		Upper Business Elective	
BFIN	3311	BLAW	3311
BMGT	3310	BMGT	3315
BSYS	3325	BMGT	Major Course
BSYS	3312	BMKT	3311
UMHB	1005	UMHB	1005

Senior Fall		Senior Spring	
BMGT	3321	BMGT	Major Course
BADM	3311	BADM	4341
BMGT	Major Course	BMGT	4349
BMGT	Major Course	Upper Level Business Elective	
Social Science		Upper Level Business Elective	
		BADM	4090
UMHB	1005	UMHB	1005

#### **B.B.A. Management Minor Required Courses:**

BADM	4090	Work Experience
BMGT	3315	Organizational Behavior
BMGT	3321	Human Resources Management

#### **Please select two of the following courses:**

BMGT	3330	Negotiation
BMGT	3334	Team Management
BMGT	3340	Project Management
BMGT	3360	Entrepreneurial Management
BMGT	4322	Small Business Management
BMGT	4340	International Management
BENT	4351	Managing the Entrepreneurial Family Business

## **Entrepreneurship**

#### **Entrepreneurship Minor**

A twelve-hour minor in Entrepreneurship is available for those pursuing a B.B.A. degree. This minor provides a background and understanding the core concepts of entrepreneurship and the importance it plays in the global environment. Any four of the BENT courses can be used to fulfill this requirement.

Our graduates have the knowledge to start their own businesses or help existing companies to grow their own companies. Graduates have had experience through practical projects to learn about the skills and knowledge to be effective as they enter the business world as owners or employees.

#### **Faith-Based Social Entrepreneurship Specialization**

The global community finds itself at a crossroads. Resources are plentiful yet they are not available to everyone. Students earning a specialization in faith-based social entrepreneurship will acquire knowledge and capabilities to make a difference at the community development level using a faith-based approach. A student taking all three of the listed courses will be prepared to make a difference in the world.:

BENT	3310	Introduction to Entrepreneurship
BENT	4312	Global Social Entrepreneurship
BADM	4312	Global Business as Mission

## **Marketing**

An 18-hour B.B.A. major or 12-hour B.B.A. minor (beyond the 3 hours of Marketing required in the Business Core) is available. The major is preparation for careers in sales, sales management, retailing, and advertising.

Our graduates can apply the fundamental concepts to the analysis of marketing challenges faced by profit and/or nonprofit organizations. Our graduates can collect, analyze, interpret and report decision meaningful marketing information, using primary and/or secondary sources of consumer and business data. Our graduates can develop and defend marketing plans, including implementation, that will support organizational objectives.

#### **B.B.A. Marketing Major Required Courses:**

BADM	4090	Work Experience
BMKT	3322	Consumer Behavior
BMKT	3331	Marketing Research
BMKT	4341	Marketing Strategy

#### **Please select three of the following courses:**

BMKT	3312	Advertising and Promotion
BMKT	3353	Selling and Sales Management
BMKT	4340	International Marketing
BMKT	4360	Marketing Through Social Media
BMKT	4370	Mission-Based Marketing
BMKT	4380	New Product Marketing

#### **Suggested Schedule for B.B.A. Marketing Major:**

Freshman Fall		Freshman Spring	
BADM	1301	BCIS	1301
BECO	2312	BECO	2311
ENGL	1321	ENGL	1322
MATH	1306	BQBA	2301
CSBS	1311	CSBS	1312
EXSS Activity Course		EXSS Activity Course	
Chapel		Chapel	
UMHB	1005	UMHB	1005
Freshman Seminar			

**Sophomore Fall**

BACC 2311  
 COMM 1320  
 BQBA 2302  
 BLDR 2350  
 Fine Arts  
 Chapel  
 UMHB 1005

**Sophomore Spring**

BACC 2312  
 BADM 2312  
 Sci. Inquiry or Natural Science  
 ENGL Literature  
 Lab Science  
 Chapel  
 UMHB 1005

**Junior Fall**

World Ideas  
 BSYS 3312  
 BLAW 3311  
 BMKT 3311  
 BSYS 3325  
 UMHB 1005

**Junior Spring**

Upper Business Elective  
 BFIN 3311  
 BMGT 3310  
 BMKT 3322  
 BMKT Major Course  
 UMHB 1005

**Senior Fall**

BADM 3311  
 BMKT Major Course  
 BMKT Major Course  
 BMKT 3331  
 Social Science  
 UMHB 1005

**Senior Spring**

BADM 4341  
 BMKT 4341  
 BMGT 4349  
 Upper Level Business Elective  
 Upper Level Business Elective  
 BADM 4090  
 UMHB 1005

**B.B.A. Marketing Minor Required Courses:**

BMKT 3322 Consumer Behavior  
 BMKT 3331 Marketing Research  
 BMKT 4341 Marketing Strategy

**Please select one of the following courses:**

BMKT 3312 Advertising and Promotion  
 BMKT 3353 Selling and Sales Management  
 BMKT 4340 International Marketing  
 BMKT 4360 Marketing Through Social Media  
 BMKT 4370 Mission-Based Marketing  
 BMKT 4380 New Product Marketing

## International Business

An 18-hour B.B.A. major or 12-hour B.B.A. minor (beyond the 3 hours of International Business in the Business Core of the B.B.A. degree) is available. The major is preparation for individuals who seek to become employed in international for-profit organizations, non-governmental organizations and governmental entities.

**B.B.A. International Business Major Required Courses:**

BADM 4090 Work Experience  
 BADM 3351 Culture & Global Business  
 BECO 4370 International Economics  
 BFIN 4345 International Financial Management  
 BMGT 4340 International Management  
 BMKT 4340 International Marketing  
 3-hr. International/Global Upper Level Business Elective

Students with an International Business Major must have at least three hours of business course credits via study abroad programs. This requirement may be met by taking a for-credit UMHB College of Business international study trip.

**B.B.A. International Business Minor Required Courses:**

BADM 3351 Culture & Global Business  
 3-hr. International/Global Upper Level Business Elective  
 3-hr. International/Global Upper Level Business Elective  
 3-hr. International/Global Upper Level Business Elective

Students with an International Business Minor must have at least three hours of business course credits via study abroad programs. This requirement may be met by taking a for-credit UMHB College of Business international study trip.

## Bachelor of Arts (B.A.) or Bachelor of Science (B.S.) Degree with a Major in Business Administration

### Bachelor of Arts Degree Plan

#### Liberal Arts & Science Core

Capstone .....	determined by major	
Christian Studies (Old and New Testament Survey).....		6
Contemporary World Issues or Social Science (BECO 2312) .....		3
English Rhetoric and Composition.....		6
Exercise and Sport Science (2 activity courses).....		2
Fine Arts .....		3
Foreign Language (in one language).....		14
Lab Science .....		4
Literature .....		6
Public Speaking .....		3
Quantitative Reasoning (MATH 1304 or higher).....		3
Scientific Inquiry or Natural Science .....		3
Social Science (BECO 2311 plus one different discipline outside of the major).....		6
UMHB 1002 (Chapel).....	1-4 credits determined by admission classification	
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification	
UMHB 1101 (Freshman Seminar*) .....		1
World Ideas or Philosophy or Non-United States History course.....		3

**Total Semester Hours 63**

#### Required Support Courses

BADM 1301	Introduction to Business .....	3
BADM 2312	Communicating in Business .....	3
BCIS 1301	Technological Solutions for Personal Productivity.....	3
BLDR 2350	Christian Principles & Business Leadership .....	3
BQBA 2301	Introduction to Quantitative Methods.....	3

**Total Semester Hours 15**

#### Business Administration Major

BACC 2311	Financial Accounting .....	3
BACC 2312	Managerial Accounting .....	3
BADM 4090	Work Experience.....	0
BADM 3311	Global Competition & International Business .....	3
BADM 4341	Business Ethics .....	3
BFIN 3311	Principles of Finance .....	3
BLAW 3311	Business Law .....	3
BMGT 3310	Fundamentals of Management .....	3
BMGT 4349	Strategic Management & Policy .....	3
BMKT 3311	Principles of Marketing .....	3
BQBA 2302	Business Data Analysis .....	3
BSYS 3312	Management Information Systems .....	3
BSYS 3325	Production/Operations Management .....	3

**Total Semester Hours 36**

+Minor 18-24

**Electives if necessary to bring total to 124**

+Student must complete a minor, with a minimum of 18 semester hours and a maximum of 24 semester hours, in a department in which minors are offered. A minimum of 6 semester hours must be upper level (3000-4000).

### Bachelor of Science Degree Plan

#### Liberal Arts & Science Core

Capstone .....	determined by major	
Christian Studies (Old and New Testament Survey).....		6
Contemporary World Issues or Social Science (BECO 2312) .....		3
English Rhetoric and Composition.....		6
Exercise and Sport Science (2 activity courses).....		2
Fine Arts .....		3
Lab Science (two different disciplines).....		12
Literature .....		6
Public Speaking .....		3
Quantitative Reasoning (MATH 1304 or higher).....		3
Scientific Inquiry or Natural Science .....		3
Social Science (BECO 2311 plus one different discipline outside of the major).....		6
UMHB 1002 (Chapel).....	1-4 credits determined by admission classification	
UMHB 1005 (Fine Arts Experience).....	2-8 credits determined by admission classification	
UMHB 1101 (Freshman Seminar*) .....		1
World Ideas or Philosophy or Non-United States History course.....		3

**Total Semester Hours 57**

**Required Support Courses**

BADM	1301	Introduction to Business .....	3
BADM	2312	Communicating in Business .....	3
BCIS	1301	Technological Solutions for Personal Productivity .....	3
BLDR	2350	Christian Principles & Business Leadership .....	3
BQBA	2301	Introduction to Quantitative Methods .....	3

**Total Semester Hours 15****Business Administration Major**

BACC	2311	Financial Accounting .....	3
BACC	2312	Managerial Accounting .....	3
BADM	4090	Work Experience .....	0
BADM	3311	Global Competition & International Business .....	3
BADM	4341	Business Ethics .....	3
BFIN	3311	Principles of Finance .....	3
BLAW	3311	Business Law .....	3
BMGT	3310	Fundamentals of Management .....	3
BMGT	4349	Strategic Management & Policy .....	3
BMKT	3311	Principles of Marketing .....	3
BQBA	2302	Business Data Analysis .....	3
BSYS	3312	Management Information Systems .....	3
BSYS	3325	Production/Operations Management .....	3

**Total Semester Hours 36**

+Minor 18-24

**Electives if necessary to bring total to 124**

+ Student must complete a minor, with a minimum of 18 semester hours and a maximum of 24 semester hours, in a department in which minors are offered. A minimum of 6 semester hours must be upper level (3000-4000).

**Teacher Certification in Business**

Students desiring to certify to teach Business courses in a public school, grades 8-12, will complete the B.A. or B.S. degree in Business Education. They must also complete the following College of Business (CoB) courses and their prerequisites: BCIS 2310, 2330, 3340, BFIN 3310, and BADM 4351. Additionally, they must complete the Professional Development Sequence under the College of Education, which includes the following courses: EDUC 3315, 3316, 3317, 3324, 4150, 4505, and 4506.

**Business-related Minors for Business Administration Major  
(B.A./B.S. Degrees)**

**Business Systems**

An 18 hour minor. Required courses include: BCIS 3320 Database Administration, BCIS 3325 Systems Analysis and Design, BCIS 4332 Business Application Development, BCIS 4341 Business Processes, BSYS 4330 Supply Chain Management, BSYS 4335 Integrated Business Systems.

**Computer Studies**

Eighteen (18) hours of BCIS or BSYS electives above the freshman level with at least six (6) being upper level.

**Economics**

An 18-hour minor is available, but not required, for the B.A. and B.S. degree with a major in Business Administration. Required courses include: BECO 3311 Money & Banking, BECO 3320 Intermediate Macroeconomic Theory, BECO 3321 Intermediate Microeconomic Theory, BECO 4350 History of Economic Thought, BECO 4370 International Economics, and an Upper Level BECO Elective (3 Hours).

**Entrepreneurship**

An 18-hour minor is available, but not required, for the B.A. and B.S. degree with a major in Business Administration. Requires 18 semester hours of BENT courses.

**Finance**

An 18-hour minor (beyond the 3 hours of Finance required in the Business Administration major) is available, but not required, for the B.A. and B.S. degree with a major in Business Administration. These 18 hours must be upper-level finance (BFIN) classes above BFIN 3311.

**International Business**

An 18 hour minor available for B.A. and B.S. degrees. Required: BADM 3351 Culture & Global Business, BECO 4370 International Economics, BFIN 4345 International Financial Management, BMGT 4340 International Management, BMKT 4340 International Marketing, and one 3-hr. International/Global Upper Level Business Elective. Students with a B.A. or B.S. International Business Minor must have at least three hours of business course credits via study abroad programs. This requirement may be met by taking a for-credit UMHB College of Business international study trip.

**Management**

An 18-hour minor (beyond the 3 hours of Management required in the Business Administration major) is available, but not required, for the B.A. and B.S. degree with a major in Business Administration. These 18 hours must be upper-level management (BMGT) classes above BMGT 3310.

**Marketing**

An 18-hour minor (beyond the 3 hours of Marketing required in the Business Administration major) is available, but not required, for the B.A. and B.S. degree with a major in Business Administration. These 18 hours must be upper-level marketing (BMKT) classes above BMKT 3311.

### Minor in Business Administration for Non-Business Majors

Students who are **not seeking a business-related major** may earn a minor (24 semester hours) in Business Administration.

#### Required Courses:

BACC	2311	Financial Accounting
BADM	1301	Introduction to Business
BADM	2312	Communicating in Business
BADM	4341	Business Ethics
BLDR	2350	Christian Principles & Business Leadership
BSYS	3312	Management Information Systems
BMGT	3310	Fundamentals of Management
BMKT	3311	Principles of Marketing

#### Required Support Courses:

BCIS	1301	Technological Solutions for Personal Productivity
BECO	2311	Principles of Macroeconomics
BECO	2312	Principles of Microeconomics

### Minor in Economics for Non-Business Majors

Students in any major field may earn a minor (21 semester hours) in Economics. Political Science, History and Business majors should consider the Minor in Economics. Students planning on attending law school should consider the Minor in Economics. **Required Courses:** BECO 2311 Principles of Macroeconomics, BECO 2312 Principles of Microeconomics, BECO 3320 Intermediate Macroeconomic Theory, BECO 3321 Intermediate Microeconomic Theory, BECO 4350 History of Economic Thought, BECO 4370 International Economics, and Upper Level BECO Elective (3 Hours).

### Minor in International Business for Non-Business Majors

An 18 hour minor available for B.A. and B.S. degrees. Required: BADM 3351 Culture & Global Business, BECO 4370 International Economics, BFIN 4345 International Financial Management, BMGT 4340 International Management, BMKT 4340 International Marketing, and one 3-hr. International/Global Upper Level Business Elective. Students with a B.A. or B.S. International Business Minor must have at least three hours of business course credits via study abroad programs. This requirement may be met by taking a for-credit UMHB College of Business international study trip.

### Minor in Marketing for Non-Business Majors

An 18 hour minor available for B.A. and B.S. degrees. Required courses: BMKT 3311 Principles of Marketing, BMKT 3312 Advertising, and BMKT 3322 Consumer Behavior, 9 hours from the following: BMKT 3331 Marketing Research (requires BQBA 2301 and BQBA 2302), BMKT 3353 Selling and Sales Management, BMKT 4324 Retailing, BMKT 4330 International Marketing, and BENT 3310 Introduction to Entrepreneurship.

### Minor in Organizational Management for Non-Business Majors

Students majoring in Communication **may** select a minor in Organizational Management. Students in other majors must consult their major's department chairperson to determine the availability of an Organizational Management minor. Department Chairperson may consult the College of Business Dean's office for additional information.

Courses for this minor are dependent on a student's major. Please see the section of this catalog that pertains to your major to determine which 24 hours of Business courses to take for your Organizational Management minor.

## Specializations

#### Faith-Based Social Entrepreneurship Specialization

The global community finds itself at a crossroads. Resources are plentiful yet they are not available to everyone. Students earning a specialization in faith-based social entrepreneurship will acquire knowledge and capabilities to make a difference at the community development level using a faith-based approach. A student taking all three of the listed courses will be prepared to make a difference in the world:

BENT 3310	Introduction to Entrepreneurship
BENT 4312	Global Social Entrepreneurship
BADM 4312	Global Business as Mission

#### Global Commerce Specialization

Students pursuing any major in the College of Business will find that a specialization in global commerce will complement their education and professional opportunities. Students may earn a specialization in global commerce by taking any three global or international courses in the College of Business in addition to BADM 4341 which is required of all business students.

#### E-Commerce Specialization/Electives

The Internet and the World Wide Web have impacted the ways in which businesses and other organizations operate. The concept of E-Commerce has brought about many new and exciting capabilities and opportunities for these businesses and organizations. While the College of Business and the Business Computer Information Systems Department may integrate many fundamental concepts of E-Commerce across their curricula, E-Commerce electives are also available for those students that desire a deeper and more practical knowledge of E-Commerce. A student taking all three of the listed E-Commerce electives may declare a specialization in E-Commerce. These electives include:

BCIS 3340	Introduction to E-Commerce
BCIS 4360	Advanced E-Commerce Concepts
BCIS 4365	E-Commerce Application Development



## COURSE DESCRIPTIONS

### PROFESSIONAL BUSINESS (BXXX)

#### 2190-4490 Independent Study

Independent problem research under the guidance of a faculty member. Student will register for course in the field of study ("XXXX"). Prerequisite: Written consent of the supervising professor and the Dean prior to registration.

#### 2391-4391 Special Topics

Organized classes to explore specialized problems in an area of Business Administration. May be repeated for credit when topics vary.

#### 4090 Work Experience

All College of Business students are required before they may graduate to have 300 hours of practical experience in the field of their major during their junior and senior years. Every student should sign up for this course during the semester in which they will complete their 300 hours requirement. This course may be retaken if the 300 hours are not completed the first time a student signs up for the course. This course is a Credit/No Credit course.

#### 4395 Internship in Business Administration

This course permits students to enhance their knowledge within their major field of specialization through application of concepts, principles, and techniques learned in the classroom. It consists of supervised paid work as a professional-level intern for an employer with an approved internship program. Application must be approved prior to registration. Student will register for the course in the student's major field academic area ("XXXX"). Prerequisite: Junior standing, 3.0 GPA in major and overall, and consent of the Dean.

### ACCOUNTING (BACC)

#### 2311 Financial Accounting

An introduction to financial accounting, including the accounting cycle and the related study of asset and equity valuations for the primary financial statements of financial position, income, and cash flow. Prerequisites: Sophomore standing and a grade of "C" or better in MATH 1306 or concurrent enrollment in MATH 1306.

#### 2312 Managerial Accounting

An introduction to managerial accounting, including financial analysis, budgeting, job and process costing, standard costing, and other methods used by business professionals to obtain information for effective and efficient operations in today's environment. Prerequisite: A grade of "C" or better in BACC 2311 and MATH 1306.

#### 3324 Federal Income Tax Accounting I

The study of Federal Income Tax laws relating to individuals. Prerequisite: A grade of "C" or better in BACC 2312. Fall Only.

#### 3325 Federal Income Tax Accounting II

A continuation of BACC 3324, with emphasis on property transactions, partnerships, and corporations. Prerequisite: A grade of "C" or better in BACC 3324. Spring Only.

#### 3327 Small Business Accounting

To introduce accounting techniques used by small business to obtain information for efficient operations in today's environment. Using an automated accounting information system to help facilitate business record keeping. Emphasis is on invoicing customers, maintaining accounts receivables and accounts payable, tracking inventory, creating purchase orders, preparing payroll, evaluating financial reports for management, journal entries, and adjusting entries. Prerequisite: BACC 3422.

#### 3329 Accounting Information Systems

An in-depth study of accounting information systems including historical perspective, concepts and definitions, the need for accounting information

systems, analysis of the system environment, and design and implementation with a focus on accounting information systems and integration with other management systems. Prerequisite: A grade of "C" or better in BACC 3421 and BQBA 2302. Spring Only.

#### 3335 Accounting Communications

An in-depth study of effective business writing principles focused on organization, clarity, and conciseness. Emphasis is placed on ability to exchange technical information and ideas with co-workers, other professionals, and clients to recognize and understand the implications of critical business issues. Students will produce audit reports, cross reference documents, statements of financial condition, and other common documents produced in the practice of public accounting. Prerequisite: BACC 3421.

#### 3421 Intermediate Accounting I

An in-depth study of the content and presentation of the primary financial statements with particular attention to the operating cycle, related asset and equity valuations, and income measurement. Prerequisite: A grade of "C" or better in BACC 2311 and BACC 2312. Lab fee. Fall Only.

#### 3422 Intermediate Accounting II

A continuation of BACC 3421, with particular emphasis on stock and bond investments, long term liabilities, leases, pensions, deferred taxes, and stockholders' equity. Prerequisite: A grade of "C" or better in BACC 3421. Lab fee. Spring Only.

#### 4323 Cost Accounting

A study of the theories and practices of cost accounting as they relate to cost-finding systems. The effects on fixed budgets of historical costs and predetermined standard costs are explored. Managerial use of cost data is emphasized. Prerequisite: A grade of "C" or better in BACC 2312.

#### 4331 Auditing I

Introduction to auditing from a management perspective. Emphasis is on auditing techniques in general with applications for both external and internal auditing. Topics include criteria for audits, audit planning and procedures, risk and performance measurement, business activity and process evaluation, audit communications, and fraud investigation. Prerequisite: A grade of "C" or better in BACC 3421.

#### 4332 Advanced Accounting

Students' presentations (written and/or verbal) of selected accounting topics and a study of consolidated financial statements, partnerships, foreign currency transactions, and transactions of foreign affiliates. Prerequisites: A grade of "C" or better in BACC 3422 and BACC 3325.

#### 4341 Financial Statement Analysis

Reveals the keys to effective analysis of financial statements and provides the student with the tools needed to make relevant decisions. The student will learn how investors, creditors, consultants, managers, auditors, directors, regulators, etc. use financial statements to make business decisions. Focus of the course is to demonstrate the relevance of such analysis with applications to real world companies. Prerequisite: "C" or better in BACC 3422 or BFIN 3333. (Same as BFIN 4341) Spring Only.

#### 4342 CPA Review

A study of advanced problems given by the American Institute of Certified Public Accountants in the CPA examination. The course provides a comprehensive review of salient concepts from the entire accounting curriculum. Prerequisite: A grade of "C" or better in BACC 3422 or permission of instructor. Lab fee. Spring Only.

#### 4343 Advanced Auditing

Continuation of BACC 4331 with an emphasis on financial statement auditing. Topics include audit theory and legal ramifications; statistical auditing and sampling techniques, analysis of financial data, transactions, and statements; and preparation of auditing opinions based upon work papers. As part of the course, students will work in audit teams to perform actual audits of area non-profit organizations. Prerequisite: A grade of "C" or better in BACC 4331. Spring Only.

#### **4344 Advanced Income Tax**

A continuation of BACC 3325, including Federal Estate and Gift Taxation and an in-depth study of tax research methodology resulting in effective communication of case-based tax law conclusions. Prerequisites: A grade of “C” or better in BACC 3422 and BACC 3325. Spring Only.

#### **4350 Ethics for Accountants**

Emphasis of the course includes ethical issues that relate to accounting. Areas of discussion include ethical reasoning, integrity, objectivity, independence and other core values. Prerequisites: A grade of “C” or better in BACC 3422 and BACC 4331.

#### **2190-4490 Independent Study**

Independent problem research under the guidance of a faculty member. Prerequisite: Written consent of the supervising professor and the Dean prior to registration.

#### **2391-4391 Special Topics**

Organized classes to explore specialized problems in an area of Accounting. May be repeated for credit when topics vary.

#### **4395 Internship in Accounting**

This course permits students to enhance their knowledge within their major field of specialization through application of concepts, principles, and techniques learned in the classroom. It consists of supervised paid work as a professional-level intern for an employer with an approved internship program. Application must be approved prior to registration. Prerequisite: Junior standing, 3.0 GPA in major and overall, and consent of the Dean.

### **BUSINESS ADMINISTRATION (BADM)**

#### **1301 Introduction to Business**

A business foundations course that surveys each of the disciplines offered as majors. Topics include decision making in an ever-changing world economy, global and cultural awareness, effective business communications, economic systems, accounting, information technology, finance, securities, and business issues and challenges including business ethics. Some emphasis is placed on business career guidance. **Limited to students in freshman or sophomore classification.**

#### **2312 Communicating in Business**

Theories, techniques, and practices in business communication. Emphasis is on clear, logical, effective written and oral communications. Prerequisite: A Public Speaking course, English 1321, 1322, and BCIS 1301.

#### **3311 Global Competition and International Business**

This course examines the basic issues of global competition and international business. It studies the reasons for international trade and investment, and describes a framework for understanding the operations of a multinational corporation.

#### **3351 Culture & Global Business**

This course focuses on the dramatic impact that culture has on business, commerce, and trade practices in organizations across the globe. Cultural immersion will be utilized in the course for practical comparison purposes. May be repeated for credit when countries vary. Prerequisite: BMGT 3310.

#### **4090 Practical Work Experience**

All College of Business students are required before they may graduate to have 300 hours of practical experience in the field of their major during their junior and senior years. Every student should sign up for this course during the semester in which they will complete their 300 hours requirement. This course may be retaken if the 300 hours are not completed the first time a student signs up for the course. This course is a Credit/No Credit course.

#### **4312 Global Business as Mission**

This course examines the intersection of Christian faith and professional business enterprises. Major historical movements will be examined. Current practices will be explained and discussed. Practical projects will be required.

#### **4333 Effective Organizational Leadership**

“Effective Organizational Leadership” (EOL) is designed to take the organization leader and future leader beyond the basics of managing resources. EOL examines the characteristics of effective leaders, the process involved in moving from manager to leader, and leadership tools to help insure success in leading organizations.

#### **4341 Business Ethics**

Ethical issues of business decisions and actions will be examined from a Christian perspective. The influence of society and government on these business decisions and actions will also be studied. Prerequisite: BMGT 3310 and Senior standing.

#### **4351 Global Commerce**

An interdisciplinary survey of how companies and nations operate in the global economy. Topics include business strategy, functional business areas in global commerce, analyses of regional economies, cross-border operations management, global business institutions, and global business ethics. Prerequisite: BMGT 3310.

#### **4381 Comparative Global Business Infrastructures**

An interdisciplinary introduction to the commercial infrastructure problems and opportunities that face firms engaged in global business. Special emphasis will be placed upon the comparison of global business critical success factors across economic regions of the world. Prerequisite: BMGT 3310.

#### **2190-4490 Independent Study**

Independent problem research under the guidance of a faculty member. Prerequisite: Written consent of the supervising professor and the Dean prior to registration.

#### **2391-4391 Special Topics**

Organized classes to explore specialized problems in an area of Business Administration. May be repeated for credit when topics vary.

#### **4395 Internship in Business Administration**

This course permits students to enhance their knowledge within their major field of specialization through application of concepts, principles, and techniques learned in the classroom. It consists of supervised paid work as a professional-level intern for an employer with an approved internship program. Application must be approved prior to registration. Prerequisite: Junior standing, 3.0 GPA in major and overall, and consent of the Dean.

### **BUSINESS COMPUTER INFORMATION SYSTEMS (BCIS)**

#### **1300 Introduction to Microcomputer Applications**

The course examines the fundamental aspects of computing, microcomputers, and microcomputer applications. The course will include fundamentals of the following microcomputer applications: operating systems, word processing, spreadsheets, presentation capabilities, and Internet browsing. The course will also cover intermediate word processing applications. Lab fee.

#### **1301 Technological Solutions for Personal Productivity**

An introduction to technology solutions as applied to personal productivity needs. Basic computer concepts will be covered. Emphasis will be placed on the integration of the resources aimed at supporting and enhancing personal decision and productivity. Practical, hands-on experience will be a major component of the course. This course will cover basic relational data base applications. It will also cover intermediate word processing, spreadsheet, and presentation applications. Lab fee.

#### **2310 Innovations in Technology**

This course introduces students to the basic concepts of innovative technology, including the most important new and emerging technologies. Engaging discussion includes technology-related social issues and a foundational understanding of the latest digital technologies. Prerequisite: BCIS 1301 within the past two years. Lab fee.

**2318 Introduction to Web Site Design**

Introduces concepts for effective Web Site Design and tools and technologies used for creating effective Web Sites. Students will design Web pages using a variety of methods including, but not limited to: HTML, Web Authoring Software, and Photo Editing tools. Additional topics may be discussed depending on technology available at the time of the course offering and the specific interests of the current students. Prerequisite: BCIS 1301.

**2330 Programming and Development Fundamentals**

This course is designed as a first course in structured and object-oriented programming. The emphasis is on basic problem solving techniques in program design, programming structures, and data manipulation. Students will use a visual development programming language to facilitate learning. Prerequisite: BCIS 1301. Lab fee.

**3311 Social Media**

This course examines social media software applications to support and enhance business productivity. Advanced applications using social media, word processing, spreadsheets, database management, presentation, and ePortfolio will be emphasized.

**3318 Intermediate Dynamic Web Site Design**

Students will use tools and technologies to dynamically enhance Web sites through scripting, animation tools, and Dynamic HTML. Additional topics may be discussed depending on technology available at the time of the course offering and the specific interests of the current students. Prerequisites: BCIS 2318 or CISC 4322.

**3320 Database Administration**

This course will provide an introduction to the management of database systems. Topics include data modeling, systems design, relational database design and implementation, and front-end development of software tools. Prerequisites: BCIS 2310.

**3321 Object-Oriented Analysis and Development**

The course introduces the issues involved in developing object-oriented systems. Students are expected to develop working understanding of OOP techniques in a graphical environment. Non-programming techniques for problem solving are combined with programming in an OOP language to teach a rich understanding of OOP. Prerequisites: BCIS 2330. Lab fee. (Was 4321)

**3325 Systems Analysis & Design**

The complete systems development life cycle (SDLC) will serve as the foundation of the course. General Systems Theory concepts will be applied to the area of information systems development. Prerequisite: BCIS 2330. Lab fee.

**3330 Business Data Communications**

This course introduces the subject of computer networks and the use of computer networks in business applications. Topics covered include client/server networks, network hardware and software, distributed computing, key issues in network management, and the fundamentals of data communications. Prerequisites: BCIS 2310. Spring semester only.

**3335 Digital Video Editing**

Topics include techniques for digital video capture, editing, and postproduction. Multi-track editing and special effects software techniques and principles are employed for output to digital media. Term project: Brief professional-grade digital production. Prerequisites: BCIS 1301 and BCIS 3311 or CISC 2305. Lab fee. Fall semester only.

**3340 Introduction to E-Commerce**

The course is an introduction to the fundamental concepts of E-Commerce. Technical and business considerations will be examined. Technical considerations will include issues related to operating systems, networks, telecommunications, and applications development. Business considerations will include issues related to business models and paradigms, marketing, capitalization, and change management. Prerequisite: BCIS 1301. Lab fee. Fall semester only.

**3345 Animation, Film and Multimedia Production**

Students study the project management of animation, film and multimedia productions to include advanced project planning, creating timelines, milestones, budgeting, structure diagramming and/or storyboarding, common forms, and proper asset management. Students are required to participate in one or more actual projects. Course may be repeated for credit with approval of course instructor. Prerequisite: In concurrence with either BCIS 3335 or BCIS 4335 or with approval of Course Instructor.

**3350 Desktop Publishing and Print Preparation**

This course provides students with concepts and skills to design and produce print-ready publications. Topics include layout skills, software setup, integrating text and graphics, text elements, font choices, color usage, and preparing for output. Prerequisites: BCIS 1301. Lab fee. Spring Semester only.

**3353 Visual Development**

Students are introduced to advanced data display and editing techniques using Visual Studio.Net. Best approaches to presentation of edit screens are considered. Special detailed emphasis will be placed on classes, class libraries, and visual programming/development concepts. Prerequisites: BCIS 2330, BCIS 3321, and BCIS 4332. Lab fee.

**3360 IT Security and Risk Management**

Students investigate a variety of issues dealing with information and information systems security, including physical security, social engineering, cyber security, threat/risk analysis, and business continuity. The course focuses on the SecSDLC and developing Security Blueprints. Prerequisites: BCIS 2310. Lab fee.

**3370 Computer 3D Modeling**

This course will address planning and creating short animation film clips and integrating 3D graphics in computer-based multimedia products. Prerequisites: BCIS 1301 and BCIS 3311 or CISC 2305. Lab fee. Fall semester only.

**3375 Computer 3D Animation**

This course will address advanced skills in developing and creating short animation film clips and integrating 3D graphics in computer based multimedia products. Prerequisite: BCIS 3370. Lab fee. Spring semester only.

**4315 Interactive Multimedia**

This course is designed to introduce the student to methods of designing and publishing interactive training material. There will be an emphasis on technology. Prerequisite: BCIS 2330 and senior standing. Lab fee.

**4318 Advanced Concepts for Web Design**

This course investigates advanced tools and technologies to provide additional insight into effective utilization of Web sites. Current technologies will be used to integrate Web pages to interact with data sources, such as, databases, spreadsheets, and XML. Additional topics may be discussed depending on technology available at the time of the course offering and the specific interests of the current students. Prerequisites: BCIS 3318 and 3320.

**4322 Telecommunications Development**

The course examines the fundamentals of web-based programming development to support a networked environment. Students will develop network-capable software using an enterprise-oriented programming language. Prerequisites: BCIS 3320 and BCIS 2330. Lab fee. Spring semester only.

**4325 Business Intelligence and Knowledge Management**

This course explores the fundamental concepts in the study of knowledge and its creation, acquisition, representation, dissemination, use and management. Students acquire a basic knowledge of methods, techniques and tools for computer support of knowledge management. The class explores data mining and its role in the assimilation of Business Intelligence. Students examine a variety of Intelligent Systems including Expert Systems, Neural Networks, Genetic Algorithms and Intelligent Agents. Prerequisites: BCIS 2310. Lab fee.

### **4332 Business Applications Development**

This course introduces students to business-oriented programming. Problem-solving techniques, design, programming, and file-handling will be emphasized. File and database organization and processing concepts will be introduced. Topics include file and database design and implementation, a survey of peripheral device characteristics, sorting and hashing techniques, list processing, direct access techniques, job privacy, and security. Prerequisites: BCIS 2330, BCIS 3320, and BCIS 3325. Lab fee.

### **4335 Post Production**

This course addresses advanced techniques and concepts related to the digital video editing process; to include, project planning, filming, editing, and use of advanced editing tools. Course may be repeated for credit with approval of course instructor. Prerequisite: BCIS 3335. Spring semester only.

### **4341 Business Processes**

This course will address the issues involved in developing business information systems. Students will study business processes to improve their skills in systems development. Through the use of business process improvement techniques, students will learn best practice techniques for integrated software development. Non-programming as well as programming techniques for development will be emphasized in this course. Prerequisites: BCIS 2330, BCIS 3320, and BCIS 3325. Lab fee.

### **4360 Advanced E-Commerce Concepts**

This course presents E-Commerce advanced concepts related to technical and business considerations. Technical considerations will include advanced issues related to operating systems, networks, telecommunications, and applications development. Business considerations will include advanced issues related to business models and paradigms, marketing, capitalization, and change management. Prerequisite: BCIS 3340. Lab fee.

### **4365 E-Commerce Application Development**

This course involves the student in the development of an E-Commerce web-site. All aspects of the systems development life cycle will be performed. All business and technical considerations will be applied, including marketing of the web-site, capitalization of the organization and its web-site, and web-site management. When applicable, students will work with real organizations. Prerequisite: BCIS 4360. Lab fee.

### **4370 Applied System Development**

This is an applied information systems development course. Students will apply advanced systems development techniques in the development of a hardware/software system for implementation in an actual organization. Human, economic, operational, and technological considerations will be examined. Each student develops a system pertinent to their major field of study. Prerequisite: Senior standing. Lab fee.

### **4395 Internship in BCIS**

This course permits students to enhance their knowledge within their major field of BCIS specialization (Computer Graphics Design or Information Systems) through application of concepts, principles, and techniques learned in the classroom. It consists of supervised paid work as a professional-level intern for an employer with an approved internship program. Application must be approved prior to registration. Prerequisites: Junior standing; 3.0 G.P.A. in major and overall; and written consent of department chairperson and Dean prior to registration. Administration fee.

### **2190-4490 Independent Study**

Independent problem research under the guidance of a faculty member. Prerequisite: Written consent of the supervising professor, department chairperson, and Dean prior to registration. Administration fee. Lab fee.

### **2391-4391 Special Topics**

Organized classes to explore specialized problems in an area of Business Computer Information Systems. May be repeated for credit when topics vary. Lab fee.

## **ECONOMICS (BECO)**

### **2311 Principles of Macroeconomics**

A study of macroeconomics including Gross National Product (GNP), price indexes, circular flow analysis, fiscal and monetary policy, along with Keynesian and supply-side economic theory.

### **2312 Principles of Microeconomics**

A study of basic microeconomic concepts, business organization, supply and demand theory, marginal analysis, and current economic problems.

### **3311 Money and Banking**

A study of the development and economic role of commercial banks and financial institutions, the role of monetary theory, the Federal Reserve System and monetary policy, and the instruments and functions of international finance. Prerequisites: BECO 2311 and BECO 2312.

### **3320 Intermediate Macroeconomic Theory**

This course is designed to provide an in-depth study of macroeconomic theory. Topics include the measure of national income, classical macroeconomic theory, Keynesian aggregate economic theory, numerous consumption and investment theories, interest rate theories, and the role of money in modern economic theory. This course will emphasize the role of macroeconomics in understanding our complex economic system. Prerequisites: BECO 2311 and BECO 2312. Fall Only.

### **3321 Intermediate Microeconomic Theory**

An intermediate intensive study of contemporary microeconomic theory. Topics include consumer demand, market structure, production theory, the nature and behavior of costs, pricing and allocation of productive resources, and distribution of income. Prerequisites: BECO 2311 and BECO 2312. Spring Only.

### **4342 Contemporary Economic Issues**

A course that applies microeconomic and macroeconomic analysis to evaluate contemporary economic issues. Prerequisites: BECO 2311 and BECO 2312.

### **4350 History of Economic Thought**

This course is designed to help the student understand the role economists have played in our economic and political history. The course will survey the thoughts and subsequent theories of our most famous economists. The topics studied will trace our way through the ancient philosophers up to contemporary economic thinking. Contributions of economists over the past three centuries will be emphasized. Prerequisites: BECO 2311 and BECO 2312. Fall Only.

### **4370 International Economics**

A study of the basis for trade among nations and the means of its financing, customs unions, balance-of-payments payments, and similar topics, with particular emphasis upon the issue of "fair" trade. Spring only.

### **2190-4490 Independent Study**

Independent problem research under the guidance of a faculty member. Prerequisite: Written consent of the supervising professor and the Dean prior to registration.

### **2391-4391 Special Topics**

Organized classes to explore specialized problems in an area of Economics. May be repeated for credit when topics vary.

### **4395 Internship in Economics**

This course permits students to enhance their knowledge within their major field of specialization through application of concepts, principles, and techniques learned in the classroom. It consists of supervised paid work as a professional-level intern for an employer with an approved internship program. Application must be approved prior to registration. Prerequisite: Junior standing, 3.0 GPA in major and overall, and consent of the Dean.

## **ENTREPRENEURSHIP (BENT)**

### **3310 Introduction to Entrepreneurship**

An introductory course intended to provide students with a solid foundation in terms of the vital role played by entrepreneurs and entrepreneurship in the 21st century global economy. This course assesses, explores, and critiques the phenomenon of entrepreneurship. Prerequisite: BMKT 3311.

### **4312 Global Social Entrepreneurship**

This course examines the intersection of service and profession in business enterprises. Topics include major thought areas and current practices. Practical projects are a requirement.

### **4351 Managing the Entrepreneurial Family Business**

This course will focus on the major issues and strategies for initiating, building, and managing a family business. Prerequisite: BMGT 3310.

### **4355 Opportunity Identification and Launch**

This course explores how to identify an attractive opportunity for both investors and yourself and what we must do to make it a success. Key success factors will be used to answer questions related to customers, costs, competition, and the environment. Prerequisite: BMKT 3311.

### **4360 International Entrepreneurship**

This course examines how entrepreneurs recognize and fulfill opportunities for wealth creation in an international context. Prerequisite: BMKT 3311.

## **FINANCE (BFIN)**

### **2310 Personal Finance**

This course is designed to meet the requirements of a general elective for a non-business major. Topics include personal budgeting, personal financial planning, purchasing major assets, insurance, credit management, and related topics. This course will not count in a BBA degree or as a business elective for any degree. Prerequisite: A grade of "C" or better in Math 1306 or higher.

### **3310 Business & Personal Finance**

Introduction to the principles of personal financial planning including strategies for saving, investing, insurance, credit management, and home ownership. Prerequisites: "C" or better in BACC 2311.

### **3311 Principles of Finance**

An introduction to the principles of financial management including the role of the financial manager, cash flow, capital budgeting, planning for profits, financing, and financial decision-making. Prerequisites: BACC 2311 and BQBA 2302.

### **3322 Principles of Real Estate**

Principles of real estate, finance, brokerage, regional economics, building and construction, marketing, appraising, and real estate law. Prerequisite: BFIN 3311.

### **3324 Financial Risk Management**

Methods to identify and control the risks facing individuals and businesses are revealed. The topics covered include risk analysis, loss prevention, self-insurance, and various other insurance and financial alternatives to reduce the organization's risk of loss. Prerequisite: BFIN 3311.

### **3333 Corporate Finance**

An advanced study of short-term financial management which includes the topics of financial planning, cash management, credit management, short-term financing, leasing, and financial statement analysis. An advanced study of the acquisition and utilization of long-term capital will include the topics of capital structure, capital budgeting, mergers and acquisitions, valuation, and dividends. Prerequisite: BFIN 3311. Spring Only.

### **3334 Working Capital Management**

Additional discussions in the areas of lease financing, investment banking, hybrid financing, inventory and credit management, derivatives and risk management, mergers and divestitures, pension plan management, short-term financing, and other related topics. Prerequisite: BFIN 3311. Fall Only.

### **4331 Investment Analysis**

A course emphasizing the commitment of funds to various security forms such as common stocks, bonds, warrants, convertible bonds, liquid assets, and other securities. Prerequisites: BECO 2311, BECO 2312, and BFIN 3311. Fall Only.

### **4341 Financial Statement Analysis**

Reveals the keys to effective analysis of financial statements and provides the student with the tools needed to make relevant decisions. The student will learn how investors, creditors, consultants, managers, auditors, directors, regulators, etc. use financial statements to make business decisions. Focus of the course is to demonstrate the relevance of such analysis with applications to real world companies. Prerequisite: "C" or better in BACC 3422 or BFIN 3333 or BFIN 3334. (Same as BACC 4341) Spring Only.

### **4345 International Financial Management**

An advanced course in finance exploring the international flow of funds, exchange rate determination, the use of currency derivatives to hedge exchange rate risk, international arbitrage and interest rate parity, how to forecast exchange rates, measuring and managing exposure to exchange rates, and international financial institutions. Prerequisite: BFIN 3311.

### **2190-4490 Independent Study**

Independent problem research under the guidance of a faculty member. Prerequisite: Written consent of the supervising professor and the Dean prior to registration.

### **2391-4391 Special Topics**

Organized classes to explore specialized problems in an area of Finance. May be repeated for credit when topics vary.

### **4395 Internship in Finance**

This course permits students to enhance their knowledge within their major field of specialization through application of concepts, principles, and techniques learned in the classroom. It consists of supervised paid work as a professional-level intern for an employer with an approved internship program. Application must be approved prior to registration. Prerequisite: Junior standing, 3.0 GPA in major and overall, and consent of the Dean.

## **BUSINESS LAW (BLAW)**

### **3311 Business Law**

This course surveys the basic principles of commercial law including contracts, checks, security interest, and sales. The legal environment in which business entities function is examined.

## **LEADERSHIP (BLDR)**

### **2391-4391 Special Topics**

Organized classes to explore specialized problems in an area of Business Leadership. May be repeated for credit when topics vary.

### **2350 Christian Principles in Business Leadership**

This course uses a Christian perspective to the study of business decisions and actions. The historical framework, responsibilities, and consequences of business practices in our society will be explored. Special emphasis will be placed upon situations that students will likely encounter in their careers.

### **3321 Building Better Businesses**

This course will explore the practices that develop businesses that are both more productive and better places to work. It examines the features of businesses that have been both profitable and employee-friendly. Special attention will be given to researching organizations that have consistently been designated as good places to work. Prerequisite: BLDR 2350.

### **3355 Developing Personal Leadership**

This course examines practices that help an individual to develop better leadership skills for any leadership situation. Special attention is given to understanding personal strengths and developing skills in relating to other people.

## **MANAGEMENT (BMGT)**

### **3310 Fundamentals of Management**

The management functions of planning, organizing, leading, and controlling will provide the framework for a study of management theories, research, and problem solving. Prerequisite: BADM 2312.

### **3315 Organizational Behavior**

The course is a study of human behavior in organizations at the individual and group levels. Included topics are individual behavior, attitudes, perceptions, and motivations; group dynamics, interpersonal relations, communication, cooperation, and conflict; and organizational change, development, power, influence, and culture. Prerequisite: BMGT 3310.

### **3321 Human Resources Management**

Human resources management studies will include the personnel functions of employment planning, recruitment, selection, training and development, compensation, labor relations, and governmental regulations administration. Prerequisite: BMGT 3310.

### **3330 Negotiation**

This course is designed to explore the processes of bargaining and negotiation as social and managerial activities. Special emphasis will be given to the areas of interpersonal and intergroup conflict, in addition to interpersonal influence techniques and the tactics and strategies involved with improved bargaining and negotiation. The major purpose of the course is for each participant to gain insight into their own negotiating style and to become a more effective negotiator, as well as a more astute observer of social process. The course will involve extensive use of cases, role-plays, and related participative activities, enhanced by rigorous self-review and introspection. Prerequisite: BMGT 3310.

### **3334 Team Management**

Issues related to team-based organizations will be examined. Focus is placed on team development and leadership, including factors associated with high performing teams. Differences between team-based and traditional organizations are examined. Skills will be developed to deal with problems faced by team leaders. Prerequisite: BMGT 3310.

### **3340 Project Management**

This course is an introduction to the Project Management discipline from the management perspective. It is based on the foundations of the Project Management Institute and allows the students to put into practice applying the knowledge learned from other management courses. Areas that are covered include communication, team management, leadership skills and evaluation of projects. Technology areas to be covered include scheduling and reading within Microsoft Project. Prerequisite: BMGT 3310

### **3360 Entrepreneurial Management**

The purpose of this course is to develop the skills required to manage and grow a new venture, whether it is a for-profit or not-for-profit entity, through each of the stages of growth and new firms undergo. A successful entrepreneur needs to be able to not only envision and launch a new company, but also be able to manage a new company well and grow it successfully from a start-up to, on-going, business organization where other people like to work and can succeed. This course will also expose the student to the entrepreneur who works inside a large organization and the skills required in that context.

### **4322 Small Business Management**

This course covers the theory and practice of managing a small business in the U.S.A. Emphasis is upon the practical considerations of managing and sustaining a profitable small business. The course will tie together the many considerations facing the business owner. Prerequisite: BMGT 3310. Spring.

### **4340 International Management**

This course examines the challenges facing managers that are competing in a global economy. Students learn to apply management concepts and techniques in a multinational, multicultural environment. In particular, students will obtain a working knowledge of the customs, cultures, and management practices of the major economic countries in the world. Global managers in today's world must be comfortable not only in dealing with internal managerial issues confronting their organizations but also external issues including the political, legal, theological, geographical and economic environments. Prerequisite: BMGT 3310.

### **4349 Strategic Management and Policy**

Skills learned in many disciplines such as Management, Finance, and Marketing will be integrated to solve business case problems. Chief executive-level decision making under conditions of uncertainty will be practiced. Prerequisites: BACC 2312, BFIN 3311, BMGT 3310, BMKT 3311, and taken during final semester.

### **2190-4490 Independent Study**

Independent problem research under the guidance of a faculty member. Prerequisite: Written consent of the supervising professor and the Dean prior to registration.

### **2391-4391 Special Topics**

Organized classes to explore specialized problems in an area of Management. May be repeated for credit when topics vary.

### **4395 Internship in Management**

This course permits students to enhance their knowledge within their major field of specialization through application of concepts, principles, and techniques learned in the classroom. It consists of supervised paid work as a professional-level intern for an employer with an approved internship program. Application must be approved prior to registration. Prerequisite: Junior standing, 3.0 GPA in major and overall, and consent of the Dean.

## **MARKETING (BMKT)**

### **3311 Principles of Marketing**

Introduces students to basic concepts, practices, and techniques of contemporary marketing.

### **3312 Advertising and Promotion**

A survey course in advertising and other promotional techniques and their influence on the consumer buying process. Prerequisite: BMKT 3311, BMKT 3322.

### **3322 Consumer Behavior**

An interdisciplinary approach to the analysis and interpretation of the buying motives and behaviors of consumers. Psychological, economic, and social factors will be related to marketing strategy and practice. Prerequisite: BMKT 3311.

### **3331 Marketing Research**

A study of the principles and applications of marketing research with strong emphasis on research designs data. Prerequisite: BQBA 2302 and BMKT 3311. Fall.

### **3353 Selling and Sales Management**

A study of the sales process including product knowledge, prospecting, the approach, presentation methods, handling objections, and closing techniques. Emphasis is also given to managing a sales force, including motivation and reward systems. Prerequisite: BMKT 3311.

#### **4340 International Marketing**

The “new global economy” makes it essential that students gain an appreciation of the rapidly evolving field of international marketing. This course will consider the cultural, legal, political, and economic factors affecting international marketing of products and services. Emphasis will be placed on differences in life styles, beliefs, attitudes, political environments and their influences upon marketing decisions. It explores how managers analyze global opportunities-buyer behavior, competitors, and marketing research. Prerequisite: BMKT 3311.

#### **4341 Marketing Strategy**

A broadly based study of the marketing effort as seen from the point of view of the marketing manager. Prerequisites: BMKT 3311, BMKT 3312, BMKT 3322, and taken during final semester.

#### **4360 Marketing through Social Media**

A broadly based study to utilize social media technology to enhance marketing for businesses. This course will focus on how social media is integrated within marketing strategy to implement tactics for business communication, sales, branding, global web presence, advertising and promotion. Evaluation and measurement of social media strategies for business development and ROI. Prerequisite: BMKT 3311

#### **4370 Mission-Based Marketing**

This course introduces students to the basic marketing concepts, practices, and techniques used in nonprofit organizations. The uniqueness of non-profit organizations is address as well as how the marketing mix is applied. Fundraising, donor and recipient behaviors as well as strategic plan development is highlighted. Prerequisite: BMKT 3311

#### **4380 New Product Marketing**

This course focuses on the issues, problems, and decisions marketers need to make when bringing a new product to market. The new product marketing process includes opportunity identification, product design, concept design, test marketing as well as profit and loss. Prerequisite: BMKT 3311.

#### **2190-4490 Independent Study**

Independent problem research under the guidance of a faculty member. Prerequisite: Written consent of the supervising professor and the Dean prior to registration.

#### **2391-4391 Special Topics**

Organized classes to explore specialized problems in an area of Marketing. May be repeated for credit when topics vary.

#### **4395 Internship in Marketing**

This course permits students to enhance their knowledge within their major field of specialization through application of concepts, principles, and techniques learned in the classroom. It consists of supervised paid work as a professional-level intern for an employer with an approved internship program. Application must be approved prior to registration. Prerequisite: Junior standing, 3.0 GPA in major and overall, and consent of the Dean.

### **QUANTITATIVE BUSINESS ANALYSIS (BQBA)**

#### **2301 Introduction to Quantitative Methods**

An introduction to quantitative methods used in business. Topics include a thorough coverage of time value of money techniques through the use of a financial calculator and other technology-based tools, techniques, and methods for basic descriptive statistics and probability distributions, systems of linear equations, exponential and logarithmic functions, an introduction to differential calculus, and break-even analysis. Prerequisite: A grade of “C” or better in MATH 1306 or its equivalent.

#### **2302 Business Data Analysis**

This course is an introduction to making business decisions through statistical analyses and graphical representations using technology-based methods. Topics include a review of descriptive statistical methods, measures of location and dispersion, probability, sampling methods, hypothesis testing, and linear regression. The focus of the course will be the application of statistical methods to real business problems. Prerequisite: A grade of “C” or better in BQBA 2301 or equivalent.

### **BUSINESS SYSTEMS (BSYS)**

#### **3312 Management Information Systems**

This course examines the integration of computer and information technology into businesses. Discussions will include general systems concepts, information systems technologies, types of information processing systems, information technology-related services, and the management of information systems in organizations. Integration and management considerations will be examined regarding current and future business goals and objectives. Prerequisites: BCIS 1301. Lab fee.

#### **3325 Production/Operations Management**

Management of the production and operations functions of manufacturing and service organizations will be studied. This course includes practical applications of quantitative methods in the analysis of the production and operations functions. Topics cover production objectives, plant location and facilities, quality and inventory controls, and systems analysis. Prerequisites: BMGT 3310 and BQBA 2302.

#### **4330 Supply Chain Management**

In this course the student will be introduced to the study of the movement of materials, services, and information from supplier to manufacturer or service provider to the customer. All aspects of the supply chain will be explored including coordinating and integrating this movement of resources within and among the stakeholders involved in the supply chain and the information technology aspects associated with the supply chain. Prerequisite: BSYS 3325.

#### **4335 Integrated Business Systems**

In this course the student will study integrated business application software systems. All components of an ERP (Enterprise Resource Planning) system will be examined. Also, other aspects of integrated business applications such as CRM (Customer Relationship Management), Business Intelligence, SCM (Supply Chain Management), and B2B (business-to-business) E-business will be explored. Prerequisite: BSYS 3325.

#### **4395 Internship in Business Systems**

This course permits students to enhance their knowledge within Business Systems through the application of concepts, principles, and techniques learned in the classroom. It consists of supervised paid work as a professional-level intern for an employer with an approved internship program. Application must be approved prior to registration. Prerequisites: Junior standing; 3.0 G.P.A. in major and overall; and written consent of department chairperson and Dean prior to registration. Administration fee.

#### **2190-4490 Independent Study**

Independent problem research under the guidance of a faculty member. Prerequisite: Written consent of the supervising professor, department chairperson, and Dean prior to registration. Lab fee. Administration fee.

#### **2391-4391 Special Topics**

Organized classes to explore specialized problems in an area of business systems. May be repeated for credit when topics vary.

# COLLEGE OF CHRISTIAN STUDIES

## Purpose

In supporting the mission of UMHB to be a Christ-centered institution of higher learning, the College of Christian Studies contributes to the academic component of the University's institutional purpose. The purpose of the College is to empower its students to become intellectually prepared servants of God. A key part of the College's mission is to provide Old Testament and New Testament Survey courses for every undergraduate student. The College offers courses in advanced biblical studies, biblical languages, church history, theology and philosophy, Christian Ministry, and biblical archaeology. The faculty consists of Christians committed to the service of the church and academic excellence who seek to broaden students' vision and focus their commitment through intellectual and spiritual growth.

**Timothy G. Crawford, Ph.D.**  
**Dean**



# CHRISTIAN STUDIES

**Dr. Carol Holcomb, Church History**

**Dr. Renate V. Hood, New Testament and Greek**

**Dr. Leroy Kemp, Theology and Christian Ministry**

**Dr. Tony M. Martin, New Testament, Greek, World Religions**

**Dr. Michael D. Robinson, Theology and Philosophy**

**Dr. Stephen Von Wyrick, Old Testament, Hebrew, Biblical Archaeology**

## Introduction

The College of Christian Studies offers two degree programs and a variety of minors designed to meet the needs and interests of students. Each degree program includes the core courses required of all UMHB students, foundational Christian Studies courses, and courses for the preferred concentration. The College also offers minors to all university students in the areas of Christian Studies, Biblical Studies, Philosophy, Biblical Languages, and Archaeology. The degree programs of the College prepare students for advanced study in graduate schools or seminary and for service in the local church or other ministry and mission settings.

## BGCT Scholarship Requirements

UMHB students who are active members of churches affiliated with the Baptist General Convention of Texas and who are planning to enter Christian ministry as a full-time vocation may apply for the Baptist General Convention of Texas Scholarship, offered in the amount of \$50/semester hour for freshmen and sophomores and \$75/semester hour for juniors and seniors. Students receiving the scholarship must complete at least a minor in Christian Studies including the following:

- CSMN 1320, Introduction to Christian Ministry (must be taken in the 1st or 2<sup>nd</sup> semester of receiving the BGCT scholarship)
- CSBS 1311, Old Testament Survey
- CSBS 1312, New Testament Survey
- CSCH 3310, History of the Baptists
- CSMN 4316, Supervised Ministry Practicum
- One additional elective course in Christian Studies.

## Foreign Language Requirement

UMHB requires students pursuing the BA degree to complete a minimum of 14 hours (4 semesters) in one foreign language. Christian Studies majors may satisfy the BA foreign language requirement by taking any of the following languages: a biblical language (Hebrew or Greek), Latin, German, or a Romance language (e.g., French or Spanish). The College urges students pursuing a BA degree to satisfy the foreign language requirement with either biblical Greek or Hebrew. Study of the biblical languages enhances students' understanding of the Bible and prepares them for biblical language requirements in graduate school.

Students pursuing the BCM degree (Bachelor of Christian Ministry) are required to complete 8 hours (2 semesters) in either Greek or Hebrew.

## Major in Christian Studies (B. A.)

Christian Studies students pursuing a BA degree receive a broad liberal arts education and select a concentration of study in the College. BA students must also complete a minor. BA students who are majoring in a field in Christian Studies may complete a minor in Biblical Languages, Philosophy, Archaeology or in a discipline outside the College.

## Degree Requirements

**Core Liberal Arts & Sciences Courses**.....63hrs  
(includes Old and New Testament Surveys)

### Foundations Courses

CSBS	2301	Biblical Backgrounds.....	3hrs
CSCH	2318	Introduction to Church History.....	3hrs
CSTH	2316	Introduction to Christian Theology.....	3hrs
PHIL	2315	Introduction to Philosophy (fulfills World Ideas Core requirement) .....	3hrs
CSMN	1320	Introduction to Christian Ministry .....	3hrs
<b>Total</b>		.....	<b>15 hrs</b>

### Advanced Biblical Studies Electives

Upper Level Old Testament.....	3hrs
Upper Level New Testament .....	3hrs
<b>Total</b> .....	<b>6 hrs</b>

### Concentrations (select 9 hours from one of the following areas)

Biblical Studies (select at least one course from each testament)  
Church History  
Theology and Philosophy  
Christian Ministry  
Christian Studies

**Total** ..... **9 hrs**

**Electives** (select 6 hrs from courses in the following areas: CSBS, CSCH, CSTH, CSMN, PHIL)

**Total** ..... **6 hrs**

**Capstone Courses**

CSMN 4316 Supervised Ministry Practicum ..... 3hrs

CSTD 4190 Senior Portfolio and Assessment ..... 1hr

**Total** ..... **4 hrs**

Minor 18-24 hrs

**Total Semester Hours** ..... **124 hrs**

(additional electives may be required to complete total)

**Minor in Christian Studies**

The minor in Christian Studies is 18 semester hours consisting of the following courses: CSBS 1311, CSBS 1312, and 12 hours of electives from at least three of the following areas: CSBS, CSCH, CSTH, and CSMN\*. This minor is not available to students majoring in the College of Christian Studies.

\*Music majors may substitute three (3) hours of MUSI 1180/3180, 3289, 3380, 3381, 4281 or 4380 for electives in CSMN.

**Minor in Biblical Studies**

The minor in Biblical Studies is 21 semester hours consisting of the following courses: CSBS 1311, CSBS 1312, CSBS 2301 and 12 hours of upper-division (3000-4000 level) courses in biblical studies. This minor is not available to students majoring in the College of Christian Studies.

**Minor in Biblical Languages**

The minor in Biblical Languages is 22 semester hours consisting of the following courses: GREK 2413-2414, HBRW 2413-2414, and either GREK 3313-3314 or HBRW 3313-3314.

**Philosophy Minor**

The minor in Philosophy is 18 semester hours consisting of the following courses: PHIL 2315 and 2316, plus 12 hours of philosophy courses. CSTH 3312 and/or CSTH 3345 may also count toward this minor.

**Archaeology Minor**

The minor in Archaeology is 18 semester hours consisting of CSBS 2301, 9 hours of courses with the ARCH prefix, and 6 hours from the following: ARTS 1351, ARTS 2360, HIST 1311, HIST 2340, HIST 4340, HIST 4342, and SOCI 1311.

**Grade Requirement: A grade less than “C” in Christian Studies courses will not apply toward any major or minor offered in the College of Christian Studies.**

**Bachelor of Christian Ministry (B.C.M.)**

The Bachelor of Christian Ministry (BCM) degree allows students to complete a broad variety of Christian Studies courses in biblical, historical, and theological areas. The degree also enables students to concentrate their studies in a particular area of Christian Ministry. Students may pursue concentrations in Pastoral Ministry, Youth Ministry, Christian Missions, or Worship Studies. All BCM students also complete one year of study in a biblical language of their choice, Hebrew or Greek.

**Degree Program**

**Liberal Arts & Sciences Core**

ENGL 1321 Rhetoric & Composition I ..... 3hrs

ENGL 1322 Rhetoric & Composition II ..... 3hrs

English Literature (British Literature Recommended) ..... 6hrs

CSBS 1311 Old Testament Survey ..... 3hrs

CSBS 1312 New Testament Survey ..... 3hrs

Biblical Language (Hebrew or Greek) ..... 8hrs

Social Science ..... 6hrs

World Ideas ..... 3hrs

Contemporary World Issues ..... 3hrs

COMM 1320 Public Speaking ..... 3hrs

Fine Arts ..... 3hrs

Quantitative Reasoning (MATH 1304 or higher) ..... 3hrs

Lab Science ..... 4hrs

Scientific Inquiry ..... 3hrs

EXSS (2 Activity Courses) ..... 2hrs

Freshman Seminar ..... 1hr

Fine Arts Experience ..... Credits required are determined by total hours transferred upon admission to UMHB

Chapel ..... Credits required are determined by total hours transferred upon admission to UMHB

**Total Hours** ..... **57 hrs**

**General Electives** ..... **Total 21 hrs**

**Christian Studies Foundation**

CSBS	2301	Biblical Backgrounds.....	3hrs
CSMN	1320	Introduction to Christian Ministry .....	3hrs
CSCH	2318	Introduction to Church History.....	3hrs
CSTH	2316	Introduction to Christian Theology.....	3hrs
PHIL	2315	Introduction to Philosophy (fulfills World Ideas Core requirement) .....	3hrs
<b>Total</b>		.....	<b>15 hrs</b>

**Advanced Biblical Studies Electives**

		Upper Level Old Testament.....	3hrs
		Upper Level New Testament .....	3hrs
<b>Total</b>		.....	<b>6 hrs</b>

**Christian Studies Electives**

Select 2 courses from the following areas

Old Testament, New Testament, Church History, Theology, Philosophy ..... **Total 6 hrs**

**Capstone Courses**

CSMN	4316	Supervised Ministry Practicum.....	3hrs
CSTD	4190	Senior Portfolio and Assessment .....	1hr
<b>Total</b>		.....	<b>4 hrs</b>

**Christian Ministry Concentration**

Select a minimum of 5 courses from one of the following concentrations:

**Pastoral Ministry Concentration**

CSBS	3300	Biblical Hermeneutics.....	3hrs
CSMN	3331	Introduction to Pastoral Ministry .....	3hrs
CSMN	3310	Sermon Preparation.....	3hrs
CSMN	3312	Principles and Methods of Teaching in a Church .....	3hrs
CSMN	3332	Ministry to the Older Adult.....	3hrs
CSMN	4305	Discipleship and Evangelism.....	3hrs
CSMN	4351	Christian Counseling in Church Setting .....	3hrs
CSMN	3341	Biblical Foundations of Christian Worship.....	3hrs

**Youth Ministry Concentration**

CSMN	3311	Introduction to Religious Education .....	3hrs
CSMN	3312	Principles and Methods of Teaching in a Church .....	3hrs
CSMN	3330	Youth Ministry .....	3hrs
CSMN	3333	Introduction to Cross-Cultural Ministry .....	3hrs
CSMN	4305	Discipleship and Evangelism.....	3hrs
CSMN	4350	Contemporary Issues Facing Youth .....	3hrs
CSMN	4351	Christian Counseling in a Church Setting.....	3hrs

**Christian Missions Concentration**

CSCH	4312	History of Christian Missions .....	3hrs
CSCH	4315	Major Religions of the World .....	3hrs
CSCH	4317	Minor Religions of the World .....	3hrs
CSMN	3311	Introduction to Religious Education .....	3hrs
CSMN	3312	Principles and Methods of Teaching in a Church .....	3hrs
CSMN	3333	Introduction to Cross-Cultural Ministry .....	3hrs
CSMN	4305	Discipleship and Evangelism.....	3hrs

**Worship Studies Concentration**

CSMN	3310	Sermon Preparation.....	3hrs
CSMN	3331	Introduction to Pastoral Ministry .....	3hrs
CSMN	3333	Introduction to Cross-Cultural Ministry .....	3hrs
CSMN	3341	Biblical Foundations of Christian Worship.....	3hrs
CSMN	3342	History and Practice of Christian Worship.....	3hrs
CSMN	4305	Discipleship and Evangelism.....	3hrs
CSMN	4341	Designing and Facilitating Worship Service.....	3hrs

**Total Hours in the Concentration .....** **15hrs**

**Total to graduate.....** **124 hrs**

## Christian Studies (B.A.) Degree Plan

### Freshman Year

English (ENGL 1321-1322).....	6
COMM 1320 .....	3
*Old Testament Survey and New Testament Survey .....	6
**Social Science .....	6
Fine Arts.....	3
Math (1304 or higher).....	3
*CSMN 1320 Intro to Christian Ministry .....	3
Freshman Seminar .....	1
Chapel x 2 .....	0
Fine Arts Experience x 2.....	0
<b>Total semester hours</b>	<b>31</b>

### Sophomore Year

Literature (British Literature preferred).....	6
Foreign Language (one of the Biblical Lang., Spanish, French, or German).....	8
Lab Science.....	4
PHIL 2315 Introduction to Philosophy (fulfills World Ideas).....	3
CSBS 2301 Biblical Backgrounds .....	3
CSCH 2318 Introduction to Church History .....	3
CSTH 2316 Introduction to Christian Theology.....	3
Physical Education (activity course).....	1
Chapel x 2 .....	0
Fine Arts Experience x 2.....	0
<b>Total semester hours</b>	<b>31</b>

### Junior Year

Foreign Language (second year of the same language taken in the sophomore year) .....	6
Contemporary World Issues .....	3
UL Old Testament and New Testament .....	6
3000 to 4000-level Christian Studies courses*** .....	6
Scientific Inquiry.....	3
Elective courses .....	6
Physical Education (activity course).....	1
Fine Arts Experience x 2.....	0
<b>Total semester hours</b>	<b>31</b>

### Senior Year

3000 to 4000-level Christian Studies courses .....	9
CSTD 4190 Senior Portfolio and Assessment .....	1
*CSMN 4316 Supervised Ministry Practicum .....	3
Elective courses .....	18
Fine Arts Experience x 2.....	0
<b>Total semester hours</b>	<b>31</b>

**Total minimum semester hours: 124**

\*UMHB students who are Baptist and who are planning to enter vocational Christian ministry may apply for the BGCT Scholarship (Catalog p. 130). They must take the courses marked by an asterisk plus CSCH 3310 and one additional course in Christian Studies.

\*\*From these areas: History, Psychology, or Sociology

\*\*\*Three courses (9 SH) must come from one of the concentrations: Biblical Studies, Church History, Theology & Philosophy, Christian Ministry, or Christian Studies. The other two courses (6 SH) are electives in Christian Studies.

## Bachelor of Christian Ministry Major Degree Plan

### Freshman Year

English (ENGL 1321-1322).....	6
COMM 1320 .....	3
*Old Testament Survey and New Testament Survey .....	6
Social Science**** .....	6
Fine Arts.....	3
Math (1304 or higher).....	3
*CSMN 1320 Introduction to Christian Ministry .....	3
Freshman Seminar .....	1
Chapel x 2 .....	0
Fine Arts Experience x 2.....	0
<b>Total semester hours</b>	<b>31</b>

### Sophomore Year

Literature (British Literature recommended).....	6
Hebrew or Greek (two semesters of the same language).....	8
Lab Science.....	4
CSBS 2301 Biblical Backgrounds .....	3
Contemporary World Issues .....	3
CSCH 2318 Introduction to Church History .....	3
CSTH 2316 Introduction to Christian Theology.....	3
Physical Education (activity course).....	1
Chapel x 2 .....	0
Fine Arts Experience x 2.....	0
<b>Total semester hours</b>	<b>31</b>

### Junior Year

3000 to 4000-level courses from one of the concentrations listed below** .....	9
PHIL 2315 Introduction to Philosophy (fulfills World Ideas).....	3
UL OT and NT .....	6
Scientific Inquiry.....	3
Elective courses .....	9
Physical Education (activity course).....	1
Fine Arts Experience x 2.....	0
<b>Total semester hours</b>	<b>31</b>

### Senior Year

3000 to 4000-level courses from one of the concentrations listed below** .....	6
additional Christian Studies courses*** .....	6
Elective courses .....	17
CSTD 4190 Senior Portfolio and Assessment .....	1
*CSMN 4316 Supervised Ministry Practicum .....	3
Fine Arts Experience x 2.....	0
<b>Total semester hours</b>	<b>31</b>

**Total minimum semester hours: 124**

\*Students who are Baptist and who are planning to enter vocational Christian ministry may apply for the BGCT Scholarship (Catalog p. 130). They must take the courses marked by an asterisk plus CSCH 3310 and one additional course in Christian Studies.

\*\* Pastoral Ministry, Youth Ministry, Christian Missions, Worship Studies (Catalog, p. 134): five courses from one of these areas.

\*\*\*select 4 courses (12 semester hours) from the following areas Old Testament, New Testament, Church History, Theology and Philosophy (one course, i.e., 3 SH from each area)

\*\*\*\*select two courses from HIST 1311, 1312, 2311, 2312, PSYC 1301, or SOCI 1301.

## COURSE DESCRIPTIONS

### ARCHEOLOGY (ARCH)

#### 4315 Archaeology of Ancient Mesopotamia and Persia (WI)

This course examines the cultural remains discovered through archaeological excavations from the regions of ancient Mesopotamia and Persia. Important elements in the study include social and political institutions, religion, and literature of the regions. Students will review materials related to selected archaeological sites dating from the Neolithic period to conquest of the region by Alexander the Great.

#### 4325 Archaeology of Ancient Egypt

This course examines the cultural remains discovered through archaeological excavations in ancient Egypt. Important elements in the study include social and political institutions, religion, and literature of the region. Students will review materials related to selected archaeological sites dating from the Naqada period to the end of the Ptolemaic period.

#### 4335 Archaeology of Ancient Greece and Rome

This course examines the cultural remains discovered through archaeological excavations in ancient Greece and Rome. Important elements in the study include social and political institutions, religion, and literature of the regions. Students will study representative sites from the Minoan civilization through the rule of Constantine.

#### 4345 Archaeology of Syria-Palestine

This course examines the cultural remains of ancient Syria-Palestine through the study of representative archaeological sites in the Levant and neighboring regions. Students will review materials related to archaeological sites dating from the Neolithic period to the end of the second century CE.

#### 4175-4675 Field Research in Archaeology and the Ancient Near East

This course examines the ancient Near East, its history, culture, and religion as evidenced through archaeological excavation and the interpretation of archaeological data. Foreign travel is required. The course is offered only on demand.

#### 4190-4490 Independent Learning

This course enables a student to pursue independent learning on topics in the field of Archaeology selected by the professor and the student. The student may repeat the course for credit whenever the content varies. Prerequisites: Junior standing.

#### 4191-4491 Seminar

This course examines selected topics in Archaeology. The course schedule will list the topic for the semester prior to registration. The student may repeat the course for credit whenever the content varies. Prerequisites: Junior standing.

### GREEK (GREK)

*The courses in New Testament (Koine) Greek will meet the foreign language requirements for the B.A. degree. These courses are specifically designed to provide an early mastery of the essentials of inflection and syntax, to resolve the principal difficulties of grammatical analysis, and to develop a vigorous and independent interest in the Greek New Testament.*

#### 2413-2414 Elementary Greek I and II

This course is a beginner's course designed to familiarize the student with the basic elements of New Testament Greek, stressing vocabulary, conjugation, declension, and translation.

#### 3313-3314 Intermediate Greek I and II

These courses will concentrate on translation and will introduce New Testament textual criticism and exegesis, if time allows. Prerequisite: GREK 2414.

#### 4190-4490 Independent Learning

This course enables a student to pursue independent learning in some aspect of the field of Greek. Prerequisites: GREK 3414 and junior standing.

#### 4191-4491 Seminar

Prerequisites: GREK 3414 and junior standing.

### HEBREW (HBRW)

*The courses in Hebrew fulfill the foreign language requirement for the B.A. degree. Hebrew is taught with the objective of meeting the graduate Hebrew requirement of many graduate schools. The courses meet the same standards and criteria as Hebrew classes taught on the campuses of seminaries. However, the Hebrew program involves more than learning the fundamentals of Hebrew. Each semester stresses Old Testament theology, Semitic culture, and hermeneutics.*

#### 2413-2414 Beginning Hebrew I & II

This course introduces the student to biblical Hebrew. Appropriate portions from the Hebrew Scriptures will be translated. Hebrew grammar and the Hebrew lexicon will be introduced and utilized in this study.

#### 3313-3314 Intermediate Hebrew I & II

This course presents the student with a detailed analysis of biblical Hebrew. Appropriate sections of the Hebrew Scriptures will be examined. Attention will be given to the grammar, syntax, and text of a different culture written in a language from the ancient world. Prerequisite: HBRW 2414.

#### 4190-4490 Independent Learning

This course enables a student to pursue independent learning in some aspect of the field of Hebrew. Prerequisites: HBRW 3414 and junior standing.

#### 4191-4491 Seminar

Prerequisites: HBRW 3414 and junior standing.

### PHILOSOPHY (PHIL)

#### 2315 Introduction to Philosophy

This course is a survey of the various schools of philosophy and their outstanding representatives. Major emphasis is placed upon basic philosophical problems, proposed solutions, and techniques of thinking.

#### 2316 Critical Reasoning

This course is an introduction to understanding, recognizing, and analyzing deductive and inductive arguments, informal logical fallacies, and conceptual and empirical theories.

#### 3311 Advanced Philosophical Studies

This course is an intensive study of a particular philosopher, period of philosophy, area of philosophy, or philosophical system. The course can be taken again for additional credit with change in subject matter. Prerequisite: PHIL 2315.

#### 3320 Philosophy of Religion

This course is an introduction to the traditional problems in the area of philosophy of religion including the nature of religion, the existence of God, faith and reason, the nature of religious language, evil and suffering, and the relation of philosophy to theology. Prerequisite: PHIL 2315.

#### 3325 Moral Philosophy

This course is a study of central issues in moral philosophy focusing on paradigms of ethical justification throughout the history of philosophy. These paradigms are explored through primary readings and works of fiction. Topics include the nature of morality, conceptions of justice, views of human nature and their bearing on questions of value, and competing tests of right and wrong. Prerequisite: PHIL 2315.

#### **4190-4490 Independent Learning**

This course enables a student to pursue independent learning in some aspect of the field of philosophy. Prerequisite: PHIL 2315 and junior standing.

#### **4191-4491 Seminar**

Prerequisite: PHIL 2315 and junior standing.

#### **4303 World Views**

This course is an examination of a variety of perspectives on reality in today's pluralistic world. This course begins with a statement of the biblical world view and its influence on Western civilization. Naturalism, Secular Humanism, Eastern Mysticism, the New Age Movement, and Postmodernism are contrasted with the biblical view. The course is designed to emphasize the merits of the biblical view and to facilitate dialogue with other perspectives. Prerequisite: CSBS 1311/1312. (Same as CSTH 4303)

#### **4330 Revelation and Reason**

This course is a historical and contemporary study of issues relating to human knowledge of God including universal and special revelation. Particular attention is given to examination of the relationship of revelation and reason, various theoretical "models" of revelation, and to the nature and role of the Bible in revelation (including issues of inspiration, authority, inerrancy, and interpretation.) (Same as CSTH 4330) Prerequisites: CSBS 1311/1312.

### **CHRISTIAN STUDIES (CSTD)**

#### **4190 Senior Portfolio and Assessment**

Christian Studies students complete their university learning experience through the formulation of theoretical, ethical and practical perspectives in their chosen area(s) of ministry service. Creation of an electronic portfolio and completion of assessment examinations and exit interview form the primary elements of the course. Prerequisite: Senior Standing.

### **BIBLICAL STUDIES (CSBS)**

#### **1311 Old Testament Survey**

This course presents a general survey of the Hebrew Bible, with special emphasis being given to great characters, events, and religious teachings.

#### **1312 New Testament Survey**

This course surveys the historical background of the New Testament writings, the life and teachings of Jesus Christ, the early Christian movement, and the doctrinal concepts and ethical ideals of Christianity.

#### **2301 Biblical Backgrounds**

This course presents a survey of the religious, cultural, geographical, and historical backgrounds of the Bible with special reference to major archaeological discoveries which have illuminated biblical interpretation and understanding. Prerequisites: CSBS 1311/1312.

#### **3323 Poetical Books**

This course provides a study of selected portions of the poetical material contained in the Hebrew Bible, including an introduction to literary theory and a definition of the field of Hebrew poetry. Prerequisites: CSBS 1311, 1312 and 2301.

#### **3324 The Wisdom Books**

This course provides a study of selected portions of the wisdom material contained in the Hebrew Bible and seeks to explore the relationship of Hebrew wisdom to the wisdom material of the ancient world. Prerequisites: CSBS 1311, 1312 and 2301.

#### **3326 The Minor Prophets**

This course examines selected portions of the Minor Prophets (the Book of the Twelve) with due attention given to the historical backgrounds and to their teachings. Prerequisites: CSBS 1311, 1312 and 2301.

#### **3327 The Gospels of Mark and Matthew**

This course is a study of the Gospels of Mark and Matthew, with introductions to the synoptic problem and the synoptic presentation of Jesus of Nazareth. The course will highlight the distinctive and significant features of both Gospels. Prerequisites: CSBS 1311, 1312 and 2301.

#### **3328 The Earlier Pauline Epistles**

This course is a study of Galatians, 1-2 Thessalonians, and 1-2 Corinthians, noting Paul's rise to prominence in the early church, the development of his theology, and the problems he confronted in the churches of his Gentile mission. Prerequisites: CSBS 1311, 1312 and 2301.

#### **3329 The Pastoral Epistles, Hebrews, and the non-Johannine General Epistles**

This course is a study of selected portions of 1-2 Timothy, Titus, Hebrews, James, 1-2 Peter, and Jude, with attention to the unique contribution of each to the New Testament. Prerequisites: CSBS 1311, 1312 and 2301.

#### **3330 Biblical Hermeneutics**

This course introduces the student to the science of biblical hermeneutics and its application to sacred scripture from the development and closing of the Canon to the modern era. Prerequisites: CSBS 1311 and 1312.

#### **4190-4490 Independent Learning**

This course enables a student to pursue independent learning in some aspect of the field of Biblical Studies. Prerequisites: CSBS 1311, 1312, 2301, and junior standing.

#### **4191-4491 Seminar**

Prerequisites: CSBS 1311, 1312, 2301, and junior standing.

#### **4330 Pentateuch**

This course examines selected passages in the first five books of the Hebrew Bible. Special attention is given to modern techniques of scholarship, major themes in the Pentateuch relating to today's world, and selected passages of major importance. Prerequisites: CSBS 1311, 1312 and 2301.

#### **4331 Deuteronomic History**

This course investigates selected portions of the Deuteronomic History (Joshua, Judges, 1-2 Samuel, and 1-2 Kings) and seeks to understand their relationship to the book of Deuteronomy. Prerequisites: CSBS 1311, 1312 and 2301.

#### **4332 The Major Prophets**

This course examines selected portions of the Major Prophets (Isaiah, Jeremiah, and Ezekiel) with due attention given to the historical backgrounds and to their teachings. Prerequisites: CSBS 1311, 1312 and 2301.

#### **4340 The Gospel of Luke and the Book of Acts**

This course is a study of the Gospel of Luke and its distinctive features, tracing its continuity with and through its companion volume, the Acts of the Apostles. The study of Acts will stress the missionary career of St. Paul. Prerequisites: CSBS 1311, 1312 and 2301.

#### **4341 The Johannine Books in the New Testament**

This course is a study of the Gospel of John with attention to its non-synoptic nature and theological sophistication. The course will include studies of 1-3 John and the Revelation/Apocalypse. It will seek to identify the special themes in these books. Prerequisites: CSBS 1311, 1312 and 2301.

#### **4342 The Later Pauline Epistles**

This course is a study of Romans and the Prison Epistles, (Philemon, Ephesians, Colossians, and Philippians) noting the continuing development of Paul's theology and his prison ministry in Rome. Prerequisites: CSBS 1311, 1312 and 2301.

## CHURCH HISTORY (CSCH)

### 2318 Introduction to Church History

This course examines the origin, progress, and development of the Christian religion. Attention is given to major themes, movements, events, leaders, and developments. This course is designed as an orientation to the entire Christian tradition in its social and cultural setting. Prerequisites: CSBS 1311 and 1312.

### 3310 History of the Baptists

This course examines the history of Baptists from their beginnings to the present, noting particularly the development in England and America. The basic concepts of Baptist doctrine and policy are viewed in their historical setting. Prerequisites: CSBS 1311 and 1312.

### 4190-4490 Independent Learning

This course enables a student to pursue independent learning in some aspect of the field of Church History. Prerequisites: CSBS 1311 and 1312 and junior standing.

### 4191-4491 Seminar

Prerequisites: CSBS 1311 and 1312 and junior standing.

### 4310 Religion in America

This course examines the origins and development of the American religious heritage with emphasis on organization, expansion, thought, worship, and impact on American society. Prerequisites: CSBS 1311 and 1312 and CSCH 2318.

### 4311 Antisemitism, Christianity and the Holocaust

An examination of the development and manifestations of antisemitism throughout history (with special attention to Nazi Germany) including the present day with special emphasis on "Christian" antisemitism. Prerequisites: CSBS 1311 and 1312.

### 4312 History of Christian Missions

This course examines the spread of Christianity with an emphasis upon the modern missionary movement. Prerequisites: CSBS 1311 and 1312 and CSCH 2318.

### 4315 The Major Religions of the World

This course is a survey of the most widely practiced non-Christian religions in the modern world (Primitivism, Hinduism, Buddhism, Judaism, and Islam) with emphasis upon their founders (if known), major doctrines, and institutions. Prerequisites: CSBS 1311 and 1312.

### 4317 The Minor Religions of the World

This course is a study of Classical Paganism, Janism, Zoroastrianism, Confucianism, Taoism, Shinto, Sikhism, and Bahai. Emphasis will rest on their founders (if known), major doctrines, and institutions. Prerequisites: CSBS 1311 and 1312.

### 4373 The Reformations of the 16th and 17th Centuries

This course is a study and critique of the Protestant and Catholic Reformations. The Continental Reforms, English Reforms, and Counter Reformation will be examined with attention given to the reformation issues that confront the church today. Prerequisites: CSBS 1311 and 1312 and CSCH 2318.

### 4380 Women in American Christianity

This course examines the rich history of women in American Christianity from the colonial era to the present giving attention to the importance of gender within the Christian experience. Special attention is given to women's roles in awakenings, reform movements, and missions as well as their participation within denominational traditions. Prerequisites: CSBS 1311 and 1312 and CSCH 2318.

## MINISTRY (CSMN)

### 1320 Introduction to Christian Ministry

This course is a biblical, historical, theological, and practical study of Christian Ministry. Students study the role of the minister in proclamation, administration, and care-giving. Attention is given to educational preparation, spiritual growth, and the development of skills in ministry. Fee.

### 3310 Sermon Preparation

This course is a study of a variety of methods of preparing sermons. Emphasis will be given to developing expository sermons starting with a biblical idea and culminating in a sermon ready for delivery. Prerequisites: CSBS 1311, 1312 and CSMN 1320.

### 3311 Introduction to Religious Education

This course is a course introducing the student to the field of religious education and to practical ways to be an effective worker in Christian service. Students will acquire practical knowledge through supervised work in a church. Prerequisites: CSBS 1311, 1312 and CSMN 1320.

### 3312 Principles and Methods of Teaching in a Church

This course is an age-level approach with emphasis on the use of modern teaching methods. Attention is given to methods and materials to be used with the different age groups in the church. Prerequisites: CSBS 1311, 1312 and CSMN 1320.

### 3329 Children's Ministry

This course examines the needs of children in a religious setting. Topics of study include parental responsibility, weekday ministries, equipment needs for ministry, physically challenged children, materials, and spiritual development. Prerequisites: CSBS 1311, 1312 and CSMN 1320.

### 3330 Youth Ministry

This course is a study of the philosophy and trends of youth ministry. Emphasis will be placed on the planning and administering of a youth ministry in a local church. Attention will be given to the motivation of youth leaders and the development of programming ideas. Prerequisites: CSBS 1311, 1312 and CSMN 1320.

### 3331 Introduction to Pastoral Ministry

This course is a study of the biblical principles of pastoral leadership and servant-hood that provide the foundation for developing a model of contemporary pastoral ministry. The responsibilities of the pastor in the modern church will be evaluated. Prerequisites: CSBS 1311, 1312 and CSMN 1320.

### 3332 Ministry to the Older Adult

This course is a study of biblical models for ministering to adults. Topics include the loss of a spouse, divorce, recreation, the never-married, older children, etc. Prerequisites: CSBS 1311, 1312 and CSMN 1320.

### 3333 Introduction to Cross-Cultural Ministry

This course is an introduction to effective Christian ministry in a cross-cultural context. Attention will be given to the Biblical foundation, principles, and resources necessary for initial entry, incarnational witness and contextualized ministry in the cross-cultural setting. Prerequisites: CSBS 1311, 1312.

### 3335 World Missions Theory & Practice

This course is a study of biblical foundations and contemporary models for the church engaged in world missions. Prerequisites: CSBS 1311 and 1312.

### 3341 Biblical Foundations of Christian Worship

This course is a study of the theological and practical aspects of Christian worship presented in the Old and New Testaments. Prerequisites: CSBS 1311, 1312.

### 3342 History of Christian Worship

This course is an historical survey of liturgical practices in the earliest Christian churches through the contemporary period. Prerequisites: CSBS 1311, 1312 or permission of the instructor.



**4190-4490 Independent Learning**

This course enables a student to pursue independent learning in some aspect of the field of Ministry. Prerequisites: CSBS 1311, 1312, CSMN 1320 and junior standing.

**4191-4491 Seminar**

Prerequisites: CSBS 1311, 1312, CSMN 1320 and junior standing.

**4305 Discipleship and Evangelism**

Through group participation, Christian discipleship and evangelism are examined in terms of the student's relationship with the Bible, prayer, Christian fellowship, and world evangelism. Prerequisites: CSBS 1311, 1312.

**4316 Supervised Ministry Practicum**

This course is a field-based learning opportunity in which the student functions in a ministry role under the supervision of an experienced mentor and a University professor. Requirements include the completion of ministry projects within the field setting as well as on-campus conferences. Emphasis is placed on functional competence in ministry through development of both personal and professional skills. Prerequisite: CSBS 1311, 1312 and CSMN 1320.

**4341 Designing and Facilitating Worship Services**

This course develops students' skills in the design, facilitation, and administrative tasks of worship, utilizing a broad range of media resources. The course emphasizes implementation of worship services in lab and/or field settings.

**4350 Contemporary Issues Facing Youth**

This course is a study of the contemporary issues of race, sexual attitudes, family pressures, school, etc. faced by youth and creative approaches the Youth Minister may employ to help youth understand these issues from a uniquely Christian perspective. Prerequisites: CSBS 1311, 1312 and CSMN 1320.

**4351 Christian Counseling in a Church Setting**

This course examines the professional methods of Christian counseling. Recurring problems encountered in counseling and the use of referral will be studied. Prerequisites: CSBS 1311, 1312, CSMN 1320 and PSYC 1301.

## THEOLOGY (CSTH)

**2316 Introduction to Christian Theology**

This course is a study of basic Christian beliefs from a biblical perspective. Emphasis will also be given to how these beliefs have been stated over the history of the church to the present day. Prerequisites: CSBS 1311 and 1312.

**3312 Biblical Ethics**

This course is a study of the ethical teachings in the Old and New Testaments. The course includes analysis of ways the Bible is used in formulating positions toward contemporary ethical issues. Prerequisites: CSBS 1311 and 1312.

**3345 Christian Ethics and Social Issues**

This course is an examination of Christian ethical approaches to selected social issues relating to sexuality, marriage, gender, race, biomedical ethics, economics, and politics. Prerequisites: CSBS 1311 and 1312.

**4190-4490 Independent Learning**

This course enables a student to pursue independent learning in some aspect of the field of Theology. Prerequisites: CSBS 1311, 1312, CSTH 2316, and junior standing.

**4191-4491 Seminar**

Prerequisites: CSBS 1311, 1312, CSTH 2316, and junior standing.

**4303 World Views**

This course is an examination of a variety of perspectives on reality in today's pluralistic world. The course begins with a statement of the biblical world view and its influence on Western civilization. Naturalism, Secular Humanism, Eastern Mysticism, the New Age Movement, and Postmodernism are contrasted with the biblical view. The course is designed to emphasize the merits of the biblical view and to facilitate dialogue with other perspectives. Prerequisites: CSBS 1311 and 1312. (Same as PHIL 4303)

**4317 Doctrine of God**

This course is an introduction to various theories on the nature of God and of God's relationship with the world. The class discusses the justification for various conceptions of God and addresses important issues in contemporary theological discussion, including Trinitarian thought and theories concerning divine/human action. Prerequisites: CSBS 1311, 1312 and CSTH 2316.

**4318 Historical Theology**

This course comprises a historical survey of theologians and movements that have shaped the faith of the Christian Church from post-biblical times to the present. The focus is on primary readings and analysis. Prerequisites: CSBS 1311, 1312 and CSTH 2316.

**4319 Christian Theological Traditions**

This course is a survey of the major Christian theological traditions (Catholic, Protestant, and Orthodox) with an emphasis on their theological presuppositions, systems of thought, and principle theologians. The course emphasizes both ongoing disagreements and what the traditions hold in common. Prerequisites: CSBS 1311, 1312 and CSTH 2316.

**4330 Doctrine of Revelation**

This course is a historical and contemporary study of issues relating to human knowledge of God including natural and special revelation. Particular attention is given to the issues of the relationship of revelation and reason and to the nature and role of the Bible in revelation: inspiration, authority, inerrancy, and interpretation. (Same as PHIL 4330) Prerequisites: CSBS 1311 and 1312.

## Certificate in Christian Ministry

### Description

The Certificate in Christian Ministry is designed for ministers and church members desiring entry-level preparation for ministry service. Students earn Certificate “units” for completed courses. These Certificate units may transfer if and when a Certificate student is admitted to the regular undergraduate program of the University (see “Transfer of Certificate Units” below). The program is offered through extension centers for those who desire increased knowledge of the Bible, Baptist history and doctrine, and Christian ministry. The Certificate in Christian Ministry is available to anyone (except regularly admitted students) who demonstrates reading and writing proficiency regardless of educational background.

### Admission

Students must complete an application form which can be obtained through the program contact person. Applications are due no later than the first class day and can be submitted to the program contact person. A non-refundable, one-time application fee of \$25 will be turned in with the application. Students who have not graduated from high school or completed the General Educational Development Testing Program (GED) must demonstrate **language proficiency** in reading and writing. A proficiency test must be taken before the second class session. The Belton campus will provide the test, but students should talk to their local contact person to set up a time and place to take it.

### Audit

Any student desiring to benefit from the instruction in a course may audit the course if the space is available. An auditor’s work will not be evaluated by the instructor nor will any credit or a grade be received by the auditor. The decision to audit must be done at registration and cannot be changed after the close of the registration period. The cost of auditing a course is half the regular tuition rate. The BGCT ministerial scholarship cannot be used to cover this charge.

### Financial Arrangements

The cost of each course in the Certificate in Christian Ministry program is one third of the per credit hour tuition for the regular undergraduate program. The Baptist General Convention of Texas offers a ministerial scholarship, the amount of which is presently \$50 per credit hour at UMHB to licensed, ordained or certified Southern Baptist ministers. The application and approval process does take some time, so it is best for students to apply as soon as possible when they decide to begin the program. This scholarship cannot be used to cover the cost of auditing classes. Contact the College of Christian Studies at (254) 295-5075, for more information. If a church, a church-related organization of another Christian denomination, or any person or other organization wishes to help fund the education of its ministers through this program, such scholarships may also be applied toward a student’s bill. Payment must be made in full at the time of registration.

### Transfer of Certificate Units

The Certificate in Christian Ministry is a “delayed-credit” program. Students who complete the Certificate program may apply for admission to the regular undergraduate program of the University. If these students successfully matriculate as regular students, they may transfer eighteen (18) certificate units toward undergraduate degree programs. The eighteen (18) certificate units will transfer as credits for the following entry-level (1000-level courses): CSBS 1311 Old Testament Survey, CSBS 1312 New Testament Survey, CSMN 1320 Introduction to Christian Ministry, and (9) hours of 1000-level liberal arts core electives. A minimum grade of “C” is required in order for a course to be applied to an UMHB college degree plan.

## COURSE DESCRIPTIONS

### CERTIFICATE IN CHRISTIAN MINISTRY (CMIN)

#### 1111 Old Testament I – Pentateuch

A study of the first five books of the Old Testament.

#### 1112 Old Testament II – Prophets

A study of the historical and major prophetic books of the Old Testament.

#### 1113 Old Testament III – Writings

A study of the nature of Hebrew poetry, especially as it portrays the Hebrew concept of wisdom. Students examine Job, Psalms, Proverbs, and other poetic portions of the Old Testament.

#### 1114 New Testament I – Gospels

A study of the life and ministry of Jesus Christ as presented in the first four books of the New Testament.

#### 1115 New Testament II – Acts & Pauline Epistles

A study of the development of the primitive New Testament church as presented in the book of Acts and of the thirteen epistles traditionally ascribed to the Apostle Paul.

#### 1116 New Testament III – General Epistles & Revelation

An introductory survey of the epistles of James, Peter, John, Jude, the Epistle to the Hebrews, and the Book of Revelation.

#### 1117 Baptist History

A survey of the history of Baptists from the sixteenth century to the present, including Southern Baptists and Texas Baptists.

#### 1118 Baptist Beliefs

A study of biblical, historical, and systematic theology from a Baptist perspective.

#### 1119 Baptist Denominational Relationships

A study of how members of a local Baptist church function in relationship to the church, the association, state, national, and international organizations and institutions.

#### 1120 Preparation for Ministry

A study of the various means of preparation for ministry. Students examine the call to ministry and the minister's role in the mission of the church.

#### 1121 Personal Evangelism

A study of the principles, theology, and methods of New Testament evangelism. Students learn personal witnessing and training methods.

#### 1122 The Work of the Minister

A study of the day-to-day tasks and challenges of the contemporary minister. Students learn how to conduct weddings, funerals, church ordinances, church business meetings, the ministry of pastoral care.

#### 1123 Sermon Research and Biblical Interpretation

A study of research and biblical interpretation for use in sermon preparation.

#### 1124 Sermon Outline and Construction

A study of the development of the sermon thesis and the construction of sermon outlines.

#### 1125 Sermon Delivery

A study of sermon delivery with in-class student sermon presentations.

#### 1126 Christian Missions

An introductory study of missions with emphasis on the Biblical and doctrinal basis of missions. Students study strategies and formulate a personal mission statement.

#### 1127 Leadership Among Ministry Volunteers

A study of leadership in the context of ministry. Attention will be given to enlisting and training volunteer leaders in ministry.

#### 1128 Basic Christian Ethics

An introductory study of basic ethical approaches, ethics in the Old and New Testaments, and important contemporary ethical issues.

#### 1129 Special Studies in the Bible

Special topics in the study of the Bible. Course may be offered periodically.

# COLLEGE OF EDUCATION

## Purpose

The College of Education promotes quality in teaching and learning within a framework of educational opportunities. The College adheres to high standards of academic excellence in the preparation of caring, moral educators who are well prepared to teach in culturally diverse schools. The College of Education offers undergraduate and post-baccalaureate teacher certification programs at four levels (EC-12, EC-6, 4-8, and 8-12) with certifications in all-level art, music, physical education, special education, Spanish, and theatre. Other areas of certification include English Language Arts and Reading, History, Life Sciences, Mathematics, Social Studies, Spanish, Speech, Science, Physical Science, Earth Science, Life Science, and Special Education. Non-certification majors in athletic training, sport management, recreation leadership, exercise science, and motor activities are also offered in the department of Exercise and Sports Science through selected and varied programs. Programs within the College of Education are endorsed by the State Board for each certification and accredited by the Southern Association of Colleges and Schools.

Students are encouraged in their professional endeavors by a faculty dedicated to model lifelong learning and to foster critical and creative thinking in professional interactions with each other, with the students, and with the educational communities within our sphere of influence.

**Marlene Zipperlen, Ph.D.**  
**Dean**

# EXERCISE & SPORT SCIENCE (EXSS)

## Dr. Cliffo Foster, Chairperson

The Department of Exercise & Sport Science seeks to develop the total personality of the individual student through a selected and varied program of pre-physical therapy, athletic training, sport management, physical education teacher education, exercise science, applied activities, and related educational opportunities. **Exercise & Sport Science students must earn grades of “C” or better in all courses counting toward the major and the minor.**

Desirable outcomes for the individual expected to result from this emphasis are a greater understanding of human performance from a physiological, anatomical, kinesiological, and functional standpoint. The exercise scientist excels at assessment, prescription, and the physiological basis for physical fitness. In addition, a high level of physical fitness, improved motor skills, greater neuromuscular coordination, personal and group social skills, refined kinesthetic sense, ability to think and to interpret knowledge, and refined and enlarged appreciation for an understanding of activity performance are expected outcomes.

To reach these desired outcomes, the department provides services through the following:

1. The instructional program of a wide variety of activity classes for all students.
2. A professional certification program for individuals who wish to pursue a career in teaching Early Childhood-12 grade and coaching.
3. A professional preparation program for those that wish to pursue a career in Exercise Science.
4. A professional pre-preparation program for individuals who wish to pursue a career in Physical Therapy.
5. A professional preparation program for individuals who wish to pursue a career in Sports Management.
6. A professional preparation curriculum program to prepare students who plan to pursue an advanced degree in Exercise Science.
7. A professional practicum based program to prepare students to pursue a Texas license in Athletic Training.

### Major in Exercise Science, B.S. degree

A major in Exercise Science is 39 semester hours consisting of EXSS 2135; 2340; 2352; 3107; 3141; 3354; 3379; 3390; 3395;3396, 4344; 4350; 4392; 4394 and 4398. Required support courses for this major include BIOL 2440 and 2441. **Grades of “C” or better required in all courses in the Exercise Sport Science major and minor.**

### Exercise Science Courses of Study by Year Bachelor of Science

#### Freshman Year

English (ENGL 1321 & 1322) .....	6
Christian Studies (CSBS 1311 &1312).....	6
EXSS 2340.....	3
Quant. Reasoning MATH 1304 (or higher) .....	3
Freshman Seminar .....	1
Speech Communication (COMM 1320).....	3
Social Science .....	3
Minor .....	3
Chapel X 2	
Fine Arts Experience X 2	

**Total semester hours 28**

#### Sophomore Year

English Literature.....	6
Lab Science (BIOL 2440 &2441) .....	8
Social Science .....	3
Fine Arts.....	3
EXSS 2352.....	3
Minor.....	6
Elective(s) .....	3
Chapel X 2	
Fine Arts Experience X 2	

**Total semester hours 32**

#### Junior Year

EXSS (3354,3379,3390,3395,3396,3107) .....	16
Minor.....	6
Scientific Inquiry.....	3
Contemporary World Issues.....	3
Lab Science.....	4
EXSS 3141.....	1
EXSS 2135.....	1
Fine Arts Experience X 2	

**Total semester hours 34**

### Senior Year

EXSS (4350,4392,4394,4344,4398) .....	15
Minor.....	3
World Ideas .....	3
Electives.....	9
Fine Arts Experience X 2	

**Total semester hours 30**

### Minor in Exercise & Sports Science

A minor in Exercise & Sport Science is 24 semester hours consisting of EXSS 2340; 2352; ; 2135,3107; 3141; ; 3354, 3390; 3395; ;4344 4392; and .  
Grades of "C" or better required in all courses in the Exercise and Sport Science Minor.

### Major in Pre-Physical Therapy track, B.S. degree

Students can declare as a Pre-Physical Therapy major at anytime if they have completed less than 60 hours of course work. Following the completion of 60 hours, a Pre-Physical Therapy major is required to maintain a minimum cumulative 3.0 GPA. A student who has a GPA lower than the minimum requirements will be required to change their major from Pre-Physical Therapy. Once 60 hours is complete towards a Pre-Physical Therapy degree, students must maintain a minimum cumulative 3.0 GPA. If the student drops below a 3.0 following 60 hours of completion then the student must raise their GPA above 3.0 within one semester of dropping below that minimum requirement. .

A major in Pre-Physical Therapy track is 71 semester hours consisting of EXSS 2352; 2355; 3354; 3357; 3390; 3395; 3396 (Physiology of Exercise II); 4392; 4394; and 4103. All EXSS majors are required to take EXSS 2135 and 3107 for the major, which will satisfy the Core Activity PE requirement. Other required courses from other departments would be include BIOL 1410; 2440; 2441; as well as one other upper level BIOL course with a lab, CHEM 1410; 1420; PHYS 2411; 2412; MATH 3303; PSYC 1301 and 3310 or 3315. Grades of "C" or better are required in all Pre-Physical Therapy courses

### Pre-Physical Therapy (B.S.) Courses of Study by Year

#### Freshman Year

English (ENGL 1321 & 1322) .....	6
Quantitative Reasoning (*MATH 1306 required).....	3
Christian Studies (CSBS 1311 &1312).....	6
Social Science (*General Psychology (PSYC 1301), Sociology, or History) .....	6
Freshman Seminar .....	1
Speech Communication (COMM 1320).....	3
Scientific Inquiry (*BIOL 1410 Zoology) .....	4
Chapel X 2	
Fine Arts Experience X 2	

**Total semester hours 29**

#### Summer

English (Literature).....	6
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#### Sophomore Year

Laboratory Science (*BIOL 2440 & 2441) .....	8
Exercise Science (EXSS 2352, 2355 & 3390 recommended) .....	9
Contemporary World Issues (EXSS 2353 recommended).....	3
World Ideas .....	3
Fine Arts.....	3
Chapel X 2	
Fine Arts Experience X 2	

**Total semester hours 26**

#### \*\*Summer

*Lab Science (CHEM 1410 & 1420).....	8
Social Science (*3 hours Upper level PSYC required: 3310 or 3315) .....	3

**Total semester hours 11**

\*\*Establish volunteer or physical therapy assistant position.

‡Identify physical therapy schools and obtain application requirements and deadlines

#### Junior Year

Exercise Science (EXSS 3354, 3395, 3396, etc.) .....	9
Activity PE (EXSS 2135 & 3107 required) .....	2
*Lab Science (PHYS 2411 & 2412).....	8
Electives (‡Recommend selection based on additional PT school requirements).....	9
Fine Arts Experience X 2	

**Total semester hours 28**

#### Summer

Exercise Science (EXSS 4103 & 4392).....	4
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\*\*Continue accumulating hours of PT-related experience in at least 3 areas of physical therapy.

**Senior Year**

Exercise Science (EXSS 3357, 4394, etc.) .....	6
Biology (4 hours upper level of choice) .....	4
*Math (MATH 3303) .....	3
Elective (§Recommend selection based on additional PT school requirement).....	7
Fine Arts Experience X 2	

**Total semester hours 20****Total minimum semester hours: 124**

\*These courses are prerequisite for admission to physical therapy schools and part of the hybrid Pre-PT degree requirements that replace the hours of a minor.

Courses and GPA requirements listed in the degree plan are subject to change.

\*\*Average of 300 hours of physical therapy related experience is required for entrance into physical therapy school.

†Recommended GPA for last 60 hours is >3.5 on a 4.0 scale for entrance into physical therapy school.

‡Physical therapy schools requirements vary and the start time for each program may be different, thus identifying deadlines for applications is critical for acceptance.

**Major in Athletic Training (LAT Track), B.S. degree**

A major in Athletic Training (LAT Track) is 36 semester hours and consists of EXSS 2135; 2340; 2350; 2352; 3107; 3141; 3354; 3358; 3390; 3395; 4350; 4355; 4394; and the choice of either EXSS 3357 or 3379. Required support course for this major includes BIOL 2440 and BIOL 2441. Grades of "C" or better required in all courses in the Athletic Training (LAT Track) major.

**Athletic Training (B.S.)  
Courses of Study by Year**

**Freshman Year**

English (ENGL 1321 & 1322) .....	6
Christian Studies (CSBS 1311 & 1312).....	6
EXSS 2340.....	3
Quant. Reasoning MATH 1304 (or higher) .....	3
Freshman Seminar .....	1
Speech Communication (COMM 1320).....	3
Social Science .....	3
Minor.....	3
Chapel X 2	
Fine Arts Experience X 2	

**Total semester hours 28****Sophomore Year**

English Literature.....	6
Lab Science (BIOL 2440 & 2441) .....	8
Social Science .....	3
Fine Arts.....	3
EXSS 2350 & 2352.....	6
Minor.....	3
Elective(s) .....	3
Chapel X 2	
Fine Arts Experience X 2	

**Total semester hours 32****Junior Year**

EXSS (3354,3379/3357,3358, 3390,3107) .....	13
Minor.....	6
Scientific Inquiry.....	3
Contemporary World Issues.....	3
Lab Science .....	4
EXSS 3141 .....	1
EXSS 2135.....	1
Fine Arts Experience X 2	

**Total semester hours 31****Senior Year**

EXSS (3395,4350,4355,4394) .....	12
Minor.....	6
World Ideas .....	3
Electives.....	12
Fine Arts Experience X 2	

**Total semester hours 33****Total minimum semester hours: 124**

## Major in Teacher Certification in Physical Education (EC-12) — Option A

Students desiring to certify to teach Physical Education in a public school, grades Early Childhood (EC) through 12, must complete a 40-semester-hour **major in Exercise & Sport Science, B.S. degree** consisting of EXSS 2135; 2340; 2350; 3107; 3141; 3300; 3379; 3384; 3390; 3395; 4104; 4340; 4341; 4344; 4392; and 4395; plus a certifying or non-certifying minor. Required support courses include BIOL 2440 and 2441. In addition, students must complete 22 hours of Pedagogy and Professional Practices and other certification requirements of the College of Education published on page LIST. **Grades of “C” or better required in all courses in the Exercise & Sport Science major, including certification programs.** It is recommended that students enroll in EDUC 3315 during the first semester of the junior year.

## Major in Teacher Certification in Physical Education (EC-12) — Option B

Students desiring to certify to teach Physical Education in a public school, grades Early Childhood (EC) through 12, must complete a 40-semester-hour **major in Exercise & Sport Science, B.S. degree** consisting of EXSS 2135; 2340; 2350; 3107; 3141; 3300; 3379; 3384; 3390; 3395; 4104; 4340; 4341; 4344; 4392; and 4395. Required support courses include BIOL 2440, and 2441. In order to be certified by the State of Texas as a teacher, students must choose the **Pedagogy and Professional Practices** minor of 22-23 hours (published on page LIST). In addition, students will need to fulfill general requirements for the B.S. degree and the certification requirements of the College of Education published on page LIST. **Grades of “C” or better required in all courses in the Exercise & Sport Science major, including certification programs.** It is recommended that students enroll in EDUC 3315 during the first semester of the junior year.

### EC-12 Physical Education Teacher Certification (B.S.) Courses of Study by Year

#### Freshman Year

English (ENGL 1321 & 1322).....	6
Quantitative Reasoning (MATH 1304).....	3
Christian Studies (CSBS 1311 & 1312).....	6
Lab Science (BIOL 2440).....	4
Speech Communication (COMM 1320).....	3
Exercise & Sport Science (EXSS 2340).....	3
Fine Arts (FINA 233.0 Recommended).....	3
Freshman Seminar .....	1
Chapel X 2	
Fine Arts Experience X 2	

**Total semester hours 29**

#### Sophomore Year

English Literature.....	6
Exercise & Sport Science.....	9
Social Science (PSYC 1301 & POLS 2310 or 2311) .....	6
World Ideas .....	3
Lab Science (BIOL 2441) .....	4
Technology (EDUC 2311) .....	3
Elective .....	3
Chapel X 2	
Fine Arts Experience X 2	

**Total semester hours 34**

#### Junior Year

Scientific Inquiry.....	3
Contemporary World Issues (EXSS 2353 or HIST 2311/2312) .....	3
Education Minor .....	9
Exercise & Sport Science.....	13
Activity PE (EXSS 2135 & EXSS 3107).....	2
Elective .....	3
Fine Arts Experience X 2	

**Total semester hours 33**

#### Senior Year

Lab Science (Non Biology) .....	4
Exercise & Sport Science (EXSS 4104) .....	13
Education Minor .....	3
Student Teaching (EDUC 4335, 4336, 4337) .....	9
Education Minor (4150).....	1
Fine Arts Experience X 2	

**Total semester hours 30**

**Total minimum semester hours: 126**



# Sport Management Major

Dr. Mickey Kerr, Director

Sport Management is a dynamic field involving the interdisciplinary study of the management/administration of sport-related organizations and activities. The Sport Management Major is designed to develop graduates with strong communication and organizational skills in their professional preparation for multi-faceted, sport-related career opportunities.

Students have the opportunity to earn a Bachelor of Science or a Bachelor of Arts degree in Sport Management. The major focuses on the conceptual, managerial, interpersonal, technical, and practical skills that prepare students to become visionary leaders in various areas of the sport industry. The Sport Management Major prepares students for graduate school, and for a variety of sport specialist entry positions that focus on the administration of sport activities/programs. The mission of the major is to assist students in the development of skills to organize, administer, and facilitate sport programs at the corporate, agency, professional, and amateur levels. A minor designed for Non-Business Majors from the College of Business is incorporated into the curriculum in order to provide a solid foundation in business related principles and education.

The primary employment segments within the sport industry involve performance, spectator, participant, consumer, production, planning, purchasing, supervision, advertising, and promotion. Students majoring in Sport Management will be required to complete a field experience designed to provide practical work experiences in professional settings reflecting current trends and professional practices in the sport management arena. The field experience is incorporated subsequent to the junior year under the supervision of a qualified on-site professional.

## Major in Sport Management with a minor in designed for Non-Business Majors from the College of Business, B. S. Degree or B.A. Degree

The Sport Management major is 39 semester hours consisting of any EXSS activity elective; EXSS 2371; 3107; 3141; 3310; 3373; 3374; 3360; 4375; 4376; 4377; 4378; 4379, EXSS Activity Course elective, and two of the following: EXSS 3372, 3375, 3376, or 3377. **Grades of "C" or better required in all courses in the Sport Management major and minor.**

Students majoring in Sport Management may choose a minor designed for Non-Business Majors from the College of Business. The options for the minor include: Business Administration, Economics, International Business, Marketing, Computer Graphics Design, or Web Design.

## Sport Management (B.S.) Courses of Study by Year

### Freshman Year

English ENGL 1321 & 1322.....	6
Religion CSBS 1311 & 1312.....	6
Sport Mgt EXSS 2371 .....	3
Quant. Reas. MATH 1304.....	3
Lab Science .....	4
Freshman Seminar .....	1
Speech Comm. COMM 1320 .....	3
EXSS Activity Elective.....	1
Social Science .....	3
Chapel X 2 .....	

**Total semester hours 30**

### Sophomore Year

English Literature.....	6
Sport Mgt .....	9
Lab Science .....	4
Social Science .....	3
Fine Arts.....	3
Bus. Minor .....	6
Chapel X 2 .....	

**Total semester hours 31**

### Junior Year

Sport Mgt .....	9
Bus. Minor .....	9
Sci Inquiry.....	3
Contemporary World Issues.....	3
Lab Science.....	4
EXSS 3107.....	1

### Summer

Sport Mgt EXSS 4377 .....	3
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**Total semester hours 32**

### Senior Year

EXSS 3141 .....	1
Sport Mgt .....	12
Bus. Minor .....	9
World Ideas .....	3
Electives.....	6

**Total semester hours 31**

**Total minimum semester hours: 124**

## Sport Management (B.A.) Courses of Study by Year

### Freshman Year

English ENGL 1321 & 1322.....	6
Religion CSBS 1311 & 1312.....	6
Sport Mgt EXSS 2371 .....	3
Quant. Reas. MATH 1304.....	3
Elementary Foreign Language.....	8
Freshman Seminar .....	1
EXSS Activity Elective.....	1
Speech Comm. COMM 1320 .....	3
Chapel X 2 .....	

**Total semester hours 31**

### Sophomore Year

English Literature.....	6
Sport Mgt .....	9
Intermediate Foreign Language .....	6
Bus. Minor .....	6
Social Science .....	6
Chapel X 2 .....	

**Total semester hours 33**

### Junior Year

Sport Mgt .....	9
Bus. Minor .....	9
Sci. Inquiry.....	3
Fine Arts.....	3
Lab Science.....	4
EXSS 3107.....	1

### Summer

Sport Mgt. EXSS 4377 .....	3
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**Total semester hours 32**

### Senior Year

EXSS 3141 .....	1
Sport Mgt .....	12
Bus. Minor .....	9
World Ideas .....	3
Contemporary World Issues.....	3

**Total semester hours 28**

**Total minimum semester hours: 124**

### Minor in Sport Management

A minor in Sport Management is 24 semester hours consisting of EXSS 2371, 3374, 4376, 4378, 4379 and the student's choice of any three of the following: EXSS 3310, 3360, 3372, 3373, 3375, 3376, 3377 or 4375. This minor may be selected by any EXSS major and is also available to students majoring in academic programs other than EXSS. **Grades of "C" or better required in all courses in the Sport Management minor.**

## COURSE DESCRIPTIONS

### EXERCISE & SPORT SCIENCE (EXSS)

#### Theory Courses

#### 2340 Introduction to Exercise and Sport Science

An orientation course which includes a study of the history, principles, objectives, philosophy, current trends, periodicals, and books of the professional field. Basic CPR Training and certification is incorporated in this course.

#### 2350 Prevention and Care of Athletic Injuries

This course is designed to introduce students interested in coaching athletics to prevention and care of injuries and conditions related to athletic participation. Emergency management, injury signs and symptoms, basic injury care, rehabilitation and taping and wrapping techniques are also covered. Lab Fee. Prerequisite: Either EXSS 2340 or 2371.

#### 2352 Personal Health and Fitness

A study of factors that contribute to personal health, including nutrition, diet, weight control, emotional health, stress, proper use of drugs, and medical and dental services.

#### 2353 Lifespan Nutrition

This course will address the role of nutrition throughout one's life. Topics will include the issues of food choices, energy balance, and their relationship to the world issue of obesity and the obesity epidemic.

#### 2355 Medical Terminology

This course emphasizes medical terminology used in healthcare related professions. This course will go through a full understanding of medical terminology, from word origins to their application in areas such as pathological conditions, major bodily systems, disorders, treatments, medications and more.

**2370 Emergency Healthcare**

This course emphasizes Safety, CPR, and First Aid for the allied health-care professional in the Community, School, and Athletic healthcare settings.

**2371 Principles of Sport Management**

An introduction to the basic concepts, career preparation skills, and professional opportunities available in sport management.

**3141 Exercise & Sport Science Practicum**

This course provides field based leadership opportunities that are specific to each major field of study in Exercise & Sport Science. The instructor will assign supervised professional experience in selected venues under qualified personnel. May be repeated once for credit. Fee. Prerequisite: Either EXSS 2340 or 2371.

**3300 Activity Methods for Majors**

This course is designed to provide students with learning experiences in teaching skills, understanding the knowledge of the activity or sport, understanding the rules of the sport, and an appreciation for the basic skills in a variety of individual/dual lifetime sports. Prerequisite: Either EXSS 2340 or 2371.

**3310 Communication in Sport**

An investigation of public relations and communication practices in sport including reputation management, media relations, crisis communications, community relations, and fostering relationships with key publics. Emphasis placed upon interpersonal, small group, and mass communication, electronic media applications, public speaking, and written communications in the sport industry. Prerequisite: EXSS 2371.

**3354 Sport Nutrition**

This course involves the study of nutrients and their function in promoting health throughout the life span. Included are standards for consumer selection of a proper diet and analysis of nutrition-related health problems. Prerequisite: Either EXSS 2340 or 2371.

**3357 Human Pathophysiology and Pharmacology**

A study in the use and misuse of medicines in Sport. Topics to include drug testing, drug classification, drug vehicles and mode of introduction into body, tolerance, side effects, street dispensing of OTCs, ethical and legal issues. Prerequisite: BIOL 2440

**3358 Advanced Athletic Training**

Orthopedic assessment of the upper and lower body. Recognition and assessment of athletic injury to the upper and lower body. Prerequisites: EXSS 2340 and EXSS 2350.

**3360 Sport Venue/Event Management**

A study of the responsibilities of facility managers including event planning, security, administration, sales/marketing, finance/budgeting, human resources, legal issues, risk management, operations/maintenance, systems planning, site selection/design, and construction issues. Students are exposed to practical procedures involving applied theory to actual practice in solving facility management dilemmas. Prerequisite: EXSS 2371.

**3372 Sociology of Sport**

A study of sport function from an economic, political, sociological, and educational perspective. Includes examination of social influences regarding mass media, race, gender, and group behavior in relation to sport as a microcosm of society. Prerequisite: EXSS 2371.

**3373 Governance in Sport**

An investigation of the various agencies governing sport. Includes an examination of the agencies, their authority, organizational structure, and their function. Prerequisite: EXSS 2371.

**3374 Sport Promotion/Marketing**

A focus on applying the fundamental concepts of marketing, including product, price, public relations, promotions, sales, and advertising in relation to the sport industry. Prerequisite: EXSS 2371.

**3375 Economics in Sport**

An examination of core economic concepts and applications within the sport industry including industrial organization, public finance, labor relations, non-profit entities, and economic theory applied to sport manufacturing and service industries, professional and intercollegiate sports, and stadiums/arenas applications. Economic principles studied include micro/macro perspectives, economic growth, economic impact, and competitive strategy. Prerequisite: EXSS 2371.

**3376 Research Methods in Sport Management**

This course is designed to prepare students to conduct effective research to address problems facing managers in the contemporary sport industry. Students will be provided with the appropriate skills and perspectives relating to research designs, implementation, analysis, and assessment criteria unique to sport management. Contemporary and innovative research methods will be examined in an attempt to address the current internet and technologically driven sport industry. Prerequisite: EXSS 2371.

**3377 International Sport Business**

This course is an examination of sport business in a global society. It promotes awareness of the magnitude of the global expansion and development of sport. Emphasis is placed on the business opportunities created internationally through contrasting the U.S. sport industry with foreign markets. Issues covered include globalization, importing and exporting, cultural implications, international sporting events, international sport marketing, and cultural case studies. Prerequisite: EXSS 2371.

**3379 Exercise & Sport Psychology**

This course examines psychological theories and research related to sport and exercise behavior. The course introduces the student to the field of sport and exercise psychology by providing a broad overview of the major topics in the field. Prerequisite: Either EXSS 2340 or 2371.

**3384 Coaching Theory**

Principles and application of history, development theory, philosophy, fundamentals, and modern coaching techniques. Prerequisite: EXSS 2340 or 2371.

**3390 Kinesiology**

Application of the basic mechanics of human motion to physical education activities. Includes a study of gross anatomy with application of the anatomical and mechanical principles involved in human movement. Prerequisite: BIOL 2440 and either EXSS 2340 or 2371.

**3395 Physiology of Exercise**

A study of the adjustments made by the body and its systems to exercise. Emphasis will be placed on the cardiovascular, respiratory, and digestive systems. Training programs and variables impacting upon human performance will be considered. Prerequisite: BIOL 2440 and either EXSS 2340 or 2371.

**3396 Physiology of Exercise II**

A continuation of study in physiology related to exercise and the bodily systems. Emphasis will be placed on applied physiology, special populations, environment physiology, and an increased emphasis on the laboratory components and testing that span across all areas of exercise physiology. Prerequisite: EXSS 3395

**4101 Fourth Year Practicum I 4A**

For third-year Athletic Training students to start integrating their athletic training experiences with their athletic training skills. Comprehensive checking and proficiency of athletic training knowledge in general medical conditions, general health assessment, pathology and etc. will be examined. A minimum of 210 and a maximum of 300 clock hours of clinical experience will be required by the student to successfully complete this course.

#### **4103 Seminar in Pre-Physical Therapy**

A weekly seminar in Allied Healthcare Professions. This seminar provides contact with a variety of allied healthcare professions that a physical therapist may utilize as a component of the overall treatment of client(s). Professionals will be selected from, but not limited to, radiologists, nurses, neurologists, trauma specialists, massage therapists, and dietitians. A general medical rotation of a minimum of 30 hours will be required for this course.

#### **4104 Senior Seminar**

Senior Seminar is a capstone course designed to prepare those students seeking teacher certification in Exercise and Sport Science to successfully complete the TExES examination. Emphasis will be given to testing strategies, study material, and practice questions. A practice examination will be administered at the completion of the course. Prerequisite: Approval of the Instructor. Corequisite: EDUC 4335, 4336, and 4337.

#### **4190-4490 Independent Learning**

Individual study of a selected topic in Physical Education under the direction of a member of the department. Variable credit hours determined by the Department Chairperson based on the student's needs. Limited to three courses per student. Fee. Prerequisite: Approval of the Instructor.

#### **4191-4491 Seminar**

Fee.

#### **4202 Fourth Year Practicum II 4B**

For third-year Athletic Training students to start integrating their athletic training experiences with their athletic training skills. Comprehensive checking and proficiency of athletic training knowledge in prevention, evaluation, and management of athletic injury will be examined. A minimum of 210 and a maximum of 300 clock hours of clinical experience will be required by the student to successfully complete this course. An additional hour has been added to this course to provide adequate instruction and evaluation of assigned clinical proficiencies. Prerequisite: EXSS 4101

#### **4340 Elementary Methods of Teaching Physical Education**

This course will provide pre-service students insight into the overall physical education program for children in grades K-6. Emphasis is placed on program development, curriculum planning, and instructional methods and strategies that are intended to provide an understanding of the skill theme approach to children's physical education. Students are provided with both observation and peer teaching experiences. Prerequisite: EXSS 2340 and 3300.

#### **4341 Secondary Methods of Teaching Physical Education**

This course will provide pre-service students insight into the overall physical education program for students at the secondary level. Emphasis is placed on program development, curriculum planning, and instructional methods and strategies. Students are provided with both observational and peer teaching experiences. Prerequisite: EXSS 2340 and 3300.

#### **4344 Administration of Exercise and Sport Science**

Types of programs, administrative organizations, scope, personnel, policies, functions, and duties of supervision. Prerequisite: Either EXSS 2340 or 2371.

#### **4350 Principles and Techniques of Strength Training and Conditioning**

The purpose of this course is to study current principles and procedures essential to strength training and conditioning practices. Emphasis is placed on the development and practical applications of aerobic conditioning, joint flexibility, muscular strength, power, and endurance programs. This course will serve as a preparatory course for the Certified Strength and Conditioning Specialist (CSCS) certification exam. Prerequisite: Either EXSS 2340 or 2371.

#### **4355 Therapeutic Exercise and Modalities**

This course introduces the athletic training student to athletic training rehabilitation and therapeutic modality use. Treatment goal development, documentation, therapeutic exercise, and therapeutic modality indications and contraindications are emphasized. Prerequisites: EXSS 2340 and EXSS 2350.

#### **4375 Ethics in Sport**

A study of the development, practice, and application of moral values as applied to sport and business. Prerequisite: EXSS 2371.

#### **4376 Leadership Principles in Sport**

An examination of the theory and practice of leadership principles in sport management. Prerequisite: EXSS 2371.

#### **4377 Field Experience**

The field experience is the capstone of the sport management major. This experience is actual work in a sport management setting. Final agreements and arrangements are subject to approval from the program director. Evaluation and direction will be given from the program director with appropriate supervision provided by an on-site professional. 300 hours of hands-on field experience subsequent to the senior year must be accumulated under the supervision of a qualified on-site professional. Prerequisite: EXSS 2371.

#### **4378 Sport Finance**

A study of basic financial concepts relating to the sport industry, including issues, managerial accounting practices, financial systems and business structure, capital structuring, budgeting, and principles of financial analysis. Prerequisite: EXSS 2371.

#### **4379 Legal Aspects of Sport**

A study of legal implications of tort and liability law for education and sport-related industries. Includes an analysis of specific issues, court cases, and court decisions addressed by the American legal system. Prerequisite: EXSS 2371.

#### **4392 Tests and Measurements in Exercise and Sport Science**

Tests and Measurements is designed to teach the student the foundational theory of measurement and evaluation including reliability, validity, objectivity, and relevance. Practical application of test construction and test analysis will be an integral part of the course. Descriptive and inferential statistical procedures will be addressed. Prerequisite: Either EXSS 2340 or 2371.

#### **4394 Exercise Testing and Prescription**

The purpose of this course is to teach students how to use relevant fitness testing equipment and prescribe appropriate exercise program based on fitness evaluations. Students will learn the guidelines and protocols for safe and effective exercise testing for normal and special populations. Prerequisite: EXSS 2340 and 3395.

#### **4395 Motor Development**

Physical, motor, and neuromuscular development from prenatal periods to maturity. Stages of development highlighting specific movement patterns. Special emphasis placed upon the development of fundamental movement patterns in ages 3-12. Prerequisite: Either EXSS 2340 or 2371.

#### **4395 Internship in Exercise Science**

The internship program provides the EXSS student with an educational opportunity to learn new skills, develop professional contacts and apply academic knowledge in a community setting. Students are required to fulfill 300 hours over a minimum of 10 weeks in an approved clinical, health, nutrition, sport or fitness-related setting. The internship will be completed under the supervision of a worksite supervisor and a faculty member from the EXSS Department.

### **RECREATION LEADERSHIP (RECR)**

#### **2360 Camping and Adventure Skills**

The focus of this course is fundamental knowledge for outdoor trip planning, backpacking and hiking. Attention will center on skills necessary for planning group camping and hiking trips. Topics will include equipment, transportation, meal preparation, activities, navigation, budgeting, safety, environmental concerns and risk management. Students will participate in a 3-4 day camping trip to a Texas State Park. Lab fee.

### **3363 Aquatic Management and Water Safety Skills**

This course introduces students to management and administration principles of aquatic facilities. The objectives focus on planning, organizing, implementing and evaluating aquatic programs. Topics include liability and risk management, regulation and guidelines, staffing, licensure, hygiene, record keeping, safety issues and facility design and renovation. Prerequisite: Deep water swimming.

### **4190-4490 Independent Study**

Lab fee.

### **4191-4491 Seminar**

Lab fee.

### **4361 Recreation Leadership**

The focus of this course is the research, analysis and development of career strategies in the areas of recreation, parks, tourism, adventure pursuits and leisure services. Students will learn career marketing strategies specific to the recreation and leisure industry. Students will be exposed to numerous career opportunities and professionals in the field of recreation and leisure services.

### **4362 Internship in Recreation**

Supervised practical experience in selected recreation agencies under qualified recreation personnel. Prerequisite: Approval of the Instructor.

## **EXERCISE & SPORT SCIENCE (EXSS)**

### **Activity Courses**

The activity program reflects the current philosophy of leading educators regarding optimum development of the concepts of physical fitness including strength development, muscular endurance, cardiovascular endurance, body composition, stress, mood modifiers and nutrition. Desirable outcomes include optimal levels of fitness and proficiency in one or more lifetime sports.

UMHB academic foundation requirements prescribe a minimum of two activity courses to enrich each student's program.

A fee is required for each course to defray the cost of expendable equipment, supplies, and locker service. Students are expected to dress in suitable attire for activity participation.

Students with long term physical disabilities should present a medical examination form from a physician that outlines physical limitations to the Chairperson of the EXSS Department. These students may be assigned to EXSS 2131 Modified Physical Education to be filed with the student's major advisor and the Registrar.

### **1101 Lifetime Fitness**

A comprehensive course designed for the student desiring an in-depth understanding of the concepts of physical fitness including strength development, muscular endurance, cardiovascular endurance, body composition, stress, mood modifiers, and nutrition. The course will educate the student on various fitness principles and guide them in developing their own individualized exercise regimen. A variety of energetic, practical experiences are incorporated to enhance the lectures. Upon the conclusion of the course the student should be prepared for a lifetime of exercise. Lab fee.

### **1102 Basketball**

Basic instruction in basketball with presentation of skills and rules designed to give the student a laboratory experience in team play. Lab fee.

### **1103 Softball**

Basic instruction in softball with presentation of skills and rules designed to give the student a laboratory experience in team play. Lab fee.

### **1105 Low Organized Activities**

Games and teaching strategies for teaching elementary physical education. Involves the philosophy of "New PE" and Developmentally Appropriate Activities. Prerequisite: Elementary education major. Lab fee.

### **1106 Volleyball**

Basic instruction in volleyball with presentation of skills and rules designed to give the student a laboratory experience in team play. Lab fee.

### **1107 Soccer**

Basic instruction in soccer with presentation of skills and rules designed to give the student a laboratory experience in team play. Lab fee.

### **1108 Rollerblading**

Basic instruction in and skills of in-line skating. Special emphasis on cardiovascular conditioning, motor skills, and game transference through selected laboratory experiences. Students must provide their own helmets and rollerblades (in-line skates). Lab fee.

### **1109 Aerobic Walking**

This course introduces students to basic concepts of walking for health and fitness. This course covers proper technique for fitness walking, power walking, race walking and basics of cardio respiratory exercise prescription, flexibility, hydration and nutrition. Lab fee.

### **1110 Basic Tennis**

Knowledge of tennis rules and officiating with instruction and practice in the skills of the game, including the service, forehand and backhand ground strokes, and volleys. Lab fee.

### **1111 Intermediate Tennis**

A continuation of EXSS 1110 with additional tennis skills such as the lob, overhead smash, drop shots, and experience in competitive play. Prerequisite: Adequate skill. Lab fee.

### **1120 Basic Swimming**

Instruction in basic strokes, elementary diving, and safety procedures leading to American Red Cross "Beginner" and "Advanced Beginner" certification. Lab fee.

### **1121 Intermediate Swimming**

Review of safety procedures, instruction in basic kicks and arm strokes, five basic swimming strokes, and diving, leading to American Red Cross "Intermediate" and "Swimmer" certification. Prerequisite: Deep water swimmer. Lab fee.

### **2106 Flag Football**

Basic instruction in six man football fundamentals and techniques designed to give the student a laboratory experience in the sport. Lab fee.

### **2110 Spinning**

Designed for both the beginner spinner (stationary cycling) as well as advanced spinners which allows all who participate to spin at their own maximum fitness capacity. The bulk of the course will be spent working out on the spinning bikes. However, we will also address the benefits of spinning, proper bike fit, pedaling technique, bike positions, heart rate zones, principles of aerobic and anaerobic training, hydration, nutrition, and stretching.

### **2120 Marathon and Half-Marathon Training**

This course introduces students to basic marathon training schedules and principles to include nutrition, hydration, periodization, rest, recovery and race day strategies. Students will be expected to participate in regular training runs. The class will culminate by students participating in a sponsored half-marathon (13.1 miles) or a full marathon (26.2 miles). Lab fee.

### **2130 Conditioning**

Fundamentals of body conditioning with special emphasis on physical fitness and motor fitness through selected laboratory experience such as isometrics, isotonic, and circuit training. May be repeated once for credit. Lab fee.

### **2131 Modified Physical Education**

A class for students needing modified activities because of limitations due to physical status. May be repeated once for credit. Lab fee. Prerequisite: Approval of Department Chairperson and appropriate medical documentation.

### **2132 Aerobics**

This course introduces students to a variety of aerobic formats including stepping, short distance running and walking, kickboxing, BOSU, circuit and interval training. Designed for both beginners and more advanced levels of fitness, this course encourages students to participate at their maximum level. Class format includes pre and post fitness testing for cardiovascular endurance. Lab fee.

### **2133 Weight Training**

A progressive conditioning course that introduces the student to isotonic muscle contractions for the muscular development of strength and endurance. In addition, the course emphasizes weight room safety, proper spotting, and techniques in weight lifting. Lab fee.

### **2135 Advanced Resistance Training**

Principles of program design, supervision, musculoskeletal risk factor identification, and methods of resistance training and assessment are emphasized in laboratory demonstrations. The course emphasizes a theoretical understanding of program design. (EXSS majors only.) Lab fee. Prerequisite: EXSS 3390, 2340 or 2371.

### **3107 Advanced Cardiovascular Training**

A capstone fitness class required for EXSS majors and minors. Emphasis is placed on distance running, cardiovascular health, nutrition, and hydration. Students are expected to participate in training sessions and log 50 miles of running outside of the class. Intermediate fitness level required. Lab fee.

### **3108 Triathlon Training**

This class introduces students to basic triathlon training principles to include sports nutrition, swim training, racing strategies, nutrition/hydration, transitions, and periodization principles. The course includes basic bicycle maintenance and equipment needs. Students will be expected to participate in training sessions and one triathlon event during the semester. Deep water swimming skills and basic fitness level required. Students are expected to provide some of their own equipment. Lab fee.

### **3116 Beginning Golf**

Basic instruction in the use of irons, woods, and the putter. Application of the rules, proper club selection, and experience in competition is required. Lab fee.

### **3117 Intermediate Golf**

A continuation of EXSS 3116 with additional skills. Prerequisite: EXSS 3116 or permission of instructor. Lab fee.

### **3119 Badminton**

Basic instruction in the fundamentals and techniques of badminton, including the forehand and backhand drives, clears, smash, drop shot, and service. Knowledge of the rules, strategy, and practice in officiating. Lab fee.

### **3122 Angling**

Instruction in the use of light tackle and a presentation of several methods that may be used in fresh-water fishing. Emphasis upon lake fishing and practical experience. Lab fee.

### **3123 Kayak and Canoeing**

Basic instruction in kayaking and canoeing skills and safety. Focus will be on basic kayak and canoe techniques in lake, river and stream navigation. Prerequisite: Ability to swim. Lab fee.

### **3210 Adventure Activities**

Basic and intermediate instruction and application of adventure activities including kayaking, mountain biking, trekking, water crossings, navigation and training strategies. Emphasis is on outdoor adventure activities, team dynamics, specific sport skills and performance nutrition. Class includes basic camping and hiking skills as well as an orientation into risk management related to outdoor pursuits. Students are exposed to the activities by participation in a 3-4 day off-campus camping trip. Deep water swimming skills and intermediate fitness level required. Lab fee.

### **4110 Mountain Biking**

This class introduces students to basic mountain biking. The focus is on training principles, bike handling skills, equipment needs, mechanics, nutrition, hydration and safety. Emphasis is placed on specific off-road mountain biking skills such as braking, shifting, downhill riding, climbing, drafting and course management. Minimal cycling skills and basic fitness level required. Students must provide their own mountain bike and helmet. Lab fee.

### **4111 Rock Climbing**

This class introduces students to basic rock climbing principles, including techniques and maneuvers, knots, anchoring and belaying systems, rappelling, and categories of climbing. In addition, students become familiar with history, safety, and ethics as well as equipment, including nomenclature, use, and care. Emphasis is placed on top-roped climbing systems and bouldering. Basic fitness level is required for participation in this class. Students are required to participate in a 3-day field trip. Lab fee.

### **4112 Snow Skiing and Snowboarding**

This course introduces students to basic and intermediate snow skiing and snowboarding. The course material includes basic equipment knowledge, proper skiwear, ski area navigation, safety and injury prevention, basic fitness, nutrition and hydration and etiquette. Emphasis is placed on downhill skiing and snowboarding, basic form and safety principles. Students are expected to participate in daily training sessions and make every attempt to progress in skill level during the course. No minimal experience is necessary. Class will be taught off-campus. A basic fitness level is required. Lab fee.

### **4124 Lifeguard Training**

Instruction and skills training leading to American Red Cross nonsurf "Lifeguard Training" certificate. Prerequisites: Current American Red Cross "Standard First Aid" and "Adult CPR" or "Community CPR" certifications and adequate swimming skills. Lab fee.

### **4126 Water Safety Instructor**

Instruction and skills leading to "Water Safety Instructor" certification by the American Red Cross. Prerequisite: EXSS 4124 or EXSS 4125 or current American Red Cross certificate in "Emergency Water Safety" or "Lifeguard Training." Lab fee.

### **4130 Team Activities**

The course will focus on the organization, planning and implementation of large group activities. The course is designed to prepare students to manage team recreational activities in camp, church, school or city recreation settings. Prerequisite: EXSS 2340.

### **4220 Scuba Diving**

The course will focus in introductory scuba skills specifically to include equipment, safety, respiration, communication, buddy systems, dive planning, problem management and open-water diving skills. Upon successful completion of this course a student will receive an open-water dive certification. Prerequisite: Ability to swim. Lab fee required.

# EDUCATION

## Carolyn Owens, Chairperson

### General Information

The University of Mary Hardin-Baylor is an institution approved by the Texas Education Agency to offer provisional and professional level teacher certification. The certificate shows the area and/or level of specialization in which the recipient may teach. The area of specialization is determined by the teacher program chosen by the student. A student who completes an approved program must also make a satisfactory score on state licensing examinations required by the Division of Educator Certification and Standards of the Texas Education Agency (TEA). After completion of all certification requirements, the certifying student must make application for teacher certification. The recommendation for the teaching certificate is made to the Division of Educator Certification and Standards of the Texas Education Agency (TEA) by the University.

Since teacher education is a cooperative effort throughout the University and involves other departments in some manner, the Teacher Education Program is coordinated through the Department of Education.

The purpose of the Department of Education, in conjunction with the Teacher Education Council, is to plan and implement the Teacher Education Program in a Christian environment, which will lend itself to Christian teachings. This purpose not only adheres to but also extends beyond those regulations set forth by the Division of Educator Certification and Standards of the Texas Education Agency (TEA).

Students planning to follow the Teacher Education Program are encouraged to complete a degree plan early in their college career. A major advisor in the student's field of interest (8-12, EC-12 art, music, physical education, Spanish and theatre) or an advisor in the Department of Education (for EC-6, 4-8, Spec Ed. EC-12, and Interdisciplinary Studies majors) should be consulted for planning purposes. Students who plan their program early will be more likely to finish in a timely manner.

### Policy Statement Relative to Teacher Education

Realizing that education is the avenue for transmitting our cultural heritage to succeeding generations and that modern advances should be incorporated with successful techniques of the past, the education faculty of the University of Mary Hardin-Baylor accepts the responsibility for teacher preparation for each candidate as follows:

1. Acquire the knowledge to thrive in today's challenging classroom.
2. Mold valuable attitudes.
3. Develop effective leadership characteristics.
4. Influence the dynamics of the total community.

Successful completion of the challenges offered by the faculty should enable every student to become an excellent teacher. In implementing this mission, the University maintains a close relationship with the public schools in order to familiarize students with school procedure and to prepare them for entry into the teaching profession.

### Teacher Education Council

The Teacher Education Program is administered under the direct supervision of the Teacher Education Council. The Dean of the College of Education serves as Chairperson of this committee, and its members are representatives from the Department of Education and from the University departments approved for teacher education by the Division of Educator Certification and Standards of the Texas Education Agency (TEA), the Registrar, Provost and Senior Vice President for Academic Affairs involved in the preparation of teachers. Meetings are called as necessary to conduct business of the Teacher Education Council.

### Objectives of the Teacher Education Program

It is the purpose of the Teacher Education Program to develop within the teacher the following:

1. An ability to write and speak the English language with a degree of competence and confidence.
2. A stability of emotions, a broad base of interests, and an intellectual capacity.
3. A focus of ideas and beliefs which empower the learner.
4. An ability to think and creatively organize information in a framework to insure effective integration of ideas.
5. An understanding of the organization and basic philosophy of public education in the United States.
6. A high degree of competence in the teacher's subject matter area(s) and a willingness to assume the obligation of continuous improvement in this chosen field.
7. A familiarity with a broad range of teaching methods.
8. An understanding of physical, psychological, and sociological constructs in the development of children of varying ages.
9. An ability to appropriately implement developmentally sound decisions for students of varying ages.
10. An ability to employ self-evaluation to determine teaching effectiveness and to evaluate the progress made by students under the teacher's direction.
11. A genuine respect for American youth and the desire to make personal contributions to the betterment of the individual.
12. A level of confidence for entering the classroom for the first time as a result of a well-planned and organized program of classroom observations and personal teaching experiences.
13. An ability to administer and to interpret the results received from various types of measurement devices and rating scales.
14. An awareness of and an appreciation for the proper role of professional organizations.

### Admission to the Teacher Education Program

Students choosing to pursue teacher certification in the EC-6, Interdisciplinary Studies, 4-8, and EC-12 special education levels are advised in the Department of Education. Those who choose to pursue certification at the 8-12 level and all-level art, music, physical education, Spanish, and theater are advised in the department of their academic major. Such students are required to follow a teacher certification program and to make formal application to begin the process to be admitted to the Teacher Education Program during enrollment in EDUC 3320 or 3315. It is recommended that students enroll in EDUC 3320 or EDUC 3315 during the first semester of the junior year. Students who are transferring professional education credit(s) from other colleges or universities to UMHB should see an advisor in the Department of Education for special admission procedures to the Teacher Education Program.

1. Grade point average (GPA) requirements are as follows:
  - a. A GPA of at least 2.75 is required in each of the following areas on a student's degree plan, each area computed separately and individually, AND no

grade lower than a “C” will be accepted in any of the following areas: (1) professional development in EC-6, 4-8, 8-12, interdisciplinary studies and all-level; (2) certification area(s) in 8-12, and all-level art, music, physical education, special education, Spanish and theatre; (3) academic support areas in EC-6 and 4-8, and EC-12 special education; (4) academic specialization in 4-8; or (5) in EC-6, special education concentration, and English Second Language in interdisciplinary studies.

b. The cumulative GPA must be a minimum of 2.5.

2. Basic Skills Requirements:

a. Division of Educator Certification and Standards of the Texas Education Agency (TEA) requires that all teacher preparation programs evaluate each candidate's competence in the following 5 areas:

1. Reading
2. Mathematics
3. Writing
4. Public speaking
5. Critical thinking

b. Competence in public speaking is evaluated by having the student take and pass a course in public speaking with a C or above. All other criteria are measured by the student's performance on some test. Currently, the tests being accepted include the Texas Higher Education Assessment (THEA), the ACT, and the SAT.

c. The university reserves the right to add other tests to satisfy one or more of the requirements, if a good test becomes available.

d. The THEA is the standard choice. Students wishing to use ACT or SAT scores are responsible for evaluating whether their ACT and/or SAT scores meet the equivalent scores on the THEA to meet the requirements.

3. Once admitted to the University of Mary Hardin-Baylor, students pursuing teacher certification through the College of Education will not be granted approval to take specific professional development courses from other colleges or universities. If any of these courses are taken after admission without university approval, the course(s) must be repeated in the College of Education with satisfactory performance to be recommended for certification.

4. Application to begin the process of being admitted to the Teacher Education Program is to be made during enrollment in EDUC 3320 or 3315, which should be taken during the first semester of the junior year.

5. Application to the Teacher Education Program includes the following:

a. Completion of the application form.

b. Completion of the ethics statement.

c. An assessment through which students demonstrate proficiency in written communication on a designated topic. (Should be accomplished the semester during which the student enrolls in EDUC 3315 or EDUC 3320, but may be done earlier if the student desires.)

6. After application has been made, the student is considered for admission to the Teacher Education Program by the UMHB Teacher Education Council.

7. Once the UMHB Teacher Education Council reaches a decision, the student and the relevant department chairpersons are notified.

8. If a deferral is ruled by the Teacher Education Council, redirection or remediation will be initiated by the advisor in the Department of Education. Any part of the application process may be repeated at the next administration by the Department of Education.

9. A student must be admitted to the Teacher Education Program *before* the semester of student teaching.

## Professional Laboratory Experience

Many of the teacher preparation courses offered at UMHB are “field-based,” meaning that they are taught on public school campuses so that teacher candidates receive hands-on experience. Students who take the regular, daytime classes will automatically get sufficient hands-on experience. Students who take some or much of their education coursework in night classes or summer sessions will need to determine if they have experienced sufficient hands-on opportunities.

**Students enrolled in a field-based course must show evidence of current education liability insurance.**

## Prerequisites for Student Teaching

Applications for student teaching must be in the Education Office by April 15 for individuals planning to student teach the following fall semester or October 1 for individuals planning to student teach the following spring semester.

Requirements are as follows:

1. Students must have been admitted to the Teacher Education Program and all basic skills requirements must be met by the dates listed above or student teaching will not be permitted.

2. Students must be of senior standing and no more than 14 semester hours from graduation after the semester of student teaching.

**a. All professional development courses must be completed before student teaching.**

**b. Students working toward 4-8, 8-12, and all-level certification may student teach if they lack no more than one course in the area(s) of certification.**

**c. Students working toward EC-6 certification must complete 15 hours of reading courses, the mathematics, and science course in the Academic Support area before student teaching. A student may lack one other course in Academic Support and still student teach.**

3. Students must continue to meet the GPA and other requirements for admission to the Teacher Education Program to be eligible to do student teaching.

4. Students must have field-based experiences approved by the Director of Field Experiences.

5. Students must grant permission to have a criminal history records check performed by the cooperating school district.

6. It is **strongly recommended** that students make adequate time available for student teaching.

## Resource Technology Center

The Resource Technology Center (RTC) in the Parker Academic Center contains a computer lab/classroom and a workroom for student use. The Department of Education, in cooperation with the Townsend Memorial Library staff, also maintains a collection of library resources which includes textbooks in the subject matter areas, curriculum guides and materials, and other items for the specific use of teacher education students.

## Student Organizations for Teachers

Professional organizations for pre-service teachers are available. Students planning to become teachers are encouraged to join one of these organizations to learn about the profession, to have fellowship with other future teachers, to become acquainted with the goals and philosophies of different professional teacher organizations, and to acquire educator liability insurance.



## **Teacher Certification is Offered on the Following Levels**

1. Early Childhood – Grade 6
2. Grades 4-8
3. Grades 8-12
4. All-level, Grades EC-12

## **Requirements for the Initial Texas Teaching Certificate**

1. Fulfillment of the Division of Educator Certification and Standards of the Texas Education Agency (TEA) basic skills requirement.
2. Completion of a baccalaureate degree.
3. Completion of an approved teacher education program.
4. Recommendation of an approved teacher education institution.
5. Satisfactory passing score(s) on examination(s) prescribed by the Division of Educator Certification and Standards of the Texas Education Agency (TEA) such as TExES.
6. Submission of the official application form to the Department of Education and the Division of Educator Certification and Standards with the required fee.

## **Teacher Certification**

Candidates are required to:

1. Be of good moral character.
2. Be a citizen of or be legally eligible to be employed in the United States.
3. Be at least 18 years old.
4. Believe in and uphold the Constitution of the United States and the State of Texas.
5. Speak and understand the English language.
6. Submit an application for certification and appropriate fee.
7. Be familiar with the ethics code.

## **Felony or Misdemeanor Conviction**

"In accordance with Article 6252-13c, Texas Civil Statutes, the commissioner of education may suspend or revoke a teaching certificate, or refuse to issue a teaching certificate for a person who has been convicted of a felony or misdemeanor for a crime which directly relates to duties and responsibilities of the teaching profession."

All applicants for Texas certificates will be screened (fingerprinted) for a record of felony or misdemeanor conviction through the Texas Department of Public Safety (DPS) and the Federal Bureau of Investigation (FBI).

## **Teacher Placement Service**

The UMHB Career Services Office aids graduates of the Teacher Education Program in locating positions. When the student registers with this office, complete credentials are assembled and made available to superintendents, personnel directors, or other employers indicating an interest in such information. These credentials remain a part of the student's record and are available for future reference.

## **Follow-up Program**

The College of Education has as one of its functions a regular follow-up program of graduate activities. This established practice enables the University to perform an added service to the student and provides the University with ideas upon which improvement may be based. Surveys are also conducted by the Department among its graduates with the purpose of improvement of teacher preparation as a primary objective. In addition, the College of Education makes available its resources to graduates who are now engaged in the teaching profession.

## **Approved Programs For Preparation of Teachers**

### **Grades EC – 6**

Certificate areas include:

- BA Generalist
- BS Generalist

### **Interdisciplinary Studies**

Certificate areas include: EC-6, EC-12 Special Education, ESL Supplemental

- BA Interdisciplinary Studies
- BS Interdisciplinary Studies

### **Grades 4 – 8**

Certificate areas include:

- BA English Language Arts and Reading/Social Studies
- BA English Language Arts and Reading
- BA Social Studies
- BS Social Studies
- BA Mathematics
- BS Mathematics
- BS Science

### **Grades 8 – 12**

Certificate areas include:

- BA Business Education
- BS Business Education

BA English Language Arts and Reading  
 BA History  
 BS History  
 BS Life Sciences  
 BA Mathematics  
 BS Mathematics  
 BA Physical Sciences  
 BS Physical Sciences  
 BS Science  
 BA Social Studies  
 BS Social Studies  
 BA Speech

#### Grades EC – 12

BFA EC-12 Art  
 BM EC-12 Music  
 BS EC-12 Physical Education  
 BA Technology Applications  
 BS Technology Applications  
 BA EC-12 Spanish  
 BA EC-12 Theatre

\*Special Education and ESL supplemental may be attached to any certification.

## EC - 6 Certification

EC-6 Certification is a generalist certification which will qualify a teacher to serve regular students from early childhood through the sixth grade. The EC-6 certification can be pursued through either the Bachelor of Arts degree or the Bachelor of Science degree.

### I. Academic Foundation

#### A. Bachelor of Arts Degree with (EC-6) Certification

English Rhetoric & Composition (ENGL 1321 & 1322) .....	6
English Literature.....	6
Public Speaking (COMM 1320) .....	3
Social Science (HIST 3313 and POLS 2310 or 2311) .....	6
World Ideas (HIST 1311 or 1312).....	3
Contemporary World Issues HIST 2311 or 2312.....	3
Foreign Language (one language) .....	14
Laboratory Science (CHEM 1402 and BIOL 1410 or 1420).....	8
Quantitative Reasoning (MATH 1304 & 1306) .....	6
Technology (EDUC 2311) .....	3
Education (EDUC 1111) .....	1
Fine Arts (FINA 2330).....	3
Christian Studies (CSBS 1311 & 1312).....	6
Exercise & Sport Science (EXSS 1101 and 1105).....	2
Scientific Inquiry (BIOL 1405).....	4
Freshman Seminar (UMHB 1101).....	1

**Total Semester Hours 75**

#### B. Bachelor of Science Degree with (EC-6) Certification

English Rhetoric & Composition (ENGL 1321 & 1322) .....	6
English Literature.....	6
Public Speaking (COMM 1320) .....	3
Social Science HIST 2311. HIST 3313 and POLS 2310 or 2311 .....	9
World Ideas HIST 1311 or 1312 .....	3
Contemporary World Issues HIST 2312 .....	3
Laboratory Science (CHEM 1402 GEOL 1401 BIOL 1410 or 1420 two areas).....	16
Quantitative Reasoning(MATH 1304 & 1306).....	6
Scientific Inquiry (BIOL 1405) .....	4
Technology (EDUC 2311) .....	3
Education (EDUC 1111) .....	1
Fine Arts (FINA 2330).....	3
Christian Studies (CSBS 1311 & 1312).....	6
Exercise & Sport Science (EXSS 1101 and 1105).....	2
Freshman Seminar (UMHB 1101).....	1

**Total Semester Hours 72**

*Note: Some lower-level academic courses taken in the Academic Specializations are duplicated in the Academic Foundation.*

## II. EC-6 Certification

**A. Academic Support Courses** – This block of courses is designed to deliver to the certifying student a combination of subjects taught in the elementary grades.

EDUC 3330 Social Studies Strategies .....	3
EDUC 3313 Child and Adolescent Development.....	3
EDUC 4330 Math Strategies .....	3
EDUC 4340 Science Strategies .....	3
READ 3307 Classroom Literature and the Writing Process.....	3
READ 3320 Emergent Literacy .....	3
READ 3328 Diagnostic and Corrective Reading .....	3
READ 3624 Reading and Language in the Elementary School .....	6

**Total Hours for Academic Support 27**

**B. Professional Development Sequence** – This area shall consist of upper-level courses including two sections of student teaching:

EDUC 3320 Students and Learning.....	3
EDUC 3324 Classroom Management.....	3
EDUC 3328 Curriculum Design .....	3
EDUC 4250 Certification Preparation Seminar.....	2
EDUC 4501 EC-6 Student Teaching Lower Grades (PK-3).....	5
EDUC 4502 EC-6 Student Teaching Higher Grades (4-6).....	5

**Total hours for Professional Development 21**

**C. EDSL Academic Support** – This area should consist of upper level courses of English as a Second Language:

EDSL 3310 Language and Literacy for Teachers of ELL.....	3
EDSL 4310 Researched-based Pedagogy and Assessment for Teachers of ELL .....	3

**Total hours for Professional Development 6**

## BA – EC-6 Certification

### Suggested Schedule

The following is the recommended sequence. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester schedule.

#### Freshman Fall Semester

ENGL 1321  
Foreign Language 1410  
MATH 1304  
CSBS 1311  
EXSS 1101  
HIST 2311/2312  
Chapel  
Freshman Seminar  
UMHB 1005

#### Freshman Spring Semester

ENGL 1322  
Foreign Language 1420  
MATH 1306  
CSBS 1312  
EDUC 1111  
HIST 1311/1312  
EXSS 1105  
Chapel  
UMHB 1005

#### Sophomore Fall Semester

ENGL Literature  
Foreign Language 2310  
BIOL 1410/1420  
HIST 3313  
COMM 1320  
Chapel  
UMHB 1005

#### Sophomore Spring Semester

ENGL Literature  
Foreign Language 2320  
CHEM 1402  
POLS 2310/2311  
FINA 2330  
EDSL 3310  
Chapel  
UMHB 1005

#### Junior Fall Semester

EDUC 3313  
READ 3307  
EDUC 3320  
READ 3320  
BIOL 1405  
UMHB 1005

#### Junior Spring Semester

EDUC 3324  
EDUC 2311  
READ 3624  
EDUC 3328  
UMHB 1005

#### Senior Fall Semester

READ 3328  
EDSL 4310  
EDUC 4330  
EDUC 4340  
EDUC 3330  
UMHB 1005

#### Senior Spring Semester

EDUC 4501  
EDUC 4502  
EDUC 4250  
UMHB 1005

## BS – EC-6

### Suggested Schedule

The following is the recommended sequence. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester schedule.

#### Freshman Fall Semester

ENGL 1321  
CHEM 1402  
MATH 1304  
CSBS 1311  
EXSS 1101  
HIST 2311  
Chapel  
Freshman Seminar  
UMHB 1005

#### Freshman Spring Semester

ENGL 1322  
BIOL 1410/1420  
MATH 1306  
CSBS 1312  
EDUC 1111  
HIST 2312  
EXSS 1105  
Chapel  
UMHB 1005

#### Sophomore Fall Semester

ENGL Literature  
GEOL 1401  
HIST 3313  
HIST 1311 or 1312  
Chapel  
UMHB 1005

#### Sophomore Spring Semester

ENGL Literature  
Lab Science (4 hours)  
POLS 2310/2311  
COMM 1320  
EDSL 3310  
Chapel  
UMHB 1005

**Junior Fall Semester**

EDUC 3320  
 READ 3307  
 READ 3320  
 EDUC 3313  
 FINA 2330  
 UMHB 1005

**Junior Spring Semester**

EDUC 3324  
 EDUC 2311  
 READ 3624  
 BIOL 1405  
 EDUC 3328  
 UMHB 1005

**Senior Fall Semester**

EDUC 4330  
 READ 3328  
 EDSL 4310  
 EDUC 4340  
 EDUC 3330  
 UMHB 1005

**Senior Spring Semester**

EDUC 4501  
 EDUC 4502  
 EDUC 4250  
 UMHB 1005

## Interdisciplinary Studies

Interdisciplinary Studies is a certification which will qualify a teacher to serve regular students from early childhood through sixth grade, special education children from age 3 through high school and English Language Learners. The Interdisciplinary Studies certification can be pursued through either the Bachelor of Arts degree or the Bachelor of Science degree.

### I. Academic Foundation

#### A. Bachelor of Arts Degree with Interdisciplinary Studies Certification

English Rhetoric & Composition (ENGL 1321 & 1322)	6
English Literature	6
Public Speaking (COMM 1320)	3
Social Science (HIST 3313 POLS 2310 or 2311)	6
World Ideas (HIST 1311 or 1312)	3
Contemporary World Issues (HIST 2311 or 2312)	3
Foreign Language (one language)	14
Laboratory Science (CHEM 1402, BIOL 1410 or 1420 two areas)	8
Quantitative Reasoning (MATH 1304 & 1306)	6
Technology (EDUC 2311)	3
Education (EDUC 1111)	1
Fine Arts (FINA 2330)	3
Christian Studies (CSBS 1311 & 1312)	6
Exercise & Sport Science (EXSS 1101 and 1105)	2
Scientific Inquiry (BIOL 1405)	4
Freshman Seminar (UMHB 1101)	1
<b>Total Semester Hours</b>	<b>75</b>

#### B. Bachelor of Science Degree with Interdisciplinary Studies Certification

English Rhetoric & Composition (ENGL 1321 & 1322)	6
English Literature	6
Public Speaking (COMM 1320)	3
Social Science HIST 3313 POLS 2310 or 2311	6
World Ideas HIST 1311 or 1312	3
Contemporary World Issues HIST 2311 or 2312	3
Laboratory Science (CHEM 1402 GEOL 1401 BIOL 1410 or 1420 two areas)	16
Quantitative Reasoning (MATH 1304 & 1306)	6
Technology (EDUC 2311)	3
Education (EDUC 1111)	1
Fine Arts (FINA 2330)	3
Christian Studies (CSBS 1311 & 1312)	6
Exercise & Sport Science (EXSS 1101 and 1105)	2
Scientific Inquiry (BIOL 1405)	4
Freshman Seminar (UMHB 1101)	1
<b>Total Semester Hours</b>	<b>69</b>

*Note: Some lower-level academic courses taken in the Academic Specializations are duplicated in the Academic Foundation.*

## II. Interdisciplinary Studies

#### A. Academic Support Courses – This block of courses is designed to deliver to the certifying student a combination of subjects taught in the Interdisciplinary Studies certification.

EDUC 3330	Social Studies Strategies	3
EDUC 3313	Child and Adolescent Development	3
EDUC 4330	Math Strategies	3
EDUC 4340	Science Strategies	3
READ 3320	Emergent Literacy	3
READ 3328	Diagnostic and Corrective Reading	3
READ 3624	Reading and Language in the Elementary School	6
<b>Total Hours for Academic Support</b>	<b>24</b>	

#### B. Special Education Concentration – This block of courses is designed to deliver the special education component.

EDSP 3362	Low Incidence Disabilities	3
EDSP 3364	Behavior Interventions and Social Skills	3
EDSP 4361	Assessment and Transitions	3
EDSP 4362	Curriculum Interventions and Modifications	3
EDSP 4363	Assistive Technology and Related Services	3
<b>Total Hours for Academic Support</b>	<b>15</b>	

**C. English Second Language** – This block of courses is designed to deliver the English as a Second Language component.

EDSL 3310 Language and Literacy for Teachers of ELL.....3

EDSL 4310 Research-based Pedagogy and Assessment for Teachers of ELL .....3

**Total Hours for Academic Support 6**

**D. Professional Development Sequence** – This area shall consist of upper-level courses including three sections of student teaching.

EDUC 3320 Students and Learning .....3

EDUC 3324 Classroom Management.....3

EDUC 3328 Curriculum Design .....3

EDSP 4338 Certification Preparation Seminar .....3

EDUC 4306 Student Teaching in EC-6 or 4-8 .....3

EDSP 4336 Student Teaching Grades 4-8.....3

EDSP 4337 Student Teaching Grades 8-12.....3

**Total hours for Professional Development 21**

## BA – Interdisciplinary Studies

### Suggested Schedule

The following is the recommended sequence students are encouraged to take for the BA Interdisciplinary Studies certification. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester schedule.

#### Freshman Fall Semester

ENGL 1321

Foreign Language 1410

MATH 1304

CSBS 1311

EXSS 1101

HIST 1311/1312

Chapel

Freshman Seminar

#### Freshman Spring Semester

ENGL 1322

Foreign Language 1420

MATH 1306

CSBS 1312

EXSS 1105

COMM 1320

Chapel

UMHB 1005

#### Sophomore Fall Semester

ENGL Literature

Foreign Language 2310

BIOL 1410/1420

FINA 2330

HIST 2311/2312

POLS 2310/2311

Chapel

UMHB 1005

#### Sophomore Spring Semester

ENGL Literature

Foreign Language 2320

BIOL 1405

EDUC 3320

EDUC 1111

HIST 3313

Chapel

UMHB 1005

#### Junior Fall Semester

EDUC 2311

CHEM 1402

READ 3320

EDSP 3362

EDSP 4361

EDUC 3313

UMHB 1005

#### Junior Spring Semester

EDSP 4363

READ 3624

EDSP 3364

EDUC 3328

EDUC 3324

EDSL 3310

UMHB 1005

#### Senior Fall Semester

EDUC 4330

READ 3328

EDSP 4362

EDSL 4310

EDUC 4340

EDUC 3330

UMHB 1005

#### Senior Spring Semester

EDSP 4336

EDUC 4306

EDSP 4338

EDSP 4337

UMHB 1005

## BS – Interdisciplinary Studies

### Suggested Schedule

The following is the recommended sequence. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester schedule.

#### Freshman Fall Semester

ENGL 1321

BIOL 1405

MATH 1304

CSBS 1311

EXSS 1101

HIST 1311/1312

Chapel

Freshman Seminar

UMHB 1005

#### Freshman Spring Semester

ENGL 1322

CHEM 1402

COMM 1320

CSBS 1312

EXSS 1105

MATH 1306

Chapel

UMHB 1005

#### Sophomore Fall Semester

ENGL Literature

BIOL 1410/1420

HIST 2311/2312

FINA 2330

EDUC 1111

POLS 2310/2311

Chapel

UMHB 1005

#### Sophomore Spring Semester

ENGL Literature

GEOL 1401

EDUC 3313

EDUC 3320

HIST 3313

EDUC 2311

Chapel

UMHB 1005

#### Junior Fall Semester

Lab Science (4 hours)

EDUC 3324

EDSP 3362

READ 3320

EDSP 4361

UMHB 1005

#### Junior Spring Semester

EDSL 3310

EDSP 4363

READ 3624

EDSP 3364

EDUC 3328

UMHB 1005

#### Senior Fall Semester

EDUC 4330

EDUC 4340

READ 3328

EDSP 4362

EDSL 4310

EDUC 3330

UMHB 1005

#### Senior Spring Semester

EDSP 4338

EDUC 4306

EDSP 4336

EDSP 4337

UMHB 1005

## 4 - 8 Certification

### I. Academic Foundation

#### A. Bachelor of Arts Degree with 4-8 Certification

English Rhetoric & Composition (ENGL 1321 & 1322)	6
English Literature	6
Public Speaking (COMM 1320)	3
Social Science (HIST 3313 POLS 2310 or 2311)	6
World Ideas (HIST 1311 or 1312)	3
Contemporary World Issues (HIST 2311 or 2312)	3
Foreign Language (one language)	14
Laboratory Science	4
Quantitative Reasoning (MATH 1304 or higher)	3
Technology (EDUC 2311)	3
Education (EDUC 1111)	1
Fine Arts	3
Christian Studies (CSBS 1311 & 1312)	6
Exercise & Sport Science	2
Scientific Inquiry	3
Freshman Seminar (UMHB 1101)	1

**Total Semester Hours 67**

#### B. Bachelor of Science Degree with 4-8 Certification

English Rhetoric & Composition (ENGL 1321 & 1322)	6
English Literature	6
Public Speaking (COMM 1320)	3
Social Science (HIST 3313 and POLS 2310 or 2311)	6
World Ideas (HIST 1311 or 1312)	3
Contemporary World Issues (HIST 2311 or 2312)	3
Laboratory Science (two areas)	12
Quantitative Reasoning (MATH 1304 or higher)	3
Technology (EDUC 2311)	3
Education (EDUC 1111)	1
Fine Arts	3
Christian Studies (CSBS 1311 & 1312)	6
Exercise & Sport Science	2
Scientific Inquiry	3
Freshman Seminar (UMHB 1101)	1

**Total Semester Hours 61**

*Note: Some lower-level academic courses taken in the Academic Specializations are duplicated in the Academic Foundation.*

### II. Academic Major

**A. Academic Support Courses** – This block of courses is designed to deliver to the certifying student a combination of subjects taught in the middle school grades. See the academic department for specific course requirements.

EDUC	3313	Child and Adolescent Development	3
READ	3307	Classroom Literature and the Writing Process *	3
READ	3326	Disciplinary Literacy	3
READ	3328	Diagnostic and Corrective Reading**	3
READ	3624	Reading and Language in the Elementary School*	6

**Total hours for Academic Support 6-18**

\*for English Language Arts, and Reading, English Language Arts and, Reading/Social Studies, and Social Studies specializations only

\*\*for English Language Art and Reading and English Language Arts and Reading/Social Studies specializations only

**B. EDSL Academic Support** – This area should consist of upper level courses of English as a Second Language.

EDSL	3310	Language and Literacy for Teachers of ELL	3
EDSL	4310	Research-based Pedagogy and Assessment for Teachers of ELL	3

**Total hours for Professional Development 6**

**C. Academic Specializations** – There are 5 specializations available with 4-8 certification.

#### 1. English Language Arts and Reading

ENGL	1321	Rhetoric & Composition I	3
ENGL	1322	Rhetoric & Composition II	3
ENGL	2321	British Literature to 1785	3
ENGL	2322	British Literature since 1785	3
ENGL	3321	American Literature to 1890	
<b>OR</b>			
ENGL	3322	American Literature since 1890	3
WRIT	3341	Creative Writing	3
WRIT	3342	Advanced Grammar	3
WRIT	3343	Advanced Composition	3

**Total Semester Hours 24**

## BA – 4-8 English Language Arts and Reading

### Suggested Schedule

The following is the recommended sequence. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester schedule.

#### Freshman Fall Semester

ENGL 1321  
Foreign Language 1410  
CSBS 1311  
EXSS Activity Course  
HIST 1311/1312  
Chapel  
Freshman Seminar  
UMHB 1005

#### Freshman Spring Semester

ENGL 1322  
Foreign Language 1420  
MATH 1304 or higher  
EDUC 1111  
CSBS 1312  
EXSS Activity Course  
HIST 2311 or 2312  
Chapel  
UMHB 1005

#### Sophomore Fall Semester

ENGL 2321  
Foreign Language 2310  
Lab Science (4 hours)  
Fine Arts (3 hours)  
EDUC 2311  
HIST 3313  
Chapel  
UMHB 1005

#### Sophomore Spring Semester

ENGL 2322  
Foreign Language 2320  
SCI INQ/NAT SCI (3 hours)  
COMM 1320  
POLS 2310/2311  
EDSL 3310  
Chapel  
UMHB 1005

#### Junior Fall Semester

EDUC 3320  
ENGL 3321/3322  
READ 3307  
ENGL 3341  
WRIT 3341  
UMHB 1005

#### Junior Spring Semester

EDUC 3324  
READ 3624  
WRIT 3342  
EDUC 3313  
UMHB 1005

#### Senior Fall Semester

EDUC 3328  
READ 3326  
READ 3328  
WRIT 3343  
EDSL 4310  
UMHB 1005

#### Senior Spring Semester

EDUC 4250  
EDUC 4503  
EDUC 4504  
UMHB 1005

## 2. BA Social Studies

HIST	1311	History of World Civilizations to 1500 .....	3
HIST	1312	History of World Civilizations since 1500 .....	3
HIST	2311	American History to 1877 .....	3
HIST	2312	American History since 1877 .....	3
HIST	2340	Historical Research and Writing .....	3
HIST	3313	Texas History .....	3
HIST	4325	Contemporary America .....	3
POLS	2310	State and Federal Government I .....	3
POLS	2311	State and Federal Government II .....	3
POLS	4316	International Relations .....	3
EDUC	3330	Social Studies Strategies .....	3

**Total Semester Hours 33**

## BS Social Studies

BECO	2311	Principles of Macroeconomics .....	3
HIST	1311	History of World Civilizations to 1500 .....	3
HIST	1312	History of World Civilizations since 1500 .....	3
HIST	2311	American History to 1877 .....	3
HIST	2312	American History since 1877 .....	3
HIST	2340	Historical Research and Writing .....	3
HIST	3313	Texas History .....	3
HIST	4325	Contemporary America .....	3
POLS	1315	Introduction to Political Science .....	3
POLS	2310	State and Federal Government I .....	3
POLS	2311	State and Federal Government II .....	3
POLS	4316	International Relations .....	3
EDUC	3330	Social Studies Strategies .....	3

..... Total Semester Hours 39

## BA – 4-8 Social Studies

### Suggested Schedule

The following is the recommended sequence. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester schedule.

#### Freshman Fall Semester

ENGL 1321  
Foreign Language 1410  
MATH 1304 or higher  
CSBS 1311  
EXSS Activity Course  
HIST 1311  
Chapel  
UMHB 1005

#### Freshman Spring Semester

ENGL 1322  
Foreign Language 1420  
EDUC 1111  
CSBS 1312  
EXSS Activity Course  
HIST 1312  
Chapel  
Freshman Seminar  
UMHB 1005

#### Sophomore Fall Semester

ENGL Literature  
Foreign Language 2310  
Lab Science (4 hours)  
HIST 2311  
EDUC 2311  
Chapel  
UMHB 1005

#### Sophomore Spring Semester

ENGL Literature  
Foreign Language 2320  
SCI INQ/ NAT SCI ( 3 hours)  
HIST 2312  
EDUC 3313  
Chapel  
UMHB 1005

**Junior Fall Semester**

EDUC 3320  
 Fine Arts (3 hours)  
 POLS 2310  
 HIST 2340  
 HIST 3313  
 UMHB 1005

**Junior Spring Semester**

COMM 1320  
 EDUC 3324  
 POLS 2311  
 HIST 4325  
 EDSL 3310  
 POLS 4316  
 UMHB 1005

**Senior Fall Semester**

EDUC 3330  
 EDUC 3328  
 READ 3307  
 READ 3326  
 EDSL 4310  
 UMHB 1005

**Senior Spring Semester**

EDUC 4250  
 EDUC 4503  
 EDUC 4504  
 UMHB 1005

**BS – 4-8 Social Studies****Suggested Schedule**

The following is the recommended sequence. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester schedule.

**Freshman Fall Semester**

ENGL 1321  
 Lab Science (4 hours)  
 MATH 1304 or higher  
 CSBS 1311  
 EXSS Activity Course  
 HIST 1311  
 Chapel  
 Freshman Seminar  
 UMHB 1005

**Freshman Spring Semester**

ENGL 1322  
 Lab Science (4 hours)  
 EDUC 1111  
 CSBS 1312  
 EXSS Activity Course  
 HIST 1312  
 Chapel  
 POLS 1315  
 UMHB 1005

**Sophomore Fall Semester**

ENGL Literature  
 Lab Science (4 hours)  
 HIST 2311  
 EDUC 2311  
 HIST 2340  
 Chapel  
 UMHB 1005

**Sophomore Spring Semester**

ENGL Literature  
 SCI INQ/ NAT SCI (3hours)  
 HIST 2312  
 COMM 1320  
 EDUC 3313  
 Fine Arts (3 hours)  
 Chapel  
 UMHB 1005

**Junior Fall Semester**

EDUC 3320  
 BECO 2311  
 POLS 2310  
 HIST 4325  
 UMHB 1005

**Junior Spring Semester**

EDUC 3324  
 POLS 2311  
 HIST 3313  
 EDSL 3310  
 POLS 4316  
 UMHB 1005

**Senior Fall Semester**

EDSL 4310  
 EDUC 3328  
 READ 3307  
 READ 3326  
 EDUC 3330  
 UMHB 1005

**Senior Spring Semester**

EDUC 4250  
 EDUC 4503  
 EDUC 4504  
 UMHB 1005

**3. English Language Arts & Reading/Social Studies**

ENGL	1321	Rhetoric & Composition I .....	3
ENGL	1322	Rhetoric & Composition II .....	3
ENGL	2321	British Literature to 1785 .....	3
ENGL	2322	British Literature since 1785 .....	3
ENGL	3321	American Literature to 1890 .....	3

**OR**

ENGL	3322	American Literature since 1890 .....	3
HIST	1311	History of World Civilizations to 1500 .....	3
HIST	1312	History of World Civilizations since 1500 .....	3
HIST	2311	American History to 1877 .....	3
HIST	2312	American History since 1877 .....	3
HIST	2340	Historical Research.....	3
HIST	3313	Texas History .....	3
HIST	4325	Contemporary America .....	3
POLS	2310	State and Federal Government I .....	3

**OR**

POLS	2311	State and Federal Government II.....	3
WRIT	3342	Advanced Grammar.....	3
WRIT	3343	Advanced Composition .....	3
EDUC	3330	Social Studies Strategies .....	3

**Total Semester Hours 48**



## BA – 4-8 English, Language Arts and Reading/Social Studies

### Suggested Schedule

The following is the recommended sequence. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester schedule.

<b>Freshman Fall Semester</b>	<b>Freshman Spring Semester</b>	<b>Sophomore Fall Semester</b>	<b>Sophomore Spring Semester</b>
ENGL 1321	ENGL 1322	ENGL 2321	ENGL 2322
Foreign Language 1410	Foreign Language 1420	Foreign Language 2310	Foreign Language 2320
MATH 1304 or higher	EDUC 1111	Lab Science (4 hours)	SCI INQ/ NAT SCI (3hours)
CSBS 1311	CSBS 1312	HIST 2311	HIST 2312
EXSS Activity Course	EXSS Activity Course	EDUC 2311	COMM 1320
HIST 1311	HIST 1312	EDSL 3310	POLS 2310/2311
Chapel	Chapel	Chapel	Chapel
Freshman Seminar	UMHB 1005	UMHB 1005	UMHB 1005
UMHB 1005			
<b>Junior Fall Semester</b>	<b>Junior Spring Semester</b>	<b>Senior Fall Semester</b>	<b>Senior Spring Semester</b>
EDUC 3320	EDUC 3324	EDUC 3328	EDUC 4250
EDUC 3313	READ 3624	READ 3326	EDUC 4503
READ 3307	WRIT 3342	READ 3328	EDUC 4504
ENGL 3321/3322	HIST 3313	WRIT 3343	UMHB 1005
HIST 2340	HIST 4325	EDSL 4310	
Fine Arts (3 hours)	UMHB 1005	EDUC 3330	
UMHB 1005		UMHB 1005	

#### 4. BA Mathematics

MATH	1306	College Alegbra.....	3
MATH	1320	Pre-Calculus .....	3
MATH	2310	Calculus for Computer Science.....	3
MATH	2320	Linear Algebra.....	3
MATH	3303	Statistics.....	3
MATH	3314	Geometry .....	3
MATH	3315	History of Math .....	3
MATH	3320	Foundations of Higher Mathematics .....	3
MATH	4193	Senior Seminar .....	1
EDUC	4330	Math Strategies.....	3

**Total Semester Hours 28**

#### BS Mathematics

MATH	1304	Quantitative Reasoning.....	3
MATH	1306	College Alegbra.....	3
MATH	1320	Pre-Calculus .....	3
MATH	2310	Calculus for Computer Science.....	3
MATH	2320	Linear Algebra.....	3
MATH	3303	Statistics.....	3
MATH	3314	Geometry .....	3
MATH	3315	History of Math.....	3
MATH	3320	Foundations of Higher Mathematics .....	3
MATH	4193	Senior Seminar .....	1
EDUC	4330	Math Strategies.....	3

..... Total Semester Hours 31

## BA – 4-8 Mathematics

### Suggested Schedule

The following is the recommended sequence. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester schedule.

<b>Freshman Fall Semester</b>	<b>Freshman Spring Semester</b>	<b>Sophomore Fall Semester</b>	<b>Sophomore Spring Semester</b>
ENGL 1321	ENGL 1322	ENGL Literature	ENGL Literature
Foreign Language 1410	Foreign Language 1420	Foreign Language 2310	Foreign Language 2320
MATH 1306	MATH 1320	SCI INQ/ NAT SCI (3 hours)	Lab Science (4 hours)
CSBS 1311	CSBS 1312	COMM 1320	POLS 2310/2311
EXSS Activity Course	EDUC 1111	EDUC 2311	MATH 2310
HIST 1311/1312	HIST 1311/1312	EXSS Activity Course	Chapel
Chapel	Chapel	Chapel	UMHB 1005
Freshman Seminar	UMHB 1005	UMHB 1005	
UMHB 1005			

**Junior Fall Semester**

MATH 3303  
 EDUC 3320  
 MATH 2320  
 Fine Arts (3 hours)  
 EDSL 3310  
 UMHB 1005

**Junior Spring Semester**

HIST 3313  
 EDUC 3324  
 EDUC 3313  
 MATH 3315  
 MATH 3320  
 UMHB 1005

**Senior Fall Semester**

EDUC 3328  
 MATH 3314  
 MATH 4193  
 READ 3326  
 EDUC 4330  
 EDSL 4310  
 UMHB 1005

**Senior Spring Semester**

EDUC 4250  
 EDUC 4503  
 EDUC 4504  
 UMHB 1005

**BS – 4-8 Mathematics****Suggested Schedule**

The following is the recommended sequence. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester schedule.

**Freshman Fall Semester**

ENGL 1321  
 SCI INQ/ NAT SCI (3 hours)  
 MATH 1304  
 CSBS 1311  
 EXSS Activity Course  
 HIST 2311/2312  
 Chapel  
 Freshman Seminar  
 UMHB 1005

**Freshman Spring Semester**

ENGL 1322  
 Lab Science (4 hours)  
 MATH 1306  
 CSBS 1312  
 EDUC 1111  
 HIST 1311/1312  
 Chapel  
 UMHB 1005

**Sophomore Fall Semester**

ENGL Literature  
 Lab Science (4 hours)  
 COMM 1320  
 EDUC 2311  
 EXSS Activity Course  
 MATH 1320  
 Chapel  
 UMHB 1005

**Sophomore Spring Semester**

ENGL Literature  
 Lab Science (4 hours)  
 POLS 2310/2311  
 MATH 2310  
 EDSL 3310  
 Chapel  
 Electives (2 hours)  
 UMHB 1005

**Junior Fall Semester**

MATH 3303  
 EDUC 3320  
 MATH 2320  
 MATH 2320  
 Fine Arts (3 hours)  
 UMHB 1005

**Junior Spring Semester**

HIST 3313  
 EDUC 3324  
 EDUC 3313  
 MATH 3315  
 MATH 3320  
 UMHB 1005

**Senior Fall Semester**

EDUC 3328  
 MATH 3314  
 MATH 4193  
 READ 3326  
 EDUC 4330  
 EDSL 4310  
 UMHB 1005

**Senior Spring Semester**

EDUC 4250  
 EDUC 4503  
 EDUC 4504  
 UMHB 1005

**5. Science**

BIOL	1410	Zoology .....	4
BIOL	1420	Botany .....	4
BIOL	2440	Human Anatomy and Physiology I .....	4
BIOL	3470	Ecology .....	4
CHEM	1410	General Chemistry I .....	4
CHEM	1402	Environmental Science .....	4
GEOL	1401	Physical Geology .....	4
PHYS	3301	Descriptive Astronomy .....	3
PHYS	3302	Physical Aspects of General Science .....	3
EDUC	4340	Science Strategies .....	3

**Total Semester Hours 37**

**BS – 4-8 Science****Suggested Schedule**

The following is the recommended sequence. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester schedule.

**Freshman Fall Semester**

ENGL 1321  
 HIST 2311/2312  
 BIOL 1410  
 MATH 1304 or higher  
 CSBS 1311  
 EXSS Activity Course  
 Chapel  
 Freshman Seminar  
 UMHB 1005

**Freshman Spring Semester**

ENGL 1322  
 HIST 1311/1312  
 BIOL 1420  
 Fine Arts (3 hours)  
 CSBS 1312  
 EDUC 1111  
 Chapel  
 UMHB 1005

**Sophomore Fall Semester**

ENGL Literature  
 BIOL 2440 (odd Fall)  
 COMM 1320  
 HIST 3313  
 EXSS Activity Course  
 CHEM 1402  
 Chapel  
 UMHB 1005

**Sophomore Spring Semester**

ENGL Literature  
 CHEM 1410 (even Spring)  
 POLS 2310/2311  
 EDUC 2311  
 BIOL 3470  
 Chapel  
 UMHB 1005

**Junior Fall Semester**

GEOL 1401  
EDUC 3320  
PHYS 3301  
Electives (4 hours)  
UMHB 1005

**Junior Spring Semester**

EDUC 3324  
EDUC 3313  
READ 3326  
EDSL 3310  
Electives (4 hours)  
UMHB 1005

**Senior Fall Semester**

EDUC 3328  
PHYS 3302  
EDUC 4340  
EDSL 4310  
UMHB 1005

**Senior Spring Semester**

EDUC 4250  
EDUC 4503  
EDUC 4504  
UMHB 1005

**III. Professional Development Sequence**

This area shall consist of upper-level courses including two sections of student teaching:

EDUC	3320	Students and Learning .....	3
EDUC	3324	Classroom Management .....	3
EDUC	3328	Curriculum Design .....	3
EDUC	4250	Certification Preparation Seminar .....	2
EDUC	4503	Middle Student Teaching Lower Grades (4-6) .....	5
EDUC	4504	Middle Student Teaching Higher Grades (6-8) .....	5

**Total hours for Professional Development 21**

**8-12 Certification****I. Teaching Field**

See the academic departments for specific academic courses required for the teaching fields.

**\*Note: Some lower-level academic courses taken in the teaching fields are duplicated in the Academic Foundation.**

**II. Professional Development Sequence****A. 8-12 Certification**

This area consists of 12 semester hours of upper-level education courses, plus student teaching

EDUC	3315	Students and Learning .....	3
READ	3326	Disciplinary Literacy .....	3
EDUC	3317	Curriculum Design .....	3
EDUC	3324	Classroom Management .....	3

**Student Teaching**

EDUC	4150	Certification Preparation Seminar .....	1
EDUC	4505	Student Teaching in the Secondary School (Lower Grades 8-10) .....	5
EDUC	4506	Student Teaching in the Secondary School (Higher Grades 10-12) .....	5

**Total Semester Hours 23**

In order to be eligible to begin student teaching, students must complete the professional development courses, EDUC 3315, READ 3326, EDUC 3317, and EDUC 3324 with a GPA of at least 2.75 in these four courses.

Students may not begin the student teaching semester until all requirements for admission to the Teacher Education Program have been met. **It is strongly recommended that students take only Student Teaching and the seminar during the student teaching semester.**

To receive any degree the student must have earned a minimum of 124 semester hours; however, most students should be prepared to complete approximately 126 to 157 semester hours (depending on the degree and certification program) to meet all degree and certification requirements.

**B. All-Level**

This area consists of 12 semester hours of upper-level education courses, plus student teaching.

EDUC	3315/3320	Students and Learning .....	3
EDUC	3317/3328*	Curriculum Design .....	3
READ	3326	Disciplinary Reading .....	3
EDUC	3324	Classroom Management .....	3

**Student Teaching**

EDUC	4150	Certification Preparation Seminar .....	1
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**AND**

EDUC	4335	Student Teaching in EC-6 (Art, Theatre, PE, Span, Tech App) .....	3
EDUC	4336	Student Teaching in 4-8 (Art, Theatre, PE, Span, Tech App) .....	3
EDUC	4337	Student Teaching in 8-12 (Art, Theatre, PE, Span, Tech App) .....	3

**OR**

EDUC	4435	Student Teaching in EC-6 Music .....	4
EDUC	4436	Student Teaching in 4-8 Music .....	4
EDUC	4437	Student Teaching in 8-12 Music .....	4

**Total Semester Hours 22-25**

\*Except students certifying in EC-12 Music.

In order to be eligible to begin student teaching, students must complete the professional development courses, EDUC 3315, EDUC 3317, READ 3326, and EDUC 3324 with a GPA of at least 2.75 in these four courses.

Students may not begin the student teaching semester until all requirements for admission to the Teacher Education Program have been met. **It is strongly recommended that students take only Student Teaching and the Certification Preparation Seminar during the student teaching semester.**

To receive any degree, students must earn a minimum of 124 semester hours; however, most students should be prepared to complete approximately 126 to 157 semester hours (depending on the degree and certification program) to meet all degree and certification requirements.

At least two Examinations of Educator Standards (TExES) are required for certification.

# Professional Development Sequence

## 8-12, EC-12 Music, Art, Physical Education, Theatre, Spanish, Technology Applications

### Suggested Schedule

The following is the recommended sequence. Students are encouraged to stay with the sequence, even if they go part-time and need more than one semester to complete each semester scheduled.

**Junior Fall Semester**  
EDUC 3315 or EDUC 3320

**Junior Spring Semester**  
READ 3326

**Senior Fall Semester**  
EDUC 3317/3328  
EDUC 3324

**Senior Spring Semester**  
Student Teaching  
EDUC 4150

### Special Education

#### Minor in Special Education

Students who are not working toward teacher certification may earn a minor (24 semester hours) in Special Education. The minor consists of EDSP 3361, 3362, 3363, 3364, 4361, 4362, 4363, and a 3-hour Special Education elective selected from EDSP 3395, 4364, 4390, or 4391.

#### Certification Supplemental

Students who desire to add special education to their certification programs may take 24 semester hours in Special Education and pass the **Texas Examination of Educator Standards (TExES)**.

### Post-Baccalaureate Certification

Requirements for Persons with Bachelor's Degrees seeking initial teacher certification through approved Texas colleges and universities (Post-Baccalaureate Certification). Chapter 21.049, Texas Education Code.

#### A. General Provisions

The University of Mary Hardin-Baylor may admit to a special program and recommend for teacher certification candidates who meet the requirements of this section. A certification plan shall be developed for a candidate under the requirements of this section. Upon completion of the plan, including all requirements of the Division of Educator Certification and Standards of the Texas Education Agency (TEA), the University will recommend the candidate for the requisite certification.

#### B. Qualifications for Admission

Each candidate for an initial teaching certificate who possesses at least a bachelor's degree from a regionally accredited institution must meet the following qualifications for admission to the Teacher Education Program:

1. A cumulative GPA of at least 2.5 on a 4.0 system at the baccalaureate level.
2. Fulfillment of the SBEC basic skills requirement.

#### C. Qualifications for Certification

Each candidate must meet the following qualifications for the certificate to be earned:

1. Demonstration of skill in educational computing and technology.
2. Demonstration of speech competency. (Competency is evaluated by having the student take and pass a course in public speaking with a C or above).
3. Successful completion of the minimum number of semester hours, including upper-level hours, for teaching specialties as specified for the respective All-Level, EC-6, 4-8 and 8-12 options offered by the University of Mary Hardin-Baylor.
4. Successful completion of professional development courses as specified in the certification plans approved by the Teacher Education Council for EC-6, 4-8, 8-12, and All-Level certifications.

**It should be clearly understood that Division of Educator Certification and Standards of the Texas Education Agency (TEA) rules regarding certification supersede UMHB rules and requirements.**

#### Minor in Pedagogy and Professional Practices

A Minor in Pedagogy and Professional Practices is 22-23 semester hours consisting of EDUC 3315, 3317, 3324, 4150, READ 3326 and either of the following blocks: EDUC 4505 and 4506 OR EDUC 4335, 4336, and 4337. This minor may be selected by any student seeking secondary teacher certification, as well as students seeking all-level certification in the fields of art, physical education, theatre, Spanish, and Technology Application.

**Students who are not working toward teacher certification may earn a non-certifying minor (24 semester hours) in education. The non-certifying education minor consists of EDUC 3313, 3315/3320, 3317/3328, 3324, READ 3326 and 9 additional hours in education, reading and/or special education.**

#### Required Courses:

EDUC	3315	Students and Learning .....	3
READ	3326	Disciplinary Literacy .....	3
EDUC	3317	Curriculum Design .....	3
EDUC	3324	Classroom Management - Secondary .....	3

**Total Hours for Academic Support 12**

And either of the following blocks based on certification:

#### Secondary Certifiers

EDUC	4150	Certification Preparation Seminar
EDUC	4505	Student Teaching Lower Grades (8-10)
EDUC	4506	Student Teaching Higher Grades (10-12)

**OR**

All-Level Certifiers		
EDUC	4150	Certification Preparation Seminar
EDUC	4335	Student Teaching Grades EC-6
EDUC	4336	Student Teaching Grades 4-8
EDUC	4337	Student Teaching Grades 8-12

### Minor in Reading

*Students who are not working toward teacher certification may earn a minor (18 semester hours) in Reading. The minor consists of READ 3307, 3320, 3326, 3328, and 3624.*

## COURSE DESCRIPTIONS

### PROFESSIONAL EDUCATION (EDUC)

#### 1111 Education Orientation

The course offers an overview of the teacher certification program. The course is designed to introduce the student to the education profession. Placement in three different education levels, EC-6, 4-8, and 8-12, for the purpose of exploring the school setting. Requires a 21-hour field experience with 7 hours observation in each level.

#### 2311 Classroom Technology

Designed specifically for education majors, this course is an introduction to educational technology used in contemporary schools, with an emphasis on computers. The course examines computer hardware, software, and other current technology used for planning, organizing, and delivering instruction based upon the Texas Essential Knowledge and Skills (TEKS). Students will receive practical, hands-on experience in designing learner activities and increasing teacher productivity. Lab fee.

#### 3313 Child & Adolescent Development

This course focuses on the development of human beings from birth through adolescence, with respect to physical, cognitive, social, and emotional growth. Major theories of child development, both from an historical perspective as well as current trends, are considered. Students are introduced to the aspects of developmental appropriateness and are expected to plan developmentally appropriate learning activities.

#### 3315 Students and Learning- Secondary/ All Level

This course is an introduction to the teaching profession. The content is organized around the following clusters: philosophy of education, structure of education in Texas, Code of Ethics and legal issues, family/school partnerships and professionalism. Also included is an overview of general teaching methods, working with diverse learners, and the assessment system in Texas. The course emphasizes how teachers functions as members of the professional community. Field experience is required..

#### 3316 Survey of Special Populations

This course surveys various student populations in schools and varied educational needs with emphasis on diversity and the influence of culture on behavior and learning. Terminology, characteristics, educational procedures, informal assessment, and requirements under federal, state, and local guidelines are addressed, as well as multiculturalism, technology, and professional collaboration related to diversity. This course may be taught with EDUC 3322.

#### 3317 Curriculum Design- Secondary/All Level

This field-based course focuses on general principles of curriculum development and assessment (including the state assessment system), with emphasis on planning, writing, and implementing effective lessons and units of study in alignment with the Texas Essential Knowledge and Skills (TEKS). The course explored effective research-based instructional strategies, including modifications, extensions, accommodations, and interventions for special students groups as well as a variety of approaches to formative and summative assessment. Field experience is required.

#### 3320 Students and Learning- Elementary/Middle School/ All Level

This course is an introduction to the teaching profession. The content is organized around the following clusters: philosophy of education, structure of education in Texas, Code of Ethics, and legal issues, family/school partnerships and professionalism. Also included is an overview of general teaching methods, working with diverse learners, and the assessment system in Texas. The course emphasizes how teachers functions as members of the professional community..

#### 3322 Survey of Diverse Populations

A survey course about the many different populations of students (gifted and talented, physically handicapped, auditorially handicapped, visually handicapped, mentally retarded, emotionally disturbed, learning disabled, speech handicapped, autistic, and multi-handicapped) in schools - and their educational needs with emphasis on diversity and the influence of culture on behavior and learning. Emphasis on definitions, characteristics, educational procedures, informal assessment, and requirements under federal, state, and local guidelines are elaborated upon. Additional components dealing with multiculturalism, instructional modifications, and reading to include treatment of reading methods is covered. This course may be taught with EDUC 3316.

#### 3324 Classroom Management

This course includes classrooms and behavior management techniques as well as approaches to encouraging parent involvement and partnerships in education. Emphasis is given to guidelines for working with various students populations in schools along with a focus on characteristics of diverse students populations, procedures for managing diverse classrooms, motivational strategies, and requirements regarding special populations. Preventive, supportive, and corrective behavior management techniques are explored. (For secondary sections, field experience is required)..

#### 3328 Curriculum Design- Elementary/Middle School/All Level

This field-based course focuses on general principles of curriculum development and assessment ( including the state assessment system), with emphasis on planning, writing, and implementing effective lessons and units of study in alignment with the Texas essential Knowledge and Skills (TEKS). The course explored effective research-based instructional strategies, including modifications, extensions, accommodations, and interventions for special student groups as well as a variety of approaches to formative and summative assessment. Field experience is required

#### 3330 Social Studies Strategies

Designed specifically for education majors for grades EC-6 and 4-8, this field-based course will give students the knowledge and skills needed for planning and organizing instruction based on the Social Studies TEKS. Social studies content areas emphasized are history, geography, economics, government, citizenship and culture. Students are to develop an understanding of the social and environmental consequences of scientific discovery and technological innovation. Students are expected to design and participate in learning activities both in the field and in the UMHB classroom.

#### 4150 Certification Preparation Seminar

This course is designed to review the TExES competencies for the PPR test 130 or 160. The sessions will emphasize test-taking strategies, study skills and will utilize large and small group interaction along with think-pair-share techniques. **NOTE: This seminar is required of all secondary, 8-12, all-level (P.E., music, theatre, Spanish and art), and post-baccalaureate certification candidates.**

**4190-4490 Independent Study**

A course designed for junior and senior level students. The course will consist of a wide variety of topics based on the specific needs or aspirations of the individual students. This course may be repeated for credit. Independent learning is designed to provide an opportunity to develop proficiency in specific areas under the direct supervision of the professor. Prerequisite: Permission of the department chairperson.

**4191-4491 Seminar**

May be scheduled to permit the offering of topics of current interest and special workshops.

**4250 Certification Preparation Seminar**

This course is designed to review the TExES competencies for EC-6, and 4-8 certification areas in reading/English language arts, math, science, social studies, fine arts, health and fitness, and professional development. Emphasis is on pre-assessment, test-taking strategies, study skills and strategies. Methods of instruction include large group, small group, think-pair-share learning, thinking aloud, and modeling.

**4306 Post-Bac Internship or Student Teaching in EC-6 or 4-8**

Student teaching will consist of observation and teaching experiences for a semester. Conferences are arranged with the instructor. Transportation to and from the teaching assignment is the responsibility of the student. Lab fee.

**4318 / 4319 Post-Bac Internship or Student Teaching in Grades 8-12**

Student teaching will consist of observation and teaching experiences for a semester. Conferences are arranged with the instructor. Transportation to and from the teaching assignment is the responsibility of the student. Lab fee.

**4320 Interdisciplinary Math and Science Strategies**

This field-based course is a study of the materials, methods, and fundamental principles necessary to teach math and science. Course objectives include acquiring the knowledge and skills needed for planning, organizing, and effectively delivering instruction based upon the Math and Science Texas Essential Knowledge and Skills (TEKS). Practical activities include hands-on experience for teaching in a developmentally appropriate manner using manipulatives and other concrete representations, as well as technology. Process, inquiry, and critical thinking skills are stressed. As a field-based course, students are expected to design and participate in learning activities both in the field and in the UMHB classroom.

**4330 Math Strategies**

A study of materials, methods, and fundamental principles necessary to teach math in grades EC-4 and in grades 4-8. The emphasis is on acquiring the knowledge and skills needed for planning, organizing, and effectively delivering math instruction based upon the math TEKS in a developmentally appropriate manner using manipulatives, pictorials, and other concrete objects. Specific areas covered are number concepts, patterns, and algebra, geometry, and measurements, probability and statistics and the mathematical processes. The course is field-based and students are expected to design and participate in learning activities both in the field and in the UMHB classroom.

**4340 Science Strategies**

Stresses the principles, content, methods and materials of teaching science in grades EC-6, and grades 4-8. This field-based course gives the student the knowledge and skills needed for planning, organizing, and effectively delivering instruction based upon the Science TEKS. Practical activities are included to provide hands-on experience and knowledge for the prospective teacher. Process, inquiry, and critical thinking skills are stressed. Technology is presented as an appropriate vehicle for enhancing the students' understanding of science.

**4335 Student Teaching Grades EC-6 PE, Theatre, Spanish, Art or Technology Applications**

Student teaching shall consist of five weeks of full days in observation and teaching experiences in classrooms grades EC-6. Lab fee.

**4336 Student Teaching Grades 4-8 PE, Theatre, Spanish, Art or Technology Applications**

Student teaching shall consist of five weeks of full days in observation and teaching experiences in classrooms grades 4-8. Lab fee.

**4337 Student Teaching Grades 8-12 PE, Theatre, Spanish, Art or Technology Applications**

Student teaching shall consist of five weeks of full days in observation and teaching experiences in classrooms grades 8-12. Lab fee.

**4435 Student Teaching Grades EC-6 Music**

Student teaching shall consist of five weeks of full days in observation and teaching experiences in classrooms grades EC-6. Lab fee.

**4436 Student Teaching Grades 4-8 Music**

Student teaching shall consist of five weeks of full days in observation and teaching experiences in classrooms grades 4-8. Lab fee.

**4437 Student Teaching Grades 8-12 Music**

Student teaching shall consist of five weeks of full days in observation and teaching experiences in classrooms grades 8-12. Lab fee.

**4501 EC-6 Student Teaching Lower Grades (EC-3)**

Student teaching will consist of a half-semester observation and teaching experience in the lower grades (Early Childhood-3). Students will begin student teaching the first day of the district to which they are assigned. Group and individual conferences are arranged with the University Supervisor. Students are required to attend regularly scheduled seminars throughout the semester. Transportation to and from the teaching assignment is the responsibility of the student. Lab fee.

**4502 EC-6 Student Teaching Higher Grades (4-6)**

Student teaching will consist of a half-semester observation and teaching experience in the upper grades (4-6). Group and individual conferences are arranged with the University Supervisor. Students are required to attend regularly scheduled seminars throughout the semester. Transportation to and from the teaching assignment is the responsibility of the student. Lab fee.

**4503 4-8 Student Teaching Lower Grades (4-6)**

Student teaching will consist of a half-semester of observation and teaching experience in grades 4-6. Students will begin student teaching the first day of the district to which they are assigned. Group and individual conferences are arranged with the University Supervisor. Students are required to attend regularly scheduled seminars throughout the semester. Transportation to and from the teaching assignment is the responsibility of the student. Lab fee.

**4504 4-8 Student Teaching Higher Grades (6-8)**

Student teaching will consist of a half-semester of observation and teaching experience in grades 6-8. Group and individual conferences are arranged with the University Supervisor. Students are required to attend regularly scheduled seminars throughout the semester. Transportation to and from the teaching assignment is the responsibility of the student. Lab fee.

**4505 8-10 Student Teaching Lower Grades (8-10)**

Student teaching will consist of a half-semester of observation and teaching experience in grades 8-10. Students will begin student teaching the first day of the district to which they are assigned. Group and individual conferences are arranged with the University Supervisor. Students are required to attend regularly scheduled seminars throughout the semester. Transportation to and from the teaching assignment is the responsibility of the student. Lab fee.

**4506 10-12 Student Teaching Higher Grades (10-12)**

Student teaching will consist of a half-semester of observation and teaching experience in grades 10-12. Group and individual conferences are arranged with the University Supervisor. Students are required to attend regularly scheduled seminars throughout the semester. Transportation to and from the teaching assignment is the responsibility of the student. Lab fee.

**4603 Internship or Student Teaching in EC-6 or 4-8**

Student teaching will consist of observation and teaching experiences for a semester. Conferences are arranged with the instructor. Transportation to and from the teaching assignment is the responsibility of the student. Lab fee.

## READING (READ)

### 3307 Classroom Literature and the Writing Process

This course includes an in-depth study of major areas of children's and adolescent literature and techniques for making use of that knowledge in extending students' skills in developmental reading. Extensive reading and examination of children's books (EC-8) are related materials are required. UMHB students become familiar with the writing process as well as with English writing conventions. Students are given opportunities to write in a variety of forms and modes and for various purposes and audiences. This foundation in written communication better enables them to provide classroom instruction in the development of children's and adolescents' writing skills.

### 3320 Emergent Literacy

This field-based course is designed to provide foundation knowledge and strategies for understanding and promoting literacy development in young children through grade two. Using a balanced approach, reading, writing, and oral language skills are taught as developmental processes. Emphasis is upon beginning reading instruction and concentrates on developmentally appropriate teaching strategies and assessments designed to directly teach and assess phonological and phonemic awareness, the alphabetic principle, word analysis and decoding, reading comprehension, and reading fluency, as well as principles for creating a literacy-rich classroom environment and strategies for promoting lifelong readers.

### 3326 Disciplinary Literacy

This course is designed to equip the pre-service teacher with tools to teach across the disciplines in grades four through twelve. Pre-service teachers obtain knowledge and apply strategies that include structure of expository texts, development of vocabulary, word identification, reading fluency, and comprehension of text. Attention is given to writing as a learning tool in various content areas. Students examine and develop assessments which cover a variety of formats to fit various content areas. A connection between language arts and other content areas is emphasized.

### 3328 Diagnostic and Corrective Reading

This course focuses on the formal and informal diagnostic assessment of disabled readers and the use of that data to plan, implement, and monitor instruction that is focused on individual children's needs. Instruction targets Reading Standards specific to the understanding of phonological and phonemic awareness, the alphabetic principle, literacy development and practice, word analysis and decoding, reading fluency, reading comprehension, study skills, and assessment. Intervention strategies include the use of direct teacher instruction, games, manipulatives, and individualized plans designed to address reading deficits identified through assessment. Students also learn and apply parent-communication and conferencing skills. Each student will be required to work one-on-one with a student "camper" for one hour per week at the UMHB Reading Camp during the course.

### 3624 Reading and Language in the Elementary School

This field-based course is designed to prepare the pre-service teacher to apply direct, explicit teaching of reading and language arts within a comprehensive language arts program. The course is organized around the five components of an effective reading program, including phonemic awareness, phonics, fluency, vocabulary, and comprehension. The pre-service teacher explores comprehension strategies as well as the use of literature as an instructional tool. Further focus is on the writing process with emphasis on writing conventions, oral language, grammar, usage, spelling and punctuation to support the literacy process. 45-60 hours of field-based experience are required.

### 4190-4390 Independent Study in Reading

This course is designed to allow the student flexibility to meet the requirements for the degree and program in Reading.

## ENGLISH SECOND LANGUAGE (EDSL)

### 3310 Language and Literacy for Teachers of English Language Learners (ELL)

This course promotes understanding of fundamental language concepts, the structure and conventions of the English language, and the processes of first- and second-language acquisition. In order to promote students' language development in English, the factors that affect ESL students' learning of academic content, language, and culture are addressed. Assessment procedures and instruments used in ESL are introduced. Further, family and community advocacy for ESL students is presented.

### 4310 Research-based Pedagogy and Assessment for Teachers of English Language Learners (ELL)

The primary focus of this course is planning and implementing effective, developmentally-appropriate ESL instruction. Foundations of ESL education and the factors that contribute to an effective multicultural and multilingual environment are taught. ESL teaching methods include theoretical bases, concepts, and research related to first- and second-language development. Formal and informal assessment procedures and instruments are taught. Family and community advocacy is addressed through required course practicum.

## SPECIAL EDUCATION (EDSP)

### 3361 Introduction to Special Education and Individuals with Disabilities

This course provides a broad introduction to the field of special education. Developmental stages and characteristics of exceptional children and youth are explored along with the philosophical, historical, ethical, and legal foundations for special education. Special education terminology and acronyms are introduced along with Individual Family Service Plans (IFSP), Individual Education Plans (IEP), Individual Transition Plans (ITP), and Admission Review and Dismissal (ARD) meetings.

### 3362 Low Incidence Disabilities

This course is a study of the characteristics and factors affecting individuals with low incidence disabilities such as visual or hearing impairment, significant developmental delay, medically fragile, autism, and multiply challenged. This course teaches effective educational and behavioral approaches. Field experience is required.

### 3363 Developmental Disabilities

This course is a survey of the characteristics, etiology, psychological, sociological, and educational implications of mentally challenged individuals from birth through adulthood. Medical aspects, parental concerns, life skills, adaptive behavior, normalization, self-determination, needed supports, and transition programs are explored. Field experience is required.

### 3364 Behavior Interventions and Social Skills

This course is a study of the causes and characteristics of emotional and behavioral disorders in students from early childhood through adolescence. Classroom and behavior management strategies for maintaining a positive learning environment are considered along with strategies for preparing individuals to live cooperatively and productively in society, social skills needed for educational and functional living environments, and strategies for crisis prevention and intervention. Field experience is required.

### 3395 Practical Experiences

This course provides students with hands-on experiences working with individuals and groups in specific areas of disability.

### 4190-4490 Independent Study

A course designed for junior and senior level students. The course will consist of a wide variety of topics based on the specific needs or aspirations of the individual students. This course may be repeated for credit. Independent learning is designed to provide an opportunity for development of proficiency in specific areas under the direct supervision of the professor. Prerequisite: Approval of the department chairperson and director of special education.

**4191-4491 Seminar**

May be scheduled as a service course designed to permit the offering of topics of current interest and special workshops. Prerequisite: Approval of the department chairperson and director of special education.

**4335 Student Teaching Grades EC-6**

Student teaching shall consist of five weeks of full days in observation and teaching experiences in Special Education classrooms grades EC-6. Lab fee.

**4336 Student Teaching Grades 4-8**

Student teaching shall consist of five weeks of full days in observation and teaching experiences in Special Education classrooms grades 4-8. Lab fee.

**4337 Student Teaching Grades 8-12**

Student teaching shall consist of five weeks of full days in observation and teaching experiences in Special Education classrooms grades 8-12. Lab fee.

**4338 Certification Preparation Seminar**

This course is a preparatory course for the TExES Pedagogy and Professional Responsibilities (PPR) certification exam.

**4361 Assessment and Transitions**

This course explores formal and informal means to assess various student populations. Other topics include: transition planning and procedures, including vocational and post-secondary options.

**4362 Curriculum Interventions for Students with Learning Disabilities**

This course examines the selection and use of intervention strategies and techniques for students with learning disabilities. There is an emphasis on exploring and implementing individualized educational programs and approaches for meeting the needs of exceptional learners.

**4363 Assistive Technology and Related Services**

This course examines the range and variety of assistive technology, devices, services, and resources; their role in facilitating students' access to the general curriculum and active participation in educational activities and routines; and the state and federal laws pertaining to their acquisition and use. Procedures for coordinating activities of related services personnel, paraprofessionals, aides, volunteers, and peer tutors and the selection of appropriate assistive technologies for students with various needs are explored.

**4364 Diagnostic and Corrective Reading Practicum for Students with Special Needs**

This course focuses on the formal and informal diagnostic assessment of disabled readers and the use of that data to plan, implement and monitor instruction that is focused on individual children's needs. Instruction targets Reading Standards specific to the understanding of phonological and phonemic awareness, the alphabetic principle, literacy development and practice, word analysis and decoding, reading fluency, reading comprehension, study skills, and assessment. Intervention strategies include the use of direct teacher instruction, games, manipulatives, and individualized plans designed to address reading deficits identified through assessment. Students also learn and apply parent communication and conferencing skills. A fifteen-hour case study is required. Prerequisite: READ 3624 must be completed prior to taking this class or be taken concurrently with approval of instructor.



# COLLEGE OF HUMANITIES

## Purpose

The mission of the College of Humanities is to provide learning opportunities for students 1) to understand and appreciate the human experience through the study of literature, language, history, political science, and communication, and 2) to develop and utilize communication and critical thinking skills. These opportunities are provided through the degree programs housed in the College and through a robust contribution to the general education program of UMHB. In its support of the University's mission statement, the College's academic programs emphasize "academic excellence, personal attention, and broad-based scholarship" while preparing students for "leadership, service, and faith-informed discernment."

**Daniel Mynatt, Ph.D.**  
**Dean**

# COMMUNICATION AND MEDIA STUDIES

## Dr. Joseph Tabarlet, Chairperson

The Department of Communication and Media Studies aims to educate students in all aspects of human communication. Our goal is to produce graduates who can think critically, reason morally, write and speak with precision and impact, and present performances in a variety of media to audiences of all types.

We offer majors in Communication, Mass Communication/Journalism, Mass Communication/Public Relations, Speech, and Performance Studies. We offer minors in Communication, Film Studies, Mass Communication and Organizational Management. Our Mass Communication degrees are complemented by lab work on the *Bells*, the UMHB student newspaper, and on the *Bluebonnet*, the university yearbook, as well as internships at a variety of local newspapers, magazines, radio and television stations. Our Communication and Speech Education degrees are supported by a growing and successful intercollegiate forensics and speech competition team. Our Performance Studies program produces short films as well as one-person stage performances and internet webcasts.

## COMMUNICATION

### Major in Communication, B.A. degree

A major in Communication is 36 semester hours consisting of COMM 1315, 1320, 1340, 2320, 2350, 2360, 3310, 3350, 3351, 3380, 3390, 4090, and 4380.

### Major in Mass Communication/Journalism, B.A. degree

A major in Mass Communication/Journalism is 36 semester hours consisting of COMM 2320, 2360, 2370, 3330, 3365, 3368, 4090, 4340, and 4360, 3 hours of internships (COMM 4195, 4196 and 4198), and 9 hours of credits chosen from ARTS 2322, BCIS 3350 (this course has a prerequisite of BCIS 1301), COMM 3375, COMM 3310, COMM 3380, COMM 3390, and WRIT 3344. For students in this major, the Speech Communication requirement in the core must be COMM 1320.

### Major in Mass Communications/Public Relations, B.A. degree

A major in Mass Communication/Public Relations is 36 hours consisting of COMM 2320, COMM 2360, COMM 2370, COMM 3370, COMM 4090, COMM 4330, COMM 4340, and COMM 4360, 3 hours chosen from COMM 1350 and BADM 2312, 3 hours of internships (COMM 4197, repeated for credit), and 9 hours of credits chosen from BCIS 3350, COMM 3310, COMM 3330, BMKT 3311, BMKT 3312, and BMKT 3322. For students in this major, the Speech Communication requirements in the core must be COMM 1320.

### Major in Speech, B.A. degree

A major in speech is 30 hours consisting of COMM 1315, 1320, 2320, 2350, 3310, 3320, 3350, 3351, 3355, 4090 and 4380. This degree is designed for those students who desire a speech-oriented degree or those wishing to certify to teach Speech at the secondary level. Those wishing to certify should take COMM 4150 and COMM 4385, and should consult the College of Education for EDUC course requirements and more information about student teaching and the certification process.

### Major in Performance Studies, B.A. degree

A major in Performance Studies is 33 semester hours consisting of COMM 1340, 3320, 3350, 3380, 3390, 4090, 4370; THEA 2350, 3310, 4300; ENGL 4321 and 4341. Suggested minors are Art, Communication, Film Studies, Theatre, Mass Communication/Journalism, and Music. Students wishing to certify need to consult the Department of Education for EDUC course requirements, to obtain more information about student teaching and the certification process.

### Minor in Communication

A minor in Communication is 21 semester hours consisting of COMM 1315, 1320, 1340, 2320, 2350, 3310, and 3380. **Note: Students may not minor in Communication if their major is Mass Communication/Journalism or Mass Communication/Public Relations.**

### Minor in Mass Communication

A minor in Mass Communication is 18 semester hours consisting of COMM 2320, 2360, 3365, 3368, 3390, and 4340.

### Minor in Film Studies

See the College of Business section for more information.

### Minor in Marketing

See the College of Business section for more information.

### Minor in Organizational Management

Students majoring in Mass Communication/Journalism or Public relations may select the minor in Organizational Management which is 24 hours consisting of BMGT 3310, 3321, 3350, 4322; BMKT 3311, 3321 and one of the following: BMKT 3321, 3322, or 3353; and BLDR 2350. Required Business prerequisites include BCIS 1301 and BADM 2312.

## COURSE DESCRIPTIONS

### COMMUNICATION (COMM)

#### 1161 Beginning Yearbook Lab

Production of the yearbook is required, including designing pages, writing copy, and taking and printing photographs in a laboratory setting. Proficiency in photography required (or permission of instructor). Lab fee. Offered Fall and Spring.

#### 1315 Introduction to Communication

A survey course designed to introduce the student to all types of communication study, including interpersonal, small group, public and mass communication environments. Emphasis is on understanding how communication sub-disciplines interrelate on a theoretical level. Offered Fall only.

#### 1320 Public Speaking

A study of the principles of effective speaking. Practice in creating, organizing, and presenting informative, persuasive, and entertaining speeches. Offered Fall, Spring and Summer.

#### 1340 Introduction to Speech Performance

Study and practice of oral performance of literature. Participants will use performance of literature to develop effective verbal and non-verbal communication skills. Offered Fall and Spring.

#### 1350 Business Speech

Public speaking, group discussion, interviewing, sales presentations, and other oral communication skills designed for students majoring in business or pursuing a business-related career. Offered Fall, Spring and Summer.

#### 2320 Introduction to the Mass Media

Survey of mass media effects and careers. Students develop a portfolio for future employment organized around employer expectations across all occupations. Study includes the history and use of books, magazines, newspapers, radio, movies, music, television, the web, advertising, public relations and regulation. Emphasis on media as social, political, economic, and cultural forces. Includes media theory, ethics, and trends toward commercialization, conglomeration, converging technologies, and globalization. Offered Fall and Spring.

#### 2350 Advanced Public Speaking

Discussion of the history and the societal impact of oral communication. Creation and delivery of extended, challenging speeches. Prerequisite: COMM 1320. Offered Spring and Summer.

#### 2360 Introduction to Media Writing

Using news values to locate stories; interviewing sources; and locating, retrieving, assessing and verifying information, including computerized databases. Writing news, features, entertainment, sports, columns and editorials for print, broadcast and the web. Basic proficiency in the use of a digital camera, the Associated Press stylebook, and layout, design, and editing software. Portfolio and laboratory section required. Prerequisites: ENGL 1321 and 1322 (or equivalent) and COMM 2320 (credit or concurrent enrollment). Offered Fall and Spring.

#### 2370 Introduction to Public Relations

An introductory survey of public relations history, definition, principles, practices and codes of ethics. Career options and trends in business, government, non-profits and other entities are also discussed. Offered Fall and Spring. Prerequisite: COMM 2360.

#### 3310 Persuasion

The study of the process of attitude change from a psychological and a rhetorical perspective. Students will read texts, study persuasive artifacts (including advertisements, films, novels, and newspaper articles), write papers, and give oral presentations to the class. Prerequisite: COMM 1320. Offered Spring only.

#### 3320 Storytelling

The oral interpretation of literature. Study of techniques and practical experience in expressive reading aloud and in telling stories. Recommended for those certifying to teach and for those interested in working with youth. Offered Fall only.

#### 3330 Photojournalism

This course studies the principles, theories, and language of photojournalism, emphasizing the use of images in mass media. Various photography elements are also explored. Prerequisites: COMM 2360. Offered Fall only.

#### 3340 Screenwriting

An introduction to the process of writing screenplays for television and film. Topics covered include character development, genre, plot structure, dialogue, audience analysis and writing/revision. Other topics covered at instructor's discretion. Offered Fall only.

#### 3350 Competitive Oral Interpretation

A survey of essential material for participation in interpretive individual events in forensic competition. Offered Spring and Summer.

#### 3351 Argumentation and Debate

An introduction to theory and practice of academic debate and the argumentation principles which underlie them. Offered Spring only. Prerequisites: COMM 1320.

#### 3355 Speech in the Secondary School

Study of methods of instruction in all aspects of speech communication, including public speaking, oral interpretation, and forensics competition (individual events and debate). Some attention given to the management of tournaments and festivals. Offered Fall and Spring.

#### 3365 Advanced Media Writing and Design

Integrates interviewing, writing, and reporting skills to produce in-depth stories for print, broadcast and the Web. Mastery of Associated Press stylebook required. Study includes investigative reporting, social science reporting and multiple-interview projects. Covers online and print design/production skills using layout, design, and editing software. Laboratory required. Outstanding students may progress to a limited number of paid student publication staff positions. Offered Fall only (alternates with COMM 3375). Prerequisite: COMM 2360.

#### 3368 Broadcast Writing

Writing and editing news, conducting interviews, developing commercials, and writing fiction for broadcast. Prerequisites: COMM 2360 and 3365. Offered Spring only.

#### 3370 Advanced Public Relations

This course is designed to teach areas of public relations theory and practice beyond the scope of the introductory course, including program planning, budgeting, evaluation, media relations, written and special event planning. PR specializations such as crisis communication and building and managing organizational image will also be discussed. Offered Fall only. Prerequisite: COMM 2370.

#### 3375 Magazine Non-fiction and Newspaper Feature Writing

Researching, interviewing, writing and editing for magazine non-fiction and newspaper feature articles, both online and print. Surveying various local, state and national publications; identifying freelance markets with an emphasis on getting articles published. Offered Spring only (alternates with COMM 3365). Prerequisite: COMM 2360.

#### 3380 Voice and Diction

The study of voice science. Practical experience in vocal diction, delivery, and dialects. A course for those who desire to improve voice quality, production, and delivery. Offered Fall and Spring.

### **3390 Introduction to Film Studies**

Survey of the history of film; the societal effects of film; the science and art of directing, screenwriting, and cinematography; and the development and future of the motion picture industry. Required lab in late afternoon or evening hours for viewing films under discussion. Offered Fall only. Prerequisite: COMM 2320.

### **4090 Senior Presentation**

Graduating students will present their final projects, portfolios and/or performances before an audience of Communication and Media Studies faculty and students. Prerequisites: senior standing (intended for graduating students only). Offered Fall and Spring.

### **4150 Review for Certification Exam**

This class prepares the student for taking the state certification exams for secondary teaching. Offered as necessary.

### **4190-4490 Independent Study**

Possible topics might include Introduction to Advertising, Online Journalism, Video Editing, Popular Culture and the Mass Media, Theories of the Mass Media, etc. Offered Fall, Spring and Summer.

### **4191-4491 Seminar**

### **4195-4198 Internships**

**Three internships from COMM 4195, COMM 4196 and COMM 4198 are required of all Mass Communication/Journalism majors; students majoring in Mass Communication/Public Relations repeat COMM 4197 for a total of three hours credit. See separate course descriptions below.** Internship Guidelines that state both workplace and academic expectations must be signed by the supervising professor, the supervising employer mentor, and the student. Written progress reports, a paper using journals from the profession, a portfolio, and a PowerPoint presentation to the department's faculty and students summarizing what was learned and accomplished are required. Offered Fall, Spring and Summer.

### **4195 Internship in Print Communication**

Part-time employment experience in print journalism. Students will work with a mentor at a newspaper or magazine and learn writing, reporting, interviewing, time management, and research skills. Daily log of activities must be kept. Final paper and computer graphics presentation required upon completion. Offered Fall, Spring and Summer. Prerequisites: COMM 3365 or 3375, a 3.0 GPA in the major, and senior standing (or permission of faculty advisor).

### **4196 Internship in Broadcasting**

Part-time employment experience in broadcast journalism. Students will work with a mentor at a television or radio station and learn writing, reporting, camera operation, and research skills, as well as become familiar with editing, voice-overs, and other aspects of audio/video production. Daily log of activities must be kept. Final paper and computer graphics presentation required upon completion. Offered Fall, Spring and Summer. Prerequisite: COMM 3365 (or 3375) and 3368, a 3.0 GPA in the major, and senior standing or permission of faculty advisor.

### **4197 Internship in Public Relations**

Part-time employment experience in public relations or advertising. Students will work with a mentor in a PR or advertising capacity and learn writing, interviewing, time management, and research skills. Daily log of activities must be kept. Final paper and computer graphics presentation required upon completion. Offered Fall, Spring and Summer. Prerequisite: COMM 2370, a 3.0 GPA in the major and senior standing or permission of faculty advisor. May be repeated for credit up to 3 hours.

### **4198 Internship in Online Journalism**

Part-time employment experience in online journalism. Students will work with a mentor at a newspaper or magazine and learn production skills related to online newspapers and magazines. Daily log of activities must be kept. Final paper and computer graphics presentation required upon completion. Offered Fall, Spring and Summer. Prerequisite: COMM 3365 or 3375, a 3.0 GPA in the major and senior standing or permission of faculty advisor.

### **4330 Special Topics in Public Relations**

This is a course for junior and senior Mass Communication/Public Relations majors which deals with contemporary issues in public relations theory and practice. The subject matter of the course will vary depending on issues that are prominent in the public relations field, but may include political campaigns, public opinion research and public relations as a management function. Offered Spring only. Prerequisite: COMM 2370.

### **4340 Law and Regulation of the Mass Media**

Discussion of legal concepts in mass communication and journalism, including libel, obscenity, privacy, copyright, and telecommunications issues. Students will give in-class presentations on legal controversies and important court cases in the mass communication field. Offered Spring only. Prerequisites: COMM 2320 and 2360.

### **4350 Mass Media and Society**

A survey of controversial issues regarding the mass media's effect on society, including violent and sexual content, government regulation, racial and ethnic stereotyping, media bias and the impact of new technologies. Offered Summer only. Prerequisite: COMM 2320.

### **4360 Editing**

This course is designed to help writers distance themselves from the creative process and function as editors of their own work and work of others. The focus will be on meaning, accuracy, logic, language, sense, organization, style, and form appropriate to audience and medium. This class relies heavily on the AP Stylebook and the layout and design of items such as brochures, flyers, newsletters and other promotional items. Offered Spring only. Prerequisite: COMM 2360.

### **4370 Distance Communication and Performance**

The study of distance communication and performance in terms of modern computer-mediated technologies such as e-mail, e-discussion groups, websites, video-streaming, webcasting, video-conferencing, teleconferencing, satellite presentation and other topics at the discretion of the instructor. Offered Fall and Spring.

### **4380 Special Problems in Communication**

Capstone course examining a single topic in contemporary society from a communication perspective. Prerequisite: Senior standing or permission of instructor. Offered Spring only.

### **4385 Internship in Speech Education**

Students will work with a mentor in a speech classroom, in a local high school, and learn effective pedagogical techniques in speech. Offered as needed.

### **4395 Internship in Communication**

Part- or full-time employment experience in a communication-related field off campus. Students will keep a log of all activities and report to the sponsoring faculty member as required. On-site mentors will evaluate student's performance of agreed-upon tasks. Prerequisite: junior standing and permission of faculty advisor.

# ENGLISH

## Dr. Jacky Dumas, Chairperson

The aim of the Department of English is to promote the knowledge and appreciation of literature, to introduce the basic concepts of rhetoric and argumentation, and to help students master principles of effective writing. In addition, the department helps majors and minors to prepare for careers in teaching or other fields and provides the foundation needed for graduate study. Creative writing is encouraged by the opportunity to contribute to and produce the University literary magazine, *The Baylorian*. Students may also participate in the production of a professional literary journal, *Windhover: A Journal of Christian Literature*, and in the annual Writers' Festival each January.

In advanced courses, students engage in a variety of activities, including oral and written reports, essays, research assignments, class discussions, and lectures. Students are expected to use the library effectively and to begin to be proficient in literary criticism.

Students may not use more than six hours of credit by exam for English or Writing courses. This includes credits earned by any combination of exams (AP, CLEP, etc.). The Department does not allow English credit for the International Baccalaureate exam. For more information about credit by exam, consult the most recent guidelines established by Testing and Counseling. The Department encourages students to take ENGL 1321 and 1322 during their freshman year in order to learn the conventions of academic writing.

Unless students have been awarded credit by exam or have transferred appropriate credits from an accepted institution, freshmen must begin with ENGL 1321 (or ENGL 1311 or 1312, when deemed necessary by placement standards). After completing 1321, students must take 1322 before they are eligible to take sophomore-level courses. All students must have credit for six hours of freshman English and six hours of sophomore English before taking upper-level (3000- and 4000-level) courses in English.

### Major in English, B.A. degree

A major in English is 36 hours consisting of ENGL 2321, 2322, 3100, 3321, 3322, 3323, 4200, 4321, 4341, plus two courses from Set 1 and two courses from Set 2 (listed below). During their first semester as an English major, students should take 3100. During their final semester, students should take 4200. Students must earn a "C" or better for courses in this major. An accompanying minor in a Modern Foreign Language, Communication, History, or Writing is recommended. Students majoring in English and minoring in Writing may substitute literature courses for writing courses in Set 2.

Set 1: ENGL 3332, ENGL 3333, ENGL 4331, ENGL 4332, ENGL 4333 and ENGL 4190-4490

Set 2: ENGL 4191-4491, WRIT 3342, WRIT 3343, WRIT 4343, and a choice of WRIT 3341 or 4344

### Minor in English

A minor in English is 18 semester hours consisting of ENGL 2321, one additional ENGL 2000-level course, plus two courses from Set 1 and two courses from Set 2 (listed below). **Students must earn a "C" or better for courses in this minor.**

Set 1: ENGL 3321, 3322, 3323, 3332, 3333, 4190-4490, and 4191-4491.

Set 2: ENGL 4321, 4331, 4332, 4333, 4341, 4190-4490, 4191-4491, WRIT 3341, 3342, 3343, 4343, 4344, 4191-4491 and 4192-4492.

### Minor in Writing

A minor in Writing is 24 semester hours consisting of WRIT 3343, WRIT 4343, COMM 2360, and WRIT 4344, COMM 3340, or COMM 3375, plus 12 hours from the following: WRIT 4344 or COMM 3340 (whichever was not taken in required courses), WRIT 3341, 3342, (whichever was not taken for the English major), WRIT 4191-4491, WRIT 4192-4492, BADM 2312, COMM 3365, COMM 3375, COMM 4195, or COMM 4197. Students must earn a "C" or better for courses in this minor.

Students majoring in English may not use the same course(s) to satisfy the requirements of both the English major and the Writing minor. Courses in the WRIT prefix are English courses designated for the Writing minor. Students must meet all prerequisites for all courses.

### Teacher Certification in English Language Arts and Reading (8-12)

Students desiring to certify to teach English in a public school, grades 8-12, will complete a B.A. degree in English, consisting of 36 semester hours: ENGL 2321, 2322, 3100, 3321, 3322, 3323, 4200, 4321, 4341, WRIT 3342, 3343, 4343 and a choice of WRIT 3341 or 4344. During their first semester as an English major, students should take 3100. During their final semester, students should take 4200. In addition, students will need to fulfill general requirements for the B.A. degree and the certification requirements of the College of Education. Students seeking certification may choose to use the professional development sequence for 8-12 certification as the requirements for their minor. Students must earn a "C" or better for courses in this major. This option is available for certification only.

### Teacher Certification in Reading/English Language Arts (4-8)

Students desiring to certify to teach English in a public school, grades 4-8, should refer to the requirements published by the College of Education.

### Teacher Certification in Reading/English Language Arts and Social Studies (4-8)

Students desiring to certify to teach English in a public school, grades 4-8, should refer to the requirements published by the College of Education.

### Policies for Placement in ENGL1311, 1312, and 1321

If the student scores below 450 on the SAT Writing or below 18 on the ACT Writing, placement will be in ENGL 1312. In order to appeal that placement, the student must take one of the placement tests in English which is accepted by UMHB. That test score will be used to determine placement.

If the student scores below 450 on the SAT Critical Reading or below 18 on the ACT Reading, placement will be ENGL 1311. In order to appeal that placement, the student must take one of the placement tests in English which is accepted by UMHB. That test score will be used to determine placement.

Although UMHB currently uses Accuplacer to determine placement in English, other placement tests are acceptable. The table below gives the scores required to place out of ENGL1311 and ENGL1312.

Placement Test	Score to Place out of ENGL 1311	Score to Place out of ENGL 1312
Accuplacer	78 on Reading	80 on Sentence Skills and 6 on Essay
THEA	230 on Reading	220 on Writing
Compass	81 on Reading	59 on Writing
ASSET	41 on Reading	40 on Writing

## COURSE DESCRIPTIONS

### ENGLISH (ENGL)

#### Developmental English

##### 1311 Skillful Reading

Study of the nature and uses of English. Detailed study of the grammar of English with emphasis on the student's ability to construct correct and effective sentences and paragraphs. Much practice in writing. If the student scores below 450 on the SAT Critical Reading or below 18 on the ACT Reading, placement will be ENGL1311. In order to appeal that placement, the student must take a current placement test in English. That test score will be used to determine placement. May not be taken once student has passed ENGL 1321. Does not count toward fulfilling English requirements in Academic Foundation nor any degree credit. (Offered Fall & Spring)

##### 1312 Skillful Writing

Designed to improve literal, critical, and affective comprehension of college-level reading materials. Includes study skills and test-taking techniques. If the student scores below 450 on the SAT Writing or below 18 on the ACT Writing, placement will be in ENGL1312. In order to appeal that placement, the student must take a current placement test in English. That test score will be used to determine placement. May not be taken once student has passed ENGL 1321. Does not count toward fulfilling English requirements in Academic Foundation nor any degree credit. (Offered Fall & Spring)

### ENGLISH

##### 1321 Rhetoric and Composition I

Students will be introduced to the rhetorical triangle and the writing process as they write a series of original essays. Students will explore various modes and aims of writing as they work through invention, planning, drafting, getting feedback, revising, editing, and proofreading. At the end of the semester, students should be able to create a thesis and adequately support it with a well-structured essay written in a clear, coherent, and concrete style as well as present it to an audience either orally or in written form. Prerequisite: A grade of a "C" or higher in ENGL 1312 or appropriate score on placement test. (Offered Fall and Spring)

##### 1322 Rhetoric and Composition II

This course will introduce students to some of the history of rhetoric and the role it plays in civilization. The students will learn to apply an argumentative model in both analyses and composition of arguments. A variety of readings will allow the students the opportunity to think critically about the world and their relationship with it. The students will write essays which explore their own thinking and produce an argument which conveys their understanding. Prerequisite: ENGL 1321. (Offered Fall and Spring)

##### 2321 British Literature to 1785

Survey of the development of British literature from its beginnings to 1785. Careful study of representative selections and development of types. Prerequisite: ENGL 1321, 1322. (Offered Fall & Summer of even-numbered years)

##### 2322 British Literature since 1785

A continuation of English 2321, a survey of the development of British literature from 1785 to the present. Prerequisite: ENGL 1321, 1322. (Offered Spring & Summer of odd-numbered years)

##### 2330 Introduction to World Masterpieces

This course is a historical survey introducing the literary and religious masterworks of great world civilizations. The course envisions cultural heritage on a world scale; the readings demonstrate that texts, in a variety of genres, come about through conquest, trade, discovery, the spread of faith and learning, and the crossing of global boundaries. Prerequisites: ENGL 1321 and 1322. (Offered Fall and Spring)

##### 2340 Principles of Literature

Students will read selected fiction, poetry, and drama in order to develop an understanding of the way in which literature functions. The course will explore the basics of literary analysis by requiring multiple levels of reading as well as differing interpretations of the various texts. Prerequisites: ENGL 1321 and 1322. (Offered Fall and Spring)

##### 2350 Analysis of Popular Literature

This course will argue that key pieces of "popular" literature are not only entertaining but also important to literary study. A primary focus will investigate why popular literature and the "literary" canon are often at odds with each other. Prerequisites: ENGL 1321 and 1322. (Offered Fall and Summer of odd numbered years)

##### 2360 Religion and Literature

A study of works of literature with religious importance and themes, creative and nonfiction, spanning various time periods and genres. The course provides a focused and in-depth study of different aspects of literary and religious developments in England, America, and the World. Prerequisites: ENGL 1321 and 1322. (Offered Spring and Summer of even numbered years)

##### 2370 Literature and Social Consciousness

This course aims to foster appreciation and understanding of the content of literature as an examination of human experiences and values. Readings from a variety of genres will illustrate a wide range of cultures, experiences, and perspectives. Topics might include, but are not limited to, racism, male-female relationships, money and work, peace and war, freedom and responsibility, or varieties of social protest.. Prerequisite: ENGL 1321, 1322. (Offered Fall and Spring.)

##### 3100 Introduction to the English Major

An overview of the (1) study of English, (2) the English major, and (3) related professions, careers, and opportunities for graduate study. Students will be introduced to the portfolio program required for all majors. Students should take this course at the beginning of their work in the major. Course Fee. (Offered Fall & Spring)

##### 3321 American Literature to 1890

Survey of the major American writers and representative selections from colonial times to 1890. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses. (Offered Fall and Summer of even-numbered years)

### 3322 American Literature since 1890

Survey of the major American writers and representative selections after 1890. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses. (Offered Spring and Summer of odd-numbered years)

### 3323 World Literature

A survey of world literature in translation. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses. (Offered Fall Only)

### 3332 Studies in Literary Periods and Genres

A study of specific literary periods and/or genres, such as (but not limited to) Modern literature (poetry, drama, or fiction), Romantic or Victorian literature, and Medieval literature. The course provides a focused and in-depth study of different aspects of literary developments in England, America, or the World. With approval of the department chair, this course may be repeated for credit when content varies. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses. (Offered Spring Only)

### 3333 Studies in Major Authors

A careful study of an individual author or a select group of authors, through which students will learn to apply the tools of critical analysis. With approval of the department chair, this course may be repeated for credit when content varies. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses. (Offered Fall Only)

### 4190-4490 Independent Learning

An independent study open to Juniors and Seniors only, directed by a full-time faculty member in the Department of English. Courses must be proposed by the student in writing to the faculty member directing the study and approved by the department chairperson and dean of the school. ENGL 4190-4490 is not to be taken in place of existing courses. Prerequisites: Two ENGL 3000-level courses-excluding 3100. (Offered as needed).

### 4191-4491 Seminar

A study of a selected literary topic. With approval of the department chair, this course may be repeated for credit when content varies. Prerequisites: Two ENGL 3000-level courses-excluding 3100. (Offered May Minimester.)

### 4200 Capstone to the English Major

A course designed to allow students to demonstrate the skills and knowledge acquired in their work as English majors. This demonstration will involve three levels of assessment. First, students must make a public demonstration of their mastery in a presentation of their work. Second, students must submit a portfolio deemed acceptable by a departmental committee. Third, students must complete exams for teaching certification or entry into a selected graduate program of study. As a capstone, this course is required of all majors and must be taken during the student's final semester of work. (Offered Fall & Spring, and as needed in Summer)

### 4321 Shakespeare

Study of representative comedies, histories, and tragedies by William Shakespeare. Parallel readings of other plays, poems, and criticism. Prerequisites: Two ENGL 3000-level courses-excluding 3100. (Offered Fall Only)

### 4331 Chaucer

Study of Geoffrey Chaucer's major works, in Middle English, with emphasis on *The Canterbury Tales*. Prerequisites: Two ENGL 3000-level courses-excluding 3100. (Offered Spring of even numbered years)

### 4332 Milton

Study of John Milton's life and works, with emphasis on *Paradise Lost* and *Paradise Regained*. Prerequisites: Two ENGL 3000-level courses-excluding 3100. (Offered Spring of odd numbered years)

### 4333 African American Literature

A study of works by African American writers. Prerequisites: Two ENGL 3000-level courses-excluding 3100. (Offered Spring Only)

### 4341 Literary Theory and Criticism

Study of methods and materials of literary research and interpretation. Introduction to major contemporary theories. Emphasis on "close reading" of literary texts in their historical contexts. Prerequisites: Two ENGL 3000-level courses-excluding 3100. (Offered Fall Only)

## ENGLISH (WRIT)

### 3341 Creative Writing

Instruction and practice in writing informal essays, short stories, poetry, and possibly other forms of creative writing. Class discussion and criticism of work produced. All work considered for publication in *The Baylorian*. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses. (Offered Fall & Spring)

### 3342 Advanced Grammar

A study of modern English grammar with emphasis on its origin, syntax, morphology, usage, and current misuse. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses. (Offered Spring Only)

### 3343 Advanced Composition

A course focused on developing advanced skills in nonfiction writing. Includes study of theories of composition. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses. (Offered Fall Only)

### 4191-4491 Seminar

A study of a selected topic in rhetoric, composition, or writing. With approval of the department chair, this course may be repeated for credit when content varies. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses. (Offered as needed.)

### 4192-4492 Publications Workshop

Practical experience in editing and production of literary journals. Students will serve on the staff of the UMHB literary magazine, *The Baylorian*, or they will assist with *Windhover: A Journal of Christian Literature* and the Writers' Festival. This course may count only one time as a Set 2 course in the English major or minor, but may be repeated for elective credit. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses and approval of the instructor. (Offered Fall & Spring)

### 4343 Advanced Rhetoric

Study of classical and modern rhetoric, from Aristotle and Cicero to Booth, Toulmin, and others. Emphasis on skills necessary to construct and analyze arguments and to engage in a variety of discourses in a rhetorically effective way. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses. (Offered Spring Only)

### 4344 Prosody

Students will learn to tap into their own creative sources, learn the role of reading and critiquing the work of others in the sharpening of one's own talent, and gain the tools needed to come away from the class with a sharpened appreciation of the creative process and with a heightened insight into the workings of the language, including metaphor and other types of figurative language. Prerequisites: ENGL 1321, 1322, and two 2000-level English courses. (Offered Spring Only)

# HISTORY AND POLITICAL SCIENCE

## Dr. David K. Chrisman, Chairperson

The mission of the Department of History and Political Science is to provide learning opportunities to students 1) to understand and appreciate the human experience through the study of history and political science and 2) to develop and utilize communication and critical thinking skills. Both disciplines within the department enhance understanding of our selves while stimulating a full understanding of cultural differences in a global society. These opportunities are provided through the department's degree and certification programs and through a robust contribution to the general education program of UMHB. In its support of the University and College of Humanities mission statements, the department's academic programs emphasize "academic excellence, personal attention, and broad-based scholarship" while preparing students for "leadership, service and faith-informed discernment."

## HISTORY

Course offerings in history are designed to meet the needs of students seeking both a broad liberal arts education and a useful vocation. Graduates in history may find employment in such diverse fields as public school teaching, government service, archival and bibliographical work, public relations, or careers requiring research and writing skills.

The Dorothy Hughes Weatherby Scholarship and the Reuter Scholarship are available for history and political science majors. Interested students should consult with the chairperson of the department.

### Major in History, B.S. or B.A. degree

A major in History consists of 30 semester hours. All history majors must complete HIST 1311, 1312, 2311, 2312, and 2340 before enrolling in upper level courses or have the consent of the instructor. In addition, students must complete at least 3 hours of upper-level courses in both U.S. and non-U.S. history. All history majors must also complete HIST 4090 in their senior year. **Students must earn a C or better for any course to count toward the major.** It is recommended that students planning to do graduate work in History plan a program leading to a Bachelor of Arts degree.

### Minor in History

A minor in History consists of 24 semester hours including HIST 1311, 1312, 2311, 2312, and 2340 as prerequisites before enrolling in upper level courses. Minors may enroll in upper level courses with the consent of the instructor if prerequisites have not been met. **Students must earn a C or better for any course to count toward the minor.**

### Teacher Certification in History (8-12)

Students desiring to certify to teach History in a public school, grades 8-12, will complete a B.A. or B.S. degree in History, consisting of 30 semester hours: HIST 1311, 1312, 2311, 2312, 2340, 3313, 4090, at least 3-hours in upper level courses in both U.S. and non-U.S. History, and an additional 6 hours of upper level History. In addition, students will need to fulfill general requirements for the B.A. or B.S. degree and the certification requirements of the College of Education. **Students must earn a C or better for any course to count toward the major. This option is available for certification only.**

See the Political Science department listing for the Social Studies 8-12 composite major, History minor option.

### Teacher Certification in Social Studies (4-8)

Students desiring to certify to teach History in a public school, grades 4-8, should refer to the requirements published by the College of Education.

### Teacher Certification in Reading/English Language Arts and Social Studies (4-8)

Students desiring to certify to teach History in a public school, grades 4-8, should refer to the requirements published by the College of Education.

## POLITICAL SCIENCE

Political Science is recommended as a major or minor for students planning to enter a variety of fields. The subject provides the background necessary for both admission to and satisfactory performance in the study of law. Course offerings in Political Science are also designed to meet the needs of students planning to enter government or military service, secondary school teaching, graduate school, the media, and political campaigns and consulting. In addition, the study of Political Science offers any student a chance to broaden his or her understanding of the American and International political systems.

### Major in Political Science, B.S. or B.A. degree

A major in Political Science consists of 30 semester hours. All political science majors must have POLS 1315, 2310, 2311, and 2315 before enrolling in upper level courses. All political science majors must complete POLS 4318 and POLS 4330 as 6 of their upper level hours in the major. All political science majors must also complete POLS 4090 in their senior year. **Students must earn a C or better for any course to count toward the major.**

### Minor in Political Science

A minor in Political Science consists of 24 semester hours to include POLS 1315, 2310, 2311, and 2315 as prerequisites to upper level courses. **Students must earn a C or better for any course to count toward the minor.**

### Teacher Certification in Social Studies (8-12)

Students desiring to teach Political Science in a public school, grades 8-12, will complete the Social Studies 8-12 composite, B.A. or B.S. degree, including POLS 2315, 3325, 3326, and 4316; SOCI 2316 and 3317; BECO 2311 and 2312; and 6 additional upper level hours in either Sociology, Political Science, Economics or Psychology. This Social Studies composite must be accompanied by a History minor, including HIST 1311, 1312, 2311, 2312, 2340, 3313, 3-hour U.S. History elective, and a 3-hour History elective. Students seeking this major must take POLS 2310 and 2311, SOCI 1311, and PSYC 1301 to meet the requirements of the Social Science block in the core curriculum. In addition, students will need to fulfill general requirements for the B.A. or B.S. degree and the certification requirements of the College of Education requirements. **This option is available for certification only.**



## Pre-Law

Any student desiring to attend law school will be required to complete a baccalaureate degree in the field of their choice. While law schools accept applicants with degrees in all types of different fields, students earning the Bachelor of Arts or Bachelor of Science are particularly prepared for the study of law by majoring in the Humanities. Degree programs such as Political Science, History, and Communication sharpen critical skills important to success in law school. These skills include reading comprehension, critical thinking, and research. Students interested in attending law school must meet two basic requirements. First and foremost, students must maintain a strong GPA throughout their undergraduate degree. Law schools first look at commendable GPAs of 3.25 or higher of applicants before seriously considering them for admission. Second, law schools admit those students with the highest scores on the Law School Admissions Test (LSAT). Prospective students should take the LSAT in their junior year to ensure that they have time to retake the test before applying to law school by their senior year. Students should consider taking as many LSAT practice tests as possible.

While some law schools may look for specific courses on student transcripts (political science, philosophy, sociology, and history), many admission standards center on applicants that are well-rounded individuals. Recommended courses at UMHB for students interested in law school include:

- POLS 2310 and POLS 2311 State and Federal Government I and II
- POLS 4311 and POLS 4312 Constitutional Government and Law in the United States I and II
- POLS 4330 Religion and Politics in the United States
- COMM 2350 Advanced Rhetoric
- COMM 3310 Persuasion
- COM 3351 Argumentation and Debate
- COMM 4340 Law and Regulation of the Mass Media
- PHIL 2316 Critical Reasoning
- BLAW 3311 Business Law

More information for applying to law school is available from the Pre-Law Advisor, Dr. David Chrisman, at [dchrisman@umhb.edu](mailto:dchrisman@umhb.edu), (254) 295-4165.

## COURSE DESCRIPTIONS

### HISTORY (HIST)

#### 1311 History of World Civilizations to 1500

A survey of selected civilizations and cultures from prehistory to approximately 1500, focusing on social, political, economic, religious, and intellectual themes which had on-going influence within and between cultures.

#### 1312 History of World Civilizations since 1500

A survey of selected civilizations and cultures from approximately 1500 to the twentieth century, focusing on social, political, economic, religious and intellectual themes, particularly the impact of expanding Western civilizations on other regions and the development of globalization.

#### 2311 American History to 1877

A survey of the political, economic, and cultural dimensions of the United States from early explorations to 1877.

#### 2312 American History since 1877

A survey of the political, economic, and cultural dimensions of the United States from 1877 to the present.

#### 2340 Historical Inquiry, Research, and Method

A study of the specific skills, competencies, and points of view used by professionals in the field of history. This course also examines the fundamental principles and theories relevant to historical inquiry and reviews the standards of historical research and writing. No prerequisites required. Fall only.

#### 3311 United States Diplomatic History

A study of the foreign policy of the United States since it emerged as a world power about 1900. Emphasis is placed on the causes and effects of U.S. policy decisions in dealing with Latin America, Asia, and Europe and the U.S. role in World Wars I and II. Present world problems receive special consideration. (Same as POLS 3311) Prerequisite: HIST 2311 or 2312, and HIST 2340, or instructor's consent.

#### 3313 History of Texas

A study of the social, economic, and political history of Texas from the period of colonization to the present. Prerequisite: HIST 2311 or 2312 or instructor's consent.

#### 3314 The American South

A study of the South from its colonial beginnings to the present. Special emphasis is placed on the history and development of slavery before the Civil War and of black southerners after. Prerequisite: HIST 2311 or 2312, and HIST 2340, or instructor's consent.

#### 3325 History of the American Presidency

A study of the development of the power, the influence, and the limitations of the chief executive, including the President of the United States and other executives in the American System. (Same as POLS 3325) Prerequisite: HIST 2311 or 2312, and HIST 2340, or instructor's consent.

#### 3362 History of Latin America

A study of Central and South America including European heritage, discovery, exploration and settlement, colonial institutions and government, struggles for independence, and the establishment of national states. Prerequisite: HIST 1311 or 1312, and HIST 2340, or instructor's consent.

#### 3370 History of England to 1707

A study of the social, political, and economic history of England from the pre-literary period to the Act of Union in 1707 and the reign of Queen Anne. Prerequisite: HIST 1311 and HIST 2340, or instructor's consent.

#### 3371 History of Great Britain since 1707

A continuation of HIST 3370 from the Act of Union in 1707, this course includes the growth of the British Empire and Britain's role in world affairs. Prerequisite: HIST 1312 and HIST 2340, or instructor's consent.

#### 4090 History Capstone

All history majors will complete a post-test covering competencies in using the tools of historical research, vocabulary, analysis, and ability to understand context. Students will also submit a reflective essay responding to experiences in their coursework. Class assessment is on Pass/Fail basis. Prerequisite: Senior standing.

#### 4190-4490 Independent Learning

A readings course open to Juniors and Seniors only. The course will consist of directed readings on topics selected by the professor and the student on the basis of the needs and aspirations of the individual student. HIST 4190-4490 is not to be given in lieu of, or as a substitute for, any other course. Prerequisites: Junior standing and permission of the instructor, the department chairperson, and the dean of the college.

**4191-4491 Seminar**

A study of a selected historical topic designed to acquaint advanced students with techniques of historical research and writing. Credit will be given upon completion of an acceptable research paper. The course may be repeated with a change of topic.

**4195-4395 Internship**

This course allows the student to obtain credit for interning in a position that relates to his/her major or minor field of study. Faculty in the History and Political Science Department must approve course ahead of student's registration for it. Number of credit hours relate to the hours student works, with at least forty hours of internship for each credit hour. Internships may be either paid or unpaid. All internships also contain an academic component under the supervision of a faculty member in the Department. All parties must approve the internship plan prior to registration for the class. Class assessment is on Pass/Fail basis. Student may repeat class once, but only 3 hours may count toward the History major or minor. Prerequisites: Junior standing and at least a 3.0 GPA.

**4311 Constitutional History of the United States I**

A study of the historical evolution of the United States Constitution with an emphasis on court decisions concerning federalism, separation of powers, and economics. (Same as POLS 4311) Prerequisite: HIST 2311 or 2312, and HIST 2340 or instructor's consent.

**4312 Constitutional History of the United States II**

A study of the historical evolution of the United States Constitution with an emphasis on court decisions concerning civil rights and civil liberties. (Same as POLS 4312) Prerequisite: HIST 2311 or 2312, and HIST 2340 or instructor's consent.

**4313 History of Western Political Thought Through the Enlightenment**

A study of the history of political theory with emphasis on Plato, Aristotle, Cicero, Augustine, Aquinas, and Machiavelli. (Same as POLS 4313) Prerequisite: HIST 1311 or 1312, and HIST 2340 or instructor's consent.

**4314 History of Western Political Thought from the Nineteenth Century to the Present**

A study of early modern and modern western political theory with emphasis on Hobbes, Locke, Rousseau, the English utilitarians, Marx, and Nietzsche. (Same as POLS 4314) Prerequisite: HIST 1311 or 1312, and HIST 2340, or instructor's consent.

**4321 Colonial and Revolutionary America**

A study of the economic, political, and cultural development of the English settlements in North America from their establishment through the revolutionary struggle and its aftermath to 1789. Prerequisite: HIST 2311 and HIST 2340, or instructor's consent.

**4322 Age of Jefferson and Jackson**

A study of American history from 1789 to 1850, including the organization of government under the Constitution, the rise of political parties, nationalism, expansion, and the development of sectionalism. Prerequisite: HIST 2311 and HIST 2340, or instructor's consent.

**4323 Civil War and Reconstruction**

A study of the constitutional, economic, and intellectual crisis of the United States in the 1850s, the disruption of the Union, the Civil War, and the Reconstruction era to 1877. Prerequisite: HIST 2311 or 2312, and HIST 2340, or instructor's consent.

**4324 The Emergence of Modern America**

A study of the development of urban-industrial America which examines the impact of industrialism on American economic, political, and cultural life through the Progressive Era. Prerequisite: HIST 2312 and HIST 2340, or instructor's consent.

**4325 Contemporary America**

A study of the economic, political, and cultural life of the United States from the close of World War I through World War II, domestic America after 1945, and the Cold War era. Prerequisite: HIST 2312 and HIST 2340, or instructor's consent.

**4330 History of Church and State in the United States**

A study of the interaction of religion, politics, and the state from colonial times to the present from historical, legal, and social scientific perspectives. (Same as POLS 4330) Prerequisite: HIST 2311 or 2312 and HIST 2340, or instructor's consent. Fall only.

**4340 Ancient Greece and the Hellenistic World**

A study of social, economic, political, and cultural developments in Greece from the Mycenaean period through the Alexandrian Empire and the Roman Republic. Prerequisite: HIST 1311 and HIST 2340, or instructor consent. Fall only.

**4342 The Roman Empire and Medieval World**

A study of social, economic, political, and cultural development in the Roman Empire, medieval Europe, Byzantium and Islam to circa 1400 c.e. Prerequisite: HIST 1311 and HIST 2340, or instructor consent. Fall only.

**4371 Nineteenth Century Europe, 1815-1914**

A study of the development of Europe from the end of the Napoleonic era through the beginning of World War I. Prerequisite: HIST 1312 and HIST 2340, or instructor's consent.

**4375 Twentieth Century Europe**

A study of the leading European states from the outbreak of World War I to the present day. Special attention is given to the origin, philosophy, and significance of communism, socialism, fascism, and Nazism. Prerequisite: HIST 1312 and HIST 2340, or instructor consent. Spring only.

**4376 Early Modern Europe, Renaissance to 1789**

A study of the rise of modern Europe from the Renaissance to the French Revolution. Focus will be on social, religious, political, and philosophical changes, including the development of absolutism and constitutional forms of government. Prerequisite: HIST 1312 and HIST 2340, or or instructor consent. Spring only.

## POLITICAL SCIENCE (POLS)

**1315 Introduction to Political Science**

A study of the scope and methods of Political Science, including such topics as the scientific method, political culture, political behavior, governmental institutions, and governmental processes.

**2310 State and Federal Government I**

A study of the federal and state constitutions and governments with emphasis on civil rights and civil liberties, elections, political parties, and interest groups. Meets the requirements for Texas teacher certification.

**2311 State and Federal Government II**

A study of the federal and state constitutions and governments with emphasis on governmental structures, processes, and policy making. Meets the requirements for Texas teacher certification.

**2315 Comparative Political Systems**

A comparative study of the political and governmental systems of various states. Emphasis on understanding different types of political systems and their institutions through close study of specific states from regions across the world.

**3311 Diplomatic Relations of the United States**

A study of the foreign policy of the United States since it emerged as a world power. Recent foreign policy issues are given special emphasis. (Same as HIST 3311) Prerequisite: POLS 1315 and 2315 or instructor's consent.

**3317 International Organizations**

A study of the history, development, mission and current operations of selected international, regional and nongovernmental organizations. Course will give special emphasis to the role of the United Nations in the international interactions of states and non-state actors. Prerequisite: POLS 1315 and 2315 or instructor's consent. Spring only.

**3325 The American Executive**

A study of the development of the power, the influence, and the limitations of the chief executive, including the President of the United States and other executives in the American System. Prerequisite: POLS 2310 or 2311 or instructor's consent.

**3326 The Legislative Process**

A study of legislative behavior in the American political system. Included is a study of representation, selection of legislators, organization and procedures of legislative bodies, and the relation of the legislative to the executive and judicial branches. Prerequisite: POLS 2310 or 2311 or instructor's consent

**3329 Political Parties**

A study of the development, nature, and problems of political parties, including their organizations, operations, and functions. Prerequisite: POLS 2310 or 2311 or instructor's consent.

**3362 Politics and History of Latin America**

A study of select Central and South American states, including the European conquest and colonial institutions, struggles for independence, establishment of national states and current political, economic and social structures. (Same as HIST 3362) Prerequisite: POLS 1315 and 2315, or instructor's consent.

**4090 Political Science Capstone**

Students majoring in Political Science must complete the Political Science Major Field Test examination prior to graduation. Examination fee.

**4190-4490 Independent Learning**

A readings course open to Juniors and Seniors only. The course will consist of directed readings on topics selected by the professor and the student on the basis of the needs and aspirations of the individual student. POLS 4190-4490 is not to be given in lieu of, or as a substitute for, any other course. Prerequisites: Junior standing and permission of the instructor, the department chairperson, and the dean of the college.

**4191-4491 Seminar**

A study of a selected Political Science topic designed to acquaint advanced students with techniques of research and writing in Political Science. Credit will be given upon completion of an acceptable research paper. The course may be repeated with a change of topic.

**4195-4395 Internship**

This course allows the student to obtain credit for interning in a position that relates to his/her major or minor field of study. Faculty in the History and Political Science Department must approve course ahead of student's registration for it. Number of credit hours relate to the hours student works, with at least forty hours of internship for each credit hour. Internships may be either paid or unpaid. All internships also contain an academic component under the supervision of a faculty member in the Department. All parties must approve the internship plan prior to registration for the class. Class assessment is on Pass/Fail basis. Student may repeat class once, but only 3 hours may count toward the Political Science major or minor. Prerequisites: Junior standing and at least a 3.0 GPA.

**4311 Constitutional Government and Law in the U.S. I**

A study of the Constitution of the United States, including the work of the U.S. Supreme Court and the effects of its various decisions. Court cases are examined, briefed, and discussed. Emphasis is placed on court decisions concerning federalism, separation of powers, and economics. (Same as HIST 4311) Prerequisite: POLS 2310 or 2311 or instructor's consent.

**4312 Constitutional Government and Law in the U.S. II**

A continuation of POLS 4311, with emphasis placed on U.S. Supreme Court decisions concerning civil rights and civil liberties. (Same as HIST 4312) Prerequisite: POLS 2310 or 2311 or instructor's consent.

**4313 Political Theory I**

A study of the history of political theory with emphasis on Plato, Aristotle, Cicero, Augustine, Aquinas, and Machiavelli. (Same as HIST 4313) Prerequisite: POLS 2310 or 2311 or instructor's consent.

**4314 Political Theory II**

A study of modern and early modern western political theory with emphasis on Hobbes, Locke, Rousseau, the English utilitarians, Marx, and Nietzsche. (Same as HIST 4314) Prerequisite: POLS 2310 or 2311, or instructor's consent.

**4316 International Relations**

A study of the relations between sovereign states with special emphasis on the causes of war, security and peace issues, and international political economy. Prerequisite: POLS 1315 and POLS 2315, or instructor's consent.

**4317 Political Geography**

A study of the geographical factors that affect Texas, national, and world politics. Special emphasis is placed on demography; geography and conflict; landscape and the geography of culture; the geography of religion and politics; spatial dimensions of industrialization, urbanization, and economic development; and environmental pressures and politics. Prerequisite: POLS 1315, or instructor's consent.

**4318 International Political Economics**

A study of the development of the international economic system of trade, production and finance from the Industrial Revolution through the present era, with special attention to the political effects of the developments that marked this progression. The course examines specific state and non-state actors within the current international political economic system to investigate the development of economic and political linkages. Prerequisite: POLS 1315 and POLS 2315 or instructor's consent. Fall only.

**4330 Religion and Politics in the United States**

A study of the interaction of religion, politics, and the state from colonial times to the present from historical, legal, and social scientific perspectives. (Same as HIST 4330) Prerequisite: POLS 2311 or 2312, or instructor's consent. Fall only.

# MODERN FOREIGN LANGUAGES

## Dr. Jamie Mattison, Chairperson

The Department of Modern Foreign Languages has the principal goal of promoting the study of modern foreign languages, cultures, and literatures. The department currently offers Spanish, American Sign Language, French, German and Japanese. In support of this primary aim, it also endeavors (1) to emphasize in all curricula the development of both oral and written proficiency in the foreign language according to guidelines published by the American Council on the Teaching of Foreign Languages (ACTFL), (2) to provide the highest quality, most up-to-date, practical instruction in foreign languages and cultures and in English for Speakers of Other Languages (ESOL), (3) to produce majors able to meet requirements for Spanish teacher certification in Texas (TEXES), (4) to introduce students to the experience of reading Spanish literature in the original language, (5) to produce students able to read the Bible in a foreign language with relative ease and able to perform ministry in a foreign culture, and (6) to provide students with insight into the culture of the language through an interdisciplinary perspective.

A Bachelor of Arts degree requires 14 hours (4 semesters or the equivalent level of achievement) of a foreign language. All four semesters must be in the same language. See the catalog for requirements for other degrees. Some courses have course fees.

Elementary and intermediate foreign language courses emphasize the development of both oral and written communication skills. Small group conversational practice, on-line workbooks, computer programs, and peer tutoring, are offered as reinforcements. Additionally, study abroad programs, summer intensive programs and professional Spanish courses may be offered.

Spanish 3330 and 3340 are open to departmental credit by examination. The CLEP exam is available for students who wish to challenge the elementary and intermediate levels of Spanish, French or German. A placement test for Spanish and French is available for students with previous experience in formal or informal Spanish or French. Students can place out of, but not receive credit for, SPAN 1410/1420 or FREN 1410/1420. Exams are also available for selected other languages through the Foreign Language Achievement Testing Service. AP (Advanced Placement) and IB (International Baccalaureate) credit is accepted for Spanish, French and German.

**The department also offers courses in “English for Speakers of Other Languages” (ESOL) to incoming international students.** Further details as to placement, course requirements, and regulations may be obtained from the department. ESOL courses designated as upper-level can count for elective credit.

### Major in Spanish, B.A. degree

A major in Spanish consists of 30 semester hours above the level of SPAN 1420. The major must include the following courses: 2310, 2320, 3330, 3340, 3345, 3350 or 3360, and 3370. Three electives may be chosen from 3350 or 3360, 3380, 3390, 4361, 4380, or other special topic course. The same course cannot be counted as both a required course and an elective. **No grade lower than “C” will count toward fulfillment of a Spanish major.**

**Capstone to the Major: Spanish majors must demonstrate speaking and writing proficiency as well as cultural and literary knowledge in the language through exams administered the semester prior to graduation.**

### Minor in Spanish

A minor in Spanish consists of 18 semester hours above the level of SPAN 1420. The minor must include 2310, 2320, 3330, 3340 and 6 hours of Spanish electives/any other available course.

### Teacher Certification in Spanish

Students desiring to certify to teach Spanish (All-level certification) in a public school will complete 30 semester hours of Spanish which include: 2310, 2320, 3330, 3340, 3345, 3350 or 3360, 3370, 3380, and 6 hours of upper-level Spanish electives. The minor in Pedagogy and Professional Practices consists of 22 hours, including student teaching, as well as EDUC 2311 Classroom Technology and PSYC 1301, General Psychology. In addition, FINA2330, POLS 2310 or 2311 and HIST 2311 or 2312 are strongly recommended but not required. Students certifying in Spanish must take and pass both the PPP EC-12 TEXES exam #160 and the TEXES-LOTE (Languages Other than English) Spanish Exam #613 in order to receive certification. In addition, students will need to fulfill general requirements for the B.A. degree and the certification requirements of the College of Education..

## COURSE DESCRIPTIONS

### AMERICAN SIGN LANGUAGE (SGNL)

#### 1410-1420 American Sign Language 1 and 2

Beginning ASL course consists of the fundamentals of grammar and expression. Communication skills are emphasized by studying the syntax of the language and the lexicon (vocabulary). Introduces finger spelling and describes its role. Develops conversational ability and culturally appropriate behaviors. No prerequisite for 1410.

#### 2310-2320 American Sign Language 3 and 4

Integrates and refines expressive and receptive skills. Provides students with information on idiomatic usages for signs and grammatical structures for complex sentences. Emphasizes variations in use of signs. Prerequisite: SGNL 1420.

#### 3191-3391 Seminar

A study of selected topics in American Sign Language. The topic will be announced prior to registration. Prerequisite: SGNL 2320 or permission of the instructor. May be repeated for credit whenever content varies.

### ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)

**The below ESOL courses are designed for entering international students. They are designated as developmental courses and are not applicable toward degree completion requirements.**

#### 1000 Intensive English Laboratory

#### 1301 Readings in English

Emphasizes the development of reading skills, utilizing academic, literary, and other materials.

#### 1302 English Idioms

An overview of English idioms, American colloquial usage, and other specialized vocabulary for the academic classroom.

#### 1303 Basics of English Grammar

A grammar review for non-native speakers of English; course includes a study of parts of speech and sentence structures.

**1304 Oral Communication in English**

A communicative competency course emphasizing the improvement of listening skills and pronunciation.

**1305 Elements of Effective Writing in English**

Emphasizes the development of paragraph writing skills in various styles using process writing techniques.

**1191-2491 Special Topics in ESOL (1-4 hours)**

Topics of interest or more intermediate and advanced level study related to English for Speakers of Other Languages. Designed for international students.

**The below ESOL courses are not designated as developmental courses and are applicable toward authorized degree completion requirements.**

**3360 General Linguistics**

An introduction to the scientific study of language, including an overview of phonology, the IPA (International Phonetic Alphabet), syntax, semantics, and morphology. A study of language theory and various approaches to grammar.

**3380 Applied Linguistics**

A study of theories of language acquisition, including psycholinguistics and methodological trends. Includes measuring proficiency, developing the four language skills, and instructional techniques. (Same as SPAN 3380)

**3191-4491 Special Topics in ESOL (1-4 hours)**

Topics of interest or more intermediate and advanced level study related to English for Speakers of Other Languages. Designed for international students.

## FOREIGN LANGUAGES (FLAN)

**1191-4491 Special Topics in Foreign Languages**

A course which presents topics of interest related to foreign languages or when there is an interest in study of a language not already offered. The course could involve a lab component along with classroom lectures.

## FRENCH (FREN)

**1410-1420 French I & 2**

Beginning French consisting of fundamentals of grammar and composition with strong emphasis on oral comprehension and conversation. No prerequisite for 1410.

**2310-2320 French 3 & 4**

Study of grammar and composition. Selected readings from modern writers. Emphasis is on speaking, understanding, reading, and writing French. Prerequisite: FREN 1420.

## GERMAN (GERM)

**1410-1420 German I & 2**

Beginning German consisting of fundamentals of grammar and composition with strong emphasis on oral comprehension and conversation. No prerequisite for 1410.

**2310-2320 German 3 & 4**

Selected readings of moderate difficulty from representative German authors. Emphasis on vocabulary building and developing oral proficiency. Grammar review as needed. Prerequisite: GERM 1420.

## JAPANESE (JAPN)

**1410-1420 Japanese I & 2**

A course in beginning Japanese with an emphasis on the development of the listening skills needed to understand a basic core of topics relevant to everyday life and students' interests; the oral skills needed to talk about these topics and to function in basic situations; basic skimming, scanning, and intensive reading skills; basic writing skills, including descriptive and functional writing, as well as the writing of the two phonetic Japanese alphabets and Chinese characters; and sociocultural awareness. No prerequisite for 1410.

**2310-2320 Japanese 3 & 4**

An intermediate level course which expands listening, speaking, reading, and writing skills allowing the student to use Japanese in real-life situations for different communicative purposes. The introduction of new vocabulary items, grammatical patterns, and language functions in conjunction with a consistent review of previously learned material facilitates communicative proficiency. Prerequisites: JAPN 1420.

## SPANISH (SPAN)

**1410-1420 Spanish I & 2**

Beginning Spanish consisting of fundamentals of grammar and composition with strong emphasis on oral comprehension and conversation. A placement examination is required.

**1430 Spanish for Business**

Designed for business students and substitutes for SPAN 1420. Emphasis on business vocabulary, grammar, writing and oral proficiency and topics of interest related to international business in Spanish speaking countries. Prerequisite: SPAN 1410 or an appropriate placement score.

**2310-2320 Spanish 3 & 4**

Emphasis on development of oral proficiency in the language. Biblical, cultural, and literary readings of moderate difficulty from representative Spanish authors with discussion in Spanish of the reading selections. Review of composition and certain grammatical principles. Prerequisite: SPAN 1420.

**3330 Advanced Oral Communication**

Intensive development of oral proficiency through drills, oral reports, and discussion of short literary texts. Prerequisite: SPAN 2320 or permission of instructor.

**3340 Advanced Composition and Stylistics**

Intensive development of writing skills and awareness of style and correctness through guided compositions. Prerequisite: SPAN 2320.

**3345 Literary Analysis**

This course introduces the different genres of literature written in Spanish giving emphasis to the tools needed to analyze the literary discourse. Students will study texts from Spain and Spanish America. Prerequisites: SPAN 3330, 3340 and 3370.

**3350 An Introduction to Spanish Literature**

A survey of Spanish literature from its origins to the present day. Emphasis on authors, movements, and close reading of literary texts. Conducted in Spanish. Oral and written reports in Spanish are required. Prerequisite: SPAN 3330, 3340, and 3370.

**3360 An Introduction to Spanish American Literature**

A survey of Spanish American literature from its origins to the present day. Emphasis on authors, movements, and close reading of literary texts. Conducted in Spanish. Oral and written reports in Spanish are required. Prerequisites: SPAN 3330, 3340, and 3370.

**3370 Advanced Grammar**

In-depth study of prescriptive grammar and semantics in Spanish. Emphasis on rules of sentence formation, verb conjugations, and translation techniques. Analysis of fine shades of meaning in Spanish words. Prerequisite: SPAN 3330 or 3340.

**3380 Applied Linguistics for Spanish**

A study of the various theories on language acquisition. An analysis of how non-natives can best develop reading, writing, speaking, and comprehension skills in Spanish. Prerequisite: SPAN 3330 or 3340.

**3390 Studies in Hispanic Culture and Civilization**

A survey of the origins and development of Spanish and Spanish-American culture. **May be repeated for credit when topics vary.** Prerequisite: Permission of instructor.

**4380 Spanish for Health Professions**

Designed for health profession students and others as an upper-level elective course. Emphasis is on health/medical vocabulary, basic grammar, and substantial development of oral proficiency and professional/patient communication. No prerequisites.

**4190-4490 Independent Study (1-4 hours)**

A course which may emphasize a wide range of topics in Spanish or Latin American literature, the Spanish language, or other areas. Designed to offer the student an opportunity to become more proficient in one or more topics of interest or need. May be repeated for credit by emphasizing different areas. Prerequisite: Permission of instructor.

**1191-4491 Seminar**

A study of selected topics in Spanish. The topic will be announced prior to registration. Prerequisite: Permission of instructor. May be repeated for credit whenever content varies.

**4361 Masterpieces of Hispanic Literature**

A study of major Hispanic writers. Topics may vary, e.g., Don Quijote, the modern Latin American novel, Golden Age Spanish Drama, Hispanic poetry, etc. May be repeated for credit when topics are different. Prerequisite: SPAN 3350 or 3360 or permission of instructor.

# COLLEGE OF NURSING

## Mission

The mission of the Scott and White College of Nursing is to prepare excellent professional nurses who contribute to the health and welfare of individuals, families, and communities in diverse health care environments. The College of Nursing strives to prepare graduates to become leaders in the profession, life-long learners, and community servants who practice nursing based on Christian values and professional principles.

**Sharon Souter, RN, Ph.D., C.N.E.**  
**Dean and Professor**

# SCOTT AND WHITE COLLEGE OF NURSING

## Philosophy

The Scott and White College of Nursing is an integral part of the University. The philosophy of the College of Nursing (CON) is consistent with the purpose of the University which emphasizes instruction in a Christian environment and service to individual students and the community.

The College of Nursing prepares graduates who, as professional nurses, contribute to the health and welfare of the individual, the family, and community. This outcome, supported by the liberal arts foundation and the nursing curriculum, enables graduates to realize their own potential as individual citizens and practitioners in the health care system.

The faculty believes that humans are bio-psycho-social-spiritual beings. The role of the nurse is to assist clients in adapting to stressors in their internal and external environments throughout the life cycle. Nurses serve a diversity of clients: individuals, families, groups, and communities.

The faculty further believes that the professional nurse must demonstrate leadership in assessing, analyzing, planning, implementing and evaluating nursing care to clients. To provide leadership in aiding clients to adapt, the nurse must effectively communicate and collaborate with the individual, family, group, community, and with others who share in the provision of client care. Furthermore, the faculty believes that the practice of nursing involves decision-making and problem-solving which require analytical and critical reasoning based on knowledge of the natural, behavioral, and social sciences, humanities, and nursing. The nurse must use therapeutic interventions which include the provision of physical, psychological, and spiritual care, health teaching, and advocacy. These interventions require skillful utilization of the nursing process, health care technology, communication, and multidisciplinary referral. The professional nurse must assume responsibility and accountability for nursing practice. The nurse must continuously strive to improve as a professional and to contribute to the advancement of the nursing profession.

The faculty believes that learning is a dynamic process, is influenced by the learner's individuality and experiences, and is manifested by changes in behavior. The learner has the major responsibility for acquiring and applying knowledge. The faculty is responsible for assisting the learner in accomplishing the program objectives by providing well-planned learning experiences based on sound educational principles.

## Program Goals

To provide a curriculum which:

1. Enables graduates to enter first-level professional nursing positions.
2. Is based on Christian principles, liberal arts, sciences, and the discipline of nursing.
3. Focuses on persons of all ages who are adapting to stressors which influence their health status.
4. Encourages life-long learning and provides a foundation for graduate study.
5. Promotes involvement in both professional and community organizations and activities.

## Student Learning Outcomes

1. Provide safe and competent patient-centered care.
2. Utilize clinical reasoning in providing nursing care.
3. Assume responsibility and accountability for the quality of and improvement in one's own nursing practice.
4. Incorporate professional integrity in the use of information management systems.
5. Make evidence-based practice decisions.
6. Use appropriate communication strategies in collaboration with nursing and interprofessional teams.
7. Demonstrate appropriate leadership and management strategies.
8. Integrate guiding principles of nursing concepts into nursing practice.

## Accreditation Information

- Texas Board of Nursing  
333 Guadalupe, Suite 3-430  
Austin TX 78701
- Commission on Collegiate Nursing Education  
One Dupont Cir NW Ste 530  
Washington DC 20036-1120

## Admission to the Program

Admission to the University of Mary Hardin-Baylor DOES NOT constitute automatic acceptance into the nursing program, nor does admission to the College of Nursing constitute acceptance to UMHB. Admission to the College of Nursing requires a separate application and is determined prior to each semester by the College of Nursing's Admission, Progression and Retention Committee. The standards listed in this catalog and other College of Nursing criteria represent minimum requirements. In the case of competitive admissions, requirements over and above the minimum may be necessary. Students must make formal application to the program. Applications are available in the nursing office and on the website.

**Students seeking entrance into the nursing program will be evaluated on the basis of present admission criteria which may exceed requirements listed within this catalog. Deadline for the fall semester is March 1 and for the spring, October 1.**

Students desiring to seek admission to nursing must first be admitted to the University. Admission to nursing requires a separate application. Students must have a minimum of 43 semester hours of specific courses which will count toward the BSN degree, and be selected by the nursing Admission, Progression and Retention Committee. The committee considers a student's GPA (3.00 minimum on specific prerequisite courses and on all courses taken toward the nursing degree plan), and other factors relevant to a student becoming a professional nurse.

To be eligible for admission, students must meet the following requirements PRIOR to their admission to NURS 2310 and 3312.

1. A student must have completed the following required prerequisite courses and have earned a minimum of "C" in all prerequisite courses indicated with an \* :
  - \*a. English — 6 semester hours
  - \*b. Biology and Chemistry — 16 semester hours: Anatomy and Physiology I and II, Microbiology and Intro to Chemistry, College Chemistry, or General Chemistry I. (Either Microbiology or Chemistry can be taken with the first 6 hours of Nursing.)
  - \*c. General Psychology — 3 semester hours
  - \*d. Introductory Sociology — 3 semester hours



- \*e. Public Speaking — 3 semester hours
- \*f. Developmental Psychology — 3 semester hours

In addition to these prerequisite courses, the following classes are required for the BSN degree as well:

- a. Literature — 3 semester hours
- b. Math (Statistics required prior to NURS 4312) — 3 semester hours  
[The Math Department requires College Algebra as a prerequisite for the Statistics course.]
- c. Christian Studies — 6 semester hours
- d. World Ideas — 3 semester hours
- e. Contemporary World Issues — 3 semester hours
- f. Exercise & Sport Science — 2 activity courses
- g. Upper division electives — 3 semester hours
- h. Arts — 3 semester hours.
- i. Freshman Seminar — 1 semester hour

In addition to these courses students must attend chapel (UMHB 1002) and fine arts experiences (UMHB 1005) as outlined by the number of credit hours achieved before attending UMHB. For example first semester freshman must have 4 semesters of chapel and 8 final arts experience credits.

2. A student must present evidence of good physical and mental health. The following health records must be submitted prior to enrolling in nursing courses:
  - a. Submit a report of health history and physical examination within the past six months prior to entry into NURS 2310 - 3312. (Form provided)
  - b. Submit evidence of a negative TB skin test within two months prior to admission to NURS 2310 - 3312 and annually thereafter. Those students with a positive TB skin test are required to submit a chest x-ray report every year. A TB Symptom Checklist form is completed annually by those with positive TB skin tests. Students may also complete the QFT blood test from the health department.
  - c. Certification of immunizations:
    - (1) A minimum of three doses of tetanus/diphtheria, the last dose of which was within 10 years.
    - (2) Measles (rubeola), mumps, rubella (2 doses), and varicella (2 doses) (if no history of chicken pox or titer does not indicate immunity)
    - (3) Hepatitis B series (3 injections)
  - d. All physical health information will be submitted by the student to the online tracking system, [www.certifiedbackground.com](http://www.certifiedbackground.com).
3. All students will be required to be fingerprinted according to the guidelines of the BON. Participation in the clinical setting may be dependent upon the outcome of the criminal background check completed by the BON. A Declaratory Order may be required by the BON prior to eligibility for seeking licensure.
4. A Health Care Provider CPR/AED course completion card is required prior to admission to clinical nursing courses and must be kept current while in nursing courses.

## Transfer Students

The Dean or the Chair of the Nursing Admissions Committee reviews all potential transfer students' records. Recommendations about admission and placement in the nursing program are determined by the Admission, Progression and Retention Committee of the CON.

Students seeking transfer from another nursing program must be in good standing with that school. A prospective transfer student who has two failures, defined as "D", "F", "WQ", or "W" (when "W" is due to failure), in previous nursing courses in two different semesters will **not** be eligible for admission to the UMHB nursing program.

Students planning to take any prerequisite courses at another college should seek guidance from the Dean of the CON at the University of Mary Hardin-Baylor **before** enrolling in the course(s) in order to avoid problems with transferring credits.

## Scholastic Progress and Readmission Policies

1. To progress to NURS 3610 and 3611 a student **must have completed all science courses** and a minimum of 57 identified academic credits that are part of the curriculum requirements.
2. **A student must achieve at least a "C" in all nursing courses in order to pass each course.** Within each course, a student must receive at least a 73 on all identified critical components to pass (refer to the College of Nursing Student Handbook, and course syllabi).
3. A satisfactory performance ("C" or better) is achieved in a course only if all identified critical components (this includes both theory and clinical laboratory components) in the course are satisfactorily completed.
4. A student who receives a "D", "F", or "WQ" (when "W" is due to failure) in a nursing course **must seek readmission** to the nursing program. Eligibility to repeat a nursing course is determined by the Admission, Progression and Retention Committee of the College of Nursing. If the class is a prerequisite to the next nursing course, the student must repeat the class before proceeding to the next curriculum level of courses. If the student receives another "D", "F", "WQ," or "W" (when "W" is due to failure) in a nursing course during a subsequent semester, the student is **not** eligible for readmission.
5. A transfer student with a prior nursing failure from another school who fails a subsequent nursing course at UMHB is ineligible for readmission to the nursing program.
6. A student who withdraws from or has an interruption in his/her enrollment in nursing for **any** reason **must seek readmission** to the program.
7. A student seeking readmission will be evaluated on the basis of current criteria for admission and progression and space availability.

## Expenses

In addition to tuition and fees, students majoring in nursing will have the following expenses:

1. Laptop computer with the identified system requirements.
2. Textbooks must be purchased each semester at an average cost of \$1,000.
3. Name pin, watch with a second hand, scissors, stethoscope, and goggles or side shields must be purchased at an approximate cost of \$120. This expense should be a one-time cost and occurs on entry into the clinical nursing courses.
4. Uniforms, lab coat, shoes, and required picture ID badge must be purchased the semester the student is admitted to the clinical program at an approximate cost of \$300. This expense should be a one-time cost.
5. Students are required to provide their own transportation to clinical facilities.
6. Outside workshops costs are about \$50 per year.
7. Fees related to RN licensure are approximately \$400 and must be paid the first week of the last semester of the program.

8. Students will be required to participate in an NCLEX review course. The fee for the course as well as other standardized testing is included in the course fees for nursing courses through the nursing program. For incoming students this fee is approximately \$90 per semester.
9. Graduation costs are approximately \$160.
10. The College of Nursing pin is purchased when the student has successfully completed the nursing program. Cost, presently around \$75, is related to current gold prices.
11. Students must present yearly evidence of a negative TB skin test or a negative chest x-ray if medically indicated. Cost will vary.
12. Students may be required to provide additional evidence of medical/health clearance during the clinical program at their own expense.
13. Finger printing through designated agency, approximately \$45.
14. Urine drug screen, approximately \$23.
15. Gasoline costs to travel to clinical facilities, approximately \$400.00 per year.

## General Information

1. Administration/faculty of the Scott and White College of Nursing has the authority to refuse admission/readmission of a student and/or to request the withdrawal of a student from the nursing program based on moral, legal, health, behavioral, or academic circumstances.
2. It is the responsibility of the student to become familiar with the policies and regulations (i.e. health forms, liability, dress) of the College of Nursing and professional standards and to comply with them. Also see the current College of Nursing Student Handbook.
3. It is the responsibility of the student to keep the College of Nursing secretary and faculty informed of changes in name, address, telephone number, e-mail or any other requested information.
4. It is the responsibility of the student to be familiar with the current Texas Nurse Practice Act and with the rules of the Texas Board of Nursing governing eligibility for taking the licensure exam to become a Registered Nurse.
5. Students must also complete five service (volunteer) hours each semester.

## Curriculum

Because the nursing curriculum is sequential, certain prerequisites exist for both admission to and progression in the nursing program. Within each level there is a first and a second semester. All courses in the first semester **must** be completed before progressing to the second semester. Likewise, all courses in the junior level must be completed **before** progressing to the senior level.

**Note: Nursing students will take courses in their proper sequence. Students must complete each course in a grouping before moving to the next group:** NURS 2310 [Found of Nsg], NURS 3312 [Health Assessment]; NURS 3313 ; NURS 3610, NURS 3611 [JI]; NURS 3612, NURS 3614 [J2] ; NURS 4312, NURS 4610, NURS 4614 [S1] ; NURS 4200, NURS 4313, NURS 4516, NURS 4518 [S2].

**NOTE: A student may submit an application to take the National Council for Licensure Examination - RN during their final semester if all course work has been successfully completed and the requirements for graduation met.**

## Bachelor of Science in Nursing (B.S.N.)

Program of Study (Typical Sequencing)

### Freshman Year

*English Comp I and II .....	6
UMHB 1101 Freshman Seminar .....	1
*Anatomy & Physiology I and II .....	8
*Introductory Psychology .....	3
*Public Speaking .....	3
*Introductory Sociology.....	3
*Lifespan Developmental Psychology.....	3
ARTS .....	3
World Ideas .....	3
Chapel (Credits required are determined by total hours transferred upon admission to UMHB)	
Fine Arts (Credits required are determined by total hours transferred upon admission to UMHB)	

**Total semester hours 33**

\* Must be completed prior to admission.

Students must seek separate admission to nursing and typically apply in the fall of their sophomore year.

Application deadline is October 1 for spring and March 1 for Fall.

### Sophomore Year

Christian Studies .....	6
Physical Education (2 activity courses) .....	2
*Introductory Chemistry or College Chemistry .....	4
*Microbiology .....	4
Literature .....	3
Upper Division Elective .....	3
Contemporary World Issues.....	3
NURS 2310: Foundations of Nursing .....	3
NURS 3312: Health Assessment.....	3
Chapel (Credits required are determined by total hours transferred upon admission to UMHB)	
Fine Arts (Credits required are determined by total hours transferred upon admission to UMHB)	

**Total semester hours 31**

\* Must be completed prior to admission.

## Junior Year

NURS 3610: Nursing of Adults I .....	6
NURS 3611: Nursing of Adults II .....	6
NURS 3313: Professional Role Development I .....	3
NURS 3612: Maternal and Neonatal Nursing .....	6
NURS 3614: Nursing of Children .....	6
**MATH 3303 Statistics required (College Algebra is a prerequisite).....	3
Fine Arts (Credits required are determined by total hours transferred upon admission to UMHB)	

**Total semester hours 30**

\*\* Must be completed prior to Senior Year.

## Senior Year

NURS 4312: Nursing Research.....	3
NURS 4610: Mental Health Nursing .....	6
NURS 4614: Nursing of the Critically Ill .....	6
NURS 4313: Professional Role Development II .....	3
NURS 4516: Nursing in the Community .....	5
NURS 4518: Leadership/Management .....	5
NURS 4200: Capstone .....	2
Fine Arts (Credits required are determined by total hours transferred upon admission to UMHB)	

**Total semester hours 30**

**Total minimum semester hours 124**

## Advanced Placement for Registered Nurses

Students who are Registered Nurses from an Associate Degree nursing program in the state of Texas will be assessed for placement in the UMHB nursing curriculum through GPA requirements, completion of prerequisite non-nursing courses, and an escrow process. Registered Nurse students from non-Texas Associate Degree nursing programs will be assessed for placement based on whether their program included the competencies mandated by the Texas Board of Nursing. An official transcript of all collegiate work must be submitted to the College of Nursing. For more specific information, a student should contact the College of Nursing office regarding degree requirements.

Students must make application to and be accepted for admission by the University of Mary Hardin-Baylor. In addition, students must submit a separate application to the College of Nursing. Students must complete 31 hours in residence at the University to be eligible to receive a baccalaureate degree. For students who hold a RN license and an associate degree, the 10 year limit for science and other courses that are a portion of the RN to BSN curriculum is waived.

### Prerequisite Courses: (See admission to the program.)

A student must have taken the following required prerequisite courses and have earned a minimum of a "C" in all prerequisite courses indicated with an \* before enrolling in upper division courses in nursing. A minimum GPA of 3.00 is required for admission to nursing courses. (Overall as well as \*, courses only)

*Chapel (UMHB 1002 (Credits required are determined by total hours transferred upon admission to UMHB)	
*Fine Arts Experience (UMHB 1005 Requirements are determined by total hours transferred upon admission to UMHB)	
*English (Comp I, Comp II) .....	6
*Anatomy & Physiology I and II.....	8
*Microbiology.....	4
*Introductory Chemistry or College Chemistry.....	4
*Introductory Psychology .....	3
*Developmental Psychology (Lifespan) .....	3
*Introductory Sociology.....	3
*Public Speaking .....	3
Math: Statistics (upper division course recommended) .....	3

**Total semester hours 37**

*Minimum of 16 hours of lab science required*

### Support Courses:

ARTS 1301 .....	3
Literature.....	3
+ Religion.....	6
World Ideas (See course options).....	3
Contemporary World Issues (Any Social Science Course) .....	3
Physical Education (two activity courses) .....	2

**Total semester hours 20**

*+ Recommended courses be taken at UMHB.*

*Prerequisite courses may be transferred from an accredited college if they are equivalent to UMHB courses.*

**General Electives:.....4**

**Required nursing courses to be taken at UMHB:**

NURS 4317: Role Transition from RN to BSN.....	3
NURS 4312: Nursing Research.....	3
NURS 4613: Role of the BSN in Evidenced Based Practice.....	6
NURS 4516: Nursing in the Community (clinical).....	5
NURS 4518: Leadership/Management (clinical).....	5
NURS 4200: Nursing Capstone .....	2
<b>Total semester hours 24</b>	

Students are required to successfully complete a Head to Toe Assessment as per the guidelines of the Scott and White CON. If unsuccessful, they will be required to take the Health Assessment course. Students will be provided with the assessment check list and will have the opportunity to view a CD or DVD of the expected head to toe assessment.

**Advanced Placement for Nursing Courses**

Registered nurse students from associate degree nursing programs will be assessed for placement based on whether their program included the competencies mandated by the Texas Board of Nursing. Prior nursing courses are evaluated on an individual basis and standardized testing may be required for some courses.

Thirty-nine (39) credit hours of nursing will be awarded by escrow toward the Bachelor of Science in Nursing degree following the successful completion of the clinical nursing course (NURS 4613).

**Escrow Credit Course**

NURS 2310 .....	3
NURS 3312 .....	3
NURS 3610 .....	6
NURS 3611 .....	6
NURS 3612 .....	6
NURS 3614 .....	6
NURS 3313 .....	3
NURS 4610 .....	6
<b>Total semester hours 39</b>	

Escrow credit courses do not count toward the required 31 hours in residence.

Nursing students may minor in several fields of study including: informatics, psychology, sociology, Christian Studies, biology, etc. Degree plans for these minors are available in the Registrar's Office of the Nursing Office. It is most helpful if the student declares a minor as early as possible.

**COURSE DESCRIPTIONS****NURSING  
(NURS)**

**Note:** Parentheses after course titles indicate number of class hours followed by number of lab hours per week.

**2310 Foundations of Nursing (3-0)**

Designed to introduce students to the major constructs of the nursing curriculum: adaptation of person (four dimensions which include bio-physical, psychological, social and spiritual) and professional nursing (critical thinking, nursing process, communication, and professional role activities). Simulations and group activities will be utilized to provide students with an opportunity to learn how to use communication, critical thinking, nursing process, and clinical decision making. Also included is an introduction to the legal and ethical aspects of nursing. There is an introduction to professionalism with a focus on professional values, including altruism, autonomy, human dignity, integrity, and social justice. Emphasis is placed on foundational content for nursing in medication administration. Students will be expected to demonstrate skill in computing dosage and solution problems. Eligibility to enroll is determined by the Nursing Admissions Committee. Prerequisite: Completion of 43 semester hours of courses applicable to the nursing degree. Concurrent enrollment in NURS 3312.

**3312 Health Assessment (2.5-1.5)**

Designed to provide students with the knowledge and skills required to gather information through health history and assessments about an individual's bio-psycho-social-spiritual needs. Included are those theories, concepts, and processes related to interviewing to obtain a health history, and for performing a physical examination on adults. Relevant content from developmental theories (particularly aging), health beliefs, and cultural concepts are included which influence health assessments. Learning experiences are included that provide for the acquisition of health assessment skills. Prerequisites: Eligibility to enroll is determined

by the Nursing Admissions Committee. Completion of 43 semester hours of courses applicable to the nursing degree including A&P I and II, and concurrent enrollment in NURS 2310. Non-nursing majors must have junior standing (including A&P I and II) with approval of instructor. Lab fee.

**3313 Professional Role Development I (3-0)**

Designed to provide students with additional concepts related to adaptation, including health promotion and maintenance, sociocultural influences on the individual, and on family functioning, family theories, and professional values. Included in the course is an emphasis on health services available to women, infants, and children through federal and state financed health and welfare programs. Also included are concepts related to assertive communication and professional values used in ethical decision making. An emphasis is placed on health teaching, discharge, and referral process. The nursing role in administering and monitoring commonly used groups of pharmacologic agents is also included. Prerequisites: NURS 2310, 3312, concurrent enrollment in NURS 3610 and 3611 is usual.

**3610 Nursing of Adults I (3-9)**

A clinical nursing course designed to acquaint students with concepts and processes of nursing in providing care to adults with adaptive bio-psycho-social-spiritual needs related to hygiene, comfort, safety, activity-exercise (mobility), oxygenation, nutrition-metabolic, ingestion-digestion, alterations in reproduction, auditory and visual dysfunctions, and alterations in elimination. Included in this course are related pharmacologic and nutritional nursing interventions as well as application of nursing health assessment concepts and skills. Concepts emphasized are restoration, maintenance, and rehabilitation of adults with selected health needs presented in this course. Students are provided with learning opportunities to develop nursing roles and skills based on professional values and standards that are appropriate to meeting adult client needs. Prerequisites: All non-nursing courses listed under Admission to the Program and NURS 2310, NURS 3312 and concurrent enrollment in NURS 3313 and 3611. Lab fee.

### **3611 Nursing of Adults II (3-9)**

A clinical nursing course designed to acquaint students with concepts and processes of nursing in providing care to adults with adaptive bio-psycho-social-spiritual needs related to fluids and electrolytes, pharmacologic and surgical interventions, alterations in regulation, cellular proliferation, grief, dying, and death. Included in this course are related pharmacologic and nutritional nursing interventions. Concepts emphasized are restoration, maintenance, and rehabilitation of adults with selected health needs presented in this course. Students are provided with learning opportunities to develop nursing roles and skills based on professional values and standards that are appropriate to meeting adult client needs. Prerequisites: All non-nursing courses listed under Admission to the Program and NURS 2310 and NURS 3312. Concurrent enrollment in NURS 3313 and 3610 is usual. Lab fee.

### **3612 Maternal and Neonatal Nursing (3.5-7.5)**

A clinical nursing course designed to provide students with concepts and processes in nursing that are related to the client/family adaptive needs during the childbearing years. Emphasized are the bio-psycho-social-spiritual needs of parents/fetus-neonate in both normal and high risk conditions. Included are concepts related to antepartal, intrapartal, and postpartal periods. Pharmacologic and nutritional concepts related to these clients are included. Students are provided with learning experiences to develop nursing roles and skills based on professional values and standards that are appropriate to meeting maternal and neonatal client needs. Prerequisites: NURS 2310, 3312, 3313, 3610, and 3611. Concurrent enrollment in NURS 3614 is usual. Lab fee.

### **3614 Nursing of Children (3.5-7.5)**

A clinical nursing course designed to provide students with concepts and processes in nursing that are related to the client/family adaptive needs during the childrearing years. Emphasized are the bio-psycho-social-spiritual needs of family and child in each developmental stage. Pharmacologic and nutritional needs unique to children are included. Also included are medical and surgical alterations common to children. Students are provided with learning experiences to develop nursing roles and skills based on professional values and standards appropriate to meeting child client needs. Prerequisites: NURS 2310, 3312, 3313, 3610, and 3611. Concurrent enrollment in NURS 3612 is usual. Lab fee.

### **4200 Nursing Capstone (0-2)**

The Nursing Capstone Course is a culminating experience in which students are expected to synthesize concepts and processes studied through a liberal arts foundation and the nursing curriculum. Through integration of knowledge, skills and experiential learning, students will demonstrate critical thinking, effective communication, clinical competence, scholarly work and professionalism appropriate for entry level BSN practice. Concurrent enrollment in NURS 4313, 4516 and 4518.

### **4312 Nursing Research (3-0)**

Designed to acquaint students with the research process in nursing. Emphasized are basic research concepts such as problem identification, methodologies, designs, data presentation and analysis, interpretations, and conclusions. Also considered are the ethical and legal implications of conducting research. Emphasis is given to the *critique* of research studies to determine their validity and adequacy. Prerequisites: NURS 2310, 3312, 3313, 3610, 3611, 3612, and 3614; plus the statistics course. Concurrent enrollment in NURS 4610 and 4614 is usual.

### **4313 Professional Role Development II (3-0)**

Designed to provide students with learning opportunities related to the individual practitioner, regulatory processes, juris-prudence, political processes, ethics and professional values. Emphasis is given to the Texas Nursing Practice Act. Issues/trends related to professionalism and practice may vary depending on current concerns. Prerequisites: NURS 2310, 3312, 3313, 3610, 3611, 3612, 3614, 4312, 4610, and 4614. Concurrent enrollment in 4200, 4516 and 4518 is usual. Lab fee.

### **4317 Role Transition RN to BSN**

This course is designed for the RN student who is seeking a baccalaureate degree in nursing. The focus of this course is on the transition to role of the professional nursing practice and professional growth built upon prior learning and clinical experience. Concurrent enrollment in NURS 4312 and 4613 is usual.

### **4516 Nursing in the Community (3-6)**

A clinical nursing course designed to provide students with learning opportunities related to providing nursing care to individuals, families and populations in a community setting. Populations considered in this course may include any client across the lifespan. Concepts/processes emphasized are community and population based care, global health perspectives, epidemiology, communicable diseases, vulnerable populations, health promotion and health teaching and collaboration. Emphasis is also placed on diverse nursing roles in the community setting. Additionally, research findings pertinent to the care of these groups of clients are considered. Students are provided with learning experiences to develop nursing roles and skills based on professional standards and values that are appropriate to meeting health needs of clients/families/communities. Prerequisites: NURS 2310, 3312, 3610, 3611, 3612, 3614, 3313, 4312, 4610, and 4614. Concurrent enrollment in NURS 4200, 4313 and 4518 is required.

### **4518 Leadership/Management (3-6)**

A clinical nursing course designed to provide students with learning opportunities related to further developing leadership/management skills in the delivery of nursing care in a variety of health delivery systems. Opportunities are given for students to plan and implement nursing care for groups of clients integrating nursing clinical models, while managing nursing personnel and resources. Emphasized are theories and concepts of change, the use of research findings, management, evaluation, critical thinking, decision-making, leadership, strategic planning, economics, and organizational structure. Also emphasized is the ability to apply concepts related to client care needs, interpersonal relationships, communication theory, and clinical decision making. Students are provided with learning experiences to develop nursing roles and skills based on professional standards and values that are appropriate to meeting groups of clients' health needs. Prerequisites: NURS 2310, 3312, 3610, 3611, 3612, 3614, 3313, 4312, 4610, and 4614. Concurrent enrollment in NURS 4200, 4313 and 4516 is required. Lab fee.

### **4610 Mental Health Nursing (3.5-7.5)**

A clinical nursing course designed to provide students with concepts and processes in nursing that are related to the bio-psycho-social-spiritual needs of clients/families with adaptive stressors affecting their mental health. Emphasized are alterations in adaptation due to stress, anxiety, crisis, and adjustment, developmental, psychotic, organic, and substance abuse disorders. Also emphasized are preventive health measures and other care standards based on research findings which are designed to maintain the mental health of clients/families. Pharmacologic, nutritional, ethical, and legal aspects involved in the care of mental health clients are also included. Students are provided with learning experiences to develop nursing roles and skills based on professional standards and values that are appropriate to meeting needs of clients/families with mental health needs. Prerequisites: NURS 2310, 3312, 3610, 3611, 3612, 3614, and 3313. Concurrent enrollment in NURS 4312 and 4614 is usual. Lab fee.

### **4613 The Role of the BSN in Evidenced Based Practice**

The student will examine physiological and psychological adaptation to responses and interventions to address these using evidence based practice. The course includes a clinical component. Concurrent enrollment in 4312 and 4317 is usual.

**4614 Nursing of the Critically Ill (3.5-7.5)**

A clinical nursing course designed to provide students with concepts and processes in nursing that are related to the bio-psycho-social-spiritual needs of clients/families facing a critical illness episode. The nursing care of clients with acute physiological crises related to oxygenation, circulation, neurological alterations, and renal failure is emphasized. Standards of care based on research findings are considered. Included in this course are legal and ethical considerations, family assessment, and support during these crises. Both nutritional and pharmacological considerations are included which may be age or condition related. Students are provided with learning experiences to develop nursing roles and skills based on professional standards and values that are appropriate to meeting needs of clients/families health needs facing a critical illness. Prerequisites: NURS 2310, 3312, 3610, 3611, 3612, 3614, and 3313. Concurrent enrollment in 4312 and 4610 is usual. Lab fee.

**ELECTIVES****4190-4690 Independent Learning and/or Directed Reading**

Supervised study of nursing problems in specialized areas based on individual needs. Prerequisites: Junior (second semester) and permission of the Dean.

**4191-4491 Seminar in Special Topics**

Prerequisites: Consent of instructor and faculty advisor.

# COLLEGE OF SCIENCES

## Purpose

The College of Sciences is an integral part of the University of Mary Hardin-Baylor and operates in accordance with the overall mission of the University. The college seeks to provide a quality higher education for qualified students from diverse geographic, ethnic, socioeconomic and religious backgrounds as they prepare for careers and community service. Within a Christian environment, students are assisted in preparations for vocational or professional careers or graduate studies. The ultimate objective of this educational experience is to develop motivated, informed, inquisitive, and dedicated individuals who will be a credit to themselves, to their faith, and to society at large.

**Carl Gilbert, Ph.D.**  
**Dean**

# DEPARTMENT OF AEROSPACE STUDIES

**Carl D. Wooten, Lt Col, USAF, Chairperson**

## **Baylor University**

The University of Mary Hardin-Baylor participates in a cross-town agreement with Baylor University which allows UMHB students to take Air Force Reserve Officers Training Corps (AFROTC) / Aerospace Studies classes. Students who participate in the AFROTC program are eligible to receive a waiver for two hours of required Exercise and Sport Science activity courses.

### **Leadership Laboratory**

The AERO 1111, 1112, 2111, 2112, 3111, 3112, 4111, and 4112 classes are collectively referred to as the Leadership Laboratory (LLAB) which is required of any student pursuing a commission in the Air Force. Instruction is conducted within the framework of an organized cadet corps with a progression of experiences designed to develop leadership potential. LLAB involves a study of Air Force customs and courtesies, drill and ceremonies, career opportunities in the Air Force, and the life and work of an Air Force commissioned officer. Physical training and fitness evaluations are also included as well as field trips to Air Force installation throughout the United States when funding permits. Students enrolled in LLAB are required to submit documentation of twice-weekly, 1 hour physical training (PT) sessions. Students must attend at least 80% of LLAB activities (i.e., practical military training) which averages two hours per week throughout a student's entire enrollment in the AFROTC program.

### **General Military Course**

The AERO 1101, 1102, 2101, and 2102 classes are collectively referred to as the General Military Course (GMC) which is intended to acquaint students with Air Force organizations, missions, functions, history, and career opportunities. The classes do not incur a military service obligation and are normally completed sequentially over the first 2 years of undergraduate studies; however, the fall semester (i.e., AERO 1101 and AERO 2101) and spring semester (i.e., AERO 1102 and AERO 2102) courses can be taken concurrently if a student doesn't start AFROTC during their first semester of undergraduate studies. Upon selection by the Air Force, the GMC culminates in a 4-week, off campus training course called field training whereas successful completion enables students to enroll in the Professional Officer Course.

### **Field Training**

Eligible students compete, on a nationwide basis, to attend field training during the summer months at Maxwell Air Force Base, Alabama. Students usually compete for a field training enrollment allocation in the spring of their sophomore year and attend field training that summer. Field training expenses are paid by the Air Force and successful completion of field training enables students to enroll in the Professional Officer Course.

### **Professional Officer Course**

The AERO 3301, 3302, 4301, and 4302 classes are collectively referred to as the Professional Officer Course (POC) which is intended to prepare students to be second lieutenants in the Air Force through the study of leadership, professional development, communication skills, national security affairs, and preparation for active duty. As students enrolled in the POC are voluntarily obligated to at least 4 years of active military service, they are entitled to a monthly subsistence allowance, new uniforms, and certain other benefits. Upon successfully completing a baccalaureate degree, a POC student is appointed as a commissioned officer and enters extended active duty (i.e., full-time military service) within 365 days of their commissioning date.

### **AFROTC Courses for Other Students**

Students who are not pursuing a career as an Air Force officer may take the AERO 1101, 1102, 2101, 2102, 3301, 3302, 4301, and 4302 classes for credit. These students will not register for the leadership laboratory portion (i.e., AERO 1111, 1112, 2111, 2112, 3111, 3112, 4111, 4112) of the AFROTC program.

### **AFROTC College Scholarship Program**

Students with at least 3 years of undergraduate studies remaining are eligible to compete, on a nationwide basis, for AFROTC scholarships. Students selected for AFROTC, in-college scholarships are required to voluntarily obligate to serving at least 4 years of active military service and are provided funds for tuition, books, and fees plus a monthly subsistence allowance for the period of the scholarship. More detailed information about the Air Force ROTC scholarship program can be found at [www.afrotc.com](http://www.afrotc.com) or by contacting the Department of Aerospace Studies.

### **Additional Information**

More detailed information about the AFROTC program may be obtained by writing: AFROTC Detachment 810, Baylor University, One Bear Place #97070, Waco, TX 76798, or by visiting the Department of Aerospace Studies located in the Baylor University Speight Plaza Building and Parking Garage, Suite 100, 1521 S. 4th Street, Waco, Texas. The e-mail address is [afrotc@baylor.edu](mailto:afrotc@baylor.edu) and telephone number is (254) 710-3513.



## COURSE DESCRIPTIONS

### GENERAL MILITARY (GMC)

#### 1101 Foundations of the Air Force I

An introductory course exploring the doctrine, mission, and organization of the U.S. Air Force and roles of the U.S. Army, Navy, and Marine Corps. Laboratory (AERO 1111 or AERO 2111, if concurrently enrolled in AERO 2101) required for AFROTC cadets..

#### 1102 Foundations of the Air Force II

A continuation of the study of U.S. Forces including general purpose forces, aerospace support forces, and a study of the functions of the strategic offensive and defensive forces. Laboratory (AERO 1112 or AERO 2112, if concurrently enrolled in AERO 2102) required for AFROTC cadets.

#### 1111 Leadership Laboratory

A study of Air Force customs, courtesies, drill and ceremonies, career opportunities in the Air Force, and the life and work of an Air Force officer. An extensive physical fitness program is taught, reinforced, and evaluated. Students under contract with AFROTC must pass a physical fitness test (sit-ups, push-ups, 1.5 mile run) each term. Non-contract students must attempt the physical fitness test each term. Field trips to Air Force installations are also included. Corequisite: Concurrent enrollment in AERO 1101.

#### 1112 Leadership Laboratory

A continuation of AERO 1111. Corequisite: Concurrent enrollment in AERO 1102.

#### 2101 Evolution of Air and Space Power I

Presents the evolution of air and space power through the Cuban missile crisis. Introduces and develops Air Force values and communication skills. Laboratory (AERO 2111) required for AFROTC cadets.

#### 2102 Evolution of Air and Space Power II

A continuation of AERO 2101, emphasizing the evolution of air and space power from the Cuban missile crisis in 1962 to present. Further develops Air Force values and communication skills. Laboratory (AERO 2112) required for AFROTC cadets.

#### 2111 Leadership Laboratory

A continuation of AERO 1112. Corequisite: Concurrent enrollment in AERO 2101.

#### 2112 Leadership Laboratory

A continuation of AERO 2111. Corequisite: Concurrent enrollment in AERO 2102.

### PROFESSIONAL OFFICER (POC)

#### 3111 Leadership Laboratory

A continuation of AERO 2112. Corequisite: Concurrent enrollment in AERO 3301.

#### 3112 Leadership Laboratory

A continuation of AERO 3111. Corequisite: Concurrent enrollment in AERO 3302.

#### 3301 United States Air Force Leadership Studies I

A study of leadership/followership, authority/responsibility, and management functions, motivation, feedback, ethics, team building, and counseling subordinates. Emphasis is placed on improving speaking/writing communication skills and assessing personal leadership strengths and weaknesses. Laboratory AERO (3111 or AERO 4111, if concurrently enrolled in AERO 4301) required for AFROTC cadets.

#### 3302 Air Force Leadership and Management II

A continuation of AERO 3301. Laboratory (AERO 3112 or AERO 4112, if concurrently enrolled in AERO 4302) enrollment required for AFROTC cadets.

#### 4111 Leadership Laboratory

A continuation of AERO 3112. Corequisite: Concurrent enrollment in AERO 4301.

#### 4112 Leadership Laboratory

A continuation of AERO 4001. Corequisite: Concurrent enrollment in AERO 4302.

#### 4301 Defense Studies

A study of civilian control of the military, the national security process and issues, American issues, American defense strategy and policy, and the Air Force organizational structure. Laboratory (AERO 4111 or AERO 3111, if concurrently enrolled in AERO 3301) required for AFROTC cadets

#### 4302 Preparation for Active Duty

This course prepares the student for active duty studying various world regions, performance feedback, officer and enlisted evaluation systems, and the oath of office. Special emphasis is placed on speaking and writing skills in the unique military-style format. Laboratory (AERO 4112 or AERO 3112, if concurrently enrolled in AERO 3302) enrollment required for AFROTC cadets.

# RESERVE OFFICER TRAINING CORPS

## DEPARTMENT OF MILITARY SCIENCE (ARMY ROTC)

**Christopher A. Jay, Assistant Professor of Military Science, Chairperson**

### Requirements for Admission

**Basic Course:** All courses offered as part of the basic course are eligible for elective credit toward graduation. Course work covers the areas of leadership development, time management, planning, fitness, life skills, self confidence, and Army values. **No military service obligation is incurred for students enrolled in the basic course.**

**Advanced Course:** The two-year advanced course is selective and elective, in that any qualified students may apply for admission. The application requires the approval of the Professor of Military Science. Students, who have at least two years of college remaining, maintain a 2.0 or better grade point average, complete the basic course or qualify by prior military training, and are physically qualified, are eligible for enrollment in the advanced course. The advanced course leads to a commission as an officer in the United States Army Reserve, or Regular Army, or Army National Guard and is pursued under a written agreement with the Department of the Army. Advanced-course contract students are paid approximately \$8,000 for the two-year course, which includes attendance at the ROTC Leader Development and Assessment Course.

**Two-Year Program:** Students transferring to or currently enrolled at University of Mary Hardin-Baylor, who cannot complete the basic course prior to becoming academic juniors or graduate students with at least two years remaining may qualify to enter the advanced course by successfully completing a four-week Leadership Seminar course, conducted each summer at Fort Knox, Kentucky. Academic credit and pay are granted to students attending the course. Applications should be submitted to the Department of Military Science by March 15.

**Credit for Previous Military Training:** Students with previous military training may qualify for placement directly into the advanced course. The Professor of Military Science determines the placement, which is acceptable to the Army, for each student requesting this classification. To receive placement into the advanced course, a student must have 60 credit hours and an overall 2.0 GPA.

### Minor in Military Science

A minor in Military Science is 18 semester hours consisting of ROTC 3311, ROTC 3312, ROTC 4311, ROTC 4312, HIST 3311 and 3 semester hours from ROTC 1311, ROTC 1312, ROTC 2311, or ROTC 2312 **(with department approval)**.

**Veterans:** Students who have prior military service may be eligible for advanced placement, provided that their active duty was completed within the last five years.

**National Guard/Reserves:** Students who are currently members of the United States Army Reserve or the National Guard are eligible for advanced placement under the Simultaneous Membership Program.

**M S Leadership Laboratory:** Practical application of classroom instruction emphasizing rappelling, water survival, orienteering, physical fitness, and basic military skills. Participating students are provided all uniforms and equipment. Participation is required of all M S students.

### Special Programs

**U.S. Army ROTC Leader's Training Course:** Maximum of twelve credit hours. The ROTC Leader's Training Course is a four-week summer course conducted at Fort Knox, Kentucky, for students who cannot complete the Basic Course prior to becoming academic juniors. In addition to free room, board, and transportation, students are paid approximately \$800. Training includes practical exercises to enhance confidence, physical fitness, and leadership qualities. Prerequisite: Approval of department head.

**Ranger Challenge:** An adventure-oriented event designed to develop leadership qualities, self discipline, self confidence, and resourcefulness through small unit tactics and inter-collegiate military skills competition. Members participate in several field training exercises during the semester. Open to all interested and qualified students with at least a 2.0 GPA.

**Adventure Training:** Is available to students who apply to attend Northern Operation Training (Alaska), Airborne-Parachutist Training (Georgia), Air Assault Training (Kentucky), Nurse Summer Training Program, Cadet Troop Leader Training Program (positions world-wide).

**ROTC Scholarships:** Competitive two, three and four-year scholarships, which pay all tuition, laboratory fees, textbooks, and other required academic expenses except room and board, are available. In addition, the scholarship holder receives a stipend of \$300 to \$500 per month during the academic year. Scholarship students must have and maintain a minimum 2.5 GPA.

**ROTC Leader Development and Assessment Course:** Practical application of tactics, leadership training and practice, and arms qualification. Five weeks during the summer at Fort Lewis, Washington. Prerequisite: M S 301 and 302 or approval of department head.

## COURSE DESCRIPTIONS

### (ROTC)

#### 1311 Leadership and Personal Development

The course introduces cadets to the personal challenges and competencies that are critical for effective leadership. Cadets learn how the personal development of life skills such as time goal setting, management, physical fitness, and stress management relate to leadership, Officership, and Army operations. Focus is placed on developing basic knowledge and comprehension of Army Leadership Dimensions while gaining a broad understanding of the ROTC program, its purpose in the Army, and its advantages for the student. Prerequisite: Approval of the instructor is required.

#### 1312 Introduction to Tactical Leadership

This course presents an overview of leadership fundamentals such as setting direction, problem solving, listening, presenting briefs, providing feedback and using effective writing skills. Cadets explore dimensions of leadership values, attributes, skills, and actions in the context of practical, hands-on, and interactive exercises. Cadre role models and the building of stronger relationships among the cadets through common experience and practical interaction are critical aspects of this course. Prerequisite: Approval of the instructor is required.

#### 2311 Foundations of Leadership

This course explores the dimensions of creative and innovative tactical leadership strategies and styles by studying historical case studies and engaging in interactive student exercises. Cadets practice aspects of personal motivation and team building in the context of planning, executing, and assessing team exercises. Focus is on continued development of the knowledge of leadership values and attributes through an understanding of rank, uniform, customs, and courtesies. Leadership case studies provide tangible context for learning the Soldier's Creed and Warrior Ethos as they apply in the Contemporary Operating Environment (COE). Prerequisite: Approval of the instructor.

#### 2312 Foundations of Tactical Leadership

This course examines the challenges of leading tactical teams in the complex Contemporary Operating Environment (COE). This course highlights dimensions of terrain analysis, patrolling, and operation orders. Continued study of the theoretical basis of the Army leadership framework explores the dynamics of adaptive leadership in the context of military operations. Cadets develop greater self awareness as they assess their own leadership styles and practice communication and team building skills. COE case studies give insight into the importance and practice of teamwork and tactics in real-world scenarios. Prerequisite: Approval of the instructor.

#### 3311 Adaptive Team Leadership

This is an academically challenging course where the cadet will study, practice, and apply the fundamentals of Army leadership, Officership, Army values and ethics, personal development, and small unit tactics at the team and squad level. At the conclusion of this course, the cadet will be capable of planning, coordinating, navigating, motivating and leading a team or squad in the execution of a tactical mission during a classroom PE, a Leadership Lab, or during a Situational Training Exercise (STX) in a field environment. Prerequisite: Approval of the instructor is required.

#### 3312 Applied Team Leadership

This is an academically challenging course where the Cadet will study, practice, and apply the fundamentals of Army leadership, Officership, Army values and ethics, personal development, and small unit tactics at the team and squad level. At the conclusion of this course, the Cadet will be capable of planning, coordinating, navigating, motivating and leading a team or squad in the execution of a tactical mission during a classroom PE, a Leadership Lab, or during a Situational Training Exercises (STX) in a field environment. Successful completion of this course will help prepare the Cadet for success at the ROTC Leader Development and Assessment Course (LDAC). This course includes reading assignments, homework assignments, small group assignments, briefings, case studies, and practical exercises, a mid-term exam, and a final exam. The Cadet will receive continued systematic and specific feedback on his or her leader attributes values and core leader competencies from the instructor and other ROTC cadre and MS IV Cadets. Prerequisite: Approval of the instructor is required.

#### 4311 Adaptive Leadership

This course is a practical application of adaptive leadership. Throughout the semester, students are assigned the duties and responsibilities of an Army staff officer and must apply the fundamentals of principles of training, the training management, the Army writing style and military decision making to weekly training meetings. During these weekly training meetings, the student will plan, execute and assess ROTC training and recruiting events. Students will study the special trust proposed to Army Officers by the US Constitution and the Presidents of the United States — a special trust given to no other civilian professions. Students will study how Army values and leader ethics are applied in the Contemporary Operating Environment and how these values and ethics are relevant to everyday life. The student will study the Army officer's role in the Uniform Code of Military Justice, the counseling of subordinates, administrative actions and the management of an Army officer's career. Students will be given numerous opportunities to train, mentor and evaluate underclass students enrolled in the ROTC Basic Course while being mentored and evaluated by experienced ROTC cadre.

This course is designed to include multiple opportunities for student-centered learning, to include, but not limited to student reading assignments; homework assignments; participation in small group assignments, practical exercises and case studies; student-delivered briefings and operations orders; and a variety of student assessments such as quizzes, a mid-term and a final exam. In addition, students are rotated through a variety of leadership positions that support a variety of ROTC battalion training and recruiting events throughout the semester where the student will receive detailed and constructive feedback on their leader attributes and core leader competencies from experienced cadre. Prerequisite: Approval of the instructor.

#### 4312 Leadership in a Complex World

This course explores the dynamics of leading in the complex situations of current military operations in the Contemporary Operating Environment (COE). You will examine differences in customs and courtesies, military law, principles of war, and rules of engagement in the face of international terrorism. You also explore aspects of interacting with non-government organizations, civilians on the battlefield, and host nation support. The course places significant emphasis on preparing cadets for their first unit of assignment. It uses case studies, scenarios, and "What Now, Lieutenant?" exercises to prepare cadets to face the complex ethical and practical demands of leading as a commissioned officer in the United States Army. Prerequisite: Approval of the instructor.

# BIOLOGY

## Dr. Kathleen Wood, Chairperson

The UMHB Department of Biology stimulates students to attain scholarly excellence in the life sciences, within a Christian context, to prepare majors for career success in their chosen field and to provide non-majors with a foundation in biological principles. Our goals are 1) to prepare students for career success and leadership in the life sciences; 2) to strengthen the abilities of students to engage in critical thinking through the process of scientific investigation; and 3) to prepare students to apply faith-based discernment in contemporary social and ethical issues related to Biology.

### Major in Biology, B.S. degree, Cell Biology Emphasis

This major concentrates on cellular processes and development. It requires 39 semester hours of Biology to include 1090 (for freshmen only), 1410, 1420, 2440, 2441, 2480, 3310, 3340, 4090, 4191, 4410, 4415, and a 4-hour upper level Biology elective. **A grade of “C” or better must be made in all Biology courses applying to the major.** Also required are CHEM 1410, 1420, 3410 and MATH 3303. Recommended courses include CHEM 3420 and 4430 and MATH 1330.

Students interested in pre-Medical, pre-Dental, pre-Physical Therapy, and other pre-allied health tracks should consider pursuing the Cell Biology emphasis. Your Biology advisor will tailor a degree plan to meet the requirements of that particular professional school.

### Major in Biology, B.S. degree, Organismal Biology Emphasis

This major concentrates on the ecology, phylogeny, and taxonomy of organisms and should be selected by those individuals interested in field biology. It requires 39 semester hours of Biology to include 1090 (for freshmen only), 1410, 1420, 2440, 2460, 3310, 3450, 4090, 4191, 4400, and 4470 and 7 hours of BIOL electives. **A grade of “C” or better must be made in all courses applying toward the major.** Also required are CHEM 1410, 1420, either 2440 or 3410 and MATH 3303. MATH 1330 is recommended.

Students interested in pre-Veterinary Medicine should consider pursuing the Organismal Biology emphasis. This degree plan will be tailored to meet the requirements of the veterinary medical school you plan to attend.

### Minor in Biology

A minor in Biology is 24 semester hours to include 1410, 1420, 3310, and 3470 and 9 hours of BIOL electives.

### Teacher Certification in Life Science (8-12)

Students desiring to certify to teach Biology in a public school, grades 8-12, will complete a B.S. degree in Biology, consisting of 39 semester hours to include 1090 (for freshmen only), 1410, 1420, 2440, 2460, 3310, 3450, 4090, 4191, 4400 and 4470 and 7 hours of BIOL electives. CHEM 1410, 1420, 4300, either 2440 or 3410, and MATH 3303 are also required. **This option is available for certification only.**

### Teacher Certification in Science (8-12)

Students desiring to certify to teach Biology in a public school, grades 8-12, will complete the Science 8-12 composite, requiring a B.S. degree in Biology, consisting of 39 semester hours to include 1090 (for freshmen only), 1410, 1420, 2440, 2460, 3310, 3450, 4090, 4191, 4400 and 4470 and 7 hours of BIOL electives. CHEM 1410, 1420, either 2440 or 3410, 4300 and MATH 3303 are also required support courses as well as PHYS 2411, 2412 and GEOL 1401 and 1402 to satisfy the laboratory sciences block in the core curriculum. This Science 8-12 certification requires a minor in Chemistry or Physical Science. In addition, students will need to fulfill general requirements for the B.S. degree and the certification requirements of the College of Education. **This option is available for certification only.**

If the student chooses the minor in Chemistry, the requirements are CHEM 1410, 1420, 3001, 3400, 3410, 3420, 4191, and 4300.

If the student chooses the minor in Physical Science, additional requirements include MATH 1330 and 2330 as well as CHEM 4300. The Physical Science minor requirements are 28-30 semester hours, including CHEM 1410, 1420, 3480, and 4191-4491 as well as PHYS 2411, 2412, 3301, 3302, and 4191-4491.

See the Chemistry department listing for the Science 8-12 Chemistry major, Biology minor option.

### Teacher Certification in Science (4-8)

Students desiring to certify to teach Biology in a public school, grades 4 through 8, should refer to the requirements published by the College of Education.

### Teacher Certification in Math/Science (4-8)

Students desiring to certify to teach Biology in a public school, grades 4 through 8, should refer to the requirements published by the College of Education.

### B.S. Degree in Biology Cell Biology Emphasis (Sample Schedule)

Freshman Year			
Fall	sem. hrs.	Spring	sem. hrs.
BIOL 1410 Zoology .....	4	BIOL 1420 Botany .....	4
BIOL 1090 Freshman Evaluation .....	0	CHEM 1420 General Chem II .....	4
CHEM 1410 General Chem I .....	4	COMM 1320 Public Speaking .....	3
MATH 1306 College Algebra .....	3	ENGL 1322 Rhetoric & Comp II .....	3
ENGL 1321 Rhetoric & Comp I .....	3	Chapel .....	0
Freshman Seminar .....	1	UMHB 1005 .....	0
Chapel .....	0		
UMHB 1005 .....	0		
	<b>Total Hours 15</b>		<b>Total Hours 14</b>

### Sophomore Year

Fall	sem. hrs.	Spring	sem. hrs.
BIOL 2440 Anatomy & Physiology I .....	4	BIOL 2441 Anatomy & Physiology II .....	4
CHEM 3410 Organic Chemistry I .....	4	BIOL 2480 Microbiology .....	4
ENGL Literature .....	3	ENGL Literature .....	3
EXSS activity course .....	1	CSBS 1312 New Testament Survey .....	3
Elective - Minor .....	3	Elective - Minor .....	3
Chapel .....	0	Chapel .....	0
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours 15</b>		<b>Total Hours 17</b>	

### Junior Year

Fall	sem. hrs.	Spring	sem. hrs.
BIOL 3310 Genetics .....	3	BIOL 3340 Immunology .....	3
Elective – Biology .....	4	Elective – Minor .....	3
CSBS 1311 Old Testament Survey .....	3	Elective – Minor .....	3
Elective – Minor .....	3	World Ideas/Philosophy/ Non-US History .....	3
MATH 3303 Statistics .....	3	Contemporary World Issues/Social Science .....	3
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours 16</b>		<b>Total Hours 15</b>	

### Senior Year

Fall	sem. hrs.	Spring	sem. hrs.
BIOL 4410 Cell Biology .....	4	BIOL 4415 Developmental Biology .....	4
Elective .....	4	Elective – Minor .....	3
Elective – Minor .....	3	Elective – Minor .....	3
Social Science .....	3	Social Science .....	3
BIOL 4191 Seminar .....	1	Fine Arts .....	3
EXSS activity course .....	1	BIOL 4090 Senior Evaluation .....	0
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours 16</b>		<b>Total Hours 16</b>	

Sample schedules for Biology majors interested in Pre-Medical, Pre-Dental, Pre-Physical Therapy and Pre-Veterinary Medicine as well as other pre-allied health professions are available. Contact Dr. Kathleen Wood at [kwood@umhb.edu](mailto:kwood@umhb.edu) or (254) 295-4214 for more information about these tracks. You may also download these sample degree plan schedules by going to the UMHB Biology website at <http://undergrad.umhb.edu/biology/advising>.

## B.S. Degree in Biology Organismal Biology Emphasis (Sample Schedule)

### Freshman Year

Fall	sem. hrs.	Spring	sem. hrs.
BIOL 1410 Zoology .....	4	BIOL 1420 Botany .....	4
BIOL 1090 Freshman Evaluation .....	0	CHEM 1420 General Chem II .....	4
CHEM 1410 General Chem I .....	4	COMM 1320 Public Speaking .....	3
MATH 1306 College Algebra .....	3	ENGL 1322 Rhetoric & Comp II .....	3
ENGL 1321 Rhetoric & Comp I .....	3	Chapel .....	0
Freshman Seminar .....	1	UMHB 1005 .....	0
Chapel .....	0	<b>Total Hours 14</b>	
UMHB 1005 .....	0	<b>Total Hours 15</b>	

### Sophomore Year

Fall	sem. hrs.	Spring	sem. hrs.
BIOL 2440 Anatomy & Physiology I .....	4	BIOL 2460 Plant Taxonomy .....	4
CHEM 2440 or 3410 .....	4	Elective .....	4
ENGL 2321 Literature .....	3	ENGL 2322 Literature .....	3
EXSS activity course .....	1	CSBS 1312 New Testament Survey .....	3
Elective - Minor .....	3	Elective - Minor .....	3
Chapel .....	0	Chapel .....	0
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours 15</b>		<b>Total Hours 17</b>	

### Junior Year

Fall	sem. hrs.	Spring	sem. hrs.
BIOL 3450 Invertebrate Zoology.....	4	BIOL3310 Genetics .....	3
Contemporary World Issues/ Social Science .....	3	BIOL 4400 Vertebrate Zoology .....	4
CSBS 1311 Old Testament Survey.....	3	Elective – Minor .....	3
Elective – Minor .....	3	World Ideas/Philosophy/Non-US History .....	3
MATH 3303 Statistics.....	3	Elective .....	2
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours 16</b>		<b>Total Hours 15</b>	

### Senior Year

Fall.....	sem. hrs.	Spring.....	sem. hrs.
BIOL Organismal Elective.....	4	BIOL Organismal Elective.....	4
BIOL 4470 Ecology .....	4	Elective – Minor .....	3
Elective – Minor .....	3	Elective – Minor .....	3
Social Science.....	3	Social Science.....	3
BIOL 4191 Seminar .....	1	Fine Arts .....	3
EXSS activity course.....	1	BIOL 4090 Senior Evaluation.....	0
UMHB 1005.....	0	UMHB 1005 .....	0
<b>Total Hours 16</b>		<b>Total Hours 16</b>	

## LIFE-EARTH SCIENCE

### Minor in Life-Earth Science

A minor in Life-Earth Science is 29-30 semester hours consisting of BIOL 1410 and 1420; GEOL 1401 and 1402; PHYS 3301; PHYS 3302 or PHYS 2411 or MATH 3303; and 7-8 hours of upper level Biology electives. Students majoring in Biology may not take the same Biology courses to complete the Life-Earth Science minor as were taken in their major, excluding BIOL 1410 and 1420.

## COURSE DESCRIPTIONS

### BIOLOGY (BIOL)

*Weekend field trips are an integral part of most field biology courses. Those field trips are prerequisite to the successful completion of those courses, and participants are responsible for the cost of their lodging and food.*

**Note: Parentheses after course titles indicate number of class hours followed by number of lab hours per week.**

#### 1090 Freshman Evaluation

Freshman students majoring in Biology must complete the Biology Pre-Test Assessment during their first semester at UMHB. Fall. Spring.

#### 1191-4491 Seminar - Special Topics in Biology

A study of special topics in Biology. Requirements may include classroom study, field work, or a weekend field trip. Expenses for field trips will be shared by the participants. Prerequisite: 8 hours of Biology or permission of the instructor. May be repeated for credit as topics vary.

#### 1193-4493 Biological Research

Students will conduct biological research under the supervision of a faculty member. Students will be expected to keep a research notebook according to standard laboratory practices and may be required to submit a research proposal at the discretion of the faculty member. A final written report of work accomplished will be required. A minimum of 3 clock hours of laboratory per week will be required for each semester hour of credit. Prerequisite: Approval of department chairperson. Fall, Spring, Summer.

#### 1405 The Living World (3-2)

Study of some basic principles common to all living things and a survey of the different types of organisms which are found in our world and which impact human life. Course is intended for students requiring a lab science but cannot be used as credit towards a Biology major or minor. Laboratory fee. Fall. Spring.

#### 1410 Zoology (3-2)

A survey of the animal kingdom, including structure, physiology, heredity, and ecology of animals with an emphasis on the evolution of the organ systems. Laboratory fee. Fall. Spring.

#### 1420 Botany (3-2)

A survey of the plant kingdom, including morphology, physiology, ecology, and economic uses of plants. Laboratory fee. Fall. Spring.

#### 2001-4001 Laboratory Assistantship

Faculty-supervised experience in assisting with laboratory studies. May be repeated subject to availability of assignments. Prerequisite: Approval of department chairperson. Fall, Spring, Summer.

#### 2301 Endangered Species (3-0)

Endangered Species will use examples from the field of conservation biology to demonstrate the role of science and the limits of science in addressing the complex issues involved in the efforts to preserve threatened and endangered species. Because the practical application of this multidisciplinary field relies on both scientific evidence and social and political will, it is an excellent focal point to begin discussing the roles of science and scientific methods in public and private decision-making and the limits of science in understanding the world. This course will fulfill the Scientific Inquiry requirement of the core curriculum..

#### 2440 Human Anatomy and Physiology I (3-2)

Study of the structure and function of cells, tissues, organs, and organ systems including the integumentary, skeletal, muscular, circulatory, and reproductive. Laboratory fee. Fall. Spring.

#### 2441 Human Anatomy and Physiology II (3-2)

A continuation of Biology 2440. Systems covered include the digestive, respiratory, excretory, nervous, lymphatic and endocrine. Prerequisite: BIOL 2440 with a grade of "C" or higher. Laboratory fee. Fall. Spring.

#### 2460 Plant Taxonomy (3-3)

A study of flowering plants of Central Texas, emphasizing techniques of identification and classification, with herbarium and field work. Weekend field trip may be required. Prerequisites: BIOL 1410 and 1420. Laboratory fee. Spring only.

**2480 Microbiology (3-2)**

An introduction to the morphology and physiology of micro-organisms with emphasis on bacteria, the principles of immunology, laboratory methods, and practical applications. Prerequisite: 4 hours of Biology. Laboratory fee. Fall. Spring.

**3310 Genetics (3-0)**

A study of the physical bases and principles of inheritance and variation in plants and animals, with an emphasis on the genetics of man. Prerequisite: 8 hours of Biology. Fall. Spring.

**3340 Immunology (3-0)**

A study of the mechanisms involved in the immune response. Emphasis on the structure and function of the components of the immune system, including humoral and cellular activity, complement, and hypersensitivity. Prerequisites: 16 hours of Biology, including BIOL 2480 and 3310, with a grade of C or better in all prerequisites or permission of instructor. Spring only.

**3440 Ornithology (3-2)**

A general study of birds and their structure, food relations, nesting habits, seasonal distribution, migration, economic importance, and conservation, with field observations and special reference to Texas birds. Weekend field trip required. Prerequisite: BIOL 1410 and BIOL 1420 or permission of instructor. Laboratory fee. Spring only.

**3450 Invertebrate Zoology (3-2)**

A basic survey of the fundamental taxonomy, morphology, physiology, and ecology of the invertebrate taxa. One weekend field trip possible. Prerequisites: BIOL 1410 and 1420. Laboratory fee. Fall only.

**3470 General Ecology (3-3)**

A study of the interrelationships between organisms and their environment. Emphasis on environmental characteristics, community structure, population dynamics, modes of reproduction and foraging, and inter- & intra-specific relations. The lab will focus on some basic skills in experimental design, critical analysis of information and testing ecological concepts. Not to be taken for a degree in biology or for 8-12 Sci/Life Sci Certification; required for biology minor. Prerequisites: a minimum "C" standing in each of BIOL 1410, 1420 and MATH 1306. BIOL 3310 recommended. Laboratory fee. Spring only.

**4090 Senior Evaluation**

Students majoring in Biology must complete the biology achievement examination prior to graduation. This exam should be taken during the senior year. Examination fee. Fall. Spring.

**4190-4490 Independent Learning**

An introduction to research representing individual work of senior level. Conferences and laboratory work to be specified according to the subject at the discretion of the instructor. Prerequisite: 12 hours of Biology, 6 of which must be advanced level, and permission of the instructor. Laboratory fee.

**4191 Seminar (2-0)**

Requirements include a literature search, oral presentation, and discussion on a relevant topic in Biology. May be repeated for credit. Prerequisite: 12 hours of Biology or permission of the instructor. Fall. Spring.

**4400 Vertebrate Zoology (3-3)**

Identification, life histories, distribution, and adaptations of vertebrate animals. Extensive field work and one weekend trip. Prerequisite: 12 hours of Biology. Laboratory fee. Spring only.

**4410 Cell Biology (3-3)**

A study of the structure, function, reproduction, and biochemistry of eukaryotic cells and their organelles. Prerequisites: BIOL 3310 and 8 hours of Chemistry. Laboratory fee. Fall. Spring.

**4415 Developmental Biology (3-3)**

An introduction to the cell behavior and molecular pathways that control embryonic development. Several representative organisms, invertebrate and vertebrate, will be utilized along with an introduction to recent advances and techniques in developmental biology. Those techniques will be applied in the laboratory to study such organisms as planarians, sea urchins, and chickens. Prerequisites: BIOL 3310 and MATH 3303. BIOL 4410 recommended. Laboratory fee. Fall. Spring.

**4420 Marine Biology (3-3)**

A general study of the biotic and abiotic components of estuarine and marine systems, with emphasis on the Gulf Coast of Texas. Weekend field trip required. Prerequisites: 12 hours of Biology to include BIOL 1410 and 1420. Laboratory fee. Fall only.

**4440 Herpetology (3-2)**

An introduction to the taxonomy, ecology, morphology, physiology and behavior of amphibians and reptiles. Prerequisite: 12 hours of Biology. Laboratory fee. Fall only.

**4450 Natural History Expedition**

Consists of an extended field trip to different ecological regions of the United States or Mexico with an emphasis on the geology, climate, flora, fauna, and culture of the area visited. Participants will be responsible for maintenance of expedition equipment and may collect and identify geological and biological specimens where appropriate. Natural History Expedition is not intended to be a substitute for those academic courses required of a major or for the teaching field in Biology. Enrollment will be limited and will require permission of the instructor. Expenses will be shared by participants. May be repeated for credit. Minimester and summer only.

**4460 Bacteriology (3-3)**

Bacteria and the viruses that infect them are examined, including form, structure, reproduction, physiology, metabolism, characterization and identification. Major emphasis will be on distribution in nature and their beneficial and detrimental effects on humans and agriculture. Students will also learn how to read, analyze and discuss primary scientific literature publications on related topics. Prerequisites: 16 hours of Biology including a grade of C or better in BIOL 2480 or permission of instructor. Laboratory fee. Spring only.

**4470 Applied Ecology (3-3)**

A study of the interrelationships between organisms and their environment. Emphasis on environmental characteristics, population dynamics, modes of reproduction and foraging, and inter- & intra-specific relationships. Lab exercises will culminate in student research projects with both oral and written presentations. For Biology and 8-12 Sci/Life Sci Majors. Prerequisites: minimum 'C' in each of BIOL 1410, 1420 and MATH 3303. BIOL 3310 recommended. Laboratory fee. Fall only.

# HEALTH PROFESSIONS CURRICULA

The following section gives a brief description of available pre-professional programs with the University of Mary Hardin-Baylor's role in these programs. However, only general information about each curriculum is given because the details of admission criteria to professional schools will vary from year to year. If a student has an interest in one of the areas described, then the student is encouraged to contact a member of the Health Professions Advisory Committee. This committee serves as a clearing house for information on all of these professions, and will be able to give the student specific details on the programs. Without exception, admission to all types of professional schools is highly competitive and requires academic work considerably above average. Members of the Health Professions Advisory Committee can give a prospective student the G.P.A. requirements necessary to compete successfully in a given year for specific programs.

## **Clinical Lab Science (formerly Medical Technology) B.S. degree**

The University of Mary Hardin-Baylor offers a program leading to a Bachelor of Science degree with a major in Clinical Lab Science. To obtain this degree a student must complete a minimum of 90 semester hours and meet residency requirements at UMHB, as well as complete all courses required for admission to a school of Clinical Lab Science affiliated with UMHB. When that student successfully completes that program of study, the B.S. degree will be awarded. Because the degree is granted by Mary Hardin-Baylor, all university requirements for graduation must be met. UMHB is affiliated with the Scott & White Program in Clinical Laboratory Science at Scott & White Memorial Hospital, Temple, Texas. More information is available from Dr. Gregory Frederick, Greg.Frederick@umhb.edu, (254) 295-5534 or (254) 295-4537.

## **Pre-Dentistry, Pre-Medicine, or Pre-Veterinary**

Any student desiring to attend dental, medical, or veterinary school will, in most cases, be required to complete a baccalaureate degree in the field of choice. In addition, specific course requirements must be met in Biology, Chemistry, English, Mathematics, Physics, and the Behavioral Sciences. Students must also complete the Dental Aptitude Test (DAT) or the Medical College Admissions Test (MCAT) before making application to dental or medical school. The application process should be started at the end of the student's junior year. UMHB has an agreement with the University of Texas at San Antonio Dental School, allowing students to apply for early acceptance status at the dental school. Those accepted can transfer back 24 hours of dental studies for a dental school minor for their UMHB degree. More information is available on Pre-Dental and Pre-Medical Studies from Dr. Ruth Ann Murphy, rmurphy@umhb.edu, (254) 295-4542 or (254) 295-4537. For Pre-Veterinary Studies, Dr. Cathleen Early, can be reached at cearly@umhb.edu, (254) 295-5041 or (254) 295-4537.

## **Pre-Health Care Sciences (Physician's Assistant)**

A Physician's Assistant has been defined as "a skilled person qualified by academic and practical training to provide patient services under the supervision and direction of a licensed physician who is responsible for the performance of that individual." The pre-professional college curriculum includes a minimum of 60 semester credits with specific prerequisite courses. Some programs require a bachelor's degree for admission. More information is available from Dr. Karen Grant, kgrant@umhb.edu, (254) 295-4147 or (254) 295-4537.

## **Pre-Medical Record Administration**

"The Medical Administrator is responsible for obtaining complete medical records on individual patients from each of the professional staff, such as physicians, nurses, and other allied health scientists." The pre-professional curriculum is based on a core of required courses in the arts and sciences and includes a minimum of 90 semester hours. More information is available from Dr. Ruth Ann Murphy, rmurphy@umhb.edu, (254) 295-4542 or (254) 295-4537.

## **Pre-Occupational Therapy**

"Occupational Therapy's major purpose is to assist the patient in the healing and rehabilitation process through the use of a wide range of creative, manual, educational, self-care, and recreational activities." The pre-professional curriculum may be taken at Mary Hardin-Baylor and includes a minimum of 90 semester hours with a baccalaureate degree preferred. More information is available from Dr. Ruth Ann Murphy, rmurphy@umhb.edu, (254) 295-4542 or (254) 295-4537.

## **Pre-Optometry**

The university course requirements for admission to optometry schools can be completed at Mary Hardin-Baylor. The pre-professional curriculum includes a minimum of 55-60 semester hours with specific prerequisite courses, and a baccalaureate degree is required prior to matriculation. Completion of the Optometry College Admission Test is also necessary for admission to a school of optometry. More information is available from Dr. Karen Grant, kgrant@umhb.edu, (254) 295-4147 or (254) 295-4537.

## **Pre-Pharmacy**

The pre-professional portion of the Pharmacy program may be taken at the University of Mary Hardin-Baylor. A minimum of 60 semester hours must be completed prior to making application to Pharmacy school. In the case of the College of Pharmacy at the University of Texas at Austin, admission to the University does not guarantee admission to the professional program in Pharmacy. More information is available from Dr. Ruth Ann Murphy, rmurphy@umhb.edu, (254) 295-4542 or (254) 295-4537.

## **Pre-Physical Therapy**

Physical Therapy is a profession whose members use their skills to restore movement to patients whose physical limitations are caused by disability of the nervous, muscular, skeletal, circulatory, or respiratory systems. Normally a student must complete a baccalaureate degree and must take all required prerequisite courses before admission to a Master's or Doctor's program in Physical Therapy. More information is available from Dr. Ruth Ann Murphy, rmurphy@umhb.edu, (254) 295-4542 or (254) 295-4537.

Students interested in other health professions not listed here can receive information from Dr. Ruth Ann Murphy, Chairperson, Health Professions Advisory Committee, rmurphy@umhb.edu, (254) 295-4542 or (254) 295-4537.



# CHEMISTRY, ENVIRONMENTAL SCIENCE AND GEOLOGY

## Dr. Ruth Ann Murphy, Chairperson

The Department of Chemistry, Environmental Science, and Geology strives to equip all their students taking these sciences with an awareness of the impact of modern technology on our society, as well as to introduce them to the essentials of these disciplines. Persons majoring in Chemistry are given the foundation necessary for graduate study and/or for employment in the chemical industry. Likewise, fundamental training is provided for those planning to enter science education or any of the pre-professional fields.

The Chemistry major with a Biochemistry Emphasis is recommended for students planning to attend medical or dental school or to pursue a career in medical research. Students interested in environmental studies are encouraged to major in Chemistry with an Emphasis in Environmental Chemistry. The Chemistry Major with an Emphasis in Hazardous Materials Management is designed for students who plan work requiring a knowledge of the proper handling, storage, and disposal of hazardous materials.

### Major in Chemistry, B.S. degree

A major in Chemistry is 35-37 semester hours consisting of 1410, 1420, 2181, 3400, 3410, 3420, 3440, 3450, 4090, 4181, 4183, and 4-6 semester hours from 3480, 4350, 4430, 4440, 4190-4490, or 4193-4493. **A grade of "C" or better must be made in all Chemistry courses counting toward the major.** Majors will also be required to take (as a minimum) MATH 1330, PHYS 2411, and PHYS 2412. MATH 2330, MATH 3303, MATH 3330, and a foreign language are recommended.

### Major in Chemistry, B.S. degree with a Biochemistry Emphasis

This major is 36 semester hours consisting of 1410, 1420, 2181, 3400, 3410, 3420, 3440, 4090, 4160, 4181, 4183, 4430, and 4 hours of upper-level Chemistry electives. **A grade of "C" or better must be made in all Chemistry courses counting toward the major.** Majors will also be required to take (as a minimum) BIOL 1410, BIOL 1420, BIOL 2480, BIOL 3310, BIOL 3340, BIOL 4410, MATH 1330, PHYS 2411, and PHYS 2412. MATH 2330, MATH 3303, MATH 3330, and a foreign language are recommended.

### Major in Chemistry, B.S. degree with an Environmental Chemistry Emphasis

This major is 36 semester hours consisting of 1410, 1420, 2181, 3400, 3410, 3440, 3480, 4090, 4181, 4183, 4311, 4440, and 2 hours of upper-level Chemistry electives. **A grade of "C" or better must be made in all Chemistry courses counting toward the major.** Majors will also be required to take (as a minimum) BIOL 1410, BIOL 1420, BIOL 3470, MATH 1330, PHYS 2411, PHYS 2412, and two courses from BIOL 2460, BIOL 3440, BIOL 3450, BIOL 4400, BIOL 4420, and MATH 3303. MATH 2330 is recommended.

### Major in Chemistry, B.S. degree with a Hazardous Materials Management Emphasis

This major is 36 semester hours consisting of 1410, 1420, 2181, 3400, 3410, 3440, 3480, 4090, 4181, 4183, 4310, 4311, and 3 hours of upper-level Chemistry electives. **A grade of "C" or better must be made in all chemistry courses counting toward the major.** Additional required courses are BIOL 1410, BIOL 1420, BIOL 3470, MATH 1330, MATH 3303, PHYS 2411, and PHYS 2412. MATH 2330 and BIOL 3450 are recommended.

### Minor in Chemistry

A minor in Chemistry is 24-25 semester hours consisting of 1410, 1420, 3400, 3410, 3420, 4191, and 3 to 4 semester hours from 3440, 3450, 3480, 4350, 4430, 4440, 4190-4490, or 4193-4493.

### Teacher Certification in Science (8-12)

Students desiring to certify to teach Chemistry in a public school, grades 8-12, will complete the Science 8-12 composite requiring a B.S. degree in Chemistry, consisting of 35-37 semester hours: CHEM 1410, 1420, 2181, 3001, 3400, 3410, 3420, 3440, 3450, 4090, 4181, 4183, 4300, and 1-3 semester hours from 3480, 4190-4490, 4193-4493, 4350, 4430, and 4440. **A grade of "C" or better must be made in all chemistry courses counting toward the major.** This Science 8-12 certification requires a minor in either Biology or Physical Science. Students seeking this major must take MATH 1330 to satisfy the mathematics requirement in the core curriculum. In addition, students will need to fulfill general requirements for the B.S. degree and the certification requirements of the College of Education. **This option available for certification only.**

Students seeking the minor in Biology must take PHYS 2411 and 2412 as well as GEOL 1401 and 1402 to satisfy the laboratory/natural sciences block in the core curriculum. The minor requirements include BIOL 1410, 1420, 3310, 3470, plus an additional 10 hours of biology electives.

Students seeking the minor in Physical Science must take 28-30 semester hours, including CHEM 1410, 1420, 3480, and 4191-4491 as well as PHYS 2411, 2412, 3301, 3302, and 4191-4491. Students majoring in Chemistry may not take the same Chemistry courses to complete the Physical Science minor as were taken in their major, excluding CHEM 1410, 1420.

See the Biology Department listing for the Science 8-12 Biology major, Chemistry minor option.

### Teacher Certification in Science (4-8)

Students desiring to certify to teach Chemistry in a public school, grades 4 through 8, should refer to the requirements published by the College of Education.

### Teacher Certification in Math/Science (4-8)

Students desiring to certify to teach Chemistry in a public school, grades 4 through 8, should refer to the requirements published by the College of Education.

**Before graduation, chemistry majors must take a diagnostic assessment test on the undergraduate chemistry curriculum.**

**\*All prerequisites must carry a grade of "C" or better or consent of instructor.\***

## B.S. Degree in Chemistry (Sample Schedule)

### Freshman Year

Fall	sem. hrs.	Spring	sem. hrs.
CHEM 1410 General Chemistry I.....	4	CHEM 1420 General Chemistry II.....	4
CSBS 1311 Old Testament Survey.....	3	CSBS 1312 New Testament Survey.....	3
ENGL 1321 Rhetoric & Comp I.....	3	ENGL 1322 Rhetoric & Comp II.....	3
Elective .....	3	EXSS activity course .....	1
UMHB 1002 Chapel.....	0	COMM 1320 Public Speaking.....	3
UMHB 1101 Freshman Seminar.....	1	MATH 1320 Pre-Calculus .....	3
UMHB 1005 .....	0	UMHB 1005 .....	0
		UMHB 1002 Chapel.....	0
<b>Total Hours 14</b>		<b>Total Hours 17</b>	

### Sophomore Year

Fall	sem. hrs.	Spring	sem. hrs.
CHEM 3410 Organic Chemistry I.....	4	CHEM 3420 Organic Chemistry II .....	4
EXSS activity course .....	1	MATH 1330 Calculus I.....	3
Elective .....	3	Minor .....	4
Minor .....	4	PHYS 2412 General Physics II .....	4
PHYS 2411 General Physics I.....	4	UMHB 1002 Chapel.....	0
UMHB 1002 Chapel.....	0	CHEM 2181 Intro. Chem Rsrch I.....	1
UMHB 1005.....	0	UMHB 1005 .....	0
<b>Total Hours 16</b>		<b>Total Hours 16</b>	

### Junior Year

Fall	sem. hrs.	Spring	sem. hrs.
CHEM 3400 Quantitative Chem .....	4	CHEM 3450 Physical Chem II.....	4
CHEM 3440 Physical Chem I.....	4	CHEM 4181 Capstone II .....	1
English Literature.....	3	English Literature.....	3
Minor .....	4	Minor .....	4
Social Science.....	3	Social Science.....	3
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours 18</b>		<b>Total Hours 15</b>	

### Senior Year

Fall	sem. hrs.	Spring	sem. hrs.
CHEM 4183 Capstone III.....	1	CHEM 4090 Senior Evaluation .....	0
Social Science or Contemporary World Ideas.....	3	Chemistry Upper Level Elective .....	4
Humanities/Fine Arts.....	3	Minor Upper Level.....	4
Minor Upper-level .....	4	Elective .....	3
Elective .....	3	World Ideas.....	3
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours 14</b>		<b>Total Hours 14</b>	

Biochemistry, Environmental, and Hazardous Emphasis four-year plans can be found online at: <http://registrar.umhb.edu/degree-plans/college-sciences>

## PHYSICAL SCIENCE

### Minor in Physical Science

A minor in Physical Science is 28-30 semester hours consisting of CHEM 1410, 1420, PHYS 2411 and 2412 or PHYS 2421 (MATH 1330 with a grade of “C” or higher is a prerequisite) and PHYS 2422; and 12 semester hours from CHEM 3400, 3410, 3420, 3440, 3450, 3480, 4350, 4191-4491, PHYS 3301, 3302, or 4191-4491. Students majoring in Chemistry may not take the same Chemistry courses to complete the Physical Science minor as were taken in their major, excluding CHEM 1410, 1420.

### Teacher Certification in Physical Science (8-12)

Students desiring to certify to teach Physical Science in a public school, grades 8-12, must complete a B.S. or B.A. degree in an appropriate certifying major, with a Physical Science minor, consisting of 28-30 semester hours: CHEM 1410, 1420, PHYS 2411 and 2412 or PHYS 2421 (MATH 1330 with a grade of “C” or higher is a prerequisite) and PHYS 2422; and 14 semester hours from CHEM 3400, 3410, 3420, 3440, 3450, 3480, 4190-4490, PHYS 3301, 3302, or 4191-4491. In addition, students will need to fulfill general requirements for the B.S. or B.A. degree, requirements for an appropriate certifying major, and the certification requirements of the College of Education. **This option available for certification only.**

See the Chemistry Department listing for the Physical Science 8-12 Chemistry major, Physical Science minor option.

## COURSE DESCRIPTIONS

### CHEMISTRY (CHEM)

**Note:** Parentheses after course titles indicate number of class hours followed by number of lab hours per week.

#### **1110 General Chemistry I Lab (0-3)**

Emphasis on developing student laboratory techniques for general chemistry studies. Designed for transfer students with credit for General Chemistry I lecture. Prerequisite: Credit for a General Chemistry I lecture course and approval of department chairperson. Laboratory fee. Fall, Spring, Summer I.

#### **1120 General Chemistry II Lab (0-3)**

Continued studies in general chemistry laboratory techniques. Designed for transfer students with credit for General Chemistry II lecture. Continuation of CHEM 1110. Prerequisite: Credit for General Chemistry I lecture and approval of department chairperson. Laboratory fee. Fall, Spring, Summer II.

#### **1400 Chemistry and Society (3-2)**

This course is designed to meet the requirements for a laboratory science course for students who do not plan to major in Biology or Chemistry. The course will not meet requirements for Nursing or other Health Careers students. In addition to providing an introduction to some basic concepts of Chemistry, the course is designed to acquaint students with the impact of modern science and technology on their everyday lives by examining the chemistry of life, food additives, drugs, detergents, cosmetics, paints, space, and others. This course will not count in the required hours for a Chemistry major or minor. Laboratory fee. Fall, Spring.

#### **1401 Introduction to Forensic Science (3-2)**

This course is an introductory applied chemistry course designed for students who are not planning to major in Biology or Chemistry, but who are interested in the technical methods used to enforce our criminal and civil laws. Students with interests in the scientific aspects of the Criminal Justice field or those who desire additional knowledge of the capabilities of a typical crime laboratory extending beyond that of magazine articles or television programs will benefit from the material. Real life examples of the principles and techniques of physical and natural science as practiced and applied to the analysis of crime scenes will be discussed. Laboratory fee. Fall, Spring.

#### **1402 Environmental Science (3-2)**

Environmental Science is a one-semester course designed for students who are not planning to major in Biology or Chemistry. Using the global approach, the course will focus on environmental principles, problems, and potential solutions. A chemical emphasis will be given where applicable to such topics as materials, waste management and waste treatment, energy resources, population increases, water and water pollution, air and air pollution, using and misusing land, and environmental legislation. The laboratory activities will reinforce concepts covered in the classroom with experiments and demonstrations. (Same as ENVR 1402) Laboratory fee. Fall, Spring.

#### **1410 General Chemistry I (3-3)**

This course is designed to prepare the natural science major, as well as the pre-health professions student, for additional studies in chemistry. Fundamental topics in chemistry including atomic theory, stoichiometry, solutions, gases, thermochemistry, quantum theory, the periodic table, and chemical bonding are covered, including calculations methods. General techniques and fundamental properties are emphasized in the laboratory. Prerequisite: Credit or concurrent enrollment in MATH 1306 or MATH 1320 or adequate high school background. Fall, Spring, Summer I.

#### **1420 General Chemistry II (3-3)**

Continuation of CHEM 1410. Condensed phases, solution properties, kinetics, equilibria, acid-base systems, thermodynamics, electrochemistry, and nuclear chemistry are covered. General techniques and fundamental properties are emphasized in the laboratory. Prerequisite: CHEM 1410. Fall, Spring, Summer II.

#### **1441 College Chemistry (3-3)**

This course is designed to provide the pre-nursing student with a fundamental understanding of general chemical principles. Atomic structure, bonding, nomenclature, chemical equations, and a problem-solving approach to stoichiometry, gases, solutions, acids and bases, and oxidation-reduction are covered. Basic techniques and fundamental properties are emphasized in the laboratory. This course does not fulfill the prerequisite for CHEM 1420. Laboratory Fee. Fall, Spring, Summer I.

#### **2181 Introduction to Chemical Research – Capstone I**

An introduction to the methods of Chemical Research, including literature studies; the design, execution and analysis of experiments; and the documentation and presentation of results. Prerequisite: Approval of department chairperson. Spring.

#### **2440 Foundations of Bio-organic Chemistry (3-3)**

Important organic and biological molecules and their physical and chemical properties will be covered with additional study given to their roles in biochemical processes. Prerequisite: CHEM 1441 or equivalent. Laboratory fee. Fall, Spring, Summer II.

#### **3001/4001 Laboratory Assistantship**

Faculty-directed experience in assisting with laboratory studies. May be repeated subject to availability of assignments. Prerequisite: Approval of department chairperson. Fall, Spring.

#### **3110 Organic Chemistry I Lab (0-3)**

Laboratory component of Organic Chemistry I. Preparation of representative organic compounds and introduction to qualitative and quantitative organic analysis. Designed for transfer students with credit for Organic Chemistry I lecture. Prerequisites: Credit for an Organic Chemistry I lecture course and approval of department chairperson. Laboratory fee. Fall.

#### **3120 Organic Chemistry II Lab (0-3)**

Laboratory component of Organic Chemistry II. Continued studies in Organic Chemistry laboratory techniques. Designed for transfer students with credit for Organic Chemistry II lecture. Prerequisites: Credit for an Organic Chemistry II lecture course and approval of department chairperson. Laboratory fee. Spring.

#### **3400 Quantitative Analysis (2-6)**

Fundamental methods and theories of acid-base, precipitation, complex-formation, oxidation-reduction titration, and gravimetric methods of analysis. Prerequisite: CHEM 1420. Laboratory fee. Fall.

#### **3410 Organic Chemistry I (3-3)**

A systematic study of carbon compounds. Laboratory work consists of preparation of representative organic compounds and an introduction to qualitative and quantitative organic analysis. Prerequisite: CHEM 1410. Laboratory Fee. Fall.

#### **3420 Organic Chemistry II (3-3)**

A continuation of CHEM 3410. Prerequisite: CHEM 3410. Laboratory fee. Spring.

#### **3440 Physical Chemistry I (3-3)**

Kinetic theory; classical thermodynamic principles with an introduction to statistical thermodynamics; thermodynamics of chemical reactions and equilibrium; reaction kinetics and modern structural concepts. Prerequisites: CHEM 1420 and credit for or concurrent enrollment in MATH 1330 and PHYS 2411. Laboratory fee. Fall.

**3450 Physical Chemistry II (3-3)**

A continuation of CHEM 3440. Prerequisites: CHEM 1420 and credit for or concurrent enrollment in MATH 1330 and PHYS 2411. Laboratory fee. Spring.

**3480 Environmental Chemistry (3-3)**

A study of the principles and concepts of Environmental Chemistry. The chemical processes of the atmosphere, hydrosphere, and lithosphere will be investigated. The effect of man-made pollutants on these chemical processes will also be studied. Laboratory will focus on environmental sampling and analysis techniques. Prerequisite: CHEM 3400. Laboratory Fee. Offered as needed.

**4090 Senior Evaluation (0-0)**

Students majoring in chemistry must complete the chemistry achievement examination prior to graduation. Prerequisite: Consent of department chairperson. Examination Fee. Fall, Spring, Summer I, Summer II.

**4160-4660 Practicum in Clinical Chemistry**

Supervised study will be carried out at the Veterans Administration facilities in Temple, Texas, or at an equivalent site. The study may involve applied clinical laboratory activities or more basic research programs. Supervision and evaluation of the study will be conducted by designated member(s) of the staff at the site. The student will normally be expected to write a formal report covering work done. A written examination and/or oral examination may be given at the conclusion of the study. Prerequisites: A minimum of 28 semester hours of Chemistry. In addition, a student may enroll for this course only after receiving the joint approval of the department chairperson and the supervising official(s) at the site. May be repeated up to a maximum of 6 semester hours credit. Fall, Spring.

**4181 Chemical Research – Capstone II**

Students will conduct chemical research in collaboration with a faculty member. A minimum of 3 clock hours of laboratory work per week will be required. Library work and a written report may also be required. Prerequisite: CHEM 2181 and approval of department chairperson.

**4183 Seminar – Capstone III**

Requirements may include a literature search, oral presentation, and formal paper describing the studies and results of the student's work in CHEM 4181 Chemical Research - Capstone II. Prerequisite: CHEM 4181 and approval of department chairperson.

**4300 Safety in the Academic Laboratory (3-0)**

An introduction to legal aspects of academic laboratory safety, basic concepts of a laboratory safety program, Material Safety Data Sheets, and waste disposal for academic science laboratories K-12. Prerequisite: Approval of department chairperson. Spring of even-numbered years.

**4310 Handling Hazardous Materials (3-0)**

A study of the principles and methods of handling hazardous materials in the workplace. Coverage includes the nature and scope of hazards in the workplace and an overview of regulations of hazardous materials and worker safety, occupational diseases, fundamentals of industrial hygiene, basic concepts of toxicology, and an introduction to risk assessment. Prerequisite: Approval of department chairperson.

**4311 Environmental Issues (3-0)**

Concepts of Environmental Science will be introduced. Study will focus on the major environmental issues of the day, including technological, economic, and ethical aspects of these issues. Methods of risk-benefit analysis will be presented. (Same as ENVR 4311) Prerequisite: Approval of department chairperson.

**4350 Advanced Inorganic Chemistry (3-0)**

Theories of bonding in inorganic systems, coordination chemistry, mechanisms of inorganic reactions, acid-base theory, Born-Haber cycles, oxidation potential, and structural concepts. Prerequisite: Credit in a 3000-level Chemistry course. Offered when needed.

**4430 Biochemistry (3-3)**

A survey of life molecules with emphasis on their roles in metabolic processes. The laboratory is an introduction to classical biochemical techniques. Prerequisite: CHEM 3410. Laboratory fee. Spring.

**4440 Advanced Analytical Chemistry (3-3)**

Theoretical basis for and application of instrumental methods of chemical analysis, including a wide variety of spectral and chromatographic techniques. Prerequisites: CHEM 3400 and permission of department chairperson. Laboratory fee. Spring.

**1190-4490 Independent Learning**

Studies in Chemistry involving either use of chemical literature or laboratory techniques or both. Prerequisite: Permission of department chairperson. Fall, Spring, Summer I, Summer II.

**1191-4491 Seminar**

Requirements may include a literature search, oral presentation, and written abstract on a relevant topic in Chemistry. Prerequisite: Permission of department chairperson. Fall.

**1193-4493 Chemical Research**

Students will conduct chemical research in collaboration with a faculty member. A minimum of 3 clock hours of laboratory work per week will be required for each semester hour of credit. Library work and a written report of work will also be required. Prerequisite: Approval of department chairperson. Fall, Spring, Summer I, Summer II.

## ENVIRONMENTAL SCIENCE (ENVR)

**Note: Parentheses after course titles indicate number of class hours followed by number of lab hours per week.**

**1402 Environmental Science (3-2)**

Environmental Science is a one-semester course designed for students who are not planning to major in Biology or Chemistry. Using the global approach, the course will focus on environmental principles, problems, and potential solutions. A chemical emphasis will be given where applicable to such topics as materials, waste management and waste treatment, energy resources, populations increases, water and water pollution, air and air pollution, using and misusing land, and environmental legislation. The laboratory activities will reinforce concepts covered in the classroom with experiments and demonstrations. (Same as CHEM 1402) Laboratory fee. Fall, Spring.

**4311 Environmental Issues (3-0)**

Concepts of Environmental Science will be introduced. Study will focus on the major environmental issues of the day, including technological, economic, and ethical aspects of these issues. Methods of risk-benefit analysis will be presented. Prerequisite: Approval of department chairperson. (Same as CHEM 4311)

## **GEOLOGY (GEOL)**

*The following two courses in Geology have been approved for offering in the 4-8 Life-Earth Science teaching field. Additionally, these courses are acceptable choices for the laboratory science requirement in the Academic Foundation.*

**Note: Parentheses after course titles indicate number of class hours followed by number of lab hours per week.**

### **1401 Physical Geology (3-2)**

A study of the natural environment of man and the nature of material composing the earth, including the processes by which they are formed, altered, transported, and distorted. Various aspects of our oceans and the earth's atmosphere are included. This course is normally taught as a classroom course but in some instances it may consist of an extended field trip to different geological regions of the United States or Mexico. In such instances, enrollment will be limited and will require permission of the instructor. Expenses will be shared by the participants. Laboratory fee. Fall.

### **1402 Historical Geology (3-2)**

An introductory survey of the earth's geologic history from its earliest beginnings to the present, as well as a chronological study of how the processes of Physical Geology have operated, with emphasis placed on the North American continent. Ancient landmasses, ocean basins, mountain ranges, and the development of plants and animals will be among topics discussed. This course is normally taught as a classroom course but in some instances it may consist of an extended field trip to historically important geological regions of the United States or Mexico. In such instances, enrollment will be limited and will require permission of the instructor. Expenses will be shared by the participants. Laboratory fee. Spring.

# COMPUTER SCIENCE AND ENGINEERING

## Dr. William G. Tanner, Jr., Chairperson

The objective of the Department of Computer Science and Engineering in the College of Science is to develop fully in our students their potential for excellence in Computer Science and Engineering. Through the efforts of a committed faculty who continually compares and aligns the curriculum with national standards, i.e. IEEE/ACM and ABET, the student receives a broad education in the fundamental theoretical principles and applied technical knowledge of Computer Science and Engineering. The ultimate goal of the Computer Science and Engineering Department is to prepare computer science and engineering professionals in a Christian environment for careers in industry, and government.

### General Information

Students in this department can receive a Bachelor of Arts (B.A.) or a Bachelor of Science (B.S.) degree upon successful completion of all requirements. Under the one major of Computer Science there are three specialization fields offered: i.e. Network-Centric, Human-Computer Interface Programming, and Games Programming. A minor in Computer Science is also available.

To graduate with a B.A. or a B.S. degree in the major offered by the CS Department, the student must have achieved a Grade Point Average (G.P.A.) in all major field courses of at least 2.50 and an overall G.P.A. of at least 2.25.

To certify to teach Computer Science, the student must have obtained a G.P.A. of at least 2.75 in the major or minor in Computer Science and an overall G.P.A. of at least 2.4.

No grade lower than "C" will be counted as a fulfillment of any **major** course requirement.

### Major in Computer Science

A major in Computer Science is 36 hours consisting of a 27-hour core of classes: 2315, 2325, 2330, 3321, 3341, 3360, 3361, 4322 and 4327. The Computer Science major classes are designed for those interested in network security and cryptography, object-oriented, human-computer interface and system-level programming, operating system development and games programming techniques, as well as computer system architecture and organization. Students who major in Computer Science should consider a minor in Mathematics, Psychology, or Computer Graphics Design.

### Minor in Computer Science

A minor in Computer Science is 24 hours consisting of 2305, 2315, 2325, 2330, 3321, 3341, 3360, and 3361.

### Computer Science

To receive a Bachelor of Arts (B.A.) or a Bachelor of Science (B.S.) degree in Computer Science, a student must complete a minimum of 124 semester hours. The student must complete all requirements for the for the B.A. degree as listed on page 85-86 or for the B.S. degree as listed on page 89.

**Major:** 27 core hours for all areas of specialization

CISC	2315	Discrete Structures
CISC	2325	Telecommunications and Networks
CISC	2330	Structured Programming Fundamentals
CISC	3321	Object-Oriented Programming
CISC	3341	Operating Systems
CISC	3360	Computer Organization and Architecture: Digital Logic
CISC	3361	System Programming: Robotics
CISC	4322	Telecommunications Development
CISC	4327	Data Mining Algorithms and Applications

**Choice of nine (9) hours from three CS areas of specialization:**

#### Network -Centric

CISC	4324	Network Security I: Intrusion Detection
CISC	4325	Network Security II: Cryptography
CISC	4328	Computer Security

#### Human-Computer Interface

CISC	4305	Algorithms and Data Structures
CISC	4326	Programming Languages
CISC	4347	Graphics Programming

#### Games Programming

CISC	4345	Games Programming I
CISC	4346	Games Programming II
CISC	4348	Game Production Development

**Required Support Courses (Majors Only):**

CISC	2305	Introduction to Computer Science
CISC	4370	Computer Science and Engineering Seminar

**Minor:**

CISC	2305	Introduction to Computer Science
CISC	2315	Discrete Structures
CISC	2325	Telecommunications and Networks
CISC	2330	Structured Programming Fundamentals
CISC	3321	Object-Oriented Programming
CISC	3341	Operating Systems
CISC	3360	Computer Organization and Architecture: Digital Logic
CISC	3361	System Programming: Robotics

### B.S. Degree in Computer Science (Sample Schedule)

#### Freshman Year

Fall	sem. hrs.	Spring	sem. hrs.
MATH 1306 or 1320 Pre-Calculus .....	3	CISC 2305 Intro. to Comp. Science .....	3
CSBS 1311 Old Testament Survey .....	3	CSBS 1312 New Testament Survey .....	3
ENGL 1321 Rhetoric & Composition I .....	3	ENGL 1322 Rhetoric & Composition II .....	3
COMM 1320 Public Speaking .....	3	Lab Science Course (BIOL, CHEM, etc) .....	4
Social Science .....	3	Social Science .....	3
Freshman Seminar .....	1	Chapel .....	0
Chapel .....	0	UMHB 1005 .....	0
UMHB 1005 .....	0		
<b>Total Hours 16</b>		<b>Total Hours 16</b>	

#### Sophomore Year

Fall	sem. hrs.	Spring	sem. hrs.
CISC 2315 Discrete Structures .....	3	CISC 2330 Structured Programming .....	3
CISC 2325 Telecomm. & Networks .....	3	CISC 3341 Operating Systems .....	3
English Literature .....	3	English Literature .....	3
Elective-Mathematics .....	3	Fine Arts .....	3
Lab Science Course (BIOL, CHEM, etc) .....	4	Lab Science Course (BIOL, CHEM, etc) .....	4
Chapel .....	0	Chapel .....	0
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours 16</b>		<b>Total Hours 16</b>	

**A Computer Science Major should discuss internships with an advisor before the third year begins.**

#### Junior Year

Fall	sem. hrs.	Spring	sem. hrs.
CISC 3321 Object-Oriented Prog. ....	3	CISC 4322 Telecommunications Devel .....	3
CISC 3360 Computer Org. & Arch: Dig. Logic. ....	3	CISC 3361 System Programming: Robotics .....	3
CISC Specialization Elective .....	3	CISC Specialization Elective .....	3
Elective-Minor .....	3	Elective-Minor .....	3
Science Life Inquiry (ENGR 2301) .....	3	World Ideas or PHIL or Non-US HIST .....	3
EXSS activity course .....	1	EXSS activity course .....	1
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours 16</b>		<b>Total Hours 16</b>	

#### Senior Year

Fall	sem. hrs.	Spring	sem. hrs.
CISC 4327 Data Mining Algo and Appl. ....	3	CISC Specialization Elective .....	3
Elective-Minor .....	3	CISC 4370 Ethics Sem Com Sci & Engr .....	3
Elective-Minor .....	3	Elective-Minor .....	3
Elective-Minor .....	3	Elective-Mathematics .....	3
Social Science or Contemporary .....	3	UMHB 1005 .....	0
UMHB 1005 .....	0		
<b>Total Hours 15</b>		<b>Total Hours 13</b>	

### Pre-Engineering Program

The Engineering Science major, which combines mathematical, physical, and computational science, is recommended for pre-engineering students who wish to complete an engineering degree at another institution. The pre-engineering program is designed to enable students to demonstrate skill in the appropriate use of engineering specific technology, to develop confidence in strategies of problem-solving and to apply problem-solving strategies to "real-world" activities. The pre-engineering student is expected to communicate technical information effectively in both written and verbal form. The pre-engineering student is challenged to integrate his/her knowledge of mathematics and science with a Christian perspective to discover significant relationships between a Christian life and an engineering profession. The application for admission into the Engineering program at another institution should be started at the end of the sophomore year. Currently, UMHB maintains a cooperative relationship with Baylor University School of Engineering and Computer Science, Waco, Texas which could be altered in accordance with the needs of each institution. Through acceptance into the UMHB 3+2 or 4+2 program and through the negotiated articulation agreement between Baylor University and the University of Mary Hardin-Baylor, students are recommended for admission into the Baylor University School of Engineering and Computer Science upon completion of sufficient hours for consideration, typically three to four years of study

at UMHB. Please note that UMHB does not guarantee admittance into Baylor University School of Engineering and Computer Science. More information concerning the program may be obtained from Dr. William G. Tanner, Jr., Chair of Computer Science and Engineering.

## Major in Engineering Science

A major in Engineering Science is 37 hours, including 28 hours of core engineering courses taken at UMHB: ENGR 1310, ENGR 1320, ENGR 2311, ENGR 2320, ENGR 2321, ENGR 2430, ENGR 2345, ENGR 3337 and ENGR 4370. Upon the successful completion of the first year of engineering school at another institution, 12 hours of upper-level engineering credits may be transferred to the University of Mary Hardin-Baylor and may count toward a UMHB Bachelor of Science degree with a major in Engineering Science. In addition, the major in Engineering Science requires that a student complete 6 - 9 hours in Computer Science (CISC 2330, CISC 3321, and for Electrical Engineering Students CISC 3361). In order to be considered for admission into an engineering program at another ABET-accredited institution, the pre-engineering student must also complete 4 hours of Chemistry (CHEM 1410), 8 hours in Physics (PHYS 2421 and PHYS 2422) and 18 hours in Mathematics (MATH 1330 or MATH 2310, MATH 2320, MATH 2330, MATH 3303, MATH 3330, MATH 3325, and a Mathematics elective (see Mathematics minor)). Engineering Science major courses are designed for those interested in a profession in Mechanical, Electrical, Biomedical or Computer Engineering. Students who major in Engineering Science should consider a minor in Mathematics or Computer Science.

### 28 core hours for all majors in Engineering Science:

ENGR	1310	Introduction to Engineering
ENGR	1320	Introduction to Engineering Fundamentals
ENGR	2311	Numerical Algorithms for Computer Science and Engineering
ENGR	2320	Engineering Mechanics: Statics
ENGR	2321	Engineering Mechanics: Dynamics
ENGR	2345	Thermodynamics
ENGR	2430	Electric Circuit Theory
ENGR	3337	Digital Logic Design
ENGR	4370	Computer Science and Engineering Seminar

### 9 Engineering Upper-level Elective hours transferred in from Baylor University

### 6 - 9 Hours of Computer Science required course:

CISC	2330	Structured Programming Fundamentals
CISC	3321	Object-Oriented Programming
CISC	3361	System Programming: Robotics (Electrical Engineering track only)

### 21 Hours of Mathematics for Minor

MATH	1330	Calculus I
MATH	2320	Linear Algebra
MATH	2330	Calculus II
MATH	3303	Statistics
MATH	3325	Ordinary Differential Equations
MATH	3330	Calculus III
MATH	Elective	

### 12 Hours of Laboratory Sciences

CHEM	1410	General Chemistry I
PHYS	2421	Physics With Calculus I
PHYS	2422	Physics With Calculus II

## B.S. Degree with an Engineering Science Major 3+2 Program (Sample Schedule)

### Freshman Year

Fall	sem. hrs.	Spring	sem. hrs.
ENGR 1310 Intro to Engineering .....	3	ENGR 1320 Intro to Engr. Fund .....	3
MATH 1330 or 2310 .....	3	MATH 2330 Calculus II .....	3
CHEM 1410 General Chemistry I .....	4	CISC 2330 Structured Prog. Fund. ....	3
ENGL 1321 Rhetoric & Composition I .....	3	ENGL 1322 Rhetoric & Composition II .....	3
CSBS 1311 Old Testament Survey .....	3	CSBS 1312 New Testament Survey .....	3
UMHB 1101 Freshman Seminar .....	1	EXSS 1101 Activity Course .....	1
Chapel .....	0	Chapel .....	0
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>16</b>

### Summer Sessions

	sem. hrs.
POLS 2310 State & Federal Govt I# .....	3
Fine Arts .....	3
World Ideas .....	3
<b>Total Hours</b>	<b>9</b>

### Sophomore Year

Fall	sem. hrs.	Spring	sem. hrs.
ENGR 2320 Engr. Mechanics: Statics .....	3	ENGR 2321 Engr. Mechanics: Dynamics .....	3



MATH 2320 Linear Algebra.....	3	MATH 3330 Calculus II.....	3
PHYS 2421 Physics with Calculus I.....	4	PHYS 2422 Physics with Calculus II.....	4
English Literature.....	3	English Literature.....	3
CISC 3321 Object-Oriented Programming .....	3	COMM 1320 Public Speaking.....	3
EXSS Activity Course .....	1	Chapel.....	0
Chapel.....	0	UMHB 1005 .....	0
UMHB 1005 .....	0		
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>16</b>

<b>Summer Sessions</b>	<b>sem. hrs.</b>
ENGR 4370 Ethics Sem Comp Sci & Engr. ....	3
MATH 3303 Statistics.....	3
Contemporary World Ideas or Social Science.....	3
<b>Total Hours</b>	<b>9</b>

### Junior Year

<b>Fall</b>	<b>sem. hrs.</b>	<b>Spring</b>	<b>sem. hrs.</b>
ENGR 2345 Thermodynamics.....	3	ENGR 2430 Electric Circuits Theory.....	4
ENGR 2301.....	3	MATH 3325 Ordinary Diff. Equations .....	3
ENGR 3337 Digital Logic Design. ....	3	CISC 3361 Sys Progr: Robotics*/Elective.....	3
BECO 3320 Inter. Macroeconomics Theory#.....	3	MATH Elective .....	3
ENGR 2311 .....	3	Elective .....	3
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>16</b>

<b>Total UMHB Hours:</b>	<b>115</b>
<b>Total BU Hours:</b>	<b>9 (upper division engineering hours to be transferred to UMHB)</b>
<b>Total Hours:</b>	<b>124</b>

\*Electrical Engineering students will be required to take this course while for other majors this will be an elective course.  
#POLS 2310 State and Federal Government I, WRIT 3344 Scientific Writing, BECO 3320 Intermediate Macroeconomic Theory, and 8 hours of foreign language are required courses for the Baylor University School of Engineering and Computer Science degrees which may be taken at Baylor University. Foreign Language proficiency may be completed by taking a CLEP test or by taking MFOL 1410 and MFOL 1420.

## B.S. Degree with an Engineering Science Major 4+2 Program (Sample Schedule)

### Freshman Year

<b>Fall</b>	<b>sem. hrs.</b>	<b>Spring</b>	<b>sem. hrs.</b>
ENGR 1310 Intro to Engineering .....	3	ENGR 1320 Intro to Engr. Fund.....	3
MATH 1330 or 2310.....	3	MATH 2330 Calculus II.....	3
ENGL 1321 Rhetoric & Composition I .....	3	ENGL 1322 Rhetoric & Composition II.....	3
POLS 2310 State & Federal Govt I#.....	3	Fine Arts .....	3
CSBS 1311 Old Testament Survey.....	3	CSBS 1312 New Testament Survey .....	3
UMHB 1101 Freshman Seminar.....	1	EXSS activity course .....	1
Chapel.....	0	Chapel.....	0
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>16</b>

### Sophomore Year

<b>Fall</b>	<b>sem. hrs.</b>	<b>Spring</b>	<b>sem. hrs.</b>
ENGR 2320 Engr. Mechanics: Statics.....	3	ENGR 2321 Engr. Mechanics: Dynamics .....	3
MATH 2320 Linear Algebra.....	3	MATH 3330 Calculus III .....	3
CHEM 1410 General Chemistry I.....	4	CISC 2330 Structured Prog. Fund. ....	3
English Literature.....	3	English Literature.....	3
EXSS Activity Course .....	1	World Ideas of PHIL or Non- US HIST.....	3
Chapel.....	0	Chapel.....	0
UMHB 1005 .....	0	UMHB 1005 .....	0
<b>Total Hours</b>	<b>14</b>	<b>Total Hours</b>	<b>15</b>

### Junior Year

<b>Fall</b>	<b>sem. hrs.</b>	<b>Spring</b>	<b>sem. hrs.</b>
PHYS 2421 Physics with Calculus I.....	4	PHYS 2422 Physics with Calculus II.....	4
ENGR 2301.....	3	MATH 3325 Ordinary Diff. Equations .....	3
ENGR 3337 Digital Logic Design. ....	3	COMM 1320 Public Speaking.....	3
BECO 3320 Inter. Macroeconomics Theory#.....	3	MATH Elective .....	3
UMHB 1005 .....	0	ENGR 4370 Ethics Sem Comp Sci & Engr. ....	3
		UMHB 1005.....	0
<b>Total Hours</b>	<b>13</b>	<b>Total Hours</b>	<b>16</b>

Senior Year			
Fall	sem. hrs.	Spring	sem. hrs.
ENGR 2345 Thermodynamics.....	3	ENGR 2430 Electric Circuits Theory.....	4
CISC 3321 Object-Oriented Programming. ....	3	Cont. World Ideas or Social Science.....	3
MATH 3303 Statistics.....	3	CISC 3361 System Prog Robotics*/ Elective.....	3
ENGR 2311 .....	3	Elective .....	3
UMHB 1005 .....	0	UMHB 1005 .....	0
Total Hours 12		Total Hours 13	
Total UMHB Hours:	115		
Total BU Hours:	9 (upper division engineering hours to be transferred to UMHB)		
Total Hours:	124		

\*Electrical Engineering students will be required to take this course while for other majors this will be an elective course.

#POLS 2310 State and Federal Government I, WRIT 3344 Scientific Writing, BECO 3320 Intermediate Macroeconomic Theory, and 8 hours of foreign language are required courses for the Baylor University School of Engineering and Computer Science degrees which may be taken at Baylor University. Foreign Language proficiency may be completed by taking a CLEP test or by taking MFOL 1410 and MFOL 1420.

## COURSE DESCRIPTIONS

### COMPUTER SCIENCE (CISC)

#### 2305 Introduction to Computer Science

The course examines the various fundamental aspects of Computer Science. Topics will include the basic concepts of programming, systems environments, telecommunications, hardware organization, architecture, and operating systems. Lab fee.

#### 2315 Discrete Structures of Computer Science

A foundational course designed to introduce the concepts of discrete structures for Computer Science. Topics covered will be propositional and predicate logic, inference, functions, Boolean algebra, combinational digital logic, discrete probability, finite state machines and computability. Other topics covered are sets, recursive programs, graphs, trees and lists. Prerequisite: CISC 2305. Lab fee.

#### 2325 Telecommunications & Networks

The course covers telecommunications, network terminology, and specific standards employed to create and maintain networks both locally, nationally, and globally. Topics covered include the ISO model, network topologies, protocols, and security. Prerequisite: CISC 2305. Lab fee.

#### 2330 Structured Programming Fundamentals

A first course in structured and object-oriented programming. The emphasis is on basic structured programming techniques including program design, problem-solving and data manipulation. Students will use the "C#" programming language to facilitate learning. Prerequisite: CISC 2305. Lab fee.

#### 3321 Object-Oriented Programming

The course introduces to students the issues involved in developing an object-oriented programming system. Students are expected to develop a working knowledge of classes with Object-Oriented Programming (OOPs) tools. Non-programming techniques to solve problems will be emphasized in this course. Prerequisite: CISC 2330. Lab fee.

#### 3341 Operating Systems

An introduction to theoretical concepts comprising modern operating systems and utilized historically by the computer industry serve as the foundation of the course. Workstation and server operating systems, e.g. Windows, and Linux, are discussed. Topics include process and inter-process management, main and virtual memory, algorithms to control critical region and deadlocks. Prerequisite: CISC 2315 Lab fee.

#### 3360 Computer Organization & Architecture: Digital Logic

The course will introduce PC microprocessor structures and the instruction set, addressing techniques, relocation, binding, parameter passing. The course will also cover gates, registers, decoders, encoders, multiplexers, adders, multipliers, busses, memory, I/O devices and interfaces, clocks, cycles, control signals. Prerequisites: CISC 3321. Lab fee.

#### 3361 System Programming: Robotics

The course examines various components of supervisory systems: assembler, linker, loader, monitors, interrupts, processors, I/O routines, etc. Particular emphasis will be given to applying the concepts of computer architecture to robotics. Prerequisites: CISC 3360. Lab fee.

#### 4305 Algorithms and Data Structures

The course is a systematic study of the techniques used to develop quality-programming designs. Using the C++ programming language, students will learn to 1) develop data structures such as stacks, queues, lists, and trees, and 2) use programming algorithms that involve searching, sorting, and recursion. Prerequisite: CISC 3321. Lab fee.

#### 4322 Telecommunications Development

The course examines the fundamentals of telecommunications programming languages, e.g. XHTML, XML, PHP, JavaScript, etc., as well as specific terminologies of emerging technologies, and application programmable interface development to support a network. Prerequisite: CISC 3321. Lab fee.

#### 4324 Network Security I: Intrusion Detection

The course introduces the topic of security in the context of computer networks. The course examines the topics of authentication, intrusion detection, firewalls, risk assessment, and integrity of data transmitted over the internet. Prerequisite: CISC 3341. Lab fee.

#### 4325 Network Security II: Cryptography

The course introduces the topics of cryptography in the context of computer network security. Students examine topics such as basic key encryption, message integrity, hashing functions, public keys, encryption, digital signature, key authentication. Prerequisite: CISC 3341. Lab fee.

#### 4326 Programming Languages

The course serves as the introduction to compiler construction. The main objectives of the course will be to understand the concepts of scanning parsing, name management in nested scopes, and code generation. In addition, the student will learn to transfer the skills also to general software engineering tasks (e.g. parsing of structured data files or argument lists). Prerequisite: CISC 3321. Lab fee.

#### 4327 Data Mining Algorithms and Applications

The course covers the fundamental concepts of database programming through the knowledge of and experience with the Structured Query Language (SQL), along with the relational algebra needed to understand database queries. This course will introduce data mining methods to allow the non-trivial discovery of insights and knowledge within databases through the use of an object-oriented programming language as well as traditional and new data mining methods. Prerequisite: CISC 3321. Lab fee.

#### **4328 Computer Security**

This course provides a broad introduction to the theory and practice of computer systems security. Topics include operating system security, computer application security (e.g., Web, Email), software security, malicious software, and security issues in mobile computing. Prerequisite(s): CISC 2325, CISC 2330, CISC 3341.

#### **4345 Games Programming I**

The course is a study of the methods and tools used in Game Development, i.e. uses of bitmaps, sprites, tile-based and scrolling games, timers, interrupts and multi-threading, sound and movie inclusion. The skills one attains in this course may be applied to advanced programming classes irrespective of the programming platform and graphics library one utilizes to accommodate the activity. Prerequisite: CISC 3321. Lab fee.

#### **4346 Games Programming II**

The student works both independently, and in groups, to improve a Massively Multi-user Online Role Playing Game (MMORPG). The student studies game engine techniques, i.e. real-time 2D/3D graphics, lighting, terrain, and texture mapping, visibility, and occlusion, collision detection and avoidance, character animation, and Artificial Intelligence. Prerequisites: CISC 4345. Lab fee.

#### **4347 Graphics Programming**

The course will cover the basic algorithms, techniques, principles for design, use and understanding of graphical display. Students implement both two-dimensional and three-dimensional renderings of mathematical and scientific data, as well as photo-realistic objects. Prerequisites: CISC 4305 or CISC 4345. Lab fee.

#### **4348 Game Production Development**

The course provides an opportunity for the creation of an applied system programming product, e.g. a game demonstration. Students employ development techniques in the design and implementation of a software solution for a current topic of Computer Science. Human, economic, operational, and technological considerations will be examined. Prerequisite: CISC 4345 and CISC 4346. Lab fee.

#### **4370 Ethics Seminar for Computer Science and Engineering Students**

The capstone course for all CSE majors begins with discussions of the ethical impact of computer science and engineering on the human condition as well as more general questions concerning the impact of technology on society. From a distinctively Christian perspective, students will examine several philosophical systems of ethics with the stated purpose of examining the social and ethical responsibilities of CSE professionals. In light of all class discussions, students employ techniques to design and implement a hardware/software solution for a current volunteer project of Computer Science and Engineering. (Same as ENGR 4370). Prerequisite: a Last semester CSE major. Lab fee.

#### **4395 Internship in Computer Science**

The course permits students to enhance their knowledge within a field of Computer Science specialization through application of concepts, principles, and techniques learned in the classroom. The course will consist of supervised paid work as a professional-level intern for an employer with an approved internship program. Application must be approved prior to registration. Prerequisites: Written consent of department chairperson. Administration fee required.

#### **2190-2490 Independent Study**

Independent problem research under the guidance of a faculty member. Course level ("V") may range between 2 and 4, or sophomore through senior level, respectively. One to four hours of credit. Lab fee. Administration fee. Prerequisite: Written consent of the supervising professor, department chairperson, and Dean prior to registration. Lab fee.

#### **2391-4391 Special Topics**

Classes are organized to explore specialized problems in an area of Computer Science. May be repeated for credit when topics vary. Course level may range between sophomore through senior level, respectively. Lab fee.

## **ENGINEERING (ENGR)**

#### **1310 Introduction to Engineering**

The course introduces the engineering profession for students expressing an interest in all areas of engineering. Topics include engineering disciplines, ethics, the impact of technology on the world, analysis and design using a team design project, and computer aided design and problem solving. Lab fee.

#### **1320 Introduction to Engineering Fundamentals**

The course will provide exposure to, and practice with, problem-solving strategies for problems commonly encountered in the design and analysis of mechanical and electrical engineering systems. This course will enhance a student's ability to apply knowledge of mathematics, science, and engineering, to identify, formulate, and solve engineering problems and to use the techniques, skills, and modern engineering tools necessary for engineering practice. Prerequisites: ENGR 1310. Lab fee.

#### **2301 The Effects of Climate Change**

This course is designed to expose students with a wide range of academic interests to the human activity of science. In this course students will take the broad view that includes the natural, behavioral, and social sciences as material for discussions. Students will use the texts to explore the modes of thought and activity that are common to all of these disciplines, including their mathematical tools and empirical methods. Students will also consider the social, cultural and political contexts in which science occurs. By the end of the course, students should be familiar with scientists' intellectual and practical tools. Students should also be able to contrast the distinctive features of the sciences with academic areas such as humanities.

#### **2311 Numerical Algorithms**

This course is designed to familiarize computer science and engineering students with the fundamental concepts in numerical algorithms. This course will consider problems from the following areas: root finding, floating pair systems, finding solutions to linear systems using direct or iterative solvers, interpolation curve fitting, numerical differentiation and integration, multiple integrals, least squares. Prerequisite(s): CISC 2330 or ENGR 1320, and CISC 22315 or MATH 1330 (also Math 2310) or by permission of the instructor. Lab Fee. .

#### **2320 Engineering Mechanics: Statics**

The course provides a professional level of instruction for engineering students. Topics include: analysis of force-couple systems, equilibrium of particles and rigid bodies, structural analysis, distributed forces, friction, centroids and moments of area, particle kinematics and kinetics in various coordinate systems. Prerequisite(s): ENGR 1320 and MATH 1330 or MATH 2310.

#### **2321 Engineering Mechanics: Dynamics**

The course designed provides a professional level of instruction for engineering students. Topics include: force action related to displacement, velocity, acceleration of rigid bodies including Newton's Second Law, work energy methods, impulse-momentum, central and oblique impacts, and kinematics of plane motion, translation and rotation. Prerequisite(s): ENGR 2320 and MATH 1330 or MATH 2310. Lab fee.

#### **2345 Thermodynamics**

Thermodynamic properties, heat and work, first and second laws, processes, ideal and non-ideal cycles. Prerequisite(s): MATH 3330, and PHYS 2422. Lab fee.

#### **2430 Electrical Circuit Theory**

A course to provide a professional level of instruction for engineering students. Topics that this course covers include: Linear circuit elements, sources, Kirchhoff's laws, mesh and node equations, Thevenin and Norton equivalent circuits, resistive network analysis, sinusoidal steady-state analysis, power, transient analysis of simple circuits. Prerequisite(s): ENGR 1320, MATH 2330 and PHYS 2422.

**3337 Digital Logic Design**

This course is designed to familiarize computer science and engineering students with the fundamental concepts in the field of digital logic design. This course will consider problems from the following areas: Boolean algebra, number systems and representations, analysis and design of combinational and sequential logic circuits, minimization, small and medium scale integrated devices, programmable logic and simulation of digital circuits. Prerequisite(s): ENGR 1320 or CISC 2315 or by permission of the instructor. Lab Fee.

**4370 Ethics Seminar for Computer Science and Engineering Students**

The capstone course for all CSE majors begins with discussions of the ethical impact of computer science and engineering on the human condition as well as more general questions concerning the impact of technology on society. From a distinctively Christian perspective, students will examine several philosophical systems of ethics with the stated purpose of examining the social and ethical responsibilities of CSE professionals. In light of all class discussions, students employ techniques to design and implement a hardware/software solution for a current volunteer project of Computer Science and Engineering. (Same as CISC 4370). Prerequisite: a Last semester CSE major. Lab fee.

**2190-4490 Independent Studies**

Independent study in engineering may be conducted under the guidance of a faculty member. Course may be taken at the sophomore level through the senior level. One to four hours of credit may be specified. Prerequisite: Written consent of the supervising professor, department chair, and Dean prior to registration. Lab and administrative fee.

**2391-4391 Special Topics**

Classes explore specialized problems in the area of Engineering Science. A student may repeat this course for credit when the course topic has been varied. Course level may range from sophomore to senior level. Lab fee.

# MATHEMATICS AND PHYSICS

## Dr. Meri Hughes, Chairperson

Courses in the Department of Mathematics and Physics are designed to meet the needs of students who are pursuing a liberal arts degree, students who are in a teacher training program, and students who are preparing for graduate study or a career in Mathematics or a related field.

Scores on the ACT, SAT, or an approved placement exam and the requirements of a student's degree plan will be used to determine whether a student takes MATH 1300, 1304, 1306, or 1320 as the student's first course in mathematics. MATH 1300 is a developmental math course. See the course descriptions below.

A math score of 550 on the SAT or 21 on the ACT examination, or a grade of "C" or higher in MATH 1300, are required for MATH 1306.

An SAT math score of 580 or ACT math score of 23 are required for MATH 1320.

There are no required minimum scores for MATH 1304.

In order to appeal the placement indicated by SAT or ACT score, a student must take one of the approved placement exams in mathematics which is accepted by UMHB. That test score will be used to determine whether the student can place into MATH 1306 if this course is needed for their degree plan.

Although UMHB currently uses Accuplacer to determine placement in Mathematics, other placement tests are acceptable. The table below gives the scores required to place into MATH 1306.

Placement Test	Score to Place into MATH 1306
Accuplacer	90 or above
THEA	270 or above
Compass	69 or above
ASSET	43 or above (int. algebra)

Knowledge of one or more computer languages is strongly recommended for mathematics majors. Mathematics majors should consult their advisors to determine which computer courses would be most appropriate for their degree plans.

Access to a PC may be required for all MATH courses.

### Major in Mathematics, B.A. degree

A major in Mathematics is 34 semester hours consisting of 2320, 2330, 3315, 3320, 3330, 3341, 4193, 4320, 4385, and any three of the following: 1330, 3303, 3314, 4330, or 4333. Mathematics majors seeking a B.A. degree are also required to take PHYS 2421 to satisfy the 4 semester hour lab science block in the core curriculum.

### Major in Mathematics, B.S. degree

A major in Mathematics is 34 semester hours consisting of 2320, 2330, 3303, 3320, 3330, 3341, 4193, 4320, 4330, 4385, and any two of the following: 1330, 3314, 3315, or 4333. Mathematics majors seeking a B.S. degree are also required to take PHYS 2421 to satisfy 4 of the 12 semester hours of lab sciences required in the core curriculum.

### Minor in Mathematics

A minor in Mathematics is 21 hours consisting of 2320, 2330, 3320, 3330, and any three of the following: 1320, 1330, 3303, 3314, 3315, 3341, 4320, 4330, or 4385.

### Teacher Certification in Math (8-12)

Students desiring to certify to teach Math in a public school, grades 8-12, will complete a B.S. or B.A. degree in Math, consisting of 34 semester hours: 2320, 2330, 3315, 3320, 3330, 4320, 4385, 4193. Choose 3341 or 4330, and any three of the following: 1330, 3303, 3314, 4330, or 4333. Students seeking this major must take PHYS 2411 or 2421 to satisfy 4 of the 12 semester hours required in the lab sciences block in the core curriculum. In addition, students will need to fulfill general requirements for the B.S. or B.A. degree and the certification requirements of the College of Education. **This option available for certification only.**

### Teacher Certification in Math (4-8)

Students desiring to certify to teach Math in a public school, grades 4 through 8, should refer to the requirements published by the College of Education.

### Teacher Certification in Math/Science (4-8)

Students desiring to certify to teach Math/Science in a public school, grades 4 through 8, should refer to the requirements published by the College of Education.

## COURSE DESCRIPTIONS

### MATHEMATICS (MATH)

#### 1101 The Metric System

A course on the metric system for students who need one hour of Mathematics to meet degree requirements.

#### 1103-1403 Special Problems

Subject matter and procedures vary according to the needs of students.

#### 1300 Mathematics Review

A course designed to review selected aspects of high school algebra which are a necessary prerequisite to college courses. This course does not meet any math requirement nor does it count toward any degree.

#### 1304 Quantitative Reasoning

A course designed to interpret mathematical models such as formulas, graphs, tables, and schematics, and draw inferences from them. It will represent mathematical information symbolically, visually, numerically, and verbally. It will use arithmetical, algebraic, geometric and statistical methods to solve problems. The course will also estimate and check answers to mathematical problems in order to determine reasonableness, identify alternatives, and select optimal results. Above all, the course will recognize that mathematical and statistical methods have limits. Satisfies the mathematics requirement for some degrees. No prerequisite.

#### 1306 College Algebra

A study of equations, inequalities, and the graphs and properties of linear, quadratic, polynomial, rational, exponential, and logarithmic functions. Satisfies Mathematics requirements for all degree plans, except for Mathematics majors and minors. Prerequisite: Receive a satisfactory Math score of 550 on the SAT or 21 on the ACT examination.

#### 1320 Pre-Calculus

A study of polynomial, rational, exponential, logarithmic, trigonometric, and two-variable functions. Prerequisite: Earn a MATH score of 580 SAT or 23 ACT.

#### 1330 Calculus I

A study of the derivatives and integrals with their principal interpretations. Techniques of differentiation of functions of one variable. Prerequisite: Adequate high school background; a grade of "C" or higher in MATH 1320; or permission of the instructor.

#### 2310 Calculus for Computer Science

A study of the operations of single variable calculus with emphasis on applications. The course will also consider calculus with the major trigonometric structures. May count toward a minor in Mathematics. Will count toward education: 4-8 Mathematics major. Prerequisites: A grade of "C" or higher in MATH 1320 or permission of instructor.

#### 2313 Systems of Mathematics 4-8 & 8-12

A study of topics in problem solving, the real number system, basic algebra, functions, coordinate geometry, plane and solid geometry, probability and statistics. Prerequisites: A grade of "C" or higher in MATH 1304, or MATH 1320.

#### 2320 Linear Algebra

A study of systems of linear equations, matrices, determinants, vector inner product and cross product, vector spaces, linear transformations, eigenvectors, and eigenvalues. Prerequisite: A grade of at least "C" in MATH 1304 or higher.

#### 2330 Calculus II

A study of integration and applications. First order linear differential equations. Introduction to the theory of infinite series. Prerequisite: MATH 1330 with a grade of "C" or higher.

#### 3303 Statistics

An introduction to statistics including a study of frequency distributions, measure of location and variation, probability distributions, sampling distributions, and statistical inference. Hypothesis testing, ANOVA, and simple linear regression are also considered. (Same as PSYC 3303, and SOCI 3303) Prerequisite: A grade of at least "C" in MATH 1306 or higher.

#### 3314 Geometry

Incidence and separation properties of planes and space developed from an intuitive standpoint. Congruencies, similarities, and metric principles are also conceptualized. Prerequisite: 3 hours of college Mathematics.

#### 3315 History of Mathematics

A study of the history and development of mathematical concepts. Prerequisite: MATH 1330 or permission of instructor.

#### 3320 Foundations of Higher Mathematics

A study of formal logic and set theory (including truth tables, propositional and predicate calculus, equivalence relations, and cardinality of sets) and of the nature and methods of abstract mathematical proof. Prerequisite: MATH 2320 with a grade of "C" or higher.

#### 3325 Ordinary Differential Equations

Topics include first order, linear higher order and nonlinear differential equations, systems of linear differential equations, consideration of boundary value problems, introduction to power series methods, elements of the Laplace Transform. Some facts from linear algebra are presented. Computer Algebra Systems for problem solution are considered. Prerequisite: MATH 2330 Calculus II with a grade of "C" or higher.

#### 3330 Calculus III

A study of multivariable calculus differentiation and integration. Prerequisite: MATH 2330 with a grade of "C" or higher.

#### 3341 Numerical Analysis

A study of the numerical solution of polynomials and general algebraic equations; numerical solution of simultaneous linear equations and matrix operations; and least squares curve-fitting techniques. Prerequisites: CISC 2305 and MATH 3330 recommended.

#### 4190-4490 Independent Study

Independent study of some subject in Mathematics under the direction of a member of the department. Prerequisite: Permission of instructor.

#### 4191-4491 Seminar

Topics in various fields of Mathematics. May be repeated when topics vary. Prerequisite: Permission of instructor.

#### 4193 Senior Seminar

Students majoring in mathematics or having an emphasis in mathematics for their education-related degree must satisfactorily complete a pre-certification review and test prior to graduation.

#### 4320 Abstract Algebra

Introduction of basic algebraic properties of groups, rings, and fields, culminating in Galois theory, with some indication of its uses. Prerequisites: MATH 2320 and 3320.

#### 4330 Advanced Calculus

The differential and integral calculus of Euclidean 3-space, using vector notation, and leading up to the formulation and solution of the partial differential equations of mathematical physics. The Fundamental Theorem of Line Integrals, Green's Theorem in a plane, Stoke's Theorem, and Gauss; Divergence Theorem are also studied. Prerequisite: MATH 3330 with a grade of "C" or higher.

**4333 Real Variables**

A study of real numbers, set theory, metric spaces, Euclidean spaces, continuity, differentiation, Riemann integration, series of numbers, and functions. Prerequisite: MATH 4330.

**4385 Mathematical Statistics**

Probability theory and mathematical statistics presented at the post-calculus level. Topics include probability axioms, random variable, expectation, special discrete and continuous distributions, sampling theory, and data reduction. Prerequisite: MATH 3330 with a grade of "C" or higher.

## **PHYSICS (PHYS)**

**Note:** Parentheses after course titles indicate number of class hours followed by number of lab hours per week.

**2411 General Physics I (3-2)**

Principles of mechanics and heat. Prerequisite: MATH 1320. Laboratory fee.

**2412 General Physics II (3-2)**

Principles of sound, light, electricity, magnetism, and modern Physics. Prerequisite: MATH 1320 and PHYS 2411 with a grade of "C" or higher. Laboratory fee.

**2421 Physics with Calculus I (3-2)**

Principles of mechanics and heat developed with a calculus perspective. Prerequisite: MATH 1330 with a grade of "C" or higher. Laboratory Fee.

**2422 Physics with Calculus II (3-2)**

Principles of electricity and magnetism, sound, light, and modern physics. Developed with a calculus perspective. Prerequisite: PHYS 2421 with a grade of "C" or higher. Laboratory fee.

**3301 Descriptive Astronomy (3-0)**

A study of the solar and stellar systems. Offered evenings.

**3302 Physical Aspects of General Science (3-0)**

A survey course in various aspects and applications of topics in Physics to supplement the basic required courses for the preparation of teachers of general science at secondary and middle school levels.

**4190-4490 Independent Study**

Independent study of some topic in Physics under the direction of a member of the department. Prerequisite: Permission of instructor.

**4191-4491 Seminar**

Topics in various areas of Physics. May be repeated when topics vary. Prerequisite: Permission of instructor.

# PSYCHOLOGY

## Dr. Trent Terrell, Chairperson

Psychology is the scientific study of behavior and the mind. Course offerings in Psychology are designed to provide students with information which will promote an attitude of increased objectivity concerning the behavior, feelings, and attitudes of others and may also provide information about their own behavior. This objectivity and understanding is desirable in everyone but is especially desirable in those students planning a career involving work with other human beings. In addition to preparing students for entry-level positions in human services, the department also seeks to prepare students for graduate work in psychology.

Courses are offered for students who wish to take only one or two classes in Psychology as well as students who wish to major or minor in Psychology.

### Major in Psychology, B.S. or B.A. degree

A major in Psychology requires 34 semester hours. All students must take the following classes: 1301, 2323, 3303, 3323, 4090, and 4316. In addition, each student must choose to follow the Clinical or Experimental/Generalist Track in order to complete the other 19 hours. A grade of "C" or better is required in all psychology courses counting toward the major.

### Clinical Track, B.S. or B.A. degree

In addition to the core classes described above, students on the clinical track must take 2101, 3310, 3315, and 4312. They will complete the major by taking 3 additional upper-level psychology electives.

### Experimental/Generalist Track, B.S. or B.A. degree

In addition to the core classes described above, students on the experimental/generalist track must complete 2102, 4318, and an independent study or internship qualifying for at least 3 hours (4390). They will complete the major by taking 4 additional upper-level psychology electives.

### Minor in Psychology

A minor in Psychology requires 24 semester hours. A grade of "C" or better is required in all psychology courses counting toward the minor.

### Teacher Certification in Social Studies (8-12)

Students desiring to certify to teach Psychology in a public school, grades 8-12, will complete the Social Studies 8-12 composite, B.A. or B.S. degree, including POLS 2315, 3325, 3326, and 4316; SOCI 2316 and 3317; BECO 2311 and 2312; and 6 additional upper level hours in either Sociology, Political Science, Economics, or Psychology. This Social Studies composite must be accompanied by a History minor, including HIST 1311, 1312, 2311, 2312, 2340, 3313, 3-hour U.S. History elective, and a 3-hour History elective. Students seeking this major must take POLS 2310 and 2311, SOCI 1311, and PSYC 1301, to meet the requirements of the core curriculum. In addition, students will need to fulfill general requirements for the B.A. or B.S. degree and the certification requirements of the College of Education. **This option available for certification only.**

## COURSE DESCRIPTIONS

### PSYCHOLOGY (PSYC)

#### 1301 General Psychology

An introduction to Psychology through the scientific study of human and animal behavior. Students receive an overview of the many and diverse fields of psychological study. Fall and Spring.

#### 2101 Professions in Clinical Psychology

An introduction to careers in psychology. Course will cover career opportunities, undergraduate and graduate career tracks, licensure options, and differences in professional rank at the Masters and Doctoral levels. Required for those choosing the clinical track. This course should be taken before PSYC 2323 or concurrently with PSYC 2323.

#### 2102 Introduction to Psychological Research

An introduction to thinking scientifically about psychology. Students will learn to identify research ideas, develop literature reviews and proposals, and present findings clearly using statistics and graphs. Required for those choosing the experimental/generalist track. This course should be taken before PSYC 2323 or concurrently with PSYC 2323.

#### 2323 Psychological Methods

This course is an introduction to the scientific methods of inquiry as it relates to psychology. Students will gain an overview of the concepts and methods involved in psychological research, with a focus on development of research questions, selection of appropriate methods, and interpretation of results. Statistical background not needed. Prerequisite: PSYC 1301. Offered in the fall or spring semesters. Required for psychology majors. Must be taken prior to PSYC 3303.

#### 3303 Statistics for Psychological Research

An introduction to statistics including a survey of frequency distributions, measures of location and variation, probability distributions, sampling distributions, statistical inference, hypothesis testing, ANOVA, and simple linear regression. (Same as BQBA 2399, MATH 3303, and SOCI 3303). Prerequisite: PSYC 1301, PSYC 2323. Students must have passed MATH 1306 with a grade of "C" or higher or MATH 1310 with a "B" or higher. Offered in the spring and fall semesters.

#### 3310 Developmental Psychology

Development of the human being from birth through old age, studied in terms of basic psychological principles. Major theories of child development will be considered. Prerequisite: PSYC 1301. Fall and Spring.

#### 3315 Abnormal Psychology

An introduction to the symptomatology and etiology of behavioral, emotional, and mental disorders, with consideration of modern therapeutic approaches. Prerequisite: PSYC 1301. Fall and Spring.

#### 3316 Child and Adolescent Psychology

A focus on children and adolescents and their specific and unique psychological concerns. Prerequisite: PSYC 1301. Usually offered once a year.

#### 3319 Social Psychology

A background in historical and contemporary social psychological theories. An analysis of social factors at work in the development of the individual through childhood, adolescence, and adulthood. Prerequisite: PSYC 1301. Usually offered once a year.



**3320 Health Psychology**

Examination of the links between mind and body, focusing on ways in which biopsychosocial factors influence health and well-being, illness, and adaptation to disease. Prerequisite: PSYC 1301 and junior or senior classification.

**3323 History and Systems of Psychology**

A survey of the major theories and theoretical systems and their historical development. Includes an integration of Christian beliefs, the student's own philosophical presuppositions, and current psychological theories. Prerequisite: PSYC 1301. Fall and Spring.

**3331 Neurophysiological Psychology**

An introduction to neuroanatomy and brain functioning. This course is an examination of brain-behavior relationships and provides a thorough understanding of cognitive disorders. Usually offered once a year. Prerequisite: PSYC 1301.

**3350 Cognition**

A comprehensive overview of the many facets of cognitive psychology, including perception, attention, memory, knowledge, language, reasoning and decision-making. Prerequisite: PSYC 1301. Offered usually once per academic year.

**4090 Senior Evaluation**

Students majoring in psychology must complete the psychology achievement examination prior to graduation. Students who do not make a satisfactory score on the national exam will be required to take a departmental exam and make a satisfactory score in order to graduate. Offered in the spring, fall, and summer. \$25 fee for exam.

**4190-4490 Independent Study**

This course is designed to meet individual needs and interests in Psychology. It may be repeated for credit when the material studied is changed. Prerequisite: Permission of instructor. Any semester.

**4191-4491 Seminar**

A study of selected topics in Psychology. Offerings vary from semester to semester.

**4311 Theories of Learning**

A study of the major theoretical positions on learning. Includes analysis of associational, behavioral, and cognitive theories. Prerequisites: PSYC 1301. Offered once every two years.

**4312 Psychology of Personality Theory**

Intensive study of some of the major theories of personality examined in the light of recent research. Extensive use of case material. Prerequisite: PSYC 1301. Offered once a year.

**4316 Experimental Psychology**

A survey emphasizing the principles and methodology of research in human and animal behavior. Directed experience in the design and analysis of actual experiments and other research techniques. Lab fee. Prerequisites: PSYC 1301 and 3303. Fall and Spring.

**4318 Advanced Experimental Design**

Intensive study of the methods of experimental design and data analysis including analysis of variance for fixed, mixed, and random models, analysis of covariance, repeated measures designs, general linear model, multiple linear regression, nonparametric methods, nonlinear models, and theories of measurement. Prerequisite: PSYC 4316. Usually offered once a year.

**4330 Multicultural Psychology**

The course is a study of human culture to understand its relationship to psychological processes. Understanding human culture within a larger perspective may help us better understand differences among human cultures. Prerequisites: PSYC 1301.

**4343 Positive Psychology**

The scientific study of what can "go right" with people. This course focuses on strength, happiness, character, purpose, and interest in building an optimal human experience. This course focuses on the promotion of the human potential. Prerequisite: PSYC 1301. Offered once per year.

**4345 Psychology of Religion**

This course surveys the historical and current psychological study of religious faith, attitudes and behavior. Topics covered include prominent historical figures regarding the psychology of religion; research methodologies; religious development over the lifespan; religious conversion; new religious movements (cults); religious terrorism; relationship of religion to human attitudes and behavior; and, the link between religion, psychopathology and mental health.

**4350 Psychology of Leadership**

A study of the theories of leadership and of leadership behavior. Assessment of leadership styles and skills will provide the basis for individual programs of development. Prerequisites: PSYC 1301 and junior or senior classification. Usually offered once per year.

**4351 Industrial and Organizational Psychology**

The application of psychological theories, principles, methods, and research techniques to the science of I/O psychology in order to develop an understanding of the aims and goals of the field of problem solutions in industry and organizations. Prerequisites: PSYC 1301. Usually offered once per year.

**4370 The Criminal Personality**

This course focuses on an in-depth study of the thinking and behavioral patterns of confirmed, hardened, career criminals. Topics include theories of criminality; research methodologies; lifestyle characteristics and "errors in thinking" of criminal youth and adults; substance abuse and criminality; and the parameters of effective treatment and re-education of confirmed criminals in a comprehensive program of definitive change. Prerequisite: PSYC 1301.

# SOCIAL WORK, SOCIOLOGY, AND CRIMINAL JUSTICE

**Dr. Isaac Gusukuma, Chairperson**

## SOCIAL WORK

Courses in the University of Mary Hardin Baylor's Social Work Program are offered for students majoring in Social Work or taking classes for social science credit.

The major in Social Work is designed to prepare students for entry level professional Social Work practice and for graduate Social Work education.

**UMHB's Bachelor of Social Work degree program is accredited by the Council on Social Work Education. Students completing the Bachelor of Social Work degree are eligible to take the examination for Texas state licensure as a baccalaureate social worker (LBSW).**

Students are not officially considered majors in the Social Work Program until they have fulfilled certain criteria. However, students can declare an interest in majoring in Social Work at any time and can take certain courses required in the Social Work curriculum prior to being admitted to the program.

The following criteria must be met by students desiring to enter the Social Work Program at the University of Mary Hardin-Baylor:

1. Successfully complete a minimum of 45 semester hours of college courses. These courses must include BCIS 1301, COMM 1320, ENGL 1321, ENGL 1322, POLS 2311, PSYC 1301, SOCI 1311, and SOCW 2311.
2. Achieve a grade of "C" or above in all core Social Work courses.
3. Possess a cumulative GPA of at least 2.5 at the time of application.
4. Submit a completed application form to the director of the Social Work Program.
5. Have an admission interview with members of the Social Work faculty.
6. Demonstrate sufficient emotional/mental/physical stability to meet the academic and technical qualifications of the social work profession, with reasonable accommodation for any known mental, physical, or emotional disabilities.
7. Enjoy the status of a student in good standing at the University of Mary Hardin-Baylor.

UMHB's Social Work Program reserves the right to deny admission to anyone whose admission, in the Social Work Program's opinion, would not serve the best interest of the applicant, the profession, the Social Work Program, and/or the University.

Once admitted to the Social Work Program, a student must maintain at least a 2.5 GPA in all Social Work courses, as well as an overall 2.5 GPA, in order to continue in the program.

An introductory Social Work course may be accepted in transfer if it covers the same content as UMHB's course. Other transfer Social Work courses will be accepted only from Council on Social Work Education accredited programs. Academic credit for life experience and previous work experience cannot be given for any Social Work course.

### Major in Social Work, B.S.W. degree

A major in Social Work requires 49 semester hours to include SOCW 2311, 2312, 2314, 3311, 3313, 3314, 3315, 3325, 4090, 4311, 4312, 4316, 4322, 4511, 4512, and a three hour Social Work elective.

The B.S.W. degree does not require a minor area of study, though students may choose to complete a minor. It is important for students to consult with their advisor about courses one should complete to meet the 124 hours required for graduation.

## SOCIOLOGY

Sociology offers students an understanding of human relations, social processes, and major institutions. Those who take Sociology as an integral part of general education or teacher education will find the study of society and its organization, functioning, and problems helpful for their future roles in a profession. The program for majors is also designed to prepare them for graduate school.

### Major in Sociology, B.S. or B.A. degree

A major in Sociology requires 30 semester hours, including SOCI 1311, 4090, and 4318 (15 of these semester hours should be taken in junior and senior level courses). SOCI 2316 is highly recommended. Those students who anticipate graduate work in Sociology are strongly advised to take SOCI 3303.

### Minor in Sociology

A minor in Sociology requires 24 semester hours, including SOCI 1311 (12 of these semester hours must be taken in courses intended for juniors and seniors).

### Teacher Certification in Social Studies (8-12)

Students desiring to teach Sociology in a public school, grades 8-12, will complete the Social Studies 8-12 composite, B.A. or B.S. degree, including POLS 2315, 3325, 3326, and 4316; SOCI 2316 and 3317; BECO 2311 and 2312; and 6 additional upper level hours in either Sociology, Political Science, Economics or Psychology. This Social Studies composite must be accompanied by a History minor, including HIST 1311, 1312, 2311, 2312, 2340, 3313, 3-hour U.S. History elective, and a 3-hour History elective. A student seeking this major must take POLS 2310 and 2311, SOCI 1311, and PSYC 1301, to meet the requirements of the core curriculum. In addition, students will need to fulfill general requirements for the B.A. or B.S. degree and the certification requirements of the College of Education requirements. **This option available for certification only.**

## CRIMINAL JUSTICE

The major in Criminal Justice is designed to prepare the student for entry level practice and establish an academic and professional foundation for career advancement.

### Major in Criminal Justice, B.S. or B.A. degree

A major in Criminal Justice requires 36 semester hours, 18 semester hours of which must be upper level courses. Required upper level courses include: CRIJ 3318, 4090, 4317, 4320, 4321, and two 3 hour upper level Criminal Justice electives.

The 18 lower level semester hours are not taught at UMHB and must be completed at a local community college or other university. Required lower level Criminal Justice courses include: Introduction to Criminal Justice, Fundamentals of Criminal Law, and Courts and Criminal Procedure. Three additional lower level Criminal Justice courses (9 hours) must be completed from the following five courses: Police Systems and Practices, Criminal Investigation, Correctional Systems and Practices, Community Based Corrections, and Legal Aspects of Law Enforcement.

The student intending to major in Criminal Justice should contact the Criminal Justice Program or a UMHB advisor before registering for a Criminal Justice course at UMHB or at another institution. No grade less than "C" in any Criminal Justice course shall apply toward a degree in Criminal Justice.

### **Minor in Criminal Justice**

A minor in Criminal Justice requires 21 semester hours, including 6 semester hours of lower level and 15 semester hours of upper level courses.

Lower level courses must be completed prior to enrolling in upper level Criminal Justice courses. Students must complete: Introduction to Criminal Justice and complete an additional lower level course selected from the following courses: Fundamentals of Criminal Law, Courts and Criminal Procedure, Police Systems and Practices, Correctional Systems and Practices, Community Resources in Corrections, and Legal Aspects in Law Enforcement. Lower level Criminal Justice courses are not taught at UMHB and must be completed at a local community college or other university.

Upon successful completion of the 6 hours of lower level Criminal Justice courses, the student may enroll in upper level Criminal Justice courses.

The student intending to minor in Criminal Justice should contact the Criminal Justice Program or a UMHB advisor before registering for a Criminal Justice course at UMHB or at another institution. No grade less than "C" in any Criminal Justice course shall apply toward a minor in Criminal Justice.

## **COURSE DESCRIPTIONS**

### **SOCIAL WORK (SOCW)**

#### **2311 Introduction to Social Work**

An introduction to the profession of Social Work and the institution of social welfare. Emphasis is on common human needs and problems, the development and functioning of social welfare as an institution of society, and the values, practice methods, and occupational settings of the Social Work profession. (Same as SOCI 2311)

#### **2312 Human Behavior and Social Environment I**

This course and its sequel, SOCW 2314, examine those interacting systems which influence human behavior: individuals, families, groups, organizations, and communities. This course also examines systems theory, diversity, and their implications for Social Work practice. Prerequisites: SOCW 2311 or consent of the instructor. Fall only.

#### **2313 Family and Child Welfare**

An overview of problems encountered by children and their families with an emphasis on community services designed to alleviate those problems. (Same as SOCI 2313) Fall only.

#### **2314 Human Behavior and Social Environment II**

This course and its prerequisite, SOCW 2312, examine those interacting systems which influence human behavior: individuals, families, groups, organizations, and communities. This course also examines systems theory, the ecological approach, and diversity as they relate to the family's development across the life span. Individuals are studied within familial and social environments at each stage of family life. Prerequisite: SOCW 2311 or consent of the instructor. Spring only.

#### **3311 Social Work Practice I**

This course initiates the practical preparation of students for beginning level professional practice. Generalist practice will be introduced, using an emphasis on the holistic view of human services and the ecological/systems theory of practice. Problem solving emphasis will be placed on individuals and families. Not available to non-majors. Prerequisites: Social Work major and SOCW 2311. Fall only.

#### **3313 Policies and Issues in Social Work**

An examination of the policy making process. Current social issues, programs, and public policy issues will be explored. Intervention techniques aimed at influencing and changing social welfare and public policy will also be examined. Prerequisites: SOCW/SOCI 2311. Spring only.

#### **3314 Social Work Practice II**

This course is the second component in the practical preparation of the student for beginning level professional practice. Generalist practice will continue to be presented using an emphasis on the holistic view of human services and the ecological/systems theory of practice. Problem-solving emphasis will be placed on group work. Not available to non-majors. Prerequisite: Social Work major and SOCW 3311. Spring only.

#### **3315 Social Work with Special Populations**

An opportunity to explore use of traditional and non-traditional Social Work techniques with special populations. While selected groups may vary according to current social concerns, study will consistently include those designated as minorities due to ethnic origin, gender, sexual orientation, disease process, or race. Prerequisite: Sophomore standing or above. (Same as SOCI 3325)

#### **3325 Case Management**

This course serves as an introduction to the concept and principles of case management and the core functions of case management practice in a range of settings. The case management process is traced from intake to termination, with in-depth attention given to the following areas: assessment, planning, implementation, monitoring, recording, and evaluating. Emphasis is given to the responsibilities and skills of an effective case-manager. The context in which the case management occurs is reviewed and organizational, legal, and ethical issues confronting the case manager are addressed.

#### **4090 Senior Examination**

Students majoring in Social Work must complete the program's achievement examination prior to graduation. Examination fee.

#### **4190-4490 Independent Learning**

This course is designed to meet individual needs and interests in Social Work. It may be repeated for credit when the subject studied is changed. Requires permission of the instructor.

#### **4191-4491 Seminar**

Selected topics in Social Work. The topic will be announced prior to registration. May be repeated for credit whenever content varies.

#### **4311 Senior Seminar in Social Work**

This course continues the study of the generalist method of Social Work practice. Emphasis will be on the integration of the various components of the baccalaureate Social Work education sequence including social work foundations, liberal arts, values, special populations, human behavior, policy research, practice, and field experience. Prerequisites: Social Work major. Corequisite: SOCW 4412. Spring only.

#### **4312 Social Work Research I**

An emphasis on scientific methods for building a knowledge base for Social Work practice and for use in evaluation of practice. Included will be research methodologies and designs for the systematic evaluation of Social Work practice and program evaluation. Prerequisite: Junior standing. Fall only..

#### **4313 Gerontology**

A course designed to acquaint the student with the normal aging process, as well as with the social and psychological problems related to that process. Intervention techniques are emphasized. Prerequisite: Sophomore standing or above. (Same as SOCI 4313)

### **4315 Death and Dying**

An introduction to the sociological and psychological aspects of death and dying within the American cultural milieu. Emphasis is on self-awareness regarding attitudes about death and on therapeutic intervention. Prerequisite: Sophomore standing or above. (Same as SOCI 4315)

### **4316 Social Work Practice III**

This course is the third component in the practical preparation of the student for beginning level professional practice. Generalist practice will continue to be presented using an emphasis on the holistic view of human services and the ecological/systems theory of practice. Problem-solving emphasis will be placed on communities and organizations. Not available to non-majors. Prerequisite: Social Work major; SOCW 3311 and SOCW 3314. Fall only.

### **4322 Social Work Research II**

Building on the content of SOCW 4312 Social Work Research I, this course is designed to enable students to apply the principles of creating, testing, and applying the scientific method to social work practice to include the development of theoretical perspectives, formulation of testable research hypotheses, execution of a research design, measurement, data collection, analysis of results, computerization, drawing conclusions, applications for use in social work practice, and the communication of the findings to a broader audience. Prerequisite: SOCW 4312. Spring only.

### **4511 Social Work Practicum I**

Supervised Social Work experience in a local social service agency. Requires a minimum of 225 clock hours in the agency plus a weekly on-campus seminar. The practicum should help the student integrate academic knowledge and practice skills to meet the needs of clients. Successful completion of the practicum requires a grade of "C" or above. Not available to non-majors. Prerequisites: SOCW 3311 and 3314. Corequisite: SOCW 4316. Fall only.

### **4512 Social Work Practicum II**

A continuation of supervised Social Work practice in a local social service agency with increasing responsibility and case involvement. Requires a minimum of 225 clock hours in the agency plus a weekly on-campus seminar. The practicum should help the student to continue to integrate academic knowledge and practice skills to meet the needs of clients and to deepen understanding of group, community, and organization functioning. Successful completion of the practicum requires a grade of "C" or above. Not available to non-majors. Prerequisite: Successful completion of SOCW 4411. Spring only.

## **SOCIOLOGY (SOCI)**

### **1311 An Introduction to Sociology**

A study of the scope, purpose, and method of Sociology, as well as forms and functions of present day organization of social order. A brief survey of the social institutions.

### **2311 Social Welfare**

An overview of the field of Social Welfare which includes a study of the historical and the philosophical base which has brought about the action-oriented profession known as Social Work. (Same as SOCW 2311)

### **2313 Family and Child Welfare**

An overview of problems encountered by children and families with an emphasis on community services designed to alleviate those problems. (Same as SOCW 2313) Fall only.

### **2316 Social Problems**

A study of the social problems of modern American life with emphasis upon their extent, effects, and suggested remedies. (Same as CRIJ 2316)

### **3303 Statistics for Sociological Research**

The study of the basic statistical concepts and techniques required for an understanding of sociological research. Introduction to methods of analyzing data from experiments and surveys; hypothesis testing; regres-

sion and correlation; and analysis of categorical data. (Same as MATH 3303 and PSYC 3303)

### **3312 Marriage and Family**

A study of a basic social institution with an emphasis on its background and various cultural forms and functions.

### **3315 The Community**

An analysis of the structure and function of community organization as it relates to both rural and urban communities.

### **3317 American Ethnic Relations**

A study of the social development of contemporary minority groups with emphasis on the psychological and sociological processes involved in prejudice. (Same as CRIJ 3317)

### **3318 Juvenile Delinquency**

A description, analysis and examination of theories associated with the extent, causation, prevention, treatment, and policy implications of juvenile delinquency. Prerequisite: SOCI 1311. (Same as CRIJ 3318)

### **3325 Special Populations**

An opportunity to explore use of traditional and non-traditional interventions with special populations. While selected groups may vary according to current social concerns, study will consistently include those designated as minorities due to ethnic origins, gender, sexual orientation, disease process, or race. Prerequisite: Sophomore standing or above. (Same as SOCW 3315)

### **3330 Sociology of Gender**

A societal level study of gender relationships, interactions, and circumstances. Emphasis will be placed on understanding each other and exploring problems related to gender.

### **4090 Senior Examination**

Students majoring in Sociology must complete the sociology achievement examination prior to graduation. Examination fee.

### **4190-4490 Independent Study**

This course is designed to meet individual needs and interests in Sociology. It may be repeated for credit when the material studied is changed. Requires permission of the instructor.

### **4191-4491 Seminar**

Selected topics in Sociology. The topic will be announced prior to registration. May be repeated for credit whenever content varies.

### **4312 Population Studies**

The course is designed to familiarize the student with basic demographic concepts and techniques. It emphasizes the impact of population characteristics on other aspects of social life. Prerequisite: SOCI 1311.

### **4313 Gerontology**

A course designed to acquaint the student with the normal aging process, as well as with the social and psychological problems related to that process. Intervention techniques are emphasized. Prerequisite: Sophomore standing or above. (Same as SOCW 4313)

### **4314 Sociological Practice**

Observation and supervised experience in a social agency/institutional setting involving sociological issues and concerns. Requires a minimum of 45 clock hours. Emphasis is on integrating research on sociological issues with this experience, including periodic progress reports. For Sociology majors only. Prerequisites: SOCI 1311 and 2316; senior standing; and permission of instructor.

### **4315 Death and Dying**

An introduction to the sociological and psychological aspects of death and dying within the American cultural milieu. Emphasis is on self-awareness regarding attitudes about death and on therapeutic interventions. Prerequisite: Sophomore standing or above. (Same as SOCW 4315)

**4316 The Family**

An anthropological survey of various forms and functions of the cross-cultural family. Prerequisite: SOCI 1311.

**4317 Criminology**

This course is a reasoned approach to the study of crime utilizing theoretical perspectives based upon relevance, criminological research, and developments in contemporary criminology. Real-world applications of criminology will examine the causes of crime, its control, and related social policy issues. Prerequisite: SOCI 1311. (Same as CRIJ 4317)

**4318 Social Theory**

A study of the development of social thought with an emphasis on late nineteenth and twentieth century sociologists, their contributions, and developments in American Sociology. Prerequisite: SOCI 1311. Spring only.

**4319 Drugs, Society, and Criminal Justice**

This course focuses on issues of drug use, misuse, and abuse. Special emphasis is given to the sociological aspects of drug-taking behavior, the relationship between drugs and crime, and the criminal justice system. Descriptions, classifications, and analyses are used to explore the extent of the drug problem. Prerequisite: SOCI 1311. (Same as CRIJ 4319)

## CRIMINAL JUSTICE (CRIJ)

**2191-2491 Seminar**

Selected topics in Criminal Justice. The topic will be announced prior to registration. May be repeated for credit whenever content varies.

**2316 Social Problems**

A study of the social problems of modern American life with emphasis upon their extent, effects, and suggested remedies. (Same as SOCI 2316)

**3317 American Ethnic Relations**

A study of the social development of contemporary minority groups with emphasis on the psychological and sociological processes involved in prejudice. (Same as SOCI 3317)

**3318 Juvenile Delinquency**

A description, analysis and examination of theories associated with the extent, causation, prevention, treatment, and policy implications of juvenile delinquency. Prerequisite: SOCI 1311. (Same as SOCI 3318)

**4090 Senior Examination**

Students majoring in Criminal Justice must complete the program's achievement examination prior to graduation. Examination fee.

**4190-4490 Independent Study**

This course is designed to meet individual needs and interests in Criminal Justice. It may be repeated for credit when the subject studied is changed. Requires permission of the instructor.

**4191-4491 Seminar**

Selected topics in Criminal Justice. The topic will be announced prior to registration. May be repeated for credit whenever content varies.

**4317 Criminology**

This course is a reasoned approach to the study of crime utilizing theoretical perspectives based upon relevance, criminological research, and developments in contemporary criminology. Real-world applications of criminology will examine the causes of crime, its control, and related social policy issues. Prerequisite: SOCI 1311. (Same as SOCI 4317)

**4319 Drugs, Society, and Criminal Justice**

This course focuses on issues of drug use, misuse, and abuse. Special emphasis is given to the sociological aspects of drug-taking behavior, the relationship between drugs and crime, and the criminal justice system. Descriptions, classifications, and analyses are used to explore the extent of the drug problem. Prerequisite: SOCI 1311. (Same as SOCI 4319).

**4320 Ethics in Criminal Justice**

Ethical issues specific to the criminal justice system are examined. Legal, professional and personal ethical issues and ethical dilemmas are discussed with implications for law enforcement, the courts, corrections, and community supervision. Prerequisite: Senior standing. Spring only.

**4321 Critical Issues in Criminal Justice**

This course explores specialized issues in criminal justice relating to law enforcement, the courts, corrections, and community supervision. Issues of cultural diversity, community policing, and policy implications involving local and global criminal justice systems are examined. Prerequisite: Senior standing. Fall only.

# **COLLEGE OF VISUAL & PERFORMING ARTS**

## **Purpose**

The College of Visual and Performing Arts is an integral part of the University of Mary Hardin-Baylor and operates in accordance with the overall mission of the University. The College's purpose is to promote excellence through artistic practice and scholarship within the framework of a "faith-informed" environment. We are dedicated to producing artists, designers, performers, and scholars of unique creative thought and insightful Christian faith. We are committed to helping our students develop an understanding of and appreciation for the important role of the visual and performing arts in society.

**Ted Barnes**  
**Dean**

### Core Curriculum offered by the College of Visual and Performing Arts

UMHB has a broadly based core curriculum that is central to the University's mission. Three credit hours of fine arts courses are required for all students seeking a degree. The CVPA offers a wide range of courses to fulfill this requirement, which range from a general fine arts appreciation course (see below) to more specific fine arts courses such as art appreciation, music appreciation, design, drawing, musical ensembles, and more.

### UMHB Fine Arts Experience Requirement (FAE)

The general education core at UMHB is designed to help students develop to their full potential as educated persons. UMHB strives to offer its students a setting in which they can mature culturally, as well as intellectually. In an effort to provide a well-rounded education, the University requires a Fine Arts Experience (FAE) in addition to three hours of fine arts course credit required in the core curriculum. The purpose of this Fine Arts Experience requirement is to establish and foster a life-long pattern of fine arts involvement.

All full-time undergraduate, degree-seeking students must attend no more than eight (see requirements listed below) FAE events, one each semester they are enrolled. Students are advised to enroll for UMHB 1005: Fine Arts Experience the beginning of their first semester as a full-time student. By doing this requirement conflicts will be avoided.

### What is a Fine Arts Experience Event?

Each semester a calendar of approved Fine Arts Experience events is prepared. Approved FAE events will cover a wide variety of programs and will be chosen from areas such as plays, art exhibitions and musical performances, or from lectures/presentations of general appeal related to the fine arts. These events will be scheduled and approved by an FAE Committee appointed from the CVPA by the Provost.

### How Can the Requirement Be Fulfilled?

Satisfactory Fine Arts Experience (FAE) attendance requirements are as follows:

- A. **Incoming Freshmen** (or transfer students with less than thirty semester hours accepted by UMHB) must acquire eight semesters of FAE credit.
- B. **Transfer Students**
  1. Sophomores (students with thirty to fifty-nine semester hours accepted by UMHB) must acquire six semesters of FAE credit.
  2. Juniors (students with sixty to eighty-nine semester hours accepted by UMHB) must acquire four semesters of FAE credit.
  3. Seniors (students with ninety or more semester hours accepted by UMHB) must acquire two semesters of FAE credit.
- C. FAE attendance is mandatory, if attendance records indicate that a student did not attend the required number of FAE events, or did not make-up the absence, they will receive non-credit for FAE on the grade report for that semester. Students are responsible for making sure they have fulfilled all requirements for attendance and can check the records of attendance with the Director of the Fine Arts Experience in the College of Visual and Performing Arts. **If a student feels that an error has been made, he/she has until the first two weeks of the following semester to question the accuracy of the records.**

To receive credit the student must be scanned out of the event.

### CVPA Course Listing

#### FINA 2330: Exploring the Fine Arts

The fine arts as they relate to the human experience. This course provides the essential foundational knowledge of the visual arts and performing arts. The areas to be studied include the visual arts, music, and drama.

*NOTE: This course is required for those students receiving a degree in lower elementary education (EC-6) or interdisciplinary studies education.*

## ART

### Hershall Seals, Chairperson

The purpose of the Art Department is to equip students with a wide range of skills and concepts of artistic expression by developing and maintaining a faculty with diverse artistic experience who are committed to freedom of creativity guided by Christian principles.

The Art curriculum is designed to give students a foundation of art knowledge which will prepare them for careers, vocations, and graduate programs in Art. Concepts and processes in the curriculum stress perceiving, expressing, appreciating, and evaluating experiences in the visual arts. Methods of original and independent thinking are encouraged to stimulate intellectual, professional, and cultural growth. Programs planned according to students' needs offer maximum flexibility in the context of a liberal arts education. The Art Department amplifies the liberal arts philosophy by featuring balanced learning experiences for students in non-Art disciplines as well.

The Art Department reserves the privilege of retaining selected student works for exhibition.

Students must furnish materials for all courses.

A Sophomore Review is required of all Art Majors when the student has completed 18 hours of Art courses.

### Major in Art, B.A. degree

This major is 36 semester hours consisting of (lower-level course work - 18 hours) 1310, 1320, 1351, 1352, 2340 and 3 hours of lower level electives; (upper-level course work - 18 hours) choice of 3355 or 4350, 15 hours of upper-level electives; and ARTS 4081 Senior Exhibition. Note: Studio courses are to be taken in sequence.

### Major in Art, B.F.A. degree with an emphasis in Studio Art

This major is 72 semester hours consisting of (lower-level course work - 30 hours) 1310, 1320, 1325, 1351, 1352, 2311, 2320, 2340, 2360, and 3 hours of lower-level electives; (upper-level course work - 30 hours) 3310, 3320, 3345, 3360, 4350, 4380 and 12 hours of upper-level electives; 12 hours of support courses; and 4081 Senior Exhibition.

### Major in Art, B.F.A. with EC-12 Teacher Certification

Students desiring to certify to teach Art in a public school, grades 1 through 12.

A 60-semester-hour **major in Art EC-12, B.F.A. degree** consists of (lower-level course work - 30 hours) 1310, 1320, 1325, 1351, 1352, 2311, 2320, 2322,

2340, and 2360; (upper-level course work - 30 hours) 3310, 3320, \*3331, \*3332, 3345, 3360, 4350, 4380, and 6 hours of upper-level electives; and 4081 Senior Exhibition. **\*Note: ARTS 3331 and 3332 may not be repeated.** In addition, students will need to fulfill general requirements for the B.F.A degree and the certification requirements of the College of Education.

### Major in Art, B.F.A. degree with an emphasis in Visual Communications

This major is 72 semester hours consisting of (lower-level course work - 33 hours) 1310, 1320, 1325, 1351, 1352, 2311, 2320, 2322, 2340, 2375, and 2377; (upper-level course work - 30 hours) 3310, 3320, 3322, 3355, 3370, 4370, 4380, 4395, and 6 hours of upper-level electives; 9 hours of support courses including BCIS 2310, 2318 and 3318; and ARTS 4081 Senior Exhibition.

### Minor in Art

A minor in Art is 18 semester hours (of which at least 6 semester hours must be upper-level) to include three hours of drawing, three hours of design, and three hours of either art history or art appreciation.

Multimedia & Technology Majors from Business Computer Information Systems must have an Art Minor consisting of: ARTS 1310, 1320, an Art History course (either 3355 or 4350), 2375, 2377, and 3370.

## COURSE DESCRIPTIONS

### ART (ARTS)

*All Art courses may be repeated once for credit. (with the exception of ARTS 1310, 1350, 1351, 1352, 3331, 3332, 3355 and 4350)*

#### 1310 Drawing

Investigates a variety of techniques, media, and subjects. Explores perceptual and descriptive possibilities. May not be repeated for credit. Fee.

#### 1320 Design

Emphasis upon two-dimensional design, including the elements of line, color, form, texture, and space as they relate to balance, unity, rhythm, and contrast. Fee.

#### 1325 Color Theory

Emphasis on color systems and vocabulary for analyzing color phenomena, properties and relationships. The use of color by various artists and theorists are examined. The ability to utilize color in a variety of media and disciplines is emphasized. Recommended before ARTS 2320 Painting I. Prerequisite: ARTS 1320. Fee.

#### 1350 Art Appreciation

An introduction to the visual arts through an exploration of their purposes and processes providing each student with an understanding of the diverse ways in which different cultures construct and represent their reality. Examining historical and contemporary art, the student will acquire a vocabulary to describe formal properties of art, techniques of art making, and social, psychological, spiritual and physical uses of art. May not be repeated for credit.

#### 1351 Art History I (WI)

A chronological survey of the visual arts exploring major developments in world civilizations. Course includes basic understanding of western philosophical thought and its relationship to the history and principles of the arts and their place in civilization. Studies include the beliefs and practices of the world's major religions as reflected in the paintings, sculptures, architecture from prehistory through the Middle Ages. May not be repeated for credit.

#### 1352 Art History II (WI)

A chronological survey of the visual arts exploring major developments in world civilizations. Course includes basic understanding of western philosophical thought and its relationship to the history and principles of the arts and their place in civilization. Studies include the beliefs and practices of the world's major religions as reflected in the paintings, sculptures, architecture from the Renaissance through Modern periods. May not be repeated for credit.

#### 2311 Figure Drawing I

Stresses the expressive and conceptual aspects of drawing the human figure in a spatial environment. Prerequisite: ARTS 1310 or permission of the instructor. Fee.

#### 2320 Painting I

Explores the potentials of painting media, emphasizing color and composition. Prerequisites: ARTS 1310 and ARTS 1320 or permission of the instructor. Fee.

#### 2322 Photography I

Introduction to basic black and white photographic process and techniques as an art medium. Fee.

#### 2340 3D Design

Emphasis upon three-dimensional design including form, texture, and space as they relate to balance, unity, and contrast. Fee.

#### 2360 Ceramics I

An introduction to the basic ceramic process. Fee.

#### 2370 Calligraphy and Design

Introduction to single stroke and outline types of handlettering in four basic alphabets. Fee.

#### 2375 Digital Art I

An introductory study in the aesthetic, creative, and technical aspects of graphic design, typography, and layout, with an exploration of manipulating images using Adobe Illustrator (Vector Graphics). Prerequisites: ARTS 1310 and ARTS 1320 or permission of the instructor. Fee.

#### 2377 Digital Art II

Further studies in creating graphic images using Adobe PhotoShop (Raster Graphics). Prerequisites: ARTS 1310 and ARTS 1320 or permission of the instructor. Fee.

#### 3310 Printmaking I

An introduction to basic printmaking processes including relief and silkscreen printing. Students are introduced to a number of short projects designed to give a broad experience with the media. Additional topics include print presentation, care of tools and materials, and a historical survey of printmaking. Fee.

#### 3311 Figure Drawing II

Continuation of ARTS 2311 exploring various expressive aspects of the human figure. Fee.

#### 3315 Book Arts

Study and creation of handmade books with emphasis on sound conservation techniques and good craftsmanship. Students learn both traditional and contemporary book structures, letterpress and binding techniques while creating books with unique and original content. Prerequisites: ARTS 1310, 1320, and 1325. Fee.

#### 3320 Painting II

Studies in various problems and media according to individual need. Prerequisite: ARTS 2320. Fee.



**3322 Photography II**

A continuation of Photography I to include photo based alternative processes, mixed media and digital image making. Prerequisite: ARTS 3322 or permission of the instructor. Fee.

**3325 Mixed Media Collage**

Exploration of experimental and inventive approaches of various materials and techniques related to collage. Students will investigate the dynamics of design, composition, and aesthetic concerns related to the boundary between painting and drawing while combining materials in unique ways. Prerequisites: ARTS 1310, 1320, and 1325. Fee

**3331 Elementary Art**

Art for the elementary classroom teacher. May not be repeated for credit. Fee.

**3332 Secondary Art**

Art for the junior and senior high school teacher. Emphasis on the design, organization, and presentation of curricula materials. May not be repeated for credit. Fee.

**3340 Sculpture**

Exploration of traditional and contemporary sculptural mediums. Prerequisite: ARTS 2340. Fee.

**3345 Art Metals I**

(Jewelry/Metalworking) Introduction to the language of small-scale three-dimensional form and space through hands-on creative studio experience exploring design, construction and casting techniques. Prerequisite: ARTS 1310 and ARTS 1320 or permission of the instructor. Fee.

**3355 Graphic Design History**

A chronological survey of the development of graphic design and visual communication. May not be repeated for credit.

**3360 Ceramics II**

Further studies in ceramics. Prerequisite: ARTS 2360. Fee.

**3370 Graphic Design I**

Emphasis in this course is on problem-solving, conceptual development, layout and implementation of text and image integration. It focuses on design projects and problems that encourage students to push beyond basic skills and experiment with creative solutions. Class assignments include, posters, book jackets, CD covers, and packaging. Prerequisites: ARTS 2375, 2377, or permission of the instructor. Fee.

**3380 Glass Blowing**

Development of individual directions and exploration of various techniques in warm and hot glass process. Basic techniques of offhand glass blowing and lampworking. Prerequisite: permission of the instructor. Fee.

**4081 Senior Exhibition**

Capstone course required of all B.A. and B.F.A. Art majors. Preparation of a portfolio, artist's statement, and exhibition of selected works. Students develop a critical approach to viewing, exhibiting and thinking about art as well as familiarizing them with the basics of the business of art. Students complete self-directed projects in either two- or three-dimensional disciplines, meet regularly for collective review and criticism, and focus on problems related to the development and continuity of portfolios. The successful completion of this requirement is a prerequisite for graduation for Art majors.

**4190-4490 Directed Readings and Independent Learning**

Individual study of a selected topic in Art under the direction of a member of the department. Variable credit hours determined by the Department Chairperson based on the student's needs. Prerequisite: Permission of Department Chairperson. Fee.

**4191-4491 Seminar**

A study of selected topics in Art. The topic will be announced prior to registration. Prerequisite: Permission of the instructor.

**4310 Printmaking II**

Further studies in printmaking expanding on intaglio and lithographic printing processes. Students use traditional methods of platemaking, such as etching, drypoint, and aquatint; also hand-drawn imagery and photo-litho transfer on to metal and stone lithography surfaces are explored. Prerequisite: ARTS 3310 or permission of the instructor. Fee.

**4311 Advanced Drawing Problems**

Explores aspects of drawing that are of special interest. Prerequisites: Two previous drawing courses or permission of the instructor. Fee.

**4320 Painting III**

Studies in various media according to individual need. Prerequisite: ARTS 3320. Fee.

**4325 Watercolor**

Exploration of transparent watercolor techniques. Students with competent drawing skills will use water media to explore art concepts stressing individual thematic projects. Prerequisites: ARTS 1310, 1320, 2320. Fee.

**4345 Art Metals II**

Continued development of skills and techniques used in the fabrication of jewelry and metal as an art form. Students complete projects that refine existing competencies and introduce new techniques for constructing jewelry and objects. Students broaden their technical vocabulary and explore projects of greater complexity. Prerequisite: ARTS 3345 or permission of instructor. Fee.

**4350 American Art**

A history of American architecture, painting, and sculpture from the colonial period to the present. May not be repeated for credit.

**4370 Graphic Design II**

Advanced graphic design problem solving with an emphasis on advertising design and client restrictions. Class assignments include visual identity, print and broadcast production, and ad campaigns. Prerequisite: ARTS 3370 or permission of the instructor. Fee.

**4380 Senior Studio**

Capstone course required of all B.F.A. Art majors. Prepares students for lives as working visual artists and graduate programs. Participants review and reflect on the integration into their professional lives critical and creative thinking skills and strategies. Students demonstrate competencies in the process and stages of working toward a cohesive body of work; writing an artist's statement; and preparation for advanced study. Taken the semester before ARTS 4081 Senior Exhibition. Fee.

**4395 Internship in Graphic Design**

Supervised professional experience in an ad agency, design studio, or business as a means of preparing the student for a career goal in graphic design or further studies. Prerequisite: ARTS 3370 or permission of the instructor. Fee.

# MUSIC

Musically Excellent

Academically Engaging

Distinctively Christian

## Dr. Mark Aaron Humphrey, Chairperson

### Purpose

UMHB Department of Music educates and prepares student-musicians for lives of Christian service and contribution to the art as music educators, performers, church musicians, composers, and scholars; provides and nurtures a core of musical life for society at large; and educates the overall university (faculty, staff, and students) regarding music's intrinsic value as a part of the human experience and the enrichment of the human spirit.

All musicians, whether performers, composers, scholars, or teachers, share common professional needs. Every musician must, to some extent, be a performer, a listener, a historian, a composer, a theorist, and a teacher. For this reason, certain subject matter and learning processes are common to all baccalaureate degrees in Music. UMHB's undergraduate music curriculum provides the following:

1. A conceptual understanding of such musical properties as sound, rhythm, melody, harmony, texture, and form and opportunities for developing a comprehensive grasp of their interrelationships as they form the cognitive-affective basis for listening, composing, and performing.
2. Repeated opportunities for enacting, in a variety of ways, the roles of listener (analysis), performer (interpretation), composer (creation), and scholar (research).
3. A repertory for study that embraces all cultures and historical periods.

The UMHB Department of Music is a member of the National Association of Schools of Music and Texas Association of Music Schools.

### Degree Offerings and Requirements

Bachelor of Music (B.M.) in Church Music	(124 minimum hours)
Bachelor of Music (B.M.) in Music Education*	(136-137 minimum hours)
Bachelor of Music (B.M.) in Performance	(134 minimum hours)
Bachelor of Arts (B.A.)	(124 minimum hours)
Music Minor	(22 minimum hours)

\*conforms to certification requirements of the Texas Education Agency

- No Music course in which a grade lower than "C" was obtained will count toward fulfillment of a major or minor in Music.
- Performance majors will not receive applied music credit for grades of "C" or below in their principal medium.
- All Music majors and minors should acquire a copy of the Department of Music Handbook which contains specific degree and other special requirements.

### Admission to the Program

Students seeking entrance into the music program as a major or minor will be evaluated on the basis of present criteria which may exceed general admission requirements listed in the University Catalog. *Note: Admission to UMHB does not constitute automatic acceptance into the Department of Music as a major or minor.*

All students desiring *acceptance and admission into the Department of Music* to pursue the Bachelor of Music degree, the Bachelor of Arts degree, or the 25 semester hours minor in music must meet the following requirements:

- Successful Admission into the University;
- Revealed success in high school music courses (or the equivalent) via transcripts, programs, etc.;
- Demonstrated basic knowledge of the rudiments of music by taking a fundamentals of music placement test, or by earning a "C" or better grade in MUSI 1320 *Introduction to Theory and Aural Skills*;
- Completion of a formal audition (including sight-reading) revealing the possession of sufficient skills in one's musical performance medium; and
- Letters of recommendation from at least two active music professionals.

Upon successful completion and verification of each requirement, the music faculty will vote to accept the candidate. *Provisional acceptance* may be given for one (1) semester if the applicant has not completed the five requirements above. **All requirements must be successfully completed by the end of one semester in order to earn full acceptance into the music major or minor degree plan.**

After acceptance and admission into the music degree program, music majors will designate a major track of study: Music Education, Church Music, Performance (Voice or Piano), or Bachelor of Arts.

**Note to Performance majors:** *Due to the high degree of music performance expectation of this track, students pursuing the Performance major will be granted probationary status until successful completion of two semesters of study (freshman level). At that time candidates must be formally approved by faculty in their particular applied music medium to continue as performance majors.*

The requirements for entrance into UMHB and the Department of Music set forth in this catalog are in accordance with the published regulations and standards of the National Association of Schools of Music.

### Tests

**Placement:** All entering Music students (freshman and transfer) must take a placement test.

- First-semester-freshman music students must take the Theory Placement Exam before registering for classes to determine readiness for MUSI 1331.
- Transfer Music students with 45 or more transfer credits must take the Departmental Barrier Exam (MUSI 2000-see below) and demonstrate proficiency in their applied principal and secondary performance mediums before their upper-level music coursework may begin.

**Applied Juries:** All Music majors and minors taking applied music must take a jury at the end of each semester. Solo recitals may take the place of the jury.

**Proficiency:** Bachelor of Music majors must pass a Piano Proficiency Test. All music majors **and** minors must also pass a proficiency examination in their applied principal. Performance majors must pass an "advanced-level" proficiency test (MUSI 200X), as well, in order to proceed as upper-level Performance majors. Teacher certification candidates must pass all proficiency exams before student teaching. Requirements for these tests are published by the Department of Music.

**Credit by Examination:** Students may receive credit by examination for certain courses.

**TEExES Review (MUSI 4006):** Music Education majors must take the TEExES Review course prior to student teaching and must show mastery of the final exam in order to proceed with student teaching.

## Transfer Credit

**Credit Requirements for Transfer Students** (For general institutional information regarding transfer of courses, see the Registration Policy and Procedures section of this catalog.) Transfer music majors or minors must meet all **Admission to the Program** requirements (see above). Placement in UMHB music courses is determined by:

- A live or taped audition before the music faculty; and
- Successful completion of the **Departmental Barrier (MUSI 2000)** for students transferring at least 45 semester hours from other schools. (*Note: If deficiencies are revealed, the student will be required to take (or re-take) courses at their demonstrated academic or performance level including the Piano Proficiency (MUSI 2005) and Applied Principal Proficiency (MUSI 200X).*)
- Credit for music courses from other institutions may be accepted with a minimum grade of “C”
- In no instance may lower level (1000-2000) courses equate to or substitute for UMHB *upper level (3000-4000) courses.*

## Music Scholarships

The Department of Music awards scholarships annually to entering and current students after audition. Endowed and designated awards for Music students are listed in the Departmental Scholarship section of this catalogue.

Scholarships for music majors are contingent upon the following:

- Maintain a 2.5 cumulative GPA and a 3.0 GPA in Music courses.
- Approval of the Director of Financial Aid.
- A declaration of intent to major in music or to participate in an ensemble (for non-majors).
- Enrollment in a minimum of 12 semester hours per semester.
- Register for, and fully participate in, the ensemble to which they are assigned every semester they receive the scholarship. (Music Education majors are exempt from enrollment the semester of student teaching.) After the student has completed all ensemble degree requirements, he/she must continue to enroll and **fully participate** in the assigned ensemble, but has the option to do so as an “ensemble audit.”

## Ensembles

Music majors and minors are required to participate for credit in music ensembles. (See degree plans for specific requirements.) This assignment will be determined by the following faculty members in accordance with the needs and opportunities set forth by the ensemble directors:

- 1) Director of Choral Studies, Director of Instrumental Activities, or Director of the Opera Program
- 2) Principal applied instructor
- 3) Advisor

## Recitals and Concerts (MUSI 1023/1031 – Performance Lab)

Numerous campus music programs are scheduled each semester. For the Music major or minor, attendance of and/or participation in musical performances is of paramount importance. Each student must attend a minimum of fifteen events per semester. Music majors must meet this requirement for eight semesters. Music minors must attend two semesters. (Music Education majors are exempt during their semester of student teaching and thus are required only seven semesters.)

Students must register for MUSI 1023/1031 Performance Lab to receive credit for attendance. See the Department of Music Handbook for further information.

## Level I and Level II Recitals

A thirty-minute Level I Solo Recital (MUSI 3000) is required of all BA in Music, Music Education, Church Music and Performance majors. Performance Majors must also present a forty-five minute Level II Recital (MUSI 4000). Music Education majors must present a Level I Recital before the semester of Student Teaching.

## Applied Music (Individual Instruction)

Applied music instruction is intended for Music majors and minors. Any other student wishing to enroll for applied music must have the written permission of the Chair of the Department of Music. Reading skills are expected of any student enrolled in applied music. Individual applied music instruction is available in the following areas: Piano, Voice, Woodwinds, Brass, and Percussion. One 30-minute lesson per week is taught for each semester-hour credit. Thus, two hours of semester credit equals one hour of private instruction per week and three hours of semester credit equates to one and one-half hours of lessons each week. Students may receive one to three semester hours of credit in an applied medium per long semester. Three hours of applied music taken in a single medium during a semester is typical for Music Performance majors. Other music majors or minors desiring to take 3 hours in a single applied medium must have permission from his/her advisor and applied music instructor before enrolling. (While credit may be earned in more than one medium, the maximum applied music credit total allowed per long semester is four hours. This is due to the amount of practice required by each medium.) Because of the accelerated nature of summer school, however, only one semester hour of credit can be earned per performing medium during a single session. (The maximum applied music credit total allowed per summer session is two hours.) Detailed technique and repertoire requirements for the various grade and credit levels are published by the Department of Music.

- Group applied music instruction is offered for beginning students. (See course offerings) Beginning pianists must complete Class Piano I and II or have permission of the instructor before enrolling in applied piano.
- All Music majors and minors must select an Applied Principal (best performing medium) and an Applied Secondary. Piano must be the Applied Secondary unless it is chosen as Principal.
- Bachelor of Music majors must pass the Piano Proficiency Exam (MUSI 2000). (Not required for Bachelor of Arts or music minor.) All music majors and minors must also pass a proficiency examination in their principal applied area (a second applied area if piano is their principal instrument.) Teacher certification candidates must pass the proficiency exam in piano and a second applied area before their semester of student teaching. Requirements for these tests are published by the Department of Music.
- Applied music tuition and fees are found in the Financial Information section of this catalog.

## Bachelor of Music Degree Plans

### Church Music Major .....124 hrs

#### Academic Core - 46 hrs

#### Music Foundation - 52 hrs

1120	Intro to Music Tech
1131	Aural Skills I
1132	Aural Skills II
1219	Vocal Diction I
1331	Theory I
1332	Theory II
2131	Aural Skills III
2132	Aural Skills IV
2265	Intro to Conducting
2331	Theory III
2333	Commrc'l Music Thry & Improv
2352	Music History I
3353	Music History II
3365	Adv. Choral Conducting

#### PLUS:

10XX	Performance Lab (8 semesters)
2000	Departmental Barrier
200X	Applied Music Proficiency
200X	Secondary Music Proficiency
3000	Level I Recital
	Applied Music Principal (14 hrs)
	Music Ensembles (8 hrs)

#### Major - 26 hrs

2268	Intro to Music Education
3361	Elementary Music Education
3363	Choral Literature
2280	Intro to Church Music
3381	Congregational Song
4380	Church Music Administration
4282	Contemporary Music Styles & Trends
1180	Church Music Internship
3180	Church Music Internship
1150	Worship Lab
3150	Worship Lab

#### Vocalists take the following two courses:

1220	Diction II
2264	Perspectives of Instrumental Music

#### Instrumentalists take the following:

2 semesters	of a vocal ensemble
2267	Perspectives of Vocal Music

#### Keyboardists take the following two courses:

2267	Perspectives of Vocal Music
3289	Service Playing

#### Professional Development - 12 hrs

CSMN 1320	Intro to Christian Ministry
CSMN 3341	Biblical Foundations
CSMN 3342	History of Christian Worship
CSMN 4341	Designing & Facilitating Worship

### Music Education Major.....136\*\*/137\* hrs

The Music Education Degree is a five year program. Course sequence can be found online or in the Department of Music Handbook.

#### Academic Core - 46 hrs

#### Music Foundation - 52 hrs

1120	Intro to Music Tech
1131	Aural Skills I
1132	Aural Skills II
1331	Theory I
1332	Theory II
2131	Aural Skills III
2132	Aural Skills IV
2265	Intro to Conducting
2331	Theory III
2332	Theory IV
2352	Music History I
3353	Music History II
3365*	Choral Conducting or
3367**	Instrumental Conducting

#### One of the following:

3355	<i>20th Century Music Hist &amp; Lit</i>
3356	<i>American Music Hist &amp; Lit</i>
3357	<i>Opera History and Literature</i>
3358	<i>World Music</i>

#### PLUS :

Applied Music Principal:	14 credit hrs*
Applied Music Principal:	12 credit hrs**
Applied Music Secondary:	2 hours**
Ensembles:	7 semesters
Performance Lab:	7 semesters
Departmental Barrier	
Piano Proficiency	
Applied Music Proficiency	
Level I Recital	

#### Major (Choral Track\*) - 20 hrs

1219	Vocal Diction I
1220	Vocal Diction II
2264	Perspectives of Instrumental Music
2268	Introduction to Music Education
3363	Choral Literature
3361	Elementary Music Education
3362	Secondary Music Education
3377	Vocal Pedagogy
4006	TEXES Review

#### Major (Instrumental Track\*\*) - 19 hrs

1160	Class Brass I
1161	Class Brass II
1162	Class Strings
1166	Class Percussion
1168	Class Woodwinds I
1169	Class Woodwinds II
2267	Perspectives of Vocal Music
2268	Introduction to Music Education
3361	Elementary Music Education
3362	Secondary Music Education
3364	Band and Orchestra Literature
4006	TEXES Review

#### Professional Development - 22 hrs

EDUC 3315	Students and Learning
EDUC 3324	Classroom Management
READ 3326	Disciplinary Literacy
EDUC 4435	Student Teaching Grades EC-6 Music
EDUC 4436	Student Teaching Grades 4-8 Music
EDUC 4437	Student Teaching Grades 8-12 Music
EDUC 4150	Certification Preparation Seminar

**Bachelor of Music in Performance..... 134 hrs****Academic Core - 54 hrs****Music Foundation - 25 hrs**

1120	Intro to Music Tech
1131	Aural Skills I
1132	Aural Skills II
1331	Theory I
1332	Theory II
2131	Aural Skills III
2132	Aural Skills IV
2265	Intro to Conducting
2331	Theory III
2332	Theory IV
2352	Music History I
3353	Music History II

**Major (Voice)- 14 hrs**

1219	Vocal Diction I
1220	Vocal Diction II
3377	Vocal Pedagogy I
3140	Adv. Diction: French
3240	Adv. Diction: Italian & German
4255	Vocal Literature I
4256	Vocal Literature II

**Major (Piano)- 14 hrs**

3375	Piano Pedagogy I
3376	Piano Pedagogy II
3289	Service Playing
4253	Piano Literature I
4254	Piano Literature II

2 additional hours of music electives

**One of the following:**

3355	<i>20th Century Music Hist &amp; Lit</i>
3356	<i>American Music Hist &amp; Lit</i>
3357	<i>Opera History and Literature</i>
3358	<i>World Music</i>

**PLUS:**

Applied Music Principal: 22 credit hours

Ensembles: 16 credit hours

Performance Lab: 8 semesters

Departmental Barrier, Piano Proficiency, Applied Music Proficiency

Level I Recital, Level II Recital

**Bachelor of Arts in Music ..... 124 hrs****Academic Core - 63 hrs****Music Major - 38 hrs**

1131	Aural Skills I
1132	Aural Skills II
1331	Theory I
1332	Theory II
2131	Aural Skills III
2265	Intro to Conducting
2331	Theory III
2352	Music History I
3353	Music History II

Freshman Seminar - 1 hour

Chapel - 4 credits

Fine Arts Experience- 8 credits

**Minor - 18-24 hours****Electives to complete 124 hours**

Applied Music Principal - 10 hours

Applied Music Secondary - 2 hours

Ensembles - 6 hours

Performance Lab - 6 semesters

2000 Departmental Barrier

200X Applied Music Proficiency

3000 Level I Recital

**Music Electives - 9 hours****Music Minor ..... 22 hrs****Music Foundation - 16 hours**

MUSI 1120	Intro to Music Technology
MUSI 1320	Intro to Theory & Aural Skills
MUSI 1131	Aural Skills I
MUSI 1331	Theory I

Applied Principal: 4 credit hours

Ensembles: 4 credit hours

Performance Lab: 2 semesters

Electives (choose 2) - 6 hours

MUSI 3356 American Music History &amp; Literature

MUSI 3358 World Music

CSMN 3342 History of Christian Worship

# COURSE DESCRIPTIONS

## MUSIC (MUSI)

**Note: Fine Arts elective credit will be given for the following courses ONLY: 1184, 1193, 1194, 1197, 1198, 1315, 1317, 1340, 3316**

**No Applied Music will count toward the fulfillment of elective Fine Arts credit.**

### **10XX Performance Lab**

Recital attendance credit for Music majors/minors/teacher certification candidates. May be repeated for credit. Lab fee.

### **1089 (3089) Blackshirt Cru Spirit Band**

Instrumental ensemble performing at athletic events, parades, etc. Prerequisite: Audition or interview with instructor.

### **1120 Introduction to Music Technology**

A 'hands-on' orientation to three major areas of music technology: computer assisted music notation; MIDI programming; and, digital recording techniques. Lab Fee. Prerequisite: MUSI 1320 or its equivalent.

### **1131 Aural Skills I**

Study of music theory through development of analytical, critical listening skills, vocal technical exercises, and sight-singing using solfege system. Should be taken concurrently with MUSI 1331. Prerequisite: Satisfactory score on Theory Placement Exam or MUSI 1320.

### **1132 Aural Skills II**

Continuation of MUSI 1131. Should be taken concurrently with MUSI 1332. Prerequisite: MUSI 1131.

### **1150 (3150) Worship Lab**

A laboratory experience in a range of topics related to worship leadership. A weekly class meeting and active participation in worship ministry serve as primary components of this course. Prerequisite: Permission of Instructor

### **1160 Class Brass I**

Pedagogical and practical study in understanding and teaching brass instruments to students. Instruction in performing and teaching trumpet and French horn.

### **1161 Class Brass II**

Pedagogical and practical study in understanding and teaching brass instruments to students. Instruction in performing and teaching trombone, baritone, and tuba.

### **1162 Class Strings**

Pedagogical and practical study in understanding and teaching string instruments to students. Instruction in performing and teaching violin, viola, cello and double bass.

### **1166 Class Percussion**

Pedagogical and practical study in understanding and teaching percussion instruments to students. Instruction in performing and teaching timpani, snare drum and various auxiliary percussion instruments.

### **1168 Class Woodwinds I**

Pedagogical and practical study in understanding and teaching woodwind instruments to students. Instruction in performing and teaching clarinet and saxophone.

### **1169 Class Woodwinds II**

Pedagogical and practical study in understanding and teaching woodwind instruments to students. Instruction in performing and teaching flute, oboe, and bassoon.

### **1180 (3180) Church Music Internship**

Mixed Voice choral ensemble performing standard sacred and secular repertoire. Prerequisite: Audition or interview with instructor. May be repeated for credit.

### **1184 (3184) University Singers**

literatureMixed voice choral ensemble performing standard sacred and secular repertoire. Prerequisite: Audition or interview with instructor. May be repeated for credit.

### **1191 (3191) Chamber Singers**

A select ensemble performing specialized choral literature. May be repeated for credit. Prerequisite: Audition. Corequisite: MUSI 1194 (3194).

### **1192 (3192) One Voice**

A select ensemble performing specialized choral literature. May be repeated for credit. Prerequisite: Audition. Corequisite: MUSI 1194 (3194).

### **1193 (3193) Wind Ensemble**

Public performances each semester. May be repeated for credit. Prerequisite: Audition or interview with instructor.

### **1194 (3194) Concert Choir**

The study and performance of mixed-voice choral literature from various historical periods. Audition required. May be repeated for credit.

### **1195 (3195) Piano Ensemble**

Study and practice of two-piano literature for four hands and eight hands. Open to students who have achieved intermediate grade level in piano. May be repeated for credit.

### **1196 (3196) University Handbells**

A laboratory experience in ringing handbells. Study includes various techniques of ringing, acquaintance with literature for handbells, and instruction on how to care for the bells. May be repeated for credit. Prerequisite: Ability to read music and audition or permission of instructor.

### **1197 (3197) Opera/Musical Theatre**

Stage training and development with opportunities for solo or chorus roles in Fall and/or Spring operetta, opera, galas, or other musical productions. May be repeated for credit. Vocal Performance majors must register for this ensemble for eight semesters. Prerequisite: Audition.

### **1198 (3198) Instrumental Jazz Ensemble**

Modern jazz ensemble that performs music of big band jazz, rock and latin styles. Contemporary and traditional literature will be studied. May be repeated for credit. Prerequisite: Audition.

### **1199 (3199) Studio Accompanying**

Assignments in applied studio situations. Supervision by piano faculty. May be repeated for credit. Prerequisite: Audition.

### **1215 Class Piano I (Piano Laboratory) (Music majors/minors only)**

A beginning group piano instruction experience. Two semesters of class piano may prepare students for the Applied Music Proficiency Examination in piano. Lab fee.

### **1216 Class Piano II (Piano Laboratory) (Music majors/minors only)**

An intermediate group piano instruction experience. A continuation of MUSI 1215. Prerequisite: MUSI 1215 or permission of instructor. Lab fee.

### **1219 Vocal Diction I**

Fundamentals of pronunciation of the English, Italian, Latin and German languages. Phonetic study of texts of songs and/or choral works in these languages.

### **1220 Vocal Diction II**

Fundamentals of pronunciation of the German and French languages. Phonetic study of texts of songs and/or arias in these languages. Prerequisite: MUSI 1219.

**1315 Beginning Class Piano****(For non-majors only)**

Beginning group piano instruction for non-music majors. No prerequisite nor prior music background is required. Lab Fee.

**1316 Intermediate Class Piano****(For non-majors only)**

Intermediate group piano instruction for non-music majors. Prerequisite: MUSI 1315 or permission of class piano instructor. Lab Fee.

**1317 (3317) Class Voice****(For non-majors only)**

Fundamentals of voice for beginning singers. Group sessions. Music reading ability is not a prerequisite. Lab fee.

**1320 Introduction to Theory and Aural Skills**

Study of basic notational practices and fundamental theory concepts including scales, chord construction, key signatures, intervals, and rhythmic notation. Ear-training skills and singing accuracy developed through sight-singing, interval and chord recognition, and other aural drills. A prerequisite course to MUSI 1131 and 1331. May be passed by a satisfactory score on the Theory Placement Exam. May not be applied toward a Music major, minor, or specialization degree program.

**1331 Theory, Counterpoint, and Form I**

Basic theoretical concepts of harmony in analysis and formal structure, especially relating to music of the common practice period. The course covers harmonic and rhythmic notational practices and emphasizes four-voice part writing as a tool for learning harmonic structure, progression, voice leading, and counterpoint. Should be taken concurrently with MUSI 1131. Prerequisite: Satisfactory score on Theory Placement Exam or MUSI 1320.

**1332 Theory, Counterpoint, and Form II**

Continuation of MUSI 1331. Includes all diatonic triads, seventh chords, inversions, non-chord tones, species counterpoint, and binary forms. Should be taken concurrently with MUSI 1132. Prerequisite: MUSI 1131 and 1331.

**1340 Music Appreciation****(For non-majors only)**

A course designed to develop a deeper appreciation of music through the discovery of the design of melodic, rhythmic, harmonic, and contrapuntal aspects of music. A study of the musical forms represented in the various periods of the history of Western Civilization.

**2000 Departmental Barrier Exam**

Exam covering music theory, music history, and listening skills. Students are required to show mastery at the 71% or higher level. The music student will not be allowed to enroll in junior-level music courses until this exam is passed. If a passing score is not made on the second attempt, the student must pursue a different major than that of Music.

**200X Applied Music Proficiency Exam**

Fee.

<b>2001</b>	<b>Brass</b>
<b>2005</b>	<b>Piano</b>
<b>2006</b>	<b>Percussion</b>
<b>2007</b>	<b>Voice</b>
<b>2008</b>	<b>Woodwinds</b>

**2131 Aural Skills III**

Continuation of MUSI 1132. Should be taken concurrently with MUSI 2331. Prerequisite: MUSI 1132 and 1332.

**2132 Aural Skills IV**

Continuation of MUSI 2131. Should be taken concurrently with MUSI 2332. Prerequisite: MUSI 2131 and 2331.

**2264 Perspectives of Instrumental Music**

A study of teaching, playing, and pedagogical aspects of band and orchestral instruments. Some emphasis will be given to technical maintenance. Instrument groups included in the study will be woodwinds, strings, brass, and percussion.

**2265 Introduction to Conducting**

Beginning skill development with the baton; conducting beat and metrical patterns; gestures of articulation and expression. Prerequisite: MUSI 1320 or its equivalent.

**2267 Perspectives of Vocal Music**

A study of the pedagogical aspects of vocal music education. The course will also include an overview of the physiological process of vocal production, vocal diction, choral ensemble techniques, and vocal ensemble literature.

**2268 Introduction to Music Education**

A required course for all music education majors, vocal and instrumental emphasis, which provides an overview of the total public school music program. Observation and clinical experiences in public school classrooms and performing groups will be required.

**2280 Introduction to Church Music**

An orientation in the overall area of church music and the ministry through music. A survey of the multi-faceted use of religious music in various settings.

**2311 Composition I**

This course in an introduction to the art and discipline of musical composition. Emphasis is given to the creative processes through original works written for the smaller musical genres. The student is expected to compose several works through the course of the semester with attention being given to melodic and harmonic structures, formal organization, and appropriate instrumentation. Prerequisite: MUSI 1331.

**2312 Composition II**

A continuation of the art and discipline of musical composition. Emphasis is given to the creative processes through original works written for the small musical genres. The student is expected to compose several works through the course of the semester with attention being given to melodic and harmonic structures, formal organization, and appropriate instrumentation. Prerequisite: MUSI 2311.

**2331 Theory, Counterpoint, and Form III**

Continuation of MUSI 1332. Includes secondary dominant and leading tone chords, modulation to closely related keys, borrowed chords, Neapolitan chords, Augmented 6th chords, modal scales, florid counterpoint, and ternary forms. Should be taken concurrently with MUSI 2131. Prerequisite: MUSI 1132 and 1332.

**2332 Theory, Counterpoint, and Form IV**

Continuation of MUSI 2331. Includes study of 20th century harmonic vocabulary and techniques. Topics include chromatic modulation, exotic and synthetic scales, contrapuntal variants, multi-movement forms, 12-tone and set theory, aleatoric practices, and various media techniques. Should be taken concurrently with MUSI 2132. Prerequisite: MUSI 2131 and 2331.

**2333 Commercial Music Theory and Improvisation**

Practical experience in reading and creating chord charts, lead sheets, chord substitutions, reharmonizations, modulations, segues, introductions, and other popular or jazz-oriented improvisational techniques. Should be taken concurrently with MUSI 2132. Prerequisites: MUSI 2131 and 2331.

**2352 Music History I - Antiquity to 1750**

A survey of the history, music literature, and compositional techniques and styles from Gregorian chant up through the death of Bach.

**3000 Level I Recital**

Fee.

**3109 Applied Commercial Music- Voice**

Provides private voice instruction in the area of commercial music. The student will develop a healthy approach to commercial singing and become proficient in repertoire to be presented in a juried performance.

**3110 Piano Technology**

Piano Technology includes the study of tuning pianos both by ear and with the use of electronic tuner. Students will learn the parts and mechanism by which the piano functions, minor repair of the piano, and will purchase basic tools and acquire hands-on experience tuning pianos. Prerequisite: MUSI 1332. Majors/minors only.

**3140 Advanced Diction: French**

An intensive study of the principles and practice of French diction as defined by current performance standards, including International Phonetic Alphabet (IPA) transcriptions and poetic readings. Prerequisite: MUSI 1220 or permission of the instructor. .

**3201 Composition III**

A continuation of the art and discipline of musical composition. Emphasis is given to the medium and larger musical genres. It must be taken for two consecutive semesters. Prerequisite: MUSI 2312. May be repeated for credit.

**3209 Applied Commercial Music- Voice**

Provides private voice instruction in the area of commercial music. The student will develop a healthy approach to commercial singing and become proficient in repertoire to be presented in a juried performance.

**3240 Advanced Diction: Italian & German**

An intensive study of the principles and practice of German and Italian diction as defined by current performance standards, including International Phonetic Alphabet (IPA) transcriptions and poetic readings. Prerequisite: MUSI 1220 or permission of the instructor. .

**3289 Service Playing**

A study of playing in worship and other services (i.e. weddings, etc.) and of the use of the organ and/or piano in worship services. Discussion of service literature, hymn playing, and selecting new instruments for the church. Prerequisite: MUSI 2005 or equivalent. Permission of instructor.

**3316 Intermediate Class Piano**

(For non-majors only)

Intermediate group piano instruction for non-music majors. Prerequisite: MUSI 1315 or permission of class piano instructor. Lab Fee.

**3345 Music of the Cinema**

A course designed to introduce the student to the foundational elements of music and identify those elements in the musical soundtracks associated with motion pictures. It will also survey the history and development of the motion picture soundtrack from the "live" theater accompaniment for silent films to current trends in movie music.

**3352 Music History I**

A survey of the history, music literature, and compositional techniques and styles from Gregorian chant up through the 17th century. Prerequisite: Music BA and music minors only.

**3353 Music History II - 1750 to the Present**

A survey of the history, music literature, and compositional techniques and styles from the late Baroque to the Present.

**3355 20th-Century Music History and Literature**

An in-depth study of the history, literature, compositional techniques and styles of art music in the 20<sup>th</sup> Century.

**3356 American Music History and Literature**

An in-depth study of the history, literature, compositional techniques and styles of art music, folk, popular, and jazz idioms of the United States.

**3357 Opera History and Literature**

An in-depth study of the history, literature, compositional techniques and styles of opera.

**3358 World Music (WI)**

A survey of the literature, compositional techniques, musical traditions and cultural contexts of the music not common to traditional western musical study.

**3359 Introduction to Research and Bibliography**

Introduction to bibliography, research methods, and scholarly writing, providing the opportunity for specialized work in the student's chosen topic in music history and literature.

**3361 Elementary Music**

Participation in and designing of developmentally appropriate music experiences for the lower- and upper-elementary grade student. Activities will include proper sequencing of singing, dramatization, listening, rhythmic responses, instrumental experiences, and creative expression. Prerequisite: MUSI 2268.

**3362 Secondary Music Education**

A required course for the student majoring in music education that will provide the student with the knowledge, skills, and materials which will enable the structuring of musical learning experiences resulting in effective and successful teaching in the middle and high school music classroom. Observation and clinical experience in public school classrooms will be required. Prerequisite: MUSI 2268.

**3363 Choral Literature**

A comprehensive survey covering the vast choral output of major composers & style periods; literature suitable for school, church, and civic choruses.

**3364 Band and Orchestra Literature**

A comprehensive survey of Band and Orchestral literature of representative composers and style periods, suitable for use with school performing organizations.

**3365 Advanced Conducting: Choral**

A practicum covering the theory and application of choral conducting, emphasizing performance & rehearsal techniques, programming strategies, score reading & analysis. Prerequisite: MUSI 2265.

**3367 Advanced Conducting: Instrumental**

A practicum covering the theory and application of instrumental conducting, emphasizing performance & rehearsal techniques, programming strategies, score reading & analysis. Prerequisite: MUSI 2265.

**3375 Piano Pedagogy I**

An overview of current instructional methods and materials for beginning and elementary piano students. Establishment and operation of a piano studio, including business procedures, student recruitment, and professional ethics will be studied. Class and private piano instruction will be discussed. Observations will be required.

**3376 Piano Pedagogy II**

A study of instructional materials and literature for intermediate and advanced piano students. Interpretation, technique, and musicianship will be discussed. Observations and supervised teaching of beginning piano students will be required. Regular conference with faculty. Prerequisite: MUSI 3375.

**3377 Vocal Pedagogy I**

A study of the human vocal mechanism and a survey of teaching methods for individual and group voice instruction. Observations required.

**3381 Congregational Song**

This course includes a study of the history of congregational song, combined with substantial hands-on experience writing hymns, praise choruses, and pop songs. Frequent guest lectures by experienced songwriters will be featured. Prerequisite: MUSI 2280 or permission of instructor.



**4000 Level II Recital**

Fee.

**4006 TExES Review**

Required of all baccalaureate and post-baccalaureate students seeking All-level teacher certification in Music. Students must show mastery at the 80% level or higher to receive completion credit. Must be taken before student teaching. Fee.

**4050 Senior Thesis**

Credit will be given upon completion of an acceptable thesis. Prerequisite: MUSI 3359 (Introduction to Research and Bibliography).

**4190-4490 Independent Study**

A seminar course for a specialized project under faculty supervision. By permission only.

**4191-4491 Seminar**

A study of selected topics in Music. The topic will be announced prior to registration. Prerequisite: Permission of instructor.

**4201 Composition IV**

A continuation of the art and discipline of musical composition. Emphasis is given to larger musical genres. It must be taken for two consecutive semesters. Prerequisite: MUSI 3201. May be repeated for credit.

**4223 Orchestration**

A survey of the characteristics of standard orchestral instruments and of arranging for various combinations of instruments. Prerequisite: MUSI 2332.

**4251 Organ Literature I**

A comprehensive historical survey of organ music. Program building and examination of published scores are included.

**4253 Piano Literature I**

A comprehensive historical survey of piano music. Program building and examination of published scores are included.

**4254 Piano Literature II**

A continuation of MUSI 4253.

**4255 Vocal Literature I**

A comprehensive historical survey of vocal music. Program building and examination of published scores are included.

**4256 Vocal Literature II**

A continuation of MUSI 4255.

**4282 Contemporary Church Music Trends and Styles**

A study of the concepts, materials and resources currently used in Christian worship; examining the use of standard and emerging popular music trends, styles, ensembles, and nomenclature. Prerequisite: MUSI 2280.

**4320 Choral and Instrumental Arranging**

A continuation and extension of Orchestration (MUSI 4223). The student is expected to arrange several pieces through the course of the semester with emphasis given to both Choral and Instrumental genres, forms and resources. Prerequisite: MUSI 4223.

**4380 Church Music Administration**

An overview of the entire compass of a local church music ministry. Special emphasis on the graded choir program for children, youth, and adults. Prerequisite: MUSI 2280.

# THEATRE

The Department of Theatre, housed in the College of Visual and Performing Arts, endorses the university's mission to "prepare students for leadership, service, and faith-informed discernment in a global society."

The mission of the Department of Theatre is to provide exemplary studies in theatrical performance and production for the UMHB student population in support of a broad liberal arts education. The Theatre curriculum is designed to encourage in our students an appreciation of theatre as an art form basic to the expression of all cultures throughout the ages.

## COURSE DESCRIPTIONS

### THEATRE (THEA)

#### **1130-1430 Dramatic Activity**

Participation in the production of plays, in acting, or on various crews (scene-building, painting, properties, lighting, make-up, or publicity). Students may register for one to four hours of credit. May be repeated for credit.

#### **2350 Introduction to the Theatre**

A survey of theatre architecture, writing, acting, and stagecraft from 5th century B.C. Greece to the present. Special concentration is centered on "peak" periods in theatrical history and dramaturgy.

#### **2360 History of Costume**

A survey of costuming used in Western Theatre from earliest times to the present. Practical experience in costume design.

#### **3100-3400 Dramatic Production**

Work on all aspects of major productions by the UMHB play producing organization. Membership in the producing group is required and acceptance of any and all assignments in connection with a produced play is mandatory. Students may register for one to four hours of credit. May be repeated for credit.

#### **3310 Acting**

Study of the fundamentals of interpreting character and the technique of stage movement. Practical experience in 10-minute scenes performed in a laboratory situation.

#### **3350 Play Production for Secondary Teachers**

Study and discussion of problems in directing plays, including play selection, casting, organization, and conducting rehearsals. Analysis of dramatic structure, reading one-act plays, and preparation of a director's manuscript.

#### **4190-4490 Independent Studies**

#### **4191-4491 Seminar**

#### **4300 Directing**

Study of the basic techniques of working with actors as well as the analysis of plays for production and the "geometry" of stage blocking. Practical experience in direction of a project negotiated with the instructor.

#### **4350 Playwriting**

Study of plotting, analysis, and dialogue in the preparation of a dramatic work. Practical experience in creative writing of one-act and/or full length plays. Prerequisite: THEA 2350.

#### **4395 Internship in Theatre**

Students are mentored by professionals in performance organizations for at least nine hours per week. The intern is to observe, first-hand, day-to-day functions and operations of the organization and given meaningful projects to perform. These duties are to be negotiated among the mentor, UMHB faculty, and intern. The intern's work is to be evaluated by the mentor and UMHB faculty at the end of the internship. The intern will keep a daily log with simple one- or two-line entries that identify daily tasks, accomplishments, hours worked, and any problems encountered.

# FACULTY

**Dr. Janet Adamski**

*Professor of Political Science*  
B.A., University of Texas  
M.A., University of Virginia  
Ph.D., University of Virginia

**Dr. Joy Ahlgren-Beckendorf**

*Assistant Professor of Chemistry*  
B.A., Abilene Christian University  
M.S., Ph.D., Texas A&M University

**Dr. Joshua Albrecht**

*Assistant Professor of Music*  
B.M., University of Wisconsin-Whitewater  
M.M., University of Texas at Austins  
Ph.D., Ohio State University

**Ms. Paige Alfonzo**

*Instructor, Library*  
B.A., Texas State University  
M.S., University of North Texas

**Dr. Carolyn Allemand**

*Professor of Education*  
B.A., Miami University  
M.A., University of Hawaii  
B.S., M.Ed., University of Mary Hardin-Baylor  
Ph.D., University of Texas at Austin

**Dr. Christina Ballard**

*Associate Professor of Counseling and Psychology*  
B.S.N., M.A., University of Mary Hardin-Baylor  
Ph.D., St. Mary's University

**Dr. Stephen Barnes**

*Assistant Professor of English*  
B.S., Oklahoma State University  
M.A., Ph.D., University of Dallas

**Mr. Ted Barnes**

*Dean, College of Visual and Performing Arts*  
*Professor of Art*  
B.A., Ouachita Baptist University  
M.A., Western Kentucky University  
M.F.A., University of Arkansas

**Ms. Teresa Beamon**

*Instructor of Nursing*  
B.S., M.S.N., University of Mary Hardin-Baylor

**Dr. Laura Bedwell**

*Assistant Professor of English*  
B.A., University of Mary Hardin-Baylor  
M.A., Baylor University  
Ph.D., Baylor University

**Dr. Joan Berry**

*Assistant Professor of Education*  
B.A., University of North Texas  
M.A., Reading Specialist Certification, University of Texas at Austin  
Ed.D., Texas A&M University

**Dr. Christie Bledsoe**

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B.A., Louisiana Tech University  
M.S., University of Texas at Arlington  
Ed.D., University of Mary Hardin-Baylor

**Dr. David Bonner**

*Assistant Professor, Information Systems*  
B.S., Hendrix College  
M.S., University of Arkansas  
Ph.D., University of North Texas

**Dr. Nancy Bonner**

Director, Masters of Information Systems Programs  
*Assistant Professor of Business Computer Information Systems*  
B.A., University of Phoenix  
M.A., Ph.D., University of Texas at Arlington

**Ms. Tracy Booth**

*Associate Professor of Nursing*  
B.S., Texas A&M University  
B.S.N., University of Mary Hardin-Baylor  
M.S., Baylor University  
M.S.N., Texas A&M University-Corpus Christi

**Dr. Brian Brabham**

*Assistant Professor of Exercise & Sport Science*  
B.S., M.E., Ph.D., Baylor University

**Dr. Randall Brown**

*Associate Professor of Business Information Systems*  
B.S., University of Arkansas  
M.A., Webster University  
Ph.D., University of Texas, Arlington

**Ms. Teresa Buck**

*Acquisitions Librarian*  
*Professor*  
B.S., University of Mary Hardin-Baylor  
M.S., University of Texas

**Ms. Becky Bunn**

*Assistant Professor of Nursing*  
B.S.N., University of Mary Hardin-Baylor  
M.S.N., Texas A&M at Corpus Christi

**Dr. Marilyn Byrd**

*Assistant Professor of Management and Marketing*  
B.B.A., M.B.A., Sam Houston State University  
Ph.D., Texas A&M University

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# Index

## A

Academic Appeal 44  
Academic Excellence 17  
Academic Standards 42  
    Academic Probation 45  
    Academic Suspension 45  
    Class Standing 44  
    Grade Point Average 44  
    Grades 45  
    Grading System 44  
    Honor Roll 45  
        Dean's 45  
        Provost's 45  
    Incomplete Grade 45  
Accounting 65  
Accreditation 4  
Admission 24  
    Enrollment Deposit 24  
    Former Students 25  
    International Students 25  
    Requirements 24  
    Transfer Students 25  
Admission Fee 38  
Advising 47  
Aerospace Studies 220  
Art 290  
    Courses 291  
Athletic Training 131  
Attendance 49  
Awards 22

## B

Bachelor of Arts 58  
Bachelor of Business Administration 59, 63  
Bachelor of Christian Ministry 59, 108  
Bachelor of Fine Arts 59, 291  
Bachelor of Interdisciplinary Studies 60  
Bachelor of Music 60, 299  
Bachelor of Science 61  
Bachelor of Science in Nursing 62, 212  
Bachelor of Social Work 62, 280  
Baptist Student Ministry 15  
Biology  
    Courses 226  
    Life-Earth Science Minor 226  
Business 62  
    Accounting 65  
        Courses 80  
    Business Administration 63  
        Courses 81  
    Business Law Courses 85  
    Business Systems Courses 86  
    Computer Information Systems 73  
    Computer Studies 73

Economics  
    Courses 83  
Entrepreneurship 75  
Finance  
    Courses 84  
International Business 76  
Management 74  
    Courses 85  
Marketing 71, 75  
    Courses 85  
Multimedia & Information Technology 72  
Professional Business Courses 80  
Quantitative Business Analysis Courses 86

## C

Calendar 5  
Campus 10  
Campus Activities 15, 20  
Career Services 19  
Chapel 20  
Chapel Attendance 18  
Chemistry 241  
    Courses 243  
    Physical Science Minor 242  
Christian Ministry 108  
Christian Missions 109  
Christian Studies 106  
    Archeology Courses 112  
    Bachelor of Christian Ministry 108  
    Biblical Studies Courses 113  
    Certificate in Christian Ministry 116  
    Christian Ministries Courses 117  
    Christian Studies Courses 113  
    Church History Courses 114  
    Greek Courses 112  
    Hebrew Courses 112  
    Ministry Courses 114  
    Philosophy Courses 112  
    Theology Courses 115  
Classroom Expectations and Ethics  
    Academic Decorum 51  
    Academic Honesty 49  
    Attendance 49  
College of Business 62  
College of Christian Studies 106  
College of Education 128  
College of Humanities 176  
College of Nursing 209  
College of Sciences 219  
College of Visual and Performing Arts 289  
Commencement 55  
Communication 177  
    Courses 178  
Computer Science 252  
    Courses 256

Core Courses 55, 58  
Counseling 17  
Course Fees 37  
Course Numbers 42  
Credit by Examination 18  
Criminal Justice  
Courses 283

## **D**

Degree Requirements 56  
Bachelor of Arts 58  
Bachelor of Business Administration 59, 64  
Bachelor of Christian Ministry 59, 108  
Bachelor of Fine Arts 59, 291  
Bachelor of Interdisciplinary Studies 60  
Bachelor of Music 60, 299  
Bachelor of Science 61  
Bachelor of Science in Nursing 62, 212  
Bachelor of Social Work 62, 280  
Degrees 55  
Dentistry 235  
Drop/Add 47

## **E**

Education  
4 - 8 Certification 154  
8-12 Certification 159  
Admission 147  
Approved Programs 149  
EC - 6 Certification 150  
English Second Language Courses 163  
Interdisciplinary Studies 152  
Post-Baccalureate Certification 160  
Professional Education Courses 161  
Reading Courses 163  
Special Education 160  
Engineering 252  
Courses 257  
English  
Courses 187  
Writing Courses 188  
Enrollment Deposit 24, 38  
ESOL 163  
Exercise and Sport Science 129  
Activity Courses 137  
Theory Courses 134

## **F**

Fees 38  
FERPA 6  
Financial Aid 27  
Application Procedures 27  
Awarding Policy 27  
Federal Programs 29  
Institutional Programs 29  
Leaving School 27  
Refund/Repayment Policy 27  
State Programs 29

Financial Information  
Admission Fee 38  
Course Fees 37  
Drop/Add Fee 42  
Enrollment Deposit 38  
Estimated Expenses 39  
Fees 38  
Payment of Accounts 42  
Refund Policy 42  
Tuition 38  
University Housing 38  
Fine Arts Experience 18  
French 205  
Freshman Seminar 19

## **G**

Geology 241  
Courses 245  
German 205  
Grades 45  
Grading System 44  
Graduate Programs 61  
Greek 112

## **H**

Health Care Sciences 235  
Health Professions 235  
Hebrew 112  
History 192  
Courses 193  
Honor Roll 45  
Dean's 45  
Provost's 45  
Honors Program 51, 53  
Admissions Requirements 51, 53  
Honors Courses 52  
Recognition 51  
Housing 38  
Humanities 176

## **I**

International Students 25  
Admission 25

## **J**

Japanese 205  
Job Placement 19

## **L**

Library 17  
Life-Earth Science 226  
Location 10  
London Studies Program 51

## **M**

Majors 55  
Management 74

- Map of Campus 326
- Marketing 71, 75
- Mathematics 268
  - Courses 268
- Medical Record Administration 235
- Medical Technology 235
- Medicine 235
- Military Benefits 52
- Minors 53
- Modern Foreign Languages 204
  - French 205
  - German 205
  - Japanese 205
  - Sign Language 204
  - Spanish 204
- Music
  - Admission 297
  - Courses 301

## N

- Nursing 210
  - Admission 210
  - Courses 214

## O

- Occupational Therapy 235
- Optometry 235
- Orientation 17

## P

- Pastoral Ministry 109
- Payment of Accounts 40
- Pharmacy 235
- Physical Science 242
- Physical Therapy 235
- Physician's Assistant 235
- Physics 267
  - Courses 269
- Political Science 192
  - Courses 194
- Pre-Physical Therapy 130
- Probation 45
- Psychology 274

## R

- Reading 163
- Readmission 25
- Recreation Leadership
  - Courses 136
- Registration Policy and Procedures 47
  - Academic Advisement 47
  - Audit Registration 47
  - Dropping or Adding Courses 47
  - Repeating a Course 47
  - Transfer of Courses 47
  - Withdrawal 47
- Religion 106

- Residence Life 15
- Resources and Services 17
  - Career Services 19
  - Counseling 17
  - Library 17
  - Success in Academics 17, 21
  - Testing 17
  - Tutors 17
- ROTC 222, 223

## S

- Scholarships
  - Academic 34
  - Departmental Scholarships 31
  - First-Time Freshman 37
  - General 37
  - Honor 35
  - Transfer 35
- Scholastic Probation 45
- Sciences 219
- Servicemembers Opportunity College 54
- Sign Language 204
- Social Work 280
  - Courses 281
- Sociology 280
  - Courses 282
- Spanish 204
- Special Education 160
- Special Needs 15
- Sport Management 133
- Student Life 13
- Student Organizations 16
- Study Abroad 51
- Suspension 45

## T

- Teacher Certification 62
- Testing 17
- Theatre 310
- Transcript 41, 45
- Transfer of Courses 47
- Trustees 325
- Tuition 38
  - Payment of Accounts 42
  - Refund Policy 42
- Tutors 17

## V

- Veterans 52
- Veterinary 235

## W

- Withdrawal 47

## Y

- Yellow Ribbon Program 52
- Youth Ministry 109