

# CATALOG



HOUSTON BAPTIST UNIVERSITY  
2014 - 2015

# Houston Baptist University Catalog

## 2014-2015

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# Memberships

Accreditation Council for Business Schools and Programs  
Association of Graduate Liberal Studies Programs  
Association of Southern Baptist Colleges and Schools  
Association of Texas Colleges and Universities  
Association of Texas Graduate Schools  
Board of Nursing for the State of Texas  
Conference of Southern Graduate Schools  
Council of Applied Master's Programs in Psychology  
Council for Christian Colleges and Universities  
Independent Colleges and Universities of Texas  
National Association of Independent Colleges and Universities  
National Collegiate Athletic Association  
National Collegiate Honors Council  
National League for Nursing  
Accreditation Commission for Education in Nursing  
Southern Association of Colleges and Schools  
Southwest Commission on Religious Studies  
Texas Intercollegiate Press  
Texas Organization of Baccalaureate and Graduate Nursing Education  
Texas State Board for Educator Certification  
The College Board

This Catalog is neither a contract nor an offer to make a contract. While every effort has been made to ensure the accuracy of the information contained herein, HBU reserves the right to make changes at any time with respect to course offerings, degree requirements, services provided or any other subject addressed in this publication. Information is provided solely for the convenience of our applicants, students, students' families, faculty, and staff.

# Letter from the Provost

Jesus was confronted by a rich young man with hard questions. Jesus pointed out that his questions could only be answered if he “sold all he had,” gave it to the poor, and followed Jesus. In our culture, intelligence and education represent wealth.

College should be a time when you take those riches and place them in God’s hands. We will then be able to walk with God and find answers to our questions and develop even better questions as we continue our lives. Sadly, some of higher education has forgotten this high calling. The choice of a School like HBU is a move away from being a mere cog in the educational machine and a decision to prepare for a life of service.

The university trained should give back to those without our opportunities, but too often we think only of our personal peace and affluence. By contrast HBU follows the great tradition of Western universities in placing service to God and country at the center of a well-ordered life. You have a chance to be trained by servant-leaders to become global change agents, not for our glory, but for the good of humankind.

Bring your questions this year to your classes. Discard easy inherited answers. Set yourself the task of following the argument, the Divine Logos of God, wherever He leads. We will all be transformed if you do.

This is my second year as provost and I am excited to sell all my old ideas, my old wealth, and take up a new task following Jesus. I am excited by what can be at this place in this time.

Under the leadership of President Robert Sloan and the Trustees, supported by an outstanding assembly of faculty and staff, the University continues to renew its commitment to excellence in all facets of Christian higher education. To learn more about the University’s vision of Christian and academic excellence, I encourage you to read *The Ten Pillars*, HBU’s 12-year vision for growth and development. You may find it on the HBU website at [hbu.edu/tenpillars](http://hbu.edu/tenpillars).

This Catalog for Houston Baptist University reflects our commitment to our heritage. It contains policies and procedures for the various divisions and departments of the University. The answers to many of your questions are found within its pages. Always be sure to consult with your faculty advisor as you use this catalog in progress toward graduation and a life of service beyond.

[John Mark N. Reynolds](#)

Provost



# Academic Calendar

The Academic Calendar includes only events that are of an academic nature, such as registration dates, add-drop dates, final examination schedule, etc.

## **January Fastterm, January 6 - 17, 2014**

January 6	Classes Begin
Prior to January 6	100% Refund for January Term Classes dropped before January 6
January 6	6:00 pm: Last Date to Add/Last Date to Drop without a "W" for January Term; Census Date
January 6-7	50% Refund for January Term Classes dropped during this date period
January 15	6:00 pm: Last Date to Drop with a "W"
January 8-17	0% Refund for January Term Classes dropped during this date period
January 17	Final Exams and End of January Term
January 21	4:00 pm: All Grades Due
January 22	All Grades Posted for the January <b>Fastterm</b>

## **Spring, 2014 January 21 - May 17, 2014**

January 17, 2014	Registration
Prior to Jan 21	100% Refund for Classes Dropped prior to January 21
January 21	Classes Begin
January 21-27	90% Refund for Classes Dropped during this date period
January 24	6:00 pm: Last Date to Add
Jan 28-Feb 2	75% Refund for Classes Dropped during this date period
February 3-5	50% Refund for Classes Dropped during this date period
February 5	Census Date/Last day to drop without a "W"
February 6-May 9	0% Refund for Classes Dropped during this date period
March 10-14	Spring Break
April 4	Last date to drop with a "W"
April 10-11	12:00 AM-6:00 PM: Pre-Priority Registration (Summer/Fall 2014) (Athletes/Hrs Col); Registration for the May 2014 <b>Fastterm</b> Continues
April 14	8:00 am: Priority Registration for May <b>Fastterm</b> /Summer/Fall 2014 Begins Registration for the May 2014 <b>Fastterm</b> Continues
April 14-20	Holy Week
April 18-20	Easter Holiday
May 9	Last day of class
May 10	Final Exams for Saturday Classes
May 12	Reading Day/ Faculty Professional Development Program
May 13-16	Final Exams
May 13	6:00 pm: Priority Registration for Summer closes for end-of-term processing; Priority Registration for the May <b>Fastterm</b> 2014 and Fall 2014 Terms Continues

May 13	4:00 pm: Candidate Grades Due to Registrar's Office
May 17	Spring Commencement
May 19	4:00 pm: All grades due
May 23	8:00 am: Registration Resumes for Summer 2014 Grades Posted for the Spring 2014 Semester

### **May Fastterm, 2014 (Part of Spring 2014 Term)**

May 19-30	Two-Week May Term (Monday-Friday)
Prior to May 19	100% Refund for May <b>Fastterm</b> Classes dropped prior to May 19
May 19	6:00 pm: Last Date to Add/Last Date to Drop without a "W"
May 19-20	50% Refund for May <b>Fastterm</b> Classes dropped during this date period
May 21-30	0% Refund for May <b>Fastterm</b> Classes dropped during this date period
May 26	Memorial Day Holiday
May 29	6:00 pm: Last Date to Drop with a "W"
May 30	Final Exams and End of May <b>Fastterm</b>
June 2	4:00 pm: All Grades Due
June 3	Grades Posted for the May <b>Fastterm</b>

### **Summer, 2014 - JUNE Fastterm 2014 (Part of the Summer 2014 Term)**

June 2 - 13	Two-Week June <b>Fastterm</b> Session (Monday-Friday)
Prior to June 2	100% Refund for June <b>Fastterm</b> Classes dropped before June 2
June 2	6:00 pm: Last Date to Add/Last Date to Drop without a "W" for June <b>Fastterm</b>
June 2 - 3	50% Refund for June <b>Fastterm</b> Classes dropped during this date period
June 4 - 13	0% Refund for June <b>Fastterm</b> Classes dropped during this date period
June 11	6:00 pm: Last Date to Drop with a "W" for June <b>Fastterm</b>
June 13	Final Exams and End of June <b>Fastterm</b>
June 17	Grades Posted for the June <b>Fastterm</b>
August 5	4:00 pm: Summer 2014 Candidate Grades Due in the Registrar's Office
August 9	Summer Commencement
August 11	4:00 pm: All Grades due in Registrar's Office

### **Summer, 2014 - ALL SUMMER SESSION**

Prior to June 2	100% Refund for All-Summer Classes dropped prior to June 2
June 2	Classes Begin: All Summer Session
June 2 - August 7	All-Summer Session
June 2 - 8	90% Refund for All-Summer Session Classes dropped during this date period
June 4	6:00 pm: Registration ends for All-Summer Session
June 9 - 15	75% Refund for All-Summer Session Classes dropped during this date period

June 16 - 18	50% Refund for All-Summer Session Classes dropped during this date period
June 17	Last date to drop without a "W" for the All-Summer Session
June 19 - August 7	0% Refund for All-Summer Session Classes dropped during this date period
July 10	Census Date for all Summer Sessions
July 22	Last date to drop with a "W" for the All-Summer Session
August 5	4:00 pm: Summer 2013 Candidate Grades Due in the Registrar's Office
August 7	Final Examinations and End of All-Summer Session
August 7	2:00 pm: School of Nursing/Allied Health Pinning Ceremony
August 9	Summer Commencement
August 11	4:00 pm: All Grades due in Registrar's Office
August 15	Grades Posted for the All-Summer Session

### **Summer, 2014 - FIRST 5-WEEK SESSION (Monday-Thursday)**

Prior to June 2	100% Refund for First 5-Week Session dropped prior to June 2
June 2 - July 3	First 5-Week Session (Monday-Thursday)
June 2	Classes Begin: First 5-Week Session
June 2 - June 4	90% Refund for First 5-Week Session classes dropped during this date period
June 4	6:00 pm: Registration ends for First 5-Week Session
June 5	Last date to drop without a "W" for First 5-Week Session
June 5	75% Refund for First 5-Week classes dropped on this date
June 6	50% Refund for First 5-Week Classes dropped on this date
June 7 - July 3	0% Refund for First 5-Week Classes dropped during this date period
June 25	Last date to drop with a "W" for First 5-Week Session
July 3	Final Examinations and End of First 5-Week Session
July 4	4th of July Holiday
July 11	Grades Posted for the First 5-Week Summer Session
August 5	4:00 pm: Summer 2013 Candidate Grades Due in the Registrar's Office
August 9	Summer Commencement
August 11	4:00 pm: All Grades due in Registrar's Office

### **Summer, 2014 - FIRST 4-WEEK SESSION (Monday-Friday)**

Prior to June 9	100% Refund for First 4-Week classes dropped prior to June 9
June 9 - July3	First 4-Week Session
June 9-11	90% Refund for First 4-Week classes dropped during this date period

June 10	75% Refund for First 4-Week classes dropped on this date
June 10	6:00 pm: Registration ends for First 4-Week Session
June 11	50% Refund for First 4-Week classes dropped on this date
June 12	Last date to drop without a "W" for the First 4-Week Session
June 12 - July 3	0% Refund for First 4-Week classes dropped during this date period
June 25	Last date to drop with a "W" for the First 4-Week Session
July 3	Final Examinations and End of First 4-Week Sessions
July 4	4th of July Holiday
July 11	Grades Posted for the First 4-Week Summer Session
August 5	4:00 pm: Summer 2013 Candidate Grades Due in the Registrar's Office
August 9	Summer Commencement
August 11	4:00 pm: All Grades due in Registrar's Office

### **Summer, 2014 - SECOND 5-WEEK SESSION (Monday-Thursday)**

Prior to July 7	100% Refund for Second 5-Week Classes dropped prior to July 7
July 7- August 7	Second 5-Week Session (Monday-Thursday)
July 7	Classes Begin: Second 5-Week Session
July 7 - 10	90% Refund for Second 5-Week Classes dropped during this date period
July 9	6:00 pm: Registration ends for Second 5-Week Session
July 10	Census Date for all Summer Sessions
July 10	Last date to drop without a "W" for the Second 5-Week Session
July 10	Census Date for all Summer Sessions
July 11	75% Refund for Second 5-Week Classes dropped on this date
July 12	50% Refund for Second 5-Week Classes dropped on this date
July 13 - August 7	0% Refund for Second 5-Week Classes dropped during this date period
July 30	Last date to drop with a "W" for the Second 5-Week Session
August 5	4:00 pm: Summer 2013 Candidate Grades Due in the Registrar's Office
August 7	Final Examinations and End of Second 5-Week Session
August 9	Summer Commencement
August 11	4:00 pm: All Grades due in Registrar's Office
August 15	Grades Posted for the Second 5-Week Summer Session

### **Summer, 2014 - SECOND 4-WEEK SESSION (Monday-Friday)**

Prior to July 7	100% Refund for Second 4-week classes dropped prior to July 7
July 7 - August 1	Second 4-Week Session (Monday-Friday)
July 7	Classes Begin: Second 4-Week Sessions

July 8 - 9	6:00 pm: Registration ends for Second 4-Week Session
July 8 - 9	90% Refund for Second 4-Week classes dropped during this date period
July 10	75% Refund for Second 4-Week classes dropped on this date
July 10	Last date to drop without a "W" for the Second 4-Week Session
July 10	Census Date for all Summer Sessions
July 11	50% Refund for Second 4-Week classes dropped on this date
July 12- August 1	0% Refund for Second 4-Week classes dropped during this date period
July 29	Last date to drop with a "W" for the Second 4-Week Session
August 1	Final Examinations and End of Second 4-Week Session
August 5	4:00 pm: Summer 2013 Candidate Grades Due in the Registrar's Office
August 9	Summer Commencement
August 11	4:00 pm: All Grades due in Registrar's Office
August 15	Grades Posted for the Second 4-Week Summer Session

### Fall, 2014

### August 25 - December 13, 2014

August 15th	New Faculty Orientation
August 21	Student Move-In
August 22	Registration
August 23	First Day of Class for Saturday Classes
Prior to August 25	100% Refund for Fall Classes dropped prior to August 25
August 25	Classes Begin
August 25-Sept 2	90% Refund for Fall Classes Dropped during this date period
August 29	Last Date to Add for Fall 2013
September 1	Labor Day
September 3 - 7	75% Refund for Fall Classes Dropped during this date period
September 8 - 10	50% Refund for Classes Dropped during this date period
September 10	Census Date/Last date to drop without a "W"
Sept 9 - Dec 13	0% Refund for Classes Dropped during these dates
October 31	Last date to drop with a "W"
November 6-7	12:00 am-6:00 pm: Pre-Priority Registration for January 2015 <b>Fastterm</b> /Spring 2015/May 2015 <b>Fastterm</b> (Athletes/Hnrs Col)
November 10	8:00 am: Priority Registration for January 2015 <b>Fastterm</b> /Spring 2015/May 2015 <b>Fastterm</b> Begins
November 27 - 28	Thanksgiving Holiday
December 5	Last Day of Class
December 6	Final Exams for Saturday Classes
December 8	Reading Day/ Faculty Professional Development Program
December 9	6:00 pm: Priority Registration for Spring 2015 closes for end-of-term processing; Registration for the January 2015 and May 2015 <b>Fastterms</b> remains open

December 9	4:00 pm: Candidate Grades Due to Registrar's Office
December 9 - 12	Final Exams
December 13	Fall Commencement
December 15	4:00 pm: All Grades Due
December 19	8:00 am: Priority Registration resumes for Spring 2015 Grades Posted for the Fall Semester

### **January Fastterm, January 5 - 16, 2015**

January 5	Classes Begin
Prior to January 5	100% Refund for January Term Classes dropped before January 5
January 5	6:00 pm: Last Date to Add/Last Date to Drop without a "W" for January Term; Census Date
January 5 - 6	50% Refund for January Term Classes dropped during this date period
January 14	6:00 pm: Last Date to Drop with a "W"
January 7 - 16	0% Refund for January Term Classes dropped during this date period
January 17	Final Exams and End of January Term
January 19	4:00 pm: All Grades Due
January 20	Grades Posted for the January <b>Fastterm</b>

### **Spring, 2015 January 20 - May 16, 2015**

January 16, 2015	Registration
January 19, 2015	Martin Luther King, Jr. Holiday
Prior to Jan 20	100% Refund for Classes Dropped prior to January 20
January 20	Classes Begin
January 20 - 26	90% Refund for Classes Dropped during this date period
January 23	6:00 pm: Last Date to Add
Jan 27 - Feb 1	75% Refund for Classes Dropped during this date period
February 2 - 4	50% Refund for Classes Dropped during this date period
February 4	Census Date/Last day to drop without a "W"
February 5 - May 16	0% Refund for Classes Dropped during this date period
March 16-20	Spring Break
March 30 - April 5	Holy Week
April 3	Last date to drop with a "W"
April 3 - 5	Easter Holiday
April 9-10	12:00 AM-6:00 PM: Pre-Priority Registration (Summer/Fall 2015) (Athletes/Hnrs Col); Registration for the May 2015 <b>Fastterm</b> Continues

April 13	8:00 am: Priority Registration for Summer/Fall 2015 Begins Registration for the May 2015 <b>Fastterm</b> Continues
May 8	Last day of class
May 9	Final Exams for Saturday Classes
May 11	Reading Day/ Faculty Professional Development Program
May 12 - 15	Final Exams
May 13	6:00 pm: Priority Registration for Summer closes for end-of-term processing; Priority Registration for the May <b>Fastterm</b> 2015 and Fall 2015 Terms Continue
May 13	4:00 pm: Candidate Grades Due to Registrar's Office
May 16	Spring Commencement
May 18	4:00 pm: All grades due
May 22	8:00 am: Registration Resumes for Summer 2015 Grades Posted for the Spring 2015 Semester

**May **Fastterm**, 2015 (Part of Spring 2015 Term)**

May 18-29	Two-Week May Term (Monday-Friday)
Prior to May 18	100% Refund for May <b>Fastterm</b> Classes dropped prior to May 18
May 18	6:00 pm: Last Date to Add/Last Date to Drop without a "W"
May 18 - 19	50% Refund for May <b>Fastterm</b> Classes dropped during this date period
May 20 - 29	0% Refund for May <b>Fastterm</b> Classes dropped during this date period
May 25	Memorial Day Holiday
May 28	6:00 pm: Last Date to Drop with a "W"
May 29	Final Exams and End of May <b>Fastterm</b>
June 1	4:00 pm: All Grades Due
June 2	Grades Posted for the May <b>Fastterm</b>

# General Information

## **Purpose of Catalog**

The purpose of this catalog is to provide a general description of the programs and activities offered at Houston Baptist University. The provisions of this catalog do not constitute a contract which may be accepted by students through registration and enrollment in the University.

Inasmuch as the educational process necessitates change, the University reserves the right to establish and revise without notice course offerings, requirements for graduation and degrees, curricula, schedules, charges for tuition and other fees, and all regulations affecting students. Changes will become effective when so designated by the administration and will apply to both prospective students and those already enrolled. The University further reserves the right to require a student to withdraw from the University for cause at any time.

This publication is intended for general information only and does not purport to contain all rules, regulations, and requirements governing HBU students.

## **Student Responsibility**

All Schools and Colleges establish certain academic requirements that must be met before a degree is granted. Advisors, department chairs, and Deans are available to help the student understand and meet these requirements. However, the student alone is responsible for fulfilling them. If, at the end of a student's course of study, the requirements for graduation have not been satisfied, the degree will not be granted. For this reason, it is important for students to acquaint themselves with all academic requirements throughout their university career and to be responsible for completing all requirements within prescribed deadlines and time limits. The ultimate results of program offerings depend on the individual student and other factors outside the control of the University. Therefore, Houston Baptist University makes no claim or representation relating to the specific outcome of its program and degree offerings with regard to employment or qualification for employment, admission to or preparation for graduate or professional degree programs, or licensing for occupations or professions.

## **Notice of Nondiscrimination and Equal Access**

Houston Baptist University complies with all applicable federal and state nondiscrimination laws, and does not engage in prohibited discrimination on the basis of race, color, nationality or ethnic origin, gender, age, or disability in either employment or the provisions of services. This nondiscrimination policy covers admission, access, and operation of University programs and activities. However, if a student requires special personal services or equipment, the student will be responsible for the associated expenses. This includes, but is not limited to, the expense of providing such things as medical technicians, personal tutors, and attendants.

The University is governed by an all Christian Board of Trustees and is affiliated with the Baptist General Convention of Texas. As a religious institution of higher education, Houston Baptist University is exempt from some provisions of certain civil rights laws, including some provisions of Title IX of the Education Amendments of 1972.

## **Directory Information**

Houston Baptist University has designated the following student information as public or “directory information”: name, local and permanent addresses, telephone numbers, email addresses, date and place of birth, classification, major field(s) of study, classification, dates of attendance, degrees, honors, and awards received, most recent educational institution attended, participation in officially recognized sports and activities, weight and height of athletes, and photographs. Pursuant to the Family Educational Rights and Privacy Act of 1974 (FERPA), the University may, at its discretion, disclose such information for any purpose. However, any enrolled student may ask the University to withhold such information by filing a written request with the Registrar during the first full week of classes for any term. By doing so, a student may ensure that his/her directory information is not released to anyone other than officials with a legitimate educational need for the information. The University assumes that failure on the part of any student to specifically request the withholding of “directory information” indicates that the student approves of such disclosure.

## **Accreditation**

Houston Baptist University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate, baccalaureate, and master’s 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 Houston Baptist University. For questions not related to accreditation, contact the University directly at Houston Baptist University, 7502 Fondren Road, Houston, TX, 77074, or call 281.649.3000.

HBU also holds membership in the Association of Texas Colleges and Universities and is approved by the Texas Education Agency (TEA) for the preparation of teachers for elementary and secondary Schools at both the undergraduate and graduate levels. Its undergraduate degree programs in nursing are accredited by the National League for Nursing Accrediting Commission (NLNAC) and the Texas Board of Nursing. The School of Business is nationally accredited by the Accreditation Council for Business Schools and Programs.

## **History: General**

Houston Baptist College was created by action of the Baptist General Convention of Texas on November 15, 1960 culminating many years of work and study. The aim of the College founders was the establishment of a Christian College of the highest order in the city of Houston that stressed quality of life as well as quality of learning.

In 1952, the Union Baptist Association authorized a committee to study the possibility of locating a Baptist College in Houston. With the assistance and encouragement of the Education Commission of the Baptist General Convention of Texas, the committee conducted a survey in 1955. Acting upon information obtained with the endorsement of the Education Commission, the Association approved the concept of establishing a new College. In 1956, the Executive Board of the Baptist General Convention of Texas approved a recommendation that Houston Baptists be given assurance that the Convention would support such a College when the College Committee of the Union Baptist Association had succeeded in acquiring both (1) a satisfactory site for a campus of at least one hundred acres, and (2) a minimum corpus of at least three million dollars. Of this sum, one and one-half million dollars would constitute a nucleus endowment fund; one and one-half million dollars would be designated for a physical plant. The Union Baptist Association accepted these conditions and endorsed the requirements set up by the state Baptist convention.

In 1957, a Houston land developer, Frank Sharp, offered to sell Union Baptist Association 390 acres in southwest Houston for the construction of a College. The Board of Governors of Rice University agreed to lend most of the money needed with the land as collateral. To complete the funding, twenty-five business men, since called “founders,” pledged to be responsible for \$10,000 each. Therefore, by 1958, a campus site of 196 acres was acquired in southwest Houston, and, in 1960, the initial financial goal of repaying the loan was reached as a result of a campaign among the churches.

In 1960, the Baptist General Convention of Texas in its annual session at Lubbock, Texas elected the first Board of Trustees. This board in session in Houston, Texas on November 15, 1960 approved and signed the College charter. The next day, this charter was ratified and recorded with the Secretary of State in Austin. The way was then cleared to select administrative officers, develop a suitable physical plant, and design an appropriate academic program. Dr. W. H. Hinton began service as the first President of the College on July 1, 1962.

The College opened in September 1963 with a freshman class of 193 students, a cluster of new buildings, and a teaching staff of thirty faculty. A new class was added each year until the College attained a four-year program in 1966-67. By then, the full-time faculty had grown to fifty-four members, serving an enrollment of approximately nine hundred undergraduate students.

## **History: Degrees and Programs**

Initially, the College offered only a Bachelor of Arts degree with academic courses in five divisions: Christianity, Fine Arts, Languages, Science and Mathematics, and Social Studies. The Board of Trustees, following the recommendation of the faculty and administration, authorized the establishment of the Division of Education and Psychology in 1964 and a Division of Business and Economics in 1966. With the opening of the Fall Semester of 1969, the College added a Division of Nursing, offering a Bachelor of Science degree in Nursing.

In 1966, the Commission on Colleges of the Southern Association of Colleges and Schools recognized Houston Baptist College as an official candidate for accreditation. The highlight of the 1968-69 academic year was the granting of initial accreditation by the Southern Association of Colleges and Schools on December 4, 1968. A visiting committee made a careful study of the College in March 1971 and upon its recommendation, the Commission on Colleges extended accreditation for ten years. This accreditation was reaffirmed in 1981, 1991 and 2001.

In 1965, the Texas Education Agency first approved Houston Baptist College for the training of certified teachers for elementary and secondary Schools. During its first semester, representatives selected by the Texas Education Agency evaluated the teacher education program; approval of the program was continued.

The baccalaureate degree program in nursing received accreditation by the National League for Nursing on April 21, 1972. In July 1972, all thirty-eight members of the first nursing class successfully completed the examination required and administered by the State Board of Nurse Examiners. An Associate Degree in Nursing was added in June 1983; this program graduated its first class in 1985. Admission to the Associate Degree in Nursing program was suspended June 2010.

A study abroad program began in 1967 with a group of English majors in residence at the Shakespeare Institute, Stratford-upon-Avon, England for the month of April. Study abroad continued with programs in Mexico, the Middle East, and Europe. Currently study abroad and academic exchange programs include the Smith College of General Studies' interdisciplinary summer course on culture and human experience, the Business School's annual international trip (BUSA 4301), the Houston Grampian Society's Nursing Exchange Program with Robert Gordon University (in Aberdeen, Scotland), the Language Department's Alliance Francaise de Houston Scholarship, and the School of Theology's Summer Hebrew Ulpan at the University of Cambridge's Centre for Modern Hebrew Studies. The MBA program includes an international study component for its graduate students.

## **History: Structure and Organization**

In 1973, Houston Baptist College officially became Houston Baptist University following completion of a formal self-study for the Southern Association of Colleges and Schools, and approval by the Board of Trustees in November 1972. At the same time, degree programs were revised, making the Bachelor of Science option available to all graduates. The instructional divisions were completely reorganized into College units.

Five Colleges headed by Deans replaced the previous structure of eight divisions. The new structure consisted of the H. B. Smith College of General Studies and four upper-level Colleges — the College of Business and Economics, the College of Education and Behavioral Sciences, the College of Fine Arts and Humanities, and the College of Science and Health Professions. A sixth College was created in 1978 by separating the College of Fine Arts from the College of Humanities. The seventh College was created in 1991 by separating the College of Nursing and the College of Science and Mathematics. In 1995, a College of Arts and Humanities was again combined from the previously separate Colleges. In 2007, the Honors College was formed and classes began in that program in fall 2008. In that same year, a Philosophy major was developed. A College of Continuing Studies was initiated in 2008; operations were suspended on May 31, 2010.

On June 1, 2009, the President determined, after consultation with the Provost, the Deans, and the Institutional and Strategic Planning Committee, to change the nomenclature of the Colleges to Schools and Colleges and to move some departments into other divisions in order to reflect best practices at universities and to better serve the mission of the university. The College of Education and Behavioral Sciences became the School of Education; Behavioral Sciences moved to the College of Arts and Humanities. The College of Business and Economics became the School of Business; the College of Nursing became the School of Nursing and Allied Health and brought in the Department of Kinesiology from the former College of Education and Behavioral Sciences.

When the instructional areas were reorganized in 1973, the University adopted a quarter calendar that permitted multiple admission opportunities annually. Semester hours were retained as the standard credit unit. An early admissions program also was established which enabled students to secure high School diplomas at the end of the freshman year of College matriculation. The quarter calendar was reviewed by the faculty and administration in 2006-07 and the decision was made to revert to the semester calendar in fall 2008.

### **History: Graduate Programs**

Graduate studies began in 1977 with the initiation of the Master of Business Administration and the Master of Science in Nursing degrees. Graduate studies leading to the Master of Education began in 1979. The Master of Science in Management degree and the Master of Accountancy degree were added in 1980. The Master of Arts in Psychology was added in 1982. A traditional Master of Business Administration degree was introduced in 1981 that was offered both on campus and through an interactive television delivery system to corporate and educational sites within sixty miles of the campus. The Master of Liberal Arts degree was initiated in 1985. In 1993, new majors were added to the Master of Business Administration degree, and a Master of Arts in Pastoral Counseling and Psychology degree was created. This degree was phased out in 2002 and replaced with the Master of Arts in Christian Counseling program. In 1995, a Master of Science degree in Health Administration and a Master of Science degree in Nursing Practice were initiated. In 1996, the Master of Science in Management was re-instituted for those already holding an MBA degree. The Master of Arts in Theological Studies was added in 1997. In 1999, the Master of Science in Accountancy and Information Technology was initiated, and in 2000 it was merged into the Master of Accountancy. In 2009, the Master of Arts in Biblical Languages was initiated. In Spring 2010, the Master of Fine Arts was initiated. The Master of International Business held its first classes in Spring, 2012. The Master of Arts, Philosophy major was initiated in Fall 2012. The Master of Arts in Counseling held its first classes Fall, 2014. Following the Ten Pillars vision, particularly Pillar III, Dr. Robert B. Sloan, Jr. initiated the formation of The Graduate School.

### **History: Physical Plant**

The physical plant of the University has kept pace with development in other areas. When classes began in 1963, only the Brown Academic Quadrangle and the campus dormitories were completed. The Frank and Lucille Sharp Gymnasium and the Atwood Theology Building were completed in 1964. The Moody Library, the Holcombe Mall, and the Morris Columns were constructed in 1968-69. The McDermott Plaza was completed in 1971 as a gift from trustee Ethyl Loos McDermott. The Cullen Science Center and Mabee Teaching Theater opened in 1977 providing space for the College of Science and Health Professions. In addition, in early 1977, the Memorial Hospital System Central Unit was completed on a site purchased from the University adjacent to the academic campus. The Atwood II building was

completed in 1983 as a joint project of Southwestern Baptist Theological Seminary and the University. Moreover, in 1983, an addition to the bookstore was completed that was funded by the M. D. Anderson Foundation. In 1985, the University relocated its Math and Associate Degree in Nursing departments to new housing in the Cullen Nursing Center, and the Glasscock Gymnastics Center was completed. In 1989, a new wing was added to the Moody Library, virtually doubling its library space and providing a site for the University's Museum of Architecture and Decorative Arts. In 1997, the Hinton Center was dedicated, marking completion of the largest academic facility on campus. The new visual campus landmark houses the Colleges of Business and Economics and of Education and Behavioral Sciences as well as the Dillon Center conference facilities. In 1997, the University's Dunham Family Bible in America Museum opened in Moody Library — the largest collection of American Bibles on public display in the United States. A new campus apartment complex, Husky Village, was built adjacent to the University residence halls. The year 1998 marked the completion of the Baugh Center, named in honor of Eula Mae (Mrs. John) Baugh, which houses food service, recreational, counseling, study, and residential-support facilities. In the fall of 1999, the Memorial Hermann-HBU Wellness Center opened on the campus providing access to state of the art programs and facilities for the University's students and employees. A new addition to the Women's Residence College was constructed in 2000. And, in 2003, the Mabee Teaching Theater and the Glasscock Center were enhanced by a new lobby facility serving the conference capability of this complex. In 2007, the Joella and Stewart Morris Cultural Arts Center was dedicated. The Center provides an integrated, multi-purpose facility for the University campus. A 1200 seat theater features a full proscenium stage, a full orchestra pit, backstage shops, and full theatrical capability. An acoustical shell enhances music performances. The Belin Chapel and Recital Hall provides seating for 365 in a sophisticated acoustical environment. It represents the first a permanent site for worship on campus. It is used for music recitals, weddings, worship, and as an assembly space. Additionally, the Museum of American Architecture and Decorative Arts and the Dunham Bible Museum joined the Museum of Southern History in new facilities within the Morris Cultural Arts Center. † McNair Hall serves as the unifying link for the theater, chapel and museums as well as an appealing locale for receptions and banquets. The Williams Fountain and Lawrence Park crown the complex, enhance the Morgan Prayer Garden for meditation, reflection, and prayer, and provide attractive space for outdoor gatherings. In August 2008, the Hodo Residence College, a six story Residence College, opened providing over 350 beds supporting the University's goal to become a more residential campus. † The University Academic Center, opened in August 2008 provides classrooms, offices for the Honors College and the College of Arts and Humanities, and an art gallery and studios for the Department of Art. The Looser Fountains in the Bettis Quadrangle were dedicated in 2011 honoring the 45 year HBU career of Vice President Emeritus Dr. Don Looser and his wife Elsa Jean.

## **History: Endowment Programs**

Special endowment programs have further enriched the University. The University received three endowed chairs during the period 1971-1978 — the Herman Brown Chair of Business and Economics, the Robert H. Ray Chair of Humanities, and the John Bisagno Chair of Evangelism. In the same period, two endowed professorships were given — the Rex G. Baker Professorship in the College of Business and Economics and the Prince-Chavanne Professorship of Christian Business Ethics. The John S. Dunn Research Foundation funded the Dunn Endowed Professorship in Nursing in 1994 and a professorship for Clinical Excellence in Nursing in 2001. In 2005, the estate of former HBU employee Juanita Pool and her sister, Phyllis, funded the Juanita and Phyllis Pool Endowed Chair of Nursing. The Endowed Scholarship program was begun in 1971 increasing the endowment of the University and helping assure the recruitment of top academic students. More than 250 Endowed Scholarships have been funded through this program.

## History: Leadership

In 1987, the University's first president, Dr. W. H. Hinton was named University Chancellor. He served in that capacity until his retirement in 1991. Dr. Hinton's successor, Dr. Edward Douglas Hodo, and his wife, Sadie, came to HBU from the University of Texas at San Antonio, where he had served as Dean of the College of Business. During the Hodo years, the University achieved a position of financial solidarity that greatly enhanced its integral strengths in other areas of its operations. In 1997, Dr. and Mrs. Hodo received the HBU Spirit of Excellence Award, the highest honor bestowed by the University. New academic programs were developed, and the physical plant was expanded to include the Hinton Center, the Baugh Center, the Husky Village Apartments, the Memorial Hermann-HBU Wellness Center, and the Glasscock Center. In 2006, construction began on the first phase of a new cultural arts center designed to include a chapel-recital hall, a theater, housing for the University museums, and an atrium gallery unifying each of the individual facilities. After 19 years of service, Dr. Hodo was named President Emeritus in July of 2006. Mr. Jack Carlson served as Interim President during August of 2006.

On September 1, 2006, Dr. Robert B. Sloan, Jr., and his wife, Sue, joined the University as its President and First Lady. Dr. Sloan had served as President and Chancellor of Baylor University for over ten years. Under Dr. Sloan's leadership, HBU has experienced growth and development in enrollment, in the academic curriculum, and in campus facilities. Former University professor Dr. Marilyn McAdams Sibley has written a history of the early years of the founding of the University, *To Benefit a University: The Union Baptist Association College Property Committee, 1958-1975*. A history of the University from its chartering in 1960 to its fiftieth anniversary, *An Act of Providence*, has been written by Dr. Don Looser, Vice President Emeritus. An archive of historical material has been assembled in the Moody Library as an extension of this research and writing project.

## Vision

As envisioned by its founders and constituents, HBU is growing into a national metropolitan university that emphasizes the integration of faith and learning and a strong liberal arts foundation. HBU's new vision document, *The Ten Pillars: Faith and Reason in a Great City*, may be found on the University's website at [www.hbu.edu/TenPillars](http://www.hbu.edu/TenPillars).

## Mission

The mission of Houston Baptist University is to provide a learning experience that instills in students a passion for academic, spiritual, and professional excellence as a result of our central confession, "Jesus Christ is Lord".

## Purpose

The University welcomes and extends its resources to those who strive for academic excellence. The faculty, staff, and administration are committed to providing a responsive and intellectually stimulating environment that:

- fosters spiritual maturity, strength of character, and moral virtues as the foundation for successful living;
- develops professional behaviors and personal characteristics for life-long learning and service to God and to the community;
- meets the changing needs of the community and society; and

- remains faithful to the “Nature of the Institution” statement, which is the Preamble to the By-Laws.

The University offers a broad range of programs and services committed to liberal arts education that are designed to promote the growth of the whole person. The undergraduate programs familiarize students with the principal bodies of knowledge, cultural viewpoints, belief systems, and aesthetic perspectives that affect them and their world. The graduate programs provide advanced educational opportunities to develop ethical and capable scholars and practitioners who can contribute to their academic disciplines and to society. The integration of scholarship, service, and spirituality essential to liberal arts education is nurtured in an environment of open inquiry.

The University enrolls men and women of diverse talents and abilities. Students are encouraged to think critically, to assess information from a Christian perspective, to arrive at informed and reasoned conclusions, and to become lifelong learners. The University prepares its graduates to enter the work force of the twenty-first century, to pursue advanced study, to assume leadership roles, and to be competitive in a global society.

The University faculty, staff and administrators promote learning, scholarship, creative endeavor, and service. These leaders are committed to the Preamble to the By-laws and to the fulfillment of the vision and mission of the University.

### **Nature of the Institution**

The Preamble to the University By-Laws as stated below describes the distinctive nature of the institution.

HBU is a Christian liberal arts university dedicated to the development of moral character, the enrichment of spiritual lives, and the perpetuation of growth in Christian ideals. Founded under the providence of God and with the conviction that there is a need for a university in this community that will train the minds, develop the moral character and enrich the spiritual lives of all people who may come within the ambit of its influence, HBU shall stand as a witness for Jesus Christ expressed directly through its administration, faculty and students. To assure the perpetuation of these basic concepts of its founders, it is resolved that all those who become associated with HBU as a trustee, officer, member of the faculty or of the staff, and who perform work connected with the educational activities of the University, must believe in the divine inspiration of the Bible, both the Old Testament and New Testament, that man was directly created by God, the virgin birth of Jesus Christ, our Lord and Savior, as the Son of God, that He died for the sins of all men and thereafter arose from the grave, that by repentance and the acceptance of and belief in Him, by the grace of God, the individual is saved from eternal damnation and receives eternal life in the presence of God; and it is further resolved that the ultimate teachings in this University shall never be inconsistent with the above principles.

Amended by the Board of Trustees  
February 22, 1974

### **The Christian Liberal Arts Program**

The undergraduate Christian Liberal Arts program cultivates wisdom through shared theological, cultural, intellectual, and scientific traditions, and encourages exploration of concepts and issues from broadened perspectives. The Christian Liberal Arts curriculum advances primary source reading, Classical studies, and Great Texts. The curriculum provides a strong foundation for engaging students in methods of discovery for various disciplines. The integration of faith and learning promotes students’ synthesis of relationships between different fields of study while encouraging them to appreciate and experience God’s

truth.

The undergraduate Christian liberal arts program has at its foundation the conviction that all worthy vocations are built on a basis of service to God and mankind. The program encourages members of the learning community to seek wisdom, give voice to a Christian worldview, increase their awareness of self and society, enhance their capacity for critical and creative thought, and demonstrate civic responsibility and Christian service in a diverse society. The program fosters a spirit of inquiry and inspiration for lifelong learning.

The Christian Liberal Arts curriculum and the majors and programs offered through the Colleges are designed to guide and instruct the next great faithful artists, musicians, authors, academics, business professionals, lawyers, doctors, nurses, teachers, scientists, and others – individuals who will understand the time we live in and understand God’s calling for their lives. We seek to produce the future leaders of the world who also live as servants in the kingdom of God.

### **The Campus Plan**

The campus of HBU consists of 158 acres in southwest Houston bounded by the Southwest Freeway, Fondren Road, and Beechnut Street. The campus is designed as a complex of buildings surrounding a central mall that begins at the east with the Hinton Center and ends at the west with Sharp Gymnasium and the Glasscock Center. It is flanked by the Moody Library, the Cullen Nursing Center, the Cullen Science Center, the Mabee Teaching Theater, the M. D. Anderson Student Center, and the Stanley P. Brown Administrative Complex. Adjacent to the campus is the HBU-Memorial Herman Wellness Center for student and faculty use. Concentrically related to this complex are the complementary facilities for residence, athletics, and recreation. The campus master plan is being enhanced with the Morris Cultural Arts Center, the Belin Chapel, additional housing and recreational facilities, and an academic center.

# Student Life

HBU complies with all applicable federal and state non-discrimination laws and does not engage in prohibited discrimination on the basis of race, color, nationality, or ethnic origin, gender, age, or disability in either employment or the provision of services.

Inquiries concerning the notice or the application of the laws referenced herein should be referred to the Vice President of Student Life.

The content of this handbook is subject to change when deemed necessary by the University to meet the evolving needs of students, the community and the institution. Changes will be noted in the online version of the handbook.

# From the President

Dear HBU Husky,

Welcome to Houston Baptist University! We are so pleased to have you as a member of the HBU family. Whether you are a new freshman, a transfer student, or a returning student, we want you to feel at home on our campus as you pursue your studies and participate in some of the many opportunities available through our enriched student life program. With its small classes and warm, friendly atmosphere, HBU is an ideal place for you to build lasting relationships with other students and with members of our faculty and staff, who are dedicated to helping you grow academically, professionally, socially, and spiritually during your college years and beyond.

Again, we welcome you to our family of students, parents, faculty, staff, alumni, and many others proud to be called Huskies! We're so glad you have chosen to join the thriving community of faith and learning at HBU, where we are committed to offering you an excellent education in a Christian environment. We know that HBU is the right choice for you, and we hope that your years here will be the most memorable of your life.

Blessings,

Robert B. Sloan, Jr.  
President, Houston Baptist University

# HBU Distinctives

## **The University Mission**

*The mission of Houston Baptist University is to provide a learning experience that instills in students a passion for academic, spiritual, and professional excellence as a result of our central confession, "Jesus Christ is Lord."*

-- Unanimously approved by the Board of Trustees  
February 24, 2009

## **Our Values**

The Preamble to the University By-Laws as stated below describes the distinctive nature of the institution.

*The Houston Baptist University is a Christian liberal arts university dedicated to the development of moral character, the enrichment of spiritual lives, and the perpetuation of growth in Christian ideals.*

*Founded under the providence of God and with the conviction that there is a need for a university in this community that will train the minds, develop the moral character and enrich the spiritual lives of all people who may come within the ambit of its influence, HOUSTON BAPTIST UNIVERSITY shall stand as a witness for Jesus Christ expressed directly through its administration, faculty and students. To assure the perpetuation of these basic concepts of its founders, it is resolved that all those who become associated with Houston Baptist University as a trustee, officer, member of the faculty or of the staff, and who perform work connected with the educational activities of the University, must believe in the divine inspiration of the Bible, both the Old Testament and New Testament, that man was directly created by God, the virgin birth of Jesus Christ, our Lord and Savior, as the Son of God, that He died for the sins of all men and thereafter arose from the grave, that by repentance and the acceptance of and belief in Him, by the grace of God, the individual is saved from eternal damnation and receives eternal life in the presence of God; and it is further resolved that the ultimate teachings in this University shall never be inconsistent with the above principles.*

## **The University Vision:**

*The Ten Pillars: Faith and Reason in a Great City*

HBU will fulfill its responsibility for the renewal of Christian higher education through a vision organized around Ten Pillars. These Ten Pillars are the reflection of envisioning sessions and conversations held with HBU faculty, staff, students, trustees, alumni, and selected members of the community. The ideas and initiatives listed in this vision document all have their roots in those sessions. While the Ten Pillars do not exhaustively list all the suggestions, or all of our plans, they do capture the spirit and direction of our university family's aspirations for HBU.

1. Build on the Classics
2. Recruit for National Influence
3. Embrace the Challenge of Christian Graduate Education
4. Establish a Residential Society of Learning
5. Increase our Cultural Impact through our Faculty
6. Renew our Campus, Renew our Community
7. Bring Athens and Jerusalem Together
8. Expand our Commitment to the Creative Arts
9. Cultivate a Strong Global Focus
10. Move to the Next Level as an Institution

The full text of The Ten Pillars vision document is available at [www.hbu.edu/vision](http://www.hbu.edu/vision).

## Undergraduate Traditions

Traditions are a source of pride and enthusiasm to a university community; they provide continuity through the years and combine stability with growth. Much of the excitement of attending a young, changing university is that tomorrow's traditions are being made by us today.

**Beanie and Tug-of-War** - The beanie is the University's way of welcoming freshmen to the HBU spirit and way of life. Freshmen are to wear their beanies until the exciting Tug-of-War, which occurs the first week of classes. If the freshmen lose the Tug-of-War they continue to wear their beanies for an additional week.

**Husky Sign** - The Husky sign is made by touching the thumb to the tips of the two middle fingers, making the dog's "head." The outside fingers are extended to represent the ears.

**School Colors** - Selected by our founders before the first classes began, orange and blue have become symbolic of Houston Baptist University in all phases of campus life.

**School Mascot** - The mascot of HBU is the mighty Siberian Husky. The name of our current live mascot is Kiza II (shortened from Wakiza, which means Mighty Warrior.)

## School Songs

**HBU Fight Song**  
**Get Up and Go, You Mighty Huskies**  
 Get up and go, you mighty Huskies  
 Give it a fight for HBU.  
 Whenever the goin' is rough and things are tough,  
 Don't give up the fight.  
 Shoulder the load, hold to the road,  
 Pull with all your might.  
 Get up and go, you mighty Huskies  
 Give it a hail for orange and blue.  
 Get ready to meet the test, show your best  
 Drive until you've made History, with victory  
 You'll win for HBU.

**Words and music by  
Dr. Robert L. Parker**

**Hail the Orange and Blue**  
In the great state of Texas,  
Houston, USA,  
Stands our noble Alma Mater,  
Christ saying I am the Way.  
In our search for knowledge,  
Tempered with Thy love,  
Seeking our place of service,  
With wisdom from above.  
Give us courage, strength and faith,  
To face a world filled with fear.  
Ever onward to the challenge,  
Knowing Thou art near.

**Chorus**

God bless our school.  
Keep her safe and true.  
God bless our Alma Mater.  
Hail the Orange and Blue.

**Words by Dr. W.H. Hinton  
Music by Dr. Don Looser**

# Policies

## Campus Policies

### **Family Educational Rights and Privacy Act (FERPA)**

In compliance with the Family Educational Rights and Privacy Act (FERPA), HBU cannot release personally identifiable information to any person other than the student, unless written permission is given for the University to do so. Students may give permission for their educational records to be released to designated parties by completing the "FERPA Authorization to Release Education Records" in the Registrar's Office.

In general, no personally identifiable information from a student's education records will be disclosed without written consent from the student. This includes, but is not limited to, grade reports, academic schedule information, and transcripts. Two exceptions may, however, be made: (1) directory information may be released unless the student requests that it be withheld, as explained in the section below; (2) records may be disclosed to parents of students who depend upon them as defined by Internal Revenue Code 1986, Section 152.

HBU has designated the following student information as public or "directory information:" name; local and permanent addresses; telephone numbers; e-mail addresses; date and place of birth; classification; major field(s) of study; classification; dates of attendance; degrees, honors, and awards received; most recent educational institution attended; participation in officially recognized sports and activities; weight and height of athletic team members; and photographs.

At its discretion, the institution may disclose such information for any purpose. Any new or currently enrolled student who does not want his/her directory information disclosed should notify the HBU Registrar in writing by using the FERPA Request to Withhold/Release Directory Information form. Such notification must be received by the end of the first full week of classes for any term to ensure that the student's directory information is not released except to officials with legitimate educational purposes as authorized by FERPA.

The request to withhold directory information will remain in effect as long as the student continues to be enrolled or until the student files a written request with the HBU Registrar to discontinue the withholding. To continue nondisclosure of directory information after a student ceases to be enrolled, a written request for continuance must be filed with the HBU Registrar during the student's last term of attendance.

HBU assumes that failure on the part of any student to specifically request the withholding of categories of "directory information" indicates individual approval for disclosure.

### **Poster/Flyer Posting**

1. All brochures, flyers and posters must be "poster-approved" through Office of Student Involvement, located on the second floor of M.D. Anderson Student Center.

2. ONLY Student Life staff will be allowed to post flyers. Flyers will be posted in appropriate bulletin board spaces only. For posting, all flyers must be delivered to the Student Involvement Office by Monday afternoon each week.
3. Posters/signs should be in good taste as deemed appropriate by the Student Involvement staff and not include references to alcohol, sexual innuendos, or offensive language of any kind.
4. Posters/signs should have accurate information regarding events (place, date/time), reflecting the same information that is on the University calendar.
5. Student Organizations must post information about events on HuskySync for their event prior to the flyers being posted.
6. Because of limited space, keep the sign/poster to a maximum size of 8 ½” by 11” letter size paper.
7. Banners (maximum size of 4’ x 8’) may be posted in Hinton and the M.D. Anderson Student Center, hung on the cable along the upstairs railing. All banners must be approved by the Office of Student Involvement before posting.
8. Use of yard signs, display boards and other large scale signage is prohibited except for use by HBU departments and fee-funded organizations.
9. Distributing flyers on car windshields is prohibited. Police should be notified immediately if this rule is broken.
10. Chalking may be done only in open, uncovered areas. (Do not chalk anywhere rain cannot reach.)
11. If these policies are consistently violated, student organizations will lose the privilege to advertise on campus.

### **Smoke Free Campus**

The University has elected to strengthen the Smoke Free Campus Policy. Effective September 1, 2006, the policy prohibits smoking anywhere on University premises except for the confines of private vehicles.

### **Student Publications**

#### **Houston Baptist University Media Guidelines**

Houston Baptist University, acting through its Board of Trustees and its president, is the official publisher of all student publications, whether in traditional print or web format. All publications, print or web, representing or bearing the name of Houston Baptist University are expected to advance ideals in keeping with the principles of this Christian university, its Preamble, mission, and vision statement. Editors of student publications are expected to ensure that their publications uphold these same standards. In their roles as editors, students are also expected to exercise good taste, high ideals, and fair-mindedness.

#### **Trademark Licensing Program**

The University has partnered with Licensing Resource Group (LRG) to implement a trademark and licensing program to help the university protect and strengthen its brand and intellectual identity. LRG represents over 200 colleges, universities, and bowl games across the country, including seven universities in the Southland Conference.

This licensing agreement affects all departments (including athletics), student groups, and individuals who produce and/or purchase any item featuring the Houston Baptist University name or abbreviation, seal, logos or intellectual property.

## **What kinds of items are subject to the licensing agreement?**

- Any items that are customized or branded to represent HBU, including but not limited to clothing, caps, key chains, folders, pens, pencils, cups, flags, banners, and bumper stickers. These items include products used as giveaways, supplies, or fundraisers.
- Logos include any imprint, embroidery or application that uses HBU, Houston Baptist University, Huskies, University seals, or any new art affiliated with the University.
- Marketing material or literature used by departments to promote HBU does NOT fall under the licensing agreement.

All departments (including athletics), student groups, and individuals must order and purchase customized products from vendors approved by Licensing Resource Group (LRG). For a list of licensees that are currently licensed to produce HBU products, please visit <http://lrgusa.com/licensing/vendor-list/> and search for Houston Baptist University.

## **What if I want to use a vendor that is not currently licensed by LRG?**

- New vendors must submit an application, be approved, and pay a fee to hold a license through LRG.
- If you are currently working with a company that is not on this list and you need them to become licensed so you can continue working with them, please have them reach out to our Brand Manager, Brad Coley at [Brad@lrgusa.com](mailto:Brad@lrgusa.com).

## **Whom do I contact if I have questions or need help adhering to the trademark licensing program?**

- On campus manager: Anthony Martin, Director of the University Store  
Call 281-649-3258 or e-mail [amartin@hbu.edu](mailto:amartin@hbu.edu).
- LRG Brand Manager: Brad Coley, [Brad@lrgusa.com](mailto:Brad@lrgusa.com).

## **Computer Use Policy**

The University believes that establishing and maintaining adequate computer hardware and software for both academic and administrative purposes is foundational to the University's goal of becoming a premier Christian academic university. Houston Baptist University (HBU) makes its computing facilities available for use by undergraduate students, graduate students, faculty, and staff. The use of university computing facilities or network is considered a privilege afforded members of the HBU community. Although this policy sets forth the general parameters of appropriate use of IT Systems, students, faculty, and staff should consult school or departmental governing policies for more detailed statements on permitted use for their various roles within the HBU community. In the event of conflict between IT policies, this Computer Use Policy will prevail.

### **A. Appropriate Use**

IT Systems may be used only for their authorized purposes – that is, to support the research, education, clinical, administrative, and other functions of Houston Baptist University. The particular purposes of any IT System as well as the nature and scope of authorized, incidental personal use may vary according to the duties and responsibilities of the User. Appropriate use restrictions extend to Users connecting to HBU IT Systems with devices not owned by HBU.

## **B. Authorization**

Users are entitled to access only those elements of IT Systems that are consistent with their Specific Authorization. Upon request by a Systems Administrator or other University authority, Users must produce valid University identification.

## **C. Specific Proscriptions on Use**

The following categories of use are inappropriate and prohibited:

**1. Use that impedes, interferes with, impairs, or otherwise causes harm to the activities of others.**

Users must not deny or interfere with or attempt to deny or interfere with service to other users in any way. Knowing or reckless distribution of unwanted mail or other unwanted messages is prohibited. Other behavior that may cause excessive network traffic or computing load is also prohibited.

**2. Use that is inconsistent with HBU's non-profit status.**

The University is a non-profit, tax-exempt organization and, as such, is subject to specific federal, state, and local laws regarding sources of income, political activities, use of property, and similar matters. As a result, commercial use of IT Systems for non-HBU purposes is generally prohibited, except if specifically authorized and permitted under University conflict-of-interest, outside employment, and other related policies. Prohibited commercial use does not include communications and exchange of data that furthers the University's educational, administrative, research, clinical, and other roles, regardless of whether it has an incidental financial or other benefit to an external organization.

**3. Use that suggests University endorsement of any political candidate or ballot initiative.**

Users must refrain from using IT Systems for the purpose of lobbying that connotes University involvement, except for authorized lobbying through or in consultation with the University's Office of the General Counsel.

**4. Harassing or threatening use.** This category includes, for example, display of offensive, sexual material in the workplace, computer labs, or any public computing facilities and repeated unwelcome contacts with another.

**5. Use damaging the integrity of University IT Systems or non-HBU systems.** This category includes, but is not limited to, the following activities:

1. Attempts to defeat system security.
2. Unauthorized access or use. The University recognizes the importance of preserving the privacy of Users and data stored in IT systems. Users must honor this principle by neither seeking to obtain unauthorized access to IT Systems, nor permitting or assisting any others in doing the same. For example, a non-HBU organization or individual may not use non-public IT Systems without specific authorization; Users are prohibited from accessing or attempting to access data on IT Systems that they are not authorized to access; Users must not make or attempt to make any deliberate, unauthorized changes to data on an IT System; and Users must not intercept or attempt to intercept or access data communications not intended for them.
3. Disguised or impersonated use.
4. Distributing computer viruses or malicious code.
5. Unauthorized modification or removal of data or equipment.
6. Use in violation of law. Illegal use of IT Systems – that is, use in violation of civil or criminal law at the federal, state, or local levels – is prohibited. Examples of such uses are: promoting a pyramid scheme; distributing illegal obscenity; receiving, transmitting, or possessing child pornography; infringing copyrights; and making bomb threat

6. **Use in violation of law.** With respect to copyright infringement, Users should be aware that copyright law governs (among other activities) the copying, display, and use of software and other works in digital form (text, sound, images, and other multimedia). The law permits use of copyrighted material without authorization from the copyright holder for some educational purposes (protecting certain classroom practices and “fair use,” for example), but an educational purpose does not automatically mean that the use is permitted without authorization.
7. **Use in violation of University contracts.**  
All use of IT Systems must be consistent with the University’s contractual obligations, including limitations defined in software and other licensing agreements;
8. **Use in violation of University policy**
9. **Use in violation of external data network policies**

#### **D. Personal Account Responsibility**

Users are responsible for maintaining the security of their own IT Systems accounts and passwords and may not share passwords. Passwords must conform with published guidelines at [HBU Password Procedures](#). Users are presumed to be responsible for any activity carried out under their IT Systems accounts or posted on their personal web pages.

#### **E. Responsibility for Content**

Official University information may be published in a variety of electronic forms. The Certifying Authority under whose auspices the information is published is responsible for the content of the published document.

Users also are able to publish information on IT Systems or over HBU’s networks. Neither HBU nor individual Systems Administrators can screen such privately published material nor can they ensure its accuracy or assume any responsibility for its content. The University will treat any electronic publication provided on or over IT Systems that lacks a Certifying Authority as the private speech of an individual User.

#### **Conditions for University Access**

The University places a high value on privacy and recognizes its critical importance in an academic setting. There are nonetheless circumstances in which, following carefully prescribed processes, the University may determine that other considerations outweigh the value of a User’s expectation of privacy and warrant University access to relevant IT Systems without the consent of the User. Those circumstances are discussed below, together with the procedural safeguards established to ensure access is gained only when appropriate.

##### **A. Conditions**

In accordance with state and federal law, the University may access all aspects of HBU IT Systems (including devices not owned by HBU but connected to Yale IT Systems) without the consent of the User, in the following circumstances:

1. When necessary to identify or diagnose systems or security vulnerabilities and problems, or otherwise preserve the integrity of the IT Systems; or
2. When required by federal, state, or local law or administrative rules; or
3. When such access to IT Systems is required to carry out essential business functions of the University; or
4. When required to preserve public health and safety; or

5. When there are reasonable grounds to believe that a violation of law or a significant breach of University policy may have taken place and access and inspection or monitoring may produce evidence related to the misconduct; or
6. For Users who were members of the HBU faculty or staff: When the User's employment at HBU has ended and there is a legitimate business reason to access the User's IT Systems

### **B. Process**

Consistent with the privacy interests of Users, University access without the consent of the User pursuant to A (1) through (5) will occur only with the approval of the Provost and cognizant Dean (for faculty users), the Vice President Financial Operations and Administration (for staff users), the Dean of HBU College or of one of the graduate or professional schools, as appropriate (for student users), or their respective delegates, except when emergency access is necessary to preserve the integrity of facilities or to preserve public health and safety. The University, through the Systems Administrators, will log all instances of access without consent pursuant to A (1) through (5). Systems Administrators will also log any emergency access within their control for subsequent review by the Provost, Vice President of Financial Operations and Administration, dean, or other appropriate University authority. A User will be notified of University access to relevant IT Systems without consent pursuant to A (1) through (4). Depending on the circumstances, such notification will occur before, during, or after the access, at the University's discretion. In the case of a former staff member, access without consent pursuant to A (6) must be approved by one of the former staff member's supervisors or their successors and no logging or notice is required. In the case of a former faculty member, access without consent pursuant to A (6) must be approved by the department chair or cognizant dean and no logging or notice is required.

### **C. User access deactivations**

In addition to accessing IT Systems, the University, through the appropriate Systems Administrator, may deactivate a User's IT privileges, whether or not the User is suspected of any violation of this Policy, when necessary to preserve the integrity of facilities, user services, or data. The Systems Administrator will attempt to notify the User of any such action.

### **D. Use of security scanning systems**

By attaching privately owned personal computers or other IT resources to the University's network, Users consent to University use of scanning programs for security purposes on those resources while attached to the network.

### **E. Logs**

Most IT systems routinely log user actions in order to facilitate recovery from system malfunctions and for other management purposes. All Systems Administrators are required to establish and post policies and procedures concerning logging of User actions, including the extent of individually-identifiable data collection, data security, and data retention.

## **Facilities**

University facilities are well-maintained and their security given consistent attention in the interest of students, staff, and faculty. Cultural, educational, professional, and athletic events as well as the Bookstore, Library and HBU Dining Services are open to community visitors.

Unless otherwise scheduled for an event, our campus academic buildings are open from 8 a.m. until 10 p.m. and administrative buildings are open from 8 a.m. until 5 p.m. Monday through Friday. Academic

buildings are scheduled to be open on weekends only as needed. Access to individual classrooms and laboratories is limited to those enrolled and scheduled on the University's Master Calendar. Access to University Residence Colleges is limited to residents through a code lock or keycard system. During the times that the University is officially closed, University buildings are locked and only faculty, staff, and students with keys and/or a proper ID are admitted. Clearance to others is granted through the University Police Office.

### **Use of University Facilities**

HBU recognizes a fundamental responsibility to its community and, therefore, when possible, leases its available facilities when not required for use or work by the University. Recognized student organizations may schedule space without cost. Non-university sponsored events may include:

- legally established organizations for presentation of educational, professional, cultural, and musical programs
- conferences, workshops, seminars
- individual recitals, weddings, receptions
- camps, athletic events

HBU complies with all applicable federal and state non-discrimination laws and does not engage in prohibited discrimination on the basis of race, nationality, ethnic origin, gender, age or disability in either employment or the provision of services. All events on campus must be in alignment with the vision, mission, and purpose of the University.

With the exception of classroom assignments facilitated by the Provost, ALL use of campus facilities must be scheduled on the University Master Calendar. If there is any damage to the scheduled facility (conference rooms, classrooms, athletic complexes, buildings, grounds, etc.) during the event, the individual or organization will be held liable for costs incurred by the University to make repairs. The University is not liable for items lost during or in connection with these activities.

For an external group or a student hosting a personal event, the Office of University Events and Conferences provides the following services:

- reservations on the University master calendar for all use of campus space when not in use by academic courses, or University initiatives\*
- event planning and consultation
- assistance with arranging services for events
- coordination of event logistics, including:
  - Aramark Services
    - Food service, catering, linens\*
    - Custodial
  - Media Services (audio/visual)\*
  - Operations (facility set up, equipment rental, summer lodging)\*
  - Police support (parking, security coverage)\*
  - Information Technology
  - Maintenance (a/c and heating or issues related to repairs)

\*Fees are charged for facilities, food service, equipment rentals and set-ups, media service and extra police support.

## Scheduling of Facilities and Resources

All facilities and meeting spaces on campus are calendared and scheduled through the Office of University Events and Conferences. Student events must be approved by the Office of Student Life prior to receiving confirmation on the University Calendar. Student events must be requested at least five business days in advance. Student organizations should calendar their meeting space each semester, and all regularly scheduled student organization meetings should be held in classrooms or conference rooms. Special events may be scheduled in one of the custom halls. Attendance at the event cannot exceed venue capacity.

**Event requests are to be made at least five working days in advance.**

1. **Event Request** - When planning an event/meeting, you must first calendar the event on the University Master Calendar. To request an event:
  - a. Sign in to your HBU Portal ([my.hbu.edu](http://my.hbu.edu)).
  - b. Click the "Schedule an Event" calendar icon.
  - c. Using your organization's full name (for example - Alpha Chi Omega, not AXO) and your name as the customer, fill out all the information in the form to the best of your ability.
  - d. Select dates and times at the bottom of the screen, then click the "Create" button above the calendar.
  - e. Select the meeting and click the "Assign Rooms" button. Select your rooms and click "OK" at the bottom of the pop up screen.
  - f. Select the meeting and click the "Assign Resources" button. **You must select Student Life Approval as a resource.** You may also request equipment (tables, chairs, etc.) and food, but you may NOT request media.
    - o **Media Services** - If you would like to request media for an event, you must have your faculty advisor request the event through the faculty/staff form under your organization's customer contact, requesting the media and the Student Life Approval resource.
    - o **Food Services/Table Linens** - All food service requests (including bake sale requests and linens) can be made in Ad Astra. Note there is a charge per linen requested. ARAMARK Service has exclusivity on campus and must be given first right of refusal for any and all food service at events on campus. For any questions or special requests concerning catering, contact ARAMARK Catering at 281-649-3366 or visit them in their office in the Morris Center, 154. Organizations hosting events without food service approval will be fined \$50.00.
    - o **Equipment** - All equipment must be requested through Ad Astra. You must also fill out a facility set up form and include your event confirmation email stapled to the set up. See below for more information.
  - g. Check your information, and then click "Submit" at the top of the screen.
  - h. You will receive an email that your request has been submitted, and you should receive an email within two business days notifying you if your event has been approved or declined.
2. **Notification of change/cancellations** should be made by calling the Office of University Events and Conferences at 281-649-3047 or e-mailing a notice to [events@hbu.edu](mailto:events@hbu.edu).
3. **Facility Set-up Request** - This request is made in addition to the calendaring for any event requiring special arrangements/set-up. The facility set-up request form is available on the [MY.hbu.edu](http://MY.hbu.edu) portal, under "HBU forms" and must be submitted to the Office of Events and Conferences at least five working days prior to the event. Specialized set-up forms have been created for all Morris Center event spaces and the Bradshaw Fitness Center. All other spaces may use the general set-up form. If dance

floors are needed, they can be requested through a resources request in the event booking.

**\*\*Please attach your event confirmation email to your event set-up form.**

## **Grievances**

### **Copyright Infringement**

#### **Introduction**

HBU wants to protect you and our information resources. To be compliant with federal regulations, this important notification is distributed to the Campus community. Courts have recently imposed fines against individuals found guilty of violating copyright laws. The purpose of this policy is to officially notify all students, faculty, and staff, that it is a violation of federal law and HBU policy to share and/or distribute copyrighted materials without the permission of the copyright holder. Violators may be subject to civil and criminal prosecution under federal law, as well as personal sanctions specified in HBU policy. The following are Copyright policies by HBU departments.

### **Information Technology Services (ITS)**

#### **File Sharing**

File sharing software (like BitTorrent, BearShare, KaZaA, eMule,  $\mu$ Torrent, etc.) is most commonly used to download music and movies from the Internet. Many do not realize that this software may turn your personal computer into a server, or upload site, even if that was not your intent. Many worms, viruses and other malicious code get transferred during peer-to-peer file transfers, too. Files on your network connected PC may then be illegally shared with every other person connected to the World Wide Web. It is imperative that the file sharing capability of these systems be disabled. If you do not know how to disable this function, please [contact the Help Desk](#). Industry representatives aggressively monitor the Internet to discover incidents of illegal file sharing. When violations are discovered, they contact the network owner and/or the Internet Service Provider and demand that the offending device be disconnected from the network. To protect the user and HBU from further responsibility under federal copyright law or HBU policy, Information Technology Services will disable network access for any machine for which a complaint of copyright infringement has been received.

#### **Scanning**

Computer Labs and other administrative areas provide optical scanners to Faculty, Staff and Students. These scanners could be used to copy (using the photocopier method) a book, journal or other printed material. The result is a computer file with the image of the book or journal pages. This file could be printed or read from the computer screen. The principle is the same; to reproduce copyrighted material into an electronic format. This is also a violation of the copyright law if done in excess of the accepted "fair use."

### **Moody Library**

#### **Fair Use and Copyright Law**

The Copyright Law provides a set of rules regarding library reproductions. Moody library complies with the law and provides that the copying equipment displays a notice that the making of a copy may be

subject to the copyright law.

The Copyright Law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material. Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship, or research." If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use," that user may be liable for copyright infringement.

This institution reserves the right to refuse to accept a copying order if, in its judgment, fulfillment of the order would involve violation of copyright law. For more information check the resources links below.

## **HBU Actions**

### **Computer Use Policy**

The HBU Computer Use Policy states that *“The University considers violations of the computer use policy to be a disciplinary offense. Violators of the policy shall be dealt with to the fullest extent of the student code of conduct, university policy, or (if applicable) criminal law and prosecution. Intentional attempts to impede, restrict, corrupt or in any other way disrupt the efficient operation of the university computer system(s) shall be construed as a blatant and intentional attempt to breach the integrity and security of the campus computer system, and shall be subject to the fullest extent of disciplinary policy and/or law.”*

### **Resources**

- [United States Copyright Office](#)
- [American Library Association](#)
- [Wikipedia – Copyright Infringement](#)
- [US-CERT](#)
- [Onguard Online](#)
- [Recording Industry Association of America \(RIAA\)](#)
- [Motion Picture Association of America \(MPAA\)](#)

### **Grievances**

Houston Baptist University seeks to be aware of and try to resolve problems concerning its students.

- For academic concerns, refer to the Academic [Grievance Policy](#) managed by the Office of Academic Affairs.
- For concerns related to facility issues (custodial or maintenance), financial services, or food operations contact the Office of the Vice President for Financial Operations.
- For concerns about student involvement, residence life, campus recreation, Spiritual Life, student conduct policies, or other areas in Student Life, contact the Vice President of Student Life at [studentlife@hbu.edu](mailto:studentlife@hbu.edu).
- To report another student for unacceptable behavior, refer to the Student Code of Conduct and/or contact the [Vice President of Student Life](#) in Brown 289.
- For concerns about non-academic employees contact the supervisor of the employee or the Human Resources Department.
- Students who wish to file a grievance or lodge a complaint but are unable to determine what procedure to follow should write the Vice President of Student Life at [studentlife@hbu.edu](mailto:studentlife@hbu.edu) who will refer action to appropriate personnel.

## **Noise**

In a community environment, the right to participate in or enjoy a particular activity ends when that activity or by-product infringes on the rights of others, particularly their right to sleep, study, or spend time in a peaceful setting. It is expected that students be aware of how their actions may be affecting others and maintain reasonable noise levels 24 hours a day. Thus, music and noise may not be projected from residence hall rooms, classrooms, or vehicles to any other area of the building or to the outside of the building unless permission has been granted from the Office of University Events and Conferences or the Office of Student Life.

## **Search and Seizure**

Institutional searches may be authorized by the Vice President of Student Life if there is reason to believe that it is more likely than not that items which are in violation of University policy (re. drugs, alcohol, master keys, guns, weapons, stolen property, etc.) are present in a specified location. The University also reserves the right to use a search warrant issued by civil authorities if deemed necessary or appropriate.

## **Sexual Harassment**

### **What is sexual harassment?**

Sexual harassment is a form of discrimination in violation of Title VII of the Federal Civil Rights Acts of 1964. Such behavior has the potential of threatening an individual's academic performance, economic livelihood, career advancement, psychological and spiritual well-being, as well as Houston Baptist University community life. The Federal Equal Opportunity Commission guidelines clearly define sexual harassment:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic advancement,
- submission to or rejection of such conduct by an individual is used as the basis for employment decisions or academic decisions affecting such individual,
- such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive working or learning environment.

Sexual harassment most often occurs in situations where one person abuses the power he or she has over another person, thereby violating the boundaries and trust implicit in that relationship. However, harassment can also occur between equals (i.e., student to student). Any member of the Houston Baptist University community is a possible victim of sexual harassment, although historically women are most often victimized.

### **Sexual harassment can involve:**

- Professor and professor
- Professor and student
- Supervisor/superior and employee
- Employee and employee
- Student and student
- Other relationships among colleagues, peers, and co-workers

**Sexual harassment can take many forms:**

- **Verbal harassment** may include innuendo, humor, and jokes about sex or gender-specific traits and implied or blatant verbal threats.
- **Physical harassment** may include offensive contact (patting, pinching, brushing against the body, etc.), blocking movement, attempted or actual fondling or kissing, or any other form of coerced sexual contact. (A separate section on sexual assault follows the harassment information.)
- **Non-verbal harassment** may include insulting whistling, gestures, or leering.

**How to deal with a sexual harassment situation:**

HBU takes sexual harassment complaints by students, faculty, administration, and staff very seriously. Sexual harassment hurts our whole community when it occurs. In addition to violating the law as well as University policy, it violates the University goal of developing a community where relationships are based on trust and mutual respect.

Any student who believes he or she is being harassed, or who otherwise feels in need of advice or support, is encouraged to immediately see one of the following people:

- Vice President of Student Life
- University Minister
- Director of Baptist Student Ministries
- Appropriate personnel in the Office of Human Resources

Faculty, administrators, and staff who believe they are being harassed or feeling in need of advice are encouraged to see the University General Counsel or appropriate personnel in the Office of Human Resources as soon as possible, preferably within three work days. Students are encouraged to seek assistance even if they are unsure that what they are experiencing is sexual harassment. Do not allow sexual harassment to jeopardize your rights and opportunities as a student here at Houston Baptist University for work or education. The University wants to work with students to attempt to resolve sexual harassment issues but cannot do so unless reports are received by the appropriate personnel listed above.

Reprisals or retaliation towards any person for alleging sexual harassment or for filing a sexual harassment complaint or charge is illegal and a violation of University policy. Any person who retaliates against a complainant will be subject to disciplinary action up to and including, in the case of a student, expulsion, and in the case of an employee, termination of employment. Knowingly making false allegations of sexual harassment or providing evidence with the knowledge that it is false is also a violation of University policy and will subject a person to disciplinary action up to and including expulsion or dismissal. Those persons responsible for investigating and resolving complaints of sexual harassment will make reasonable efforts to protect the privacy of both the complainant and the respondent. All complaints of sexual harassment, investigation documents, and documents relative to the resolution of the complaint will remain confidential. In cases in which it is determined that sexual harassment occurred, the University will take appropriate action with or without concurrence from the complainant.

**Sexual Assault****I. Statement of Purpose:**

The Houston Baptist University Sexual Assault Policy has been developed to ensure that a consistent procedure and coordination of University and community resources takes place when dealing with victims

of sexual assault. The policy intends to meet the medical, legal, confidentiality, safety, and psychological needs of a victim and applies to both resident and off-campus students or visitors to the campus.

The policy also provides for pro-active measures and a structure that will deal with the prevention of sexual assault through educational programming as well as a continuing institutional dialogue to assess services for victims.

## **II. Definition of Terms:**

In dealing with the issue of sexual assault it is often helpful to define terms. The formal definition of rape is adapted from the **Textbook of Emergency Physicians**:

"Rape is the carnal knowledge, to a lesser or greater degree, of a victim without consent and by compulsion, through fear, force or fraud, singly or in combination. Thus there are three elements of rape:

- carnal knowledge,
- nonconsensual coitus, and
- compulsion.

Carnal knowledge can consist of anything from complete coitus to slight penile penetration of female genitalia irrespective of seminal emission. Non-consent must be an integral part of coitus unless the victim is a minor (under statutory age of consent), intoxicated, drugged, asleep, or mentally incompetent. Finally, there should be compulsion or fear of great harm, threats with real or alleged weapon, or use of threat of brute force. Any use of intimidation invalidates any consent on the victim's part."

In addition to rape, the spectrum of sexual assault for both men and women shall include but not be limited to the following unwanted acts: inappropriate disrobing and nudity; genital exposure; fondling of breasts or genitals; single or mutual masturbation; fellatio, cunnilingus and/or sodomy; and digital or object penetration of the anus and/or vagina.

## **III. Procedures:**

The following procedures should be followed when dealing with victims of sexual assault. A detailed explanation of this step-by-step process follows.

### **Knowledge of Sexual Assault**

Self-reported or via University service unit, individual faculty, staff, students and/or Community agencies.

### **Encourage Immediate Medical Attention to:**

- Rape Crisis Program Hotline - 713-528-7273
- Memorial Hermann Southwest Hospital Emergency Room - 713-456-5000
- HBU Student Health
- HBU Campus Police

### **Notify Vice President of Student Life, Director of Student Ministries, your Resident Director, University Minister, or Police**

Confidentiality insured and safety concerns addressed.

### **Campus Response/Coordination of Services**

Any of the above listed personnel will notify appropriate officers, link students with necessary services and personnel and inform victim of his/her option to report incident to police and/or pursue campus

judicial action.

### **Victim Follow-up**

To ensure that needs are being met.

### **Immediate Medical Attention:**

Personnel receiving the sexual assault information will encourage the victim to seek immediate medical attention at Memorial Hermann Southwest Hospital Emergency Room and/or Rape Crises Program. Because of the extent of physical specimens required legally in cases of sexual assault, a complete and timely examination is necessary. If desired University Police will provide transportation to Memorial Hermann Southwest Hospital Emergency Room.

### **Appropriate Notification:**

Since initial information regarding a sexual assault may come forth from a variety of campus and community sources, it is necessary that the Vice President for Student Life, the Director of Student Ministries, or the Resident Director be notified and serve as the administrator charged with coordinating services. Exceptions to this notification process occur when the victim refuses to release information about the incident and/or is protected by the ethical and legal "confidentiality privilege" afforded to the Health Services staff or the University Minister.

The victim will be assured that any referral will be confidential and is intended to help the victim meet his/her needs during this time of crisis. The victim will also be assured that he/she will be in control of decisions regarding formal charges and nothing "automatic" will take place by nature of being referred to the appropriate personnel listed above. This approach will hopefully reduce potential fear and anxiety levels about being referred to an administrative office and reinforce that this procedure is strictly enacted to assist the victim.

Further, the Vice President for Student Life will assist with arrangements for alternate housing if the victim feels his or her safety is in jeopardy. The Vice President for Student Life will be the University representative in discussions with parents and/or significant others when the victim so requests and in all cases in which a minor (person under 18 years of age) is involved.

### **Campus Response/Coordination of Services:**

The appropriate Student Life personnel listed previously, once informed about a sexual assault case, will work with the victim either directly or indirectly (via other University and/or community personnel) to link students with appropriate services. In order to provide a comprehensive approach to the victim's needs the following departments will serve as the "front line" for sexual assault cases. The following is a listing of specific areas of responsibility and assistance they each have and/or can provide for the victim upon request.

- **Health Services** will contact the Memorial Hermann Southwest Hospital or the Rape Crisis Program Hotline for medical evaluation and treatment. The Student Health Clinic will make a referral for AIDS counseling and testing, treatment for positive cultures, supportive treatment for physical ailments resulting from abuse, pregnancy testing, and testing for sexually transmitted diseases as appropriate.
- **The Resident Director or University Minister** will provide referral resources for psychological assessment. If immediate attention is requested by the victim, he/she will be referred to Rape Crisis Program 713-528-7273, otherwise, guidance will be provided the next business day.

- **The University Police** will establish the date, time, and location of the alleged assault. The Police will conduct the preliminary investigation, including collection and verification of all available facts and circumstances and will contact the Houston Police Department based on the victim's wishes. With the victim's consent, the Vice President for Student Life will receive an incident report.
- **The Vice President for Student Life** will explain the campus disciplinary process options available through the Houston Baptist University Student Handbook and/or the formal criminal system. Assistance will be provided to HBU students who have been victims of sexual assault on another college campus including coordination with appropriate authorities at that location. In cases occurring off-campus, the appropriate Student Life personnel listed previously will maintain a liaison with the University Police and the Houston Police Department. Information regarding the University's discipline process and criminal system is also available to the alleged perpetrator (assuming they have student status).

#### **Victim Follow-Up:**

Shortly after initial contacts are made with the University personnel outlined in this document, the Vice President for Student Life or his/her designee will initiate a follow-up inquiry directly with the student or indirectly (if the student is still working with one of the services) to ascertain if the student has received or is receiving appropriate psychological, medical or general support attention.

#### **IV. Assessment/Prevention:**

As needed, the Vice President for Student Life will convene a meeting of appropriate personnel to discuss sexual assaults and related campus violence incidents. The goals of this group would be:

- To evaluate procedures regarding cases of sexual assault and insure that victims' needs are being met through proper institutional responses and delivery of services.
- To gather information on the frequency and nature of sexual assault cases/incidents on campus. The goal of gathering this information would be the assessment of the campus environment and the development of prevention efforts.
- To develop and coordinate educational programming efforts for a campus-wide approach to the prevention of sexual assault. Ongoing programs are encouraged and available to students throughout the year through the University Police, Student Health Office, Student Involvement Office, Residence Life Office, and Student Life Offices.

#### **V. Houston Baptist University Enforcement**

Specific disciplinary policies and procedures are outlined in the Code of Conduct section of "The Student Handbook." Houston Baptist University sanctions will be issued by the Vice President for Student Life. These sanctions, which also may be combined, include (1) expulsion from the University; (2) suspension from the University; (3) eviction from the Residence Colleges; (4) required evaluation/counseling; (5) disciplinary probation; (6) educational projects. In compliance with the Sexual Assault Victims Bill of Rights (July 23, 1992), both the accuser and the accused are entitled to be informed of the outcome of the hearing(s).

#### **VI. Information on Registered Sex Offenders**

Information regarding registered sex offenders provided by the State of Texas may be obtained directly from the State of Texas Department of Public Safety registered sex offenders website at <http://records.txdps.state.tx.us/>

# Health

## AIDS

AIDS is an acronym for Acquired Immunodeficiency Syndrome and is a disease caused by a virus that breaks down part of the body's immune system, impairing a person's natural defenses against a variety of illnesses, many life-threatening. HIV is a medical term for the virus that breaks down the body's immune system. HIV is found in many body fluids and secretions of people who are infected, but respected medical authorities have determined that its transmission is solely through blood, semen, and female genital secretions. Current medical knowledge indicates that students and employees with HIV infection do not pose a health risk to other students and employees in an academic setting. The Public Health Service states that there is no risk created by living in the same place as an infected person, casual kissing, or swimming in the same pool with an infected person.

There is as yet neither a vaccine to prevent HIV infection nor curative therapy for infected persons. Even though knowledge about limiting the consequences of established HIV infection is meager, what is presently known should be communicated through education consistent with the morals espoused by a Christian institution.

## Policies Regarding HIV/AIDS

- 1. Individual Rights.** The individual rights of all people in the Houston Baptist University Community shall be safeguarded. Therefore,
  - a. the uninfected should be protected from undue risk of exposure to the disease,
  - b. the infected should be protected against prejudice and denial of the reasonable opportunity for an education at the University,
  - c. and the University condemns any and all actions of physical or emotional harassment toward the infected or those suspected of infection.
  
- 2. Policy Implementation** -As stated above, current medical knowledge indicates that people with HIV infection do not pose a health risk to others in an academic setting. Therefore, until medical knowledge indicates a contrary conclusion, or unless health regulations or other laws require a different response, the policy of Houston Baptist University will conform to the following:
  - a. Admissions.** No otherwise qualified individual will, solely by reason of his or her HIV/AIDS status, be denied admission to the University.
  - b. Attendance.** Students with HIV/AIDS may attend regular classroom sessions. The University reserves the right to restrict a student on a case-by-case basis if a student has a contagious disease (including those associated with or arising from AIDS) or if the individual's behavior is disruptive or endangers the safety of health of other persons. Departments will establish safety guidelines for the handling of blood and bodily fluids in classroom settings in which analysis of these substances may be a part of the coursework, such as in nursing or biology classes.
  - c. Access to University Housing and Facilities.** Students with HIV/AIDS will have access to University housing and facilities. Restrictions will only be imposed on the basis of medical recommendations.

## **Alcohol Policy**

Members of the HBU Community are expected to commit themselves to promoting a healthy social and academic environment where learning and campus life are not hindered by the misuse of alcohol and other drugs.

Possession, sale, or use of alcoholic beverages on campus or at University sponsored events or activities is strictly prohibited.

Evidence of use of alcohol, such as empty alcoholic beverage containers displayed in residents' rooms or in a student's possession is also prohibited.

Lighted beer signs or posters promoting the use of alcoholic beverages will not be permitted on campus. Any student who returns to campus while intoxicated shall be subject to full disciplinary action as outlined in *The Student Handbook*.

Culpability: As it is difficult to accurately determine degrees of culpability, all students present in a room or area at the time of the alcohol violation will generally be held responsible for such violation. Students are advised in advance to avoid such situations which may put them at risk of disciplinary action.

## **Health Risks**

No printed lists or warning signs can replace talking with a professional in determining whether you or someone you care about has an alcohol problem. Such lists or warning signs can give you a sense of whether you should check out the possibility more thoroughly. The following are symptoms to watch for with respect to alcohol:

- Preoccupation with alcohol
- Increased tolerance of alcohol
- Physical deterioration
- Black-outs
- Morning tremors
- Large amounts of money spent on alcohol
- Consequences (suffering physical, social, occupational, and/or legal problems) as result of alcohol use

## **Alcoholic Beverage Laws for Minors**

(reference: [https://www.tabc.state.tx.us/laws/underage\\_drinking\\_laws.asp](https://www.tabc.state.tx.us/laws/underage_drinking_laws.asp))

### **Purchase, Attempt to Purchase, Possession, Consumption, Misrepresentation of Age, Public Intoxication by Minor:**

- Class C misdemeanor: \$0-\$500, Alcohol awareness course, 8-40 hours community service, 30-180 days driver's license suspension or denial.
- If minor is seventeen years of age or older and the violation is the third offense, the offense is punishable by a fine of \$250-\$2000, confinement in jail for up to 180 days or both, as well as automatic driver's license suspension.
- A minor with previous alcohol-related convictions will have his or her driver's license suspended for one year if the minor does not attend alcohol awareness training that has been required by the judge.

### **Penalties for Providing Alcohol to a Minor:**

- Class A misdemeanor: Fine up to \$4,000, confinement in jail for up to a year, or both, driver's license automatically suspended for 180 days upon conviction.
- Persons 21 or older (other than parent or guardian) can be held liable for damages caused by intoxication of a minor under 18 if the adult knowingly provided alcoholic beverages to a minor or knowingly allowed the minor to be served or provided alcoholic beverages on the premises owned or leased by the adult.
- Sale to a minor: Class A misdemeanor: Fine up to \$4,000, confinement up to a year in jail, or both.

### **Zero Tolerance**

In Texas it is illegal for a person under 21 to operate a motor vehicle in a public place while having ANY detectable amount of alcohol in their system. On September 1, 2009, this law was expanded to include watercraft in addition to motor vehicles. The following penalties shall be imposed:

- **First Offense:** Class C misdemeanor: Fine up to \$500, attendance at an alcohol awareness class, 20-40 hours mandatory community service, 60 days driver's license suspension, 30 days ineligible for occupational license.
- **Second Offense:** Class C misdemeanor: Fine up to \$500, attendance at an alcohol awareness class at the judge's discretion, 40-60 hours of mandatory community service, 120 days driver's license suspension, 90 days ineligible for occupational license.
- **Third Offense (Under 17):** Not eligible for deferred adjudication, 180 days driver's license suspension, Ineligible for occupational license during entire suspension period.
- **Third Offense (17 or Older):** Class B misdemeanor: \$500-\$2000 and/or Confinement in jail up to 180 days, 180 days driver's license suspension, Ineligible for occupational license.

### **Alcohol Counseling**

The following is a list of various counseling, treatment, or rehabilitation programs and facilities available in the surrounding community:

- **Alcoholics Anonymous**
- **Memorial Hermann Southwest Hospital**  
7600 Beechnut Street and SW Frwy, Houston, Texas 77074  
Monday, 8:00 p.m.; Wednesday, 8:00 p.m.; Friday, 8:00 p.m.
- **West Oaks Hospital**  
6550 Hornwood, Houston, Texas 77074  
Sunday, 8:00 p.m.; Monday, 8:00 p.m.
- **College Park Baptist Church**  
7887 Beechnut Street, Houston, Texas 77074  
Thursday, 8:00 p.m.
- **Bellaire Club**  
6701 Dunlap, Houston, Texas 77074  
713-771-3370  
Sunday, 12 Noon; Sunday, 8:00 p.m.; Monday, 12 Noon; Monday, 8 p.m.

### **Drug Policy**

HBU has a prime concern for the psychological and medical well-being of its students and employees and recognizes the problems created by the misuse of controlled substances. The University prohibits the possession, distribution, sale or use of controlled substances and all other drugs prohibited by state and federal law (i.e. marijuana, narcotics, barbiturates, hallucinogens or amphetamines). The

University also prohibits the possession of drug paraphernalia (i.e. bong, one hitters, pipes, clips, etc.).

Students who violate this policy are subject to disciplinary action by the University and/or criminal prosecution under State and Federal law.

**Sale** - When, in the opinion of the Vice President for Student Life/Director of Residential Life, there is sufficient and credible information that a student is or has been trafficking in controlled drugs, the student will be asked to withdraw from the University. A student who chooses not to withdraw will be temporarily suspended by the Vice President for Student Life/Director of Residential Life (further action as described in the Student Handbook).

**Use** - Students are urged to seek help for themselves or on the behalf of others in any matter of drug use; if, in the judgment of the Vice President for Student Life/Director of Residential Life, the welfare of the HBU campus community requires that the student receive help either on or off campus, he or she may be required to do so as a disciplinary sanction at his or her expense. (See below).

**Culpability** - As it is difficult to accurately determine degrees of culpability, all students present in a room or area at the time of the drug violation will generally be held responsible for such violation. Students are advised in advance to avoid such situations which may put them at risk of disciplinary action.

### **The Law**

Possession, manufacture, sale, and distribution of controlled substances are illegal under both state and federal law. Giving marijuana or other drugs free of charge to friends has been interpreted in some court cases to be the same as sale or distribution. There are generally more severe sanctions given for repeat offenders. Possession of drugs in large amounts may be viewed by the courts as possession with the intent to sell.

### **Sanctions**

A drug offense under Texas or Federal Law can be a misdemeanor or a felony depending on the charge and the amount of drugs involved. In either case, a criminal record will very likely hamper a person's chances of gaining admission to another school or securing future employment.

Court imposed penalties for a first offense for possession, distribution, or use of drugs depend upon the circumstances of the case.

Texas has some of the harshest penalties for drug possession. Possession of marijuana may be classified as light as a "Class B" misdemeanor, carrying a sentence of up to 180 days in jail and/or a fine of no more than \$10,000 for possession of two ounces or less of marijuana. This penalty can go all the way up to life in prison and a fine of up to \$50,000 for possession of over 2,000 pounds of marijuana.

As for drugs in other classes, the penalty for possession is at the very least a "Class B" misdemeanor, or a "Class A" misdemeanor, which carries a penalty of up to one year in county jail and/or a fine of no more than \$4,000, depending on the type of drug at issue. Depending on the amount of the illicit drug in the defendant's possession, the penalty can range from a third degree felony all the way up to a first degree felony. The highest penalty given in Texas for drug possession is life or 99 years in prison and/or a fine of up to \$250,000.

HBU sanctions will be issued by the appropriate Disciplinary Body. These sanctions, which also may be combined, include: (1) expulsion from the University; (2) suspension from the University; (3) eviction from Residence Colleges; (4) required evaluation/counseling; (5) disciplinary Probation; (6) fines \$50 to \$250; and (7) educational projects.

Federal Government guidelines state that anyone receiving Federal Financial Aid (Pell Grants) who is convicted of violating established Federal or State controlled substance laws may lose his or her financial aid.

## **Health Risks**

### **A. Cocaine and Crack:**

Cocaine (especially in "crack form") is one of the most addictive drugs. Crack addiction can become apparent within a matter of weeks. Some crack users have reported becoming addicted after their first use. Cocaine can be extremely harmful to the hearing and can cause death. It also has been linked to birth defects. A person coming down from a cocaine high often experiences feelings of paranoia, irritability and extreme depression. To compensate for these feelings, the user will often drink large amounts of alcohol.

### **B. Hallucinogens:**

- With LSD, there is the risk of flashbacks or repeat experiences of the LSD trip without taking the drug. Effects on the user's body can include high blood pressure, faster heartbeat, weakness, vomiting, trembling, hyper-ventilation, and slowing down of motor functions. A "bad trip" on hallucinogens (LSD) can consist of loss of boundaries, paranoid feelings, extreme anxiety, panic, and in extreme cases, a psychotic reaction.
- Psilocybin (Mushrooms). There are a number of plants which have LSD-like effects which come under this category. These plants are generally dried and then eaten. Mescaline, also considered a "mushroom," comes from the top of the peyote cactus.

Psilocybin can cause dizziness, light headedness, upset stomach, vomiting, shivering, facial flushing, sweating and fatigue. With mescaline, nausea and vomiting usually occur; large doses may produce low blood pressure, cardiac depression, shallowness of breath, and headache.

### **C. Marijuana (Cannabis):**

Marijuana impairs the user's ability to perform motor tasks such as driving a car. It impairs short-term memory and logical thinking and has also been linked to birth defects. Large doses can lead to symptoms similar to those of hallucinogens. The user may experience confusion, restlessness, hallucinations, paranoia, anxiety, or psychotic episodes. Heavy users may experience problems with sequencing ability in the brain and loss of time sense, depth perception, memory storage, and recall. Long-term use has been associated with low sperm count in males and irregularities in menstruation and ovulation in females.

### **D. Amphetamines (Stimulants):**

Amphetamines can cause increased alertness, euphoria, increased blood pressure, and insomnia. In cases of overdose, agitation, increase of body temperature, hallucinations, convulsions, and in some cases death may occur. A person experiencing withdrawal or "coming down" will likely be apathetic, irritable, depressed, and disoriented. Long periods of sleep are also part of amphetamine withdrawal.

### **E. Narcotics:**

Some of the more common narcotics include opium, morphine, heroin, and methadone. Narcotics may cause euphoria, drowsiness, respiratory depression, constricted pupils, and nausea. In cases of overdose,

the person may experience slow and shallow breathing, clammy skin, coma, and possibly death. Someone experiencing withdrawal or "coming down" may demonstrate watery eyes, runny nose, yawning, loss of appetite, irritability, tremors, panic, cramps, nausea, chills, and sweating.

#### **F. Depressants:**

Depressants include chloral hydrate, barbiturates, benzoate, zephines, and equanil. Depressants may cause slurred speech, disorientation, and/or drunken behavior without odor of alcohol. In cases of overdose, a person may experience shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, and possibly death. Someone experiencing withdrawal or "coming down" may demonstrate anxiety, insomnia, tremors, delirium, insomnia, tremors, delirium, convulsions, and possibly death.

#### **Drug Counseling**

If students of HBU feel they may have a drug problem, they are encouraged to contact [Student Health Services](#). The Nurse will be able to provide confidential information and testing, or assist in making a referral to a local agency or treatment facility.

**Drug Free Campus.** The Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101226) required our institution to sign a certification to the United States Department of Education by October 1, 1990, whereby we adopted and implemented a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance or other mind-altering substance (as defined in the Texas Controlled Substances Act and the Texas Dangerous Drug Act) is prohibited by the University. A student who violates this prohibition will be subject to disciplinary action by the University.

#### **Health Records**

Please refer to the HBU web site [Health Services](#) for current information on immunization and health record requirements. Students requesting a copy of meningitis vaccine records should contact the [Office of the Registrar](#).

Student health records for any on-campus Health Clinic visits may be obtained by contacting the Neighborhood Health Center at 713-456-4280.

## **Student Organizations**

The following policies apply to HBU student organizations. Other policies and procedures affecting student organizations may be covered through the Office of Student Involvement. For questions concerning student organizational policies and procedures you may contact the Office of Student Involvement in Brown 292, or call 281-649-3124.

#### **Events**

Student Organizations must adhere to University Event Policies when planning events. These additional policies are required of student organizations:

1. If a student organization event meets any of the following criteria, an officer of the group must meet with an advisor within the Department of Student Involvement prior to reserving space.
  - the event has a target audience from off campus
  - the event will be outdoors

- the event is a dance
  - the event will have over 60 people
2. No events may be scheduled on a Sunday before 1:00 p.m. Events on Friday and Saturday evening must end by 1:00 a.m. the following morning. Any event held Sunday through Thursday must end at midnight.
  3. The University will determine the nature and extent of security required for each event scheduled on campus by a student organization. The sponsoring organization shall pay for the cost of security required. The number of police needed will be based on the size of the facility and the number of people expected. The guideline to be used will be one officer for every 100 people or potential audience members.  
Dances may be sponsored by registered student organizations or University departments and may be attended by currently enrolled HBU students and guests of the HBU student attending the dance. HBU identification cards will be required of all currently-enrolled HBU students. Guests must show picture identification. Identification will be required of all attendees.
  4. No alcohol is allowed at HBU events held on or off campus.
  5. All participants will conduct themselves in a manner consistent with the Christian and educational mission and purpose of the University. Examples include but are not limited to:
    - Attire must be modest and not sensual in any way.
    - All dancing (individual, couples, group/line, etc.) shall be in good taste and should not be sexually suggestive, profane, or in any other way inappropriate.
    - Language must be appropriate. No foul language or profanity will be acceptable at events.
  6. The student leaders of the organization must be present for the duration of the event. In some cases the organization's faculty/staff advisor may also be required to attend the event (to be determined in meeting for events described in agreement with the Office of Student Involvement).
  7. The sponsoring student organization will be held responsible for the conduct of all attendees.
  8. Members of the organization will be responsible for cleaning the facility at the close of the event.
  9. Failure of the organization to comply with pertinent University requirements, rules, and regulations, including those involving security and financial obligations related to the event, may result in the forfeiture of the privilege of scheduling events on campus.
  10. Students and/or their guests will be asked to leave for non-compliance of HBU policies and standards. Students' actions may also be addressed via the University disciplinary process.
  11. HBU Police has authority for enforcing HBU policies, local, state and national law as appropriate. Violators and uncooperative attendees are subject to arrest. Appropriate reports may be filed with the criminal courts system and the University.

## **Hazing**

Hazing refers to any intentional, knowing, or reckless act by one or more persons that occurs on or off campus, and is directed against a student for the purpose of joining, being initiated into, or maintaining full status in a group. Such acts include, but are not limited to, the following: any type of physical brutality, such as, beating, striking, branding, sleep deprivation, exposure to the elements, calisthenics, any activity involving the consumption of a food, liquid, alcoholic beverage, drug, or other substance or any other activity that subjects the student to unreasonable risk or harm or that adversely affects the mental or physical health or safety of the student or any activity that intimidates or threatens the student or that subjects them to extreme mental stress, shame, or humiliation. Consent to hazing is not a defense

against hazing. Hazing is a violation of both HBU policy and Texas State Law and may subject a violator to both criminal prosecution (punishable by fines and/or jail time) and HBU disciplinary action.

### **Travel**

Questions on liability related to field trips should be directed to the Director of Student Involvement in the Student Involvement Office. All organizations taking any off-campus trip should calendar the event AND complete a "Field Trip Form" providing the following:

1. List of students attending event
2. Emergency contact information
3. Location/phone number of where the group is staying

Forms are available for submission online at <https://orgsync.com/36574/forms/33612>.

### **University Vehicles – Scheduling**

University-owned vehicles are available on a first-come, first-served basis provided the request for use has been made in a timely manner and in accordance with the guidelines established by Campus Police and Parking Services. When multiple requests have been made, priority will be given to the time stamp on the received request, whether via e-mail or in person.

### **Guidelines**

University-owned vehicles are available for activities initiated or required by the University. The use of University Vehicles is restricted to approved drivers who have completed the required training and certification and have filed a current copy of their driver's license including their H number with Campus Police. An approved driver is a faculty/staff member or currently enrolled student that is a member of the requesting organization or student worker. Passengers of the vehicles must be employees or students, not family members or hitchhikers unless special permission has been granted in writing by the Vice President of Student Life or Director of Parking and Police Services.

1. The organization must reserve a vehicle no later than 5 working days prior to travel by submitting a written request in person, via Campus mail or via e-mail to Police dispatch.
2. The request must include date(s) of travel, type of vehicle requested, approved driver(s), and destination.
3. When you receive your confirmation email, download and submit a "Travel Log" to the dispatch 24 hours before your departure.
4. All drivers must be at least 21 years of age to drive a vehicle, whether HBU owned or rented.
5. A reservation may be made when the following criteria are met:
  - a. A copy of the individual driver's license and H number is on file in Police dispatch.
  - b. The driver has taken and passed an online driving test, and
  - c. The driver has a clear Motor Vehicle Record (will be run by HBU Police)
6. If the trip exceeds 200 miles, a minimum of two approved drivers per vehicle is required.
7. Drivers will obey all federal, state and local laws, ordinances, etc. in operation of University vehicles. Any questions should be directed to Police Dispatch at 281-649-3314.

## **Student Organizations Relationship Statement**

## Section 1. Purpose Statement

1. Houston Baptist University (HBU) is strongly committed to providing students opportunities for involvement in student organizations operating on campus. By maintaining a statement of relationship between the University and the student organization, the University establishes a clear set of privileges and responsibilities for student organizations to foster their success.
2. These policies and procedures shall conform to the policies and regulations of Houston Baptist University.

## Section 2. Definitions

1. *Fee-Funded Student Organization*: A student organization created by a University department or division to support the on-going interests of the University community and is considered to be critical to the mission and culture of the University and routinely presents events for the University and surrounding community. A fee-funded student organization has an advisor that is paid by the University to specifically advise the organization. Other privileges may be granted to a fee-funded student organization by the sponsoring University department or division, which may or may not be extended to other student organizations.
2. *Honors Groups*: Organizations requiring individuals to meet a certain set of criteria for membership. Though these groups operate under the Student Involvement umbrella, they are also under the primary supervision of specific departments or faculty members.
3. *Student Organization Leader*: The University reserves the right to hold student organizations accountable to reasonable standards of academic performance of the group, its student organization leaders, and its members. A person meeting all of the following criteria shall be officially recognized as a student organization leader:
  - An undergraduate or graduate student enrolled in at least one course at the University; the student need not be enrolled during the summer semester.
  - A member in good standing of a student organization currently registered with the University.
  - A student whose name appears in a student organization's registration materials as an officer or authorized representative.
  - A student who is in good scholastic and disciplinary status with the University at the time of selection and during the term of the position.
  - The student must relinquish the position should he / she fail to maintain the above requirements.
4. *Faculty/Staff Advisor*: A person meeting all of the following criteria can be officially recognized as a Faculty/Staff Advisor:
  - Must work for the university at least part -time (20 hours).
  - Must not advise more than 2 student organizations unless it is otherwise stated in his/her job description.
  - Must not be on sabbatical.
  - Must be willing to serve as a guide to the student organization in reference to University policies.

## Section 3. Process for University Recognition for New Organizations

Registered status will be considered for any student organization that meets the following criteria:

1. Membership is limited to HBU students, or combination of students, faculty, and/or staff.

2. The petitioning group's purpose, actions, or activities do not conflict with the Christian or educational missions of the University; in particular, they do not conflict with the Preamble or the University's bylaws.
3. The petitioning group can meet three (3) times to create a constitution & bylaws & to secure a faculty/staff advisor.
4. Submit initial request including constitution, bylaws, preliminary roster (at least five HBU students), purpose of organization and faculty/staff advisor contact information to the Director of Student Involvement via HuskySync. The Department Chair and Dean must submit approval for academic groups to the Director of Student Involvement. Religious groups must also submit a Statement of Doctrine for consideration.
5. Paperwork will be forwarded to the Student Government Association (SGA) for comment.
6. SGA will forward comments and paperwork back to the Director of Student Involvement for review with the Vice President of Student Life.
7. The Office of Student Involvement will notify in writing the petitioning group of the final decision. Notifications will be done via HuskySync (OrgSync).
8. If the group is granted recognition, the three (3) highest ranking officers must attend an Organization Training and Risk Management Training.
9. General Social Greek Organizations: The HBU Expansion Policies for Social Greek Organizations may be obtained through the Office of Student Involvement.

#### **Section 4. Appeal process for New Student Organizations Denied Recognition**

In the event that the request for recognition is denied the following steps can be followed:

1. Notify in writing the Vice President of Student Life of the intent to appeal and resubmit the initial Recognition packet.
2. The Vice President of Student Life will meet with representatives from the group along with their faculty/staff advisor.
3. After consulting with members of the President's Executive Council, the Vice President of Student Life will render a final decision.

**The Vice President of Student Life is the final appellate review.**

#### **Section 5. Privileges of Recognition**

Privileges extended to student organizations in good standing with the University and currently registered with the Office of Student Involvement include the following:

1. **Recruitment:** Student organizations may conduct activities on campus to recruit new HBU students in accordance with University policies and procedures regarding the use of campus facilities and solicitation.
2. **Publicity and Promotion:** Student organizations have access to the Student Life e-newsletter, HuskySync (OrgSync), and may utilize all posting areas on campus in accordance with the posting policies.
3. **Fundraising:** Student organizations may raise funds on and off campus. If raising funds on campus, the activity must comply with all posting and solicitation policies.
4. **Use of Campus Facilities:** Student organizations may use University facilities for meetings, functions, programs, and other activities provided that the organization completes the appropriate facility reservation process and the activities do not intrude upon or interfere with the academic programs and administrative processes of the University. Failure to comply with facility use guidelines may restrict an organization from the use of such facilities.

5. **Use of the On-Campus Account System:** Student organizations may establish an on-campus account to procure University services, to purchase items and services from off-campus businesses and individuals, and to reimburse individuals for organization-related expenses. Improper use of the on-campus account may result in the loss of the account and the use of services requiring payment via the account. No student organization may use University services, facilities, and equipment while it owes a monetary debt to the University and the debt is considered delinquent.
6. **Participation in University-sponsored Events:** Student organizations are eligible to participate in all University-sponsored programs and activities involving student organizations (e.g., Organization Fair, Husky Fest, and Homecoming). Student organizations must comply with the sign-up procedures and rules established for the event or face exclusion from such events.
7. **Use of Student Involvement Services:** Student organizations are eligible for all services provided by the Office of Student Involvement.
8. A student organization may state that its membership is composed of HBU students, or a combination of students, faculty, and / or staff, but it shall not suggest or imply that it is acting with the authority or as an agency of the University. Student organizations are not official entities of the University and may not represent themselves as such.
9. Student organizations cannot use the words “Houston Baptist University” or “HBU” as part of the name of the organization, and it cannot display the seal or logo as part of any letterhead, sign, banner, pamphlet, or other printed material that bears the name of the organization.
10. Student organizations may indicate existence at the University by adding the phrase “at Houston Baptist University (or HBU).”
11. Fee-funded student organizations may incorporate the name, seal and logo of the University in accordance with University communication, policies and guidelines established by the sponsoring University department or division.
12. Other privileges may be granted to Fee-funded student organizations by the sponsoring University department or division that may or may not be extended to other student organizations.

## **Section 6. Responsibilities of Recognition**

1. It is the student organization’s responsibility to provide names and contact information about the Officers, members, and advisors of the organization to the Office of Student Involvement by maintaining an updated HuskySync profile.
2. Student organizations must attend all organization trainings and risk management trainings scheduled by the Office of Student Involvement.
3. It shall be conclusively presumed that the authorized officers/representatives whose names are most currently on-file with the Office of Student Involvement are authorized to represent the organization in its relationship with the University.
4. Student organizations must keep an updated organizational constitution on file with the Office of Student Involvement at all times. Constitutions are submitted via HuskySync. Constitutions should follow the following guidelines and must include those components indicated as being required:
  1. The date of creation and revision [required]
  2. The official name of the organization [required]
  3. A detailed declaration of purpose of the organization [required]
  4. Criteria for selecting membership [required]
  5. Establishment of authority structure, including:

- Officer/representative positions, duties, and authority [required]
  - Description of officer/representative eligibility, including academic requirements meeting or exceeding those stated in Section 6 of this document [required]
  - Procedure for selection and removal of an officer/ representatives [required]
6. Procedures for decision-making (i.e., voting) in the control of organizational activities and finances, including a definition of quorum [required]
  7. Provision for disbursement of organization assets should the organization become defunct [required]
  8. Description of standing (permanent) and ad hoc (temporary) committees, including a list of responsibilities [recommended]
  9. Description of the amendment process [recommended]
  10. Provision for the selection and removal of faculty / staff advisor [recommended]
5. Fee-funded student organizations are subject to all laws, rules, regulations, and policies that govern the sponsoring University department or division.
  6. The University reserves the right to hold student organizations accountable to reasonable standards of academic performance of the group, its student organization leaders, and its members. A student officially recognized as a student organization leader must meet the following academic requirements to receive and maintain such status:
    - Be in good scholastic and disciplinary status with the University at the time of selection and during the term of position.
    - The student must relinquish the position should he/she fail to maintain the above requirements.
  7. If at any time the roster for a student organization has less than ten members, the organization president and advisor should meet with the Office of Student Involvement to develop a recruitment plan. All organizations should have more than five members.

## **Section 7. Additional Social Responsibilities of Social Greek Organizations**

1. The Office of Student Involvement may impose additional requirements upon general social Greek organizations.
2. Social Greek organizations must provide the name, address, and phone numbers of the alumni/recruitment/graduate advisor(s).
3. General social Greek organizations are subject to regulations from the University, their (inter) national offices, umbrella organizations and their governance councils. All general social organizations must abide by all regulations to which they are subject.
4. All new members are required to meet with the Office of Student Involvement within two weeks of receiving their invitation to membership.
5. Social Greek organizations are expected to maintain GPAs above 2.5.
  - If at any time an organization falls below that standard, the organization will be placed on academic monitoring for the following semester. During academic monitoring, the organization must develop and implement a chapter academic enhancement program in conjunction with, and approved by, the Director of Student Involvement prior to the end of the second week of the probationary semester and meet monthly with the Director of Student Involvement to discuss the implementation and progress of the plan.
  - If the organization meets the 2.5 standard for the following semester, the organization will no longer be on academic monitoring. Failure to meet the above requirements during the monitoring semester will mean that the organization will not be allowed to

host any social events for the following semester and a new academic enhancement program will be developed.

## **Section 8. Student Organization Discipline**

1. The University encourages and expects its students to act responsibly at all times, whether on or off campus. As a minimum, students are expected to comply with all local, state and federal laws, and to engage in conduct which reflects a positive image of the University as a Christian institution of higher education.
2. Student organizations are accountable for the conduct of their members wherever individual actions are abetted by the organization. "Abetting" may be defined as, but not limited to, organizational sponsorship, sanctioning or condoning of the event or activity. Any student organization is subject to disciplinary action or revocation of recognition as a student organization for violation of a rule or regulation of the University.
3. Currently registered student organizations may not co-sponsor any event, program, socialize or solicit with a suspended or unrecognized organization or any of its affiliates (alumni). Groups who choose to participate will be held to the judicial process.
4. Independent of sanctions imposed by national governing bodies, student conduct boards, and/or other legal entities, the University may impose sanctions on organizations which engage in misconduct. Individual student conduct is governed by the Code of Conduct found in the Student Handbook and will be handled separately, although individual conduct may also be associated with group misconduct when viewed in relation to the total facts in each separate case.

# Residence Life

## **Purpose Statement**

Living on campus is a significant part of the overall college experience and educational process. Living-learning environments provide opportunities to grow spiritually, develop interpersonal skills, increase understanding of diverse cultures, and learn self-discipline in organizing time for study, work, and social activities. Residential students learn independent responsibility while living among friends and peers. As stated in the HBU Vision document, [www.hbu.edu/tenpillars](http://www.hbu.edu/tenpillars):

## **Pillar Four: Establish a Residential Society of Learning...**

*You shall love the Lord your God with all your heart and with all your soul and with all your mind.*

**Matthew 22:37 (NASB)** *If you look at the architecture of the most venerable European foundations, you see that they were designed for communal practices, a shared life—refectories for common meals, residences, libraries, and lecture halls sharing the quad. A college was a communion and a community, a society of learners. Darryl Tippens, [i] Pepperdine University*

*When students live together in addition to taking courses together, the learning extends beyond the classroom into the rest of the campus. Professors teach the students, but students also teach each other by sharing their own understanding of what they learned during a lecture or a debate between classmates. The students have the capacity to spur each other on to deeper thought about the material they study in common. In this way, the work of teaching and learning integrates itself into the lives of the students. They stay in the place where learning occurs and are constantly inspired to think about what they are studying. The same dynamics apply to their spiritual formation. Living together in a community that consciously seeks to follow Christ as a model helps students take their faith seriously. The campus becomes infused with a combination of scholarship, friendship, and Christian fellowship. Students live and study on the same ground. That unique combination is what inspires alumni of many universities to develop powerful bonds to their institutions. Their colleges and their related communities of learning and residence become woven into the tapestries of their lives. They are excited to return and to send their children to the same place to have the same experience.*

## **Living Areas**

Students live in the following living areas:

Freshman Village (FV) - Freshmen

Hodo Residence College (HRC) - Sophomores, Juniors, and Seniors

Husky Village Apartments (HV) - Juniors and Seniors

## **Residence Life Staff**

The Residence Life staff is committed to providing an atmosphere of learning and growth that will facilitate a holistic experience in the context of university community. Residence Life professional staff, Resident Directors (RD) and Resident Assistants (RA) work together in developing a community conducive to student growth -- spiritually, academically, physically and socially.

## **Residence Life Expectations**

Because of the University's commitment to the residential experience, students are required to live on campus unless one or more of the following exceptions apply:

- 21 years of age or older prior to September 1

- Completed 64 credits prior to the beginning of Fall Semester
- Married
- Graduate student
- Part-time student
- Living at home with parents/guardians in the Houston area (more than 50 miles away from campus)

Any student who does not meet these criteria and desires to live off campus must appeal to do so. The appeal form is available in the HBU Residence Life Office or e-mail [reslife@hbu.edu](mailto:reslife@hbu.edu).

## Services

**Housing Accommodations** - Students requiring accommodations for disabilities related to Residence Life should contact the Disability Services Coordinator at [504@hbu.edu](mailto:504@hbu.edu), and he/she will coordinate with appropriate HBU staff to arrange the accommodations for Residence Life. Visit the accommodations webpage, [www.hbu.edu/504](http://www.hbu.edu/504), for more details.

**Laundry** - A laundry room with washing machines and dryers is provided for the use of the residents in each residential area.

**Lockouts** - If a resident becomes locked out of his or her room or apartment, he or she may get help from their building's office for assistance (during office hours). After hours, students may call the Resident Assistant on-call cell phone for assistance. Excessive lock-outs may result in a fine.

**Mail** - Resident mail is received at the office in each residential area. Husky Village and HRC residents receive mail at their individual mail boxes (packages may be delivered to the Residence Life office). The resident will be able to pick up mail during regular office hours. Mail that is not picked up within 7 days will be returned to sender.

**Residence Life Help Desks** - Each Residence College has a help desk in the lobby to serve the residents. The Residence College Help Desks are open daily from 10:00 a.m. to 12:00 a.m. (hours are subject to change). On-call phone numbers are also posted in each living area for after-hours emergencies.

**Residence Life Office Hours** - Regular office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. Office hours may vary during the course of the year due to holidays or variations in the University calendar. When the office is not open, students may call the Resident Assistant's on-call cell phone for after-hours help and HBU Police for emergencies.

**Repairs** - Maintenance requests should be reported to the Resident Assistant or the office located in each living area.

**Pool and Spa** - Please follow posted hours of operation. A lifeguard is not on duty, but an emergency call box is available for emergencies. Additional rules are posted in this area. Running, irresponsible behavior, loud noise, and public displays of affection are not allowed. Glass containers are not permitted. Modest commercial swim wear must be worn at all times. Residents and guests are expected to exhibit appropriate public behavior at all times.

**Safety** - Security features such as six-foot perimeter fencing, dead bolt locks, and limited access gates are

provided. Residents should report any incident of theft, vandalism, or unsafe conditions to the University Police and Residence Life Staff.

**Police** - The University employs on-campus police officers on a twenty-four hour basis. They are responsible for maintaining safety on campus. Residents and their guests are expected to fully cooperate with all HBU police officers.

**In case of emergency call (281) 649-3911.**

**Access to Campus** - An access code is provided for access to the Husky Village gate. Access codes are given to residents only. Call boxes are used for access to other HBU gates after hours. Gate call boxes communicate with HBU dispatch.

**Limited Access Gates** - To avoid damage to one's vehicle and to the vehicle access gates, residents should pass through the gates carefully. Tailgating and following other cars through the gate is not permitted. The Residence Life Office is not responsible for damage which occurs to residents' or guests' vehicles. Residents who vandalize the gates in any way whatsoever or who bump the gate will be fined, required to pay the costs of repairs, and may face disciplinary action and/or criminal prosecution.

**Residence College Security** - An access code and/or card is given to residents for after-hours access. For the safety of the community the code and/or card must not be given out for any reason to anyone not residing in the Residence College. A fine of \$100 will be assessed to any resident disclosing the code and/or allowing others to use the access card.

## Procedures

**Residence Life Agreement** - In order to reside on campus, students must agree to the Residence Life Agreement as part of the housing application. A Housing Contract also must be signed prior to move-in.

**Meal Plan** - A meal plan is required of all residential students. The meal plan does not include University vacation periods or breaks between semesters. In the event that a resident needs to alter his/her meal plan, a meal plan change form may be obtained in the HBU Residence Life Office. Meal plan changes are only allowed during the first two weeks of each term.

**Residence Life Appeal Process** - Approved appeals are rare since the policies and procedures that govern Residence Life must be consistent for all residents. Resident may appeal the Residence Life Agreement by submitting a written appeal form. Students may contact Residence Life for more information. The student is responsible for the full terms of the Residence Life Agreement during the appeal process.

**Housing Assignment** - All students will receive a notice via e-mail to their University account confirming their move-in date and roommate assignment.

**Keys** - Each resident is provided keys to access his/her room upon checking in.

- Lost keys should be reported to the RA or Residence Life Office immediately.
- A replacement charge of \$50 will be assessed for each lost key.
- Duplication of keys is prohibited. If a duplicate key is found, the student may be fined for the replacement of the keys and lock and be subject to further disciplinary action.
- It is strongly recommended that rooms are kept locked when not occupied.

**Room Consolidation** – During the first three weeks of each term, students residing in a room without a roommate may be required to consolidate rooms. Residents in the Husky Village Apartments may also be required to relocate during the consolidation period.

**Room or Apartment Transfers** - The following guidelines apply to all room/apartment changes:

- Before requesting a room change, residents must speak with their RA regarding reasons for wanting to move.
- Residents may fill out a room assignment change form obtained from the Residence Life Office.
- A resident moving without receiving approval may be sanctioned and required to pay a fine.

**Residence College Holidays and Semester Breaks** - The Residence College will close at 5:00 p.m. the last day of classes for vacations, semester breaks, and the last day of final examinations at the end of each term. Residence Colleges will open at 1:00 p.m. the day before classes begin each term and following all vacation periods. If a resident needs housing between semesters or during breaks, they must submit an appeal in writing, at least two weeks in advance, to the Residence Life Office, stating the exact dates they want to stay and why. Break appeals will be granted only in special circumstances as determined by HBU Residence Life. Break appeals must be approved or the resident will be required to move out during the break. HBU assumes no responsibility for housing and meals for students when the Residence Colleges are closed. **There are no appeals for the summer break. Housing is not available between the end of Spring term and start of Summer terms.**

**Right of Entry** - Residence Life Staff reserves the right to enter and inspect living areas, including the bathroom. Some of the reasons for inspection include, but are not limited to:

- University policy is suspected of being violated;
- an occupant of the room is believed to be physically or emotionally in danger;
- maintenance or repair work is necessary or requested;
- health or safety hazards are suspected;
- local, state or federal law is suspected of being violated;
- a cleanliness inspection is deemed necessary.

The staff member will knock and identify him/herself before entering.

### **Move-In**

- Residents of each room are responsible upon move-in to complete the Room Condition Form. Rooms will be considered in good condition if the resident does not complete and/or submit the Room Condition Form.
- Students are responsible for the appearance and care of their room.
- Any and all defects and damages reported must be noted, and a written work order must be completed. Otherwise, the premises, fixtures, appliances and furniture will be considered to be clean, safe, and in good working condition.

### **Move-Out**

- Before checking out, the room and common areas must be in "Model Ready Condition"; all furniture and University property must be arranged properly and the room and common areas must be cleaned.
- When a student is moving out, it is his or her responsibility to set up a time with his/her Resident Assistant to check out. A walk-through must be scheduled with Residence Life staff prior to move out.

- Failure to clean, damaged/missing appliances/furniture, and leaving items behind will result in applicable charges to complete such cleaning, repair, replacement or removal of items. HBU Operations may assess damage and/or cleaning fees when applicable.
- When a resident leaves, whether at or prior to the ending date of his or her agreement the common areas must be cleaned. These areas include, but are not limited to the windows, bathroom, patios, balconies, kitchen appliances, and the living room. These areas must be clean and in good repair and condition, reasonable wear expected. All residents will be responsible for damage/repair cost in common space.
- Failure to schedule a walk-through indicates an agreement to accept assessment of damages and charges upon inspection by Residence Life Staff and HBU Operations. **The final determination of damage charges will be made by management staff that may not inspect the room or apartment until after the student has moved out.**

## Emergencies

All emergencies should be reported immediately to the University Police. Please call the University Police at 281-649-3314 (non-emergencies) and/or 281-649-3911 (emergencies) to report any criminal activity, fire or medical emergency. From a University phone, dial ext. 3911.

**Emergency Fire Procedures** - In order to protect the health and property of residents, the University has established the following procedures for fire safety:

1. Before a Fire:
  - know the location of fire safety equipment on the floor,
  - know the location of all exits throughout the building, and
  - know the location of designated evacuation locations.
2. Discovering a Fire:
  - vacate the building as quickly and safely as possible via the nearest accessible exit,
  - if time permits, notify University Police (Ext. 3911) and Residence Life Staff.
3. Being warned of a fire when in your room:
  - open curtains,
  - put on shoes and coat and take a wet towel to cover the face,
  - turn off all lights,
  - vacate the room, close the door, and lock it if time permits,
  - vacate the building as quickly and safely as possible by the nearest accessible exit, and
  - if you encounter smoke while exiting, keep as low to the floor as possible. NOTE: If your door or doorknob is hot, do not attempt to leave your room. Keep your door closed. Place a blanket or towel along the bottom of the door to keep smoke out of the room. If a window is available, hang something out of it and shout for help to attract attention.
4. After Vacating the Building:
  - leave the immediate area of the building, and
  - remain in the designated evacuation location, and at least 100 feet away from the building, until you receive further instructions from emergency personnel and/or staff members.

NOTE: Tampering with fire equipment, smoke detectors, and/or sounding a false fire alarm is against the law. Violators will face a Disciplinary Hearing and could be referred to the civil authorities. If found guilty violators could be fined up to \$500 and dismissed from campus housing.

## Policies

### Visitation Policy

Visitation policies have been established in each Housing Area in order to create a healthy, safe living environment for all residents.

**Overnight guests of the same sex** may not stay more than two consecutive nights or more than four nights in a month. Overnight guests of the same sex are allowed only with the approval of all roommates. Guests of the opposite sex are not allowed to stay past established visitation hours.

### Residence College

- All visitors must leave photo identification at the front desk when they sign in and must be escorted by a resident.
- The resident is responsible for the behavior of his/her guest.
- All visitor-occupied rooms must have room doors fully open.
- All visitor-occupied rooms must have lights on.
- Guests of the opposite sex are prohibited from showering in the residents' bathrooms. Guest bathrooms are provided in the lobby of each Residence College.
- Resident Assistants (RAs) will monitor visitation during rounds.

**Visitation of the opposite sex** - The Residence Colleges (FV & HRC) have established visiting hours for members of the opposite sex as follows:

Monday - Thursday:	1:00 p.m. to 10:00 p.m.
Friday:	1:00 p.m. to 12:00 a.m.
Saturday:	1:00 p.m. to 12:00 a.m.
Sunday:	1:00 p.m. to 10:00 p.m.

Visitation of the same sex may take place in the Residence Colleges anytime they are open. The visitor must show his/her HBU ID or sign in with a resident and present an off-campus ID. Same-sex guests who stay after 12:00 a.m. will be considered overnight guests and must be registered with the RA on duty. Residents may contact the RA on call to register overnight guests.

**No visitation during breaks** - During the University breaks, there will be no one allowed into the building except with advance permission of the Resident Director.

### Husky Village

Visitors of the opposite sex are permitted between the hours of 12 p.m. and 1:00 a.m. daily.

## Facility Policies

**Antenna Hookups** - Individual outdoor antenna or satellite hookups are not permitted.

**Barbecue Grills** - Fire codes prohibit the storage or use of barbecue grills on the sidewalks in front of each building and on the unit patios and balconies. Students should use the community grills provided. Please leave the equipment, grills, and area clean for the next person. Flammable liquids may not be stored in rooms or apartments.

**Bicycles** - Bicycles must be stored in the outdoor bike racks or in an individual's room. Bicycles may not be stored in hallways or access areas. Do not chain bicycles to trees or fences. If a bicycle is kept on the property, it is at the individual's sole risk of loss or damage. Abandoned bicycles will be thrown away at the end of the Spring term.

**Cafeteria Dishes** - All cafeteria dishes (plastic tumbler glasses, hot drink mugs, silverware, plates, bowls, utensils, etc.) must remain in the cafeteria.

**Cleanliness** - Residents must maintain their apartment/room in a clean, orderly, and sanitary condition at all times. Unclean conditions may create an unhealthy environment for roommates and/or neighbors. All residents are responsible for the cleanliness of their respective common area(s). If the maintenance staff must clean an apartment to assure sanitary conditions, the responsible resident will be required to pay for the cleaning or repair.

**Common Areas** - Residents are expected to use common sense and consideration for others when using these facilities. Use of the common areas is a privilege that can be withdrawn for any reason. Do not make loud noise or play music in the courtyard, clubhouse, pool area, or other common areas. Residents and their guests are required to follow the posted rules and regulations.

**Common Area Damage** - Residents of a wing, hall, or building are jointly responsible for the care, cleanliness, and protection of common areas. Damages may be charged to students of that suite area, apartment, or residents of the entire building if assessment to specific individuals cannot be determined.

**Common Area Furniture** - Public or common area furnishings or equipment must remain in those areas.

**Decorations** - Personal decorations are not to be displayed publicly except on the Residence Hall room door. Aluminum foil may not be placed in windows as insulation or decoration. Decorations inside the room or apartment must comply with other stated guidelines and be consistent with the morally conservative environment of the University. All decorations should be temporary in nature so as to not permanently deface or cause damage. Posters and other wall decorations are only permitted to be hung with tape that will not damage painted wall surfaces. No wall papering or painting is permitted. Residence Life has the authority to take down all decorations.

**Fire Hazards** - Because of the potential for accidents or fires, the following regulations must be observed:

- no open flames (candles, Sterno, liquid fuel, etc.);
- no incense;
- no hot plates;
- no halogen lamps; only UL approved, or listed, electrical lights or extension cords may be used;

- lights are not to be placed around doors or windows with the power line passing through the doorway or window frame to an outlet;
- no multiple-outlet, "octopus" plugs in your room or apartment unless they have a self-contained circuit breaker; only artificial trees are permitted in students' rooms; decorations may not obstruct an exit;
- do not hang anything from sprinkler heads; and
- all decorations used on the inside of the University building must be flameproof or flame retardant.

**Husky Village Patios and Balconies** - Keep patios and balconies clean and uncluttered at all times. Only appropriate patio furnishings should be used. Do not dry clothing or linens or store personal items on patios or balconies at any time, including but not limited to boxes, tires, recyclables, and/or broken furniture. No HBU apartment furniture is allowed to be used outside the apartment.

**Motorcycles** - Motorcycles and all other motorized two or three-wheeled vehicles must be licensed for operation on public roadways and must be registered at the University Police Department. These types of vehicles may not be allowed on the property. However, if permitted, the vehicle must be parked in a parking space.

**Parking Areas and Permits** - All vehicles operated on the University property must be registered at the University Police Department. A resident may have one vehicle registered in his or her name or his or her parent's name parked on-site at any time. Commercial vehicles, boats, campers, trailers or large recreational vehicles may not be stored on the property, even temporarily, without prior written permission. All vehicles that have not been properly registered may be towed at the owner's expense. Vehicles may not be maintained, repaired, or washed on the property.

**Pets** - For health and sanitation reasons, students may not keep any pets. Mammals, reptiles, insects, and fish of any kind are prohibited.

**Residence College Courtyards** - The courtyards are for community use. Please do not leave personal property in the courtyard area or common walkways.

**Room Furniture** - University furniture in a given room must remain in that room. Residents are responsible for all University property assigned to their rooms and will be billed at the end of the semester/academic year for missing or disassembled items.

**Street Signs** - Municipal signs (stop, yield, street, interstate, etc.) are not allowed in campus housing.

**Thermostats** - Each room/suite/apartment has a thermostat that controls the inside air temperature. The thermostat setting must be maintained at a reasonable temperature. Residents should not set the thermostat below 70 degrees for cooling or above 82 degrees for heating. Moderate temperature settings help to ensure constant function and help to save energy.

**Trash** - All trash must be deposited by residents in provided trash barrels and dumpsters. Failure to deposit trash in the appropriate place may result in fines.

# HBU Community Guidelines

**Alcohol Policy** - Possession or consumption of alcohol is not permitted anywhere on campus. Alcohol-related conduct that ignores the rights of others to a quiet, orderly living environment is not acceptable. Alcohol containers, full or empty, are not allowed in student rooms/apartments.

**Chronic Misbehavior** - A student establishes an unacceptable pattern of misconduct when he or she is frequently in trouble, though individual offenses might be minor. A pattern of recalcitrance, irresponsible conduct, or manifest immaturity may be interpreted as a significant disciplinary problem.

**Drugs and Illegal Substances** - Use, possession, and/or distribution of drugs and/or illegal substances is strictly prohibited and may result in eviction from campus and referral to the University conduct officer and/or law enforcement agencies. This includes possession of any drug paraphernalia.

**Failure to Comply** - Students must comply with all written and verbal requests and instructions from University officials. This includes requests to produce valid identification. Failure to comply may result in disciplinary action and/or fine.

**Firearms/Weapons** - Firearms and other weapons are not allowed on the property. All students and their guests must comply with all federal, state, local and University laws and regulations pertaining to all weapons including, without limitation, explosives, bows and arrows, illegal knives, martial arts weapons, air rifles, BB guns, or any other object that can be construed as a weapon.

**Implied Consent** - All students in a room/area will be held responsible for the behavior/objects in that room or area. In addition, residents who are not observed participating in misbehavior or in possession of inappropriate items/objects, but are in the presence of a policy violation, may be held responsible. This is called "Implied Consent." If a resident is present, he/she will be held responsible unless it can be clearly demonstrated that he/she had no knowledge of the violation.

**Loss of Property** - The University assumes no responsibility for damages and/or loss of personal property due to theft, fire, destruction, acts of God, etc. Students are advised to check with their parents/guardians regarding their insurance coverage. Students are encouraged to get renters' insurance and may contact the HBU Residence Life Office for options. Students are reminded that any belongings left in campus housing after moving out will be disposed of by the University at the resident's expense.

**Minor Children** - Residents are required to supervise at all times any guests on the property who are minor children. Babysitting is not permitted in any on-campus housing. With the exception of family housing, guests under the age of 16 are not allowed to stay overnight.

**Noise Policy** - Residents and their guests must respect the rights of others at all times by behaving in a manner that is conducive to sleeping and studying. High volume sounds from home and car stereos, televisions, electrical instruments, and such are not permitted. Residents are expected to show consideration and courtesy to others at all times.

**Quiet Hours** - In order to meet the many requests of resident students for a better living and learning environment on campus, the hours between 10:00 p.m. to 10:00 a.m. have been set aside as quiet hours for residents to relax, study, and sleep.

**Posting** - All signs and posters must be pre-approved by the HBU Student Life Office before being

posted. If approved, posters, signs, and other items will be posted in designated areas.

**Roommate and Neighbor Conflict Resolution** - All residents agree to abide by the following process:

1. The complaining resident will discuss the problem with an RA/RD; the staff will give tips on how to talk with the roommate/neighbor; the complaining resident will address the concern directly with the roommate/neighbor.
2. HBU staff will follow up with the complaining resident. If the problem remains, a resolution meeting will be held among roommates/neighbors and staff. A written roommate/neighbor agreement may be formulated to help arrive at resolution.
3. HBU staff will follow-up and revise the roommate/neighbor agreement if needed.

Only after the staff feels that the roommate/neighbor resolution process has been given full opportunity to resolve the issue will changes in room or apartment assignments be considered. Failure to get along with roommates/neighbors is not grounds for cancellation of a Residence Life Agreement.

**Solicitation** - No student is to permit his or her room to be used for any commercial purpose. Soliciting in the Residence Colleges or on University grounds is forbidden without the expressed written permission of the Vice President of Student Life. Campus organizations must obtain permission from Residence Life in order to conduct meetings in campus housing areas.

**Smoking** - HBU is a smoke-free campus. Smoking is prohibited anywhere on University premises except for the confines of private vehicles.

**Verbal and/or Physical Abuse** - Residents and guests are to treat all neighbors, apartment mates, visitors, Residence Life staff, and other University officials with courtesy and respect. Verbal abuse will not be allowed, including swearing, name-calling, or any other language offensive or demeaning to the person. Physical violence of any type will not be tolerated.

**Windows** - Students are prohibited from entering or exiting rooms or buildings through the windows.

# Safety

## University Police

It is the desire of the University to provide a safe and peaceful campus, free from fear or concern for one's personal safety. Although this is a challenge in today's society, the campus police are well-equipped to meet this and other challenges.

The Police Department in and of itself cannot guarantee every person's safety. It requires the combined efforts of a professional police team along with the awareness and concern of all members in the University community. One of the major functions of the officers is to patrol the University campus 24 hours per day, seven days per week. Numerous Emergency Call Boxes, which ring directly to the University Police Department, are located around campus.

Another tool which is absolutely essential in order to maintain peace and safety on campus is the personal awareness of every member of the University community. It is essential that you remain aware of your surroundings and report any unusual or suspicious activity. The officers would much rather respond to a call that proved to be a non-incident, than to write an incident report after a situation occurs in which they had no opportunity to intervene.

Functions of the University Police include, but are not limited to:

- Responding to call boxes
- Investigating all crimes reported on campus
- Patrolling
- Enforcement of local and state laws
- Crime prevention
- Parking permits and enforcement
- After-hours gate access

The officers of the Houston Baptist University Police Department are highly committed to this University and to maintaining the safety of every person. They take a personal interest in each and every person. Please help them help you.

### How you can help:

- Report any suspicious activity by calling the University Police Department at extension 3911 or 281-649-3911, call on the Emergency Call Boxes, or stop by the Police Department.
- Allow the Police to be of service to you. Please call if you have a concern or desire a police escort to your vehicle or Residence College, especially at night.
- If you have fears for your personal safety or that of your personal property, talk to the Police Department.
- Take advantage of the crime prevention presentations given on campus. Call the University Police at 281-649-3314 for the time and location of the next presentation.
- If there is an emergency, remain as calm as possible, call ext. 3911, and give the dispatcher the facts as completely as possible. Make sure you give your name, location, and the nature of the emergency. Don't hang up when the conversation is over: wait until the dispatcher hangs up. Remain calm and encourage others to remain calm.
- Report any theft, no matter how minor, to the Police Department.

- Read, understand, and abide by the parking and vehicle regulations. More than anything, they are written to protect you and your property.
- Communicate with the Police.

Find more information at [www.hbu.edu/UniversityPolice](http://www.hbu.edu/UniversityPolice)

### Campus Call Boxes

HBU's security system includes numerous emergency call boxes located in different areas on campus. They are generally identified by a blue light on top. These call boxes are available in an emergency situation. As soon as the button on the call box is PUSHED, the University Police are alerted and will respond through the speaker on the call box.

**To REPORT ALL EMERGENCIES (including medical) CALL EXT. 3911 on a campus telephone, or DIAL (281) 649-3911.**

- Police Non-Emergency Line (281) 649-3314 (ext.3314 on campus)
- HBU Switchboard (281) 649-3000
- Emergency Call Boxes are located in lots 1, 2, 3, 4, 5, and 6.

### Medical Emergencies

Should you have any type of medical emergency on campus, call (281-649-3911) ext. 3911 immediately. HBU has trained officers to provide the quickest and most appropriate attention until the paramedics arrive. Contacting the Houston Fire Department or the University Clinic directly will only delay medical attention. **Please call 3911 for any emergency.**

## HBU Alert & Emergency Preparedness

Houston Baptist University strives to create a safe and secure learning and living environment on our campus. It requires the combined efforts of a professional police team along with the awareness and concern of all members in the University community.

### The HBU Alert System

HBU has implemented an important communication tool for students, faculty and staff. *The HBU Alert System* can provide quick voice or text messaging to local or cell phones as well as through HBU email accounts in the event of a campus emergency. Standard messaging rates may apply.

- **Opting out of notification services** - Anyone may opt out of SMS (text) messaging by responding to the text message as directed or by texting "STOP" or "QUIT" to 23177. Students, faculty and staff **may not** opt out of email notification through your university-hosted email (name@hbu.edu). If you are **not associated with HBU in any manner**, please notify the Registrar's Office. Include the phone number and/or email address that received the notification that should be removed from our notices.
- **Changing/updating notification settings:**
  - **Students:** Make sure that your contact information is up-to-date and then follow these instructions.

- **Faculty and Staff:** Make sure that your contact information is up-to-date then follow these instructions.
- **Alumni, Parents, those no longer attending HBU or are not associated with HBU:** Report all address and phone number changes to the Registrar's Office.
- **Campus phones vs. cell phones** - The University phone system can only handle a limited number of simultaneous incoming calls. Therefore, cell phones may receive an alert prior to campus phones.
- **Replaying the message** - While on the call, you can replay the message by pressing the star (\*) key at the end of the message. You may also check your email to locate a link to the message.
- **Caller ID** - When HBU sends a call out using the HBU Alert System, it will always display the University's main switchboard number as the Caller ID. Please do not call the main university switchboard when you receive a message. Instead, visit this page at [hbu.edu/alert](http://hbu.edu/alert) for more information on the situation.
- **Responding to busy signals or no-answer situations** - For busy signals, the call will be repeated several times in an attempt to reach you. The same is true for no-answer calls and call waiting. If the call goes to a voicemail box, a message will be left. If after several attempts the call does not successfully go through, the system will stop attempting and report your number to be busy.
- **Emergency contact information will not be published or shared.**
- **Send questions and comments** to [HBUALert@hbu.edu](mailto:HBUALert@hbu.edu).

Phone numbers are taken from information provided through HuskyNet, so it is important that students provide the University with up-to-date contact information. To view contact information students should read the directions at [www.hbu.edu/alert](http://www.hbu.edu/alert). In the event of an emergency, the University will also utilize the following communication outlets:

- **The University Portal:** Emergency information will also be posted for internal audiences at [my.hbu.edu](http://my.hbu.edu), the University portal.
- **Local news and radio:** HBU will communicate with local news outlets in order to quickly disseminate news and information. Key media outlets include KHOU (11), KPRC (2), KTRK (13), KRIV (Fox), Univision (45), and KTRH Radio (740 AM, Houston's official Emergency Broadcasting station), as well as the Houston Chronicle website.
- **[www.school-alerts.com](http://www.school-alerts.com):** This Houston website carries emergency notifications for all local public and private schools. You may visit their website to receive notifications of school emergencies including school closings, delayed openings, early dismissals, reopening announcements, shelter in place announcements, and other special alerts.

## Parking

### General Regulations

Houston Baptist University has adopted a parking and traffic program to create an orderly traffic flow and equitable parking conditions on campus. Your personal safety, the recognition of the needs of others, campus appearance, and applicable laws were considerations in the formulation of these regulations. The program is administered by the [Houston Baptist University Police Department](#). Every vehicle on campus must be registered. Short-term registration is available through the University Police Department.

Possession of a parking permit is not a guarantee of a parking place in a specific lot. To park on

University property you must have a permit. You may park only where your permit allows. A faculty/staff permit allows you to park in any available, unassigned space. Parking regulations are enforced Monday-Friday from 6 a.m. to 8 p.m.

Visitor parking is available in several locations. Failure to display either a permanent or temporary permit does not allow parking in visitor places. License plate numbers of vehicles parked in visitor parking will be monitored and citations for parking in a visitor space and failure to secure a parking permit will be issued to vehicles belonging to students or their families.

Handicapped parking is available in designated parking spaces. Parking in handicap parking places is not allowed without the handicap permit. A University permit is also required where the vehicle is issued special handicap identification by the state.

No Parking Areas include the loading dock behind the M.D. Anderson Student Center, fire lanes, no parking zones, the grass, sidewalks, along curbs or any spot that would disrupt pedestrian or vehicular traffic.

Emergency Call Boxes are located in lots 1, 2, 3, 5 and 6. You may use Emergency Call Boxes for auto assistance as well as emergencies. For assistance, please call ext. 3314. Only construction personnel may park in construction areas.

### **Vehicle Registration**

Anyone (except visitors) who operates a motor vehicle on Houston Baptist University property must register that vehicle. Motorized wheelchairs and authorized University vehicles and equipment are exempt.

### **Special Areas**

- **Sharp Gym** - Parking is restricted to special permits issued by the Athletic Director. All others are subject to towing.
- **Glasscock Center** - Parking behind the Glasscock is restricted to maintenance personnel only. All others are subject to towing.
- **Loading Zones** - These areas are reserved for loading and unloading objects into and from your vehicle. All loading zones are restricted to a maximum 20-minute time limit. Student or faculty usage requires prior approval from the University Police; call 281-649-3314 to request approval.
- **Bicycles and Motorcycles** must be parked in designated areas.

### **Campus Traffic**

**Sidewalks** - Only emergency and University vehicles authorized by the University Police are permitted access to the sidewalks. Policies pertaining to vehicular use of sidewalks are in effect 24 hours per day, seven days per week.

### **Enforcement**

University police officers have the authority to issue citations 24 hours per day, seven days per week. You may receive a warning citation or a university citation. Both warning and university citations are recorded in the University Police Office. Citations can be issued for any of the following violations:

## Typical Parking and/or Traffic Violations and Associated Fines

### Group A - Fine \$100

- Fire lane zone
- Handicapped zone

### Group B - Fine \$30

- Faculty/staff restriction
- Proper permit not displayed

### Group C - Fine \$50

- Loading zone
- No parking zone
- Blocking traffic way
- Blocking two spaces
- Parked on grass, sidewalk

### Group D - Moving Violations

Violation	Fine
<ul style="list-style-type: none"><li>• Unsafe operation</li></ul>	<b>\$100</b>
<ul style="list-style-type: none"><li>• Failure to stop at stop sign</li></ul>	<b>\$50</b>
<ul style="list-style-type: none"><li>• Driving wrong direction on one-way road</li></ul>	<b>\$50</b>
<ul style="list-style-type: none"><li>• Speeding</li></ul>	<b>\$75</b>
<ul style="list-style-type: none"><li>• Driving on sidewalk or grass</li></ul>	<b>\$50</b>

### Towing

University Police Officers are authorized to have a vehicle towed at the owner's expense for the following reasons:

1. Vehicles which block the access or egress of others
2. Parking in one location in excess of 7 days
3. Parking of a non-conventional vehicle without University Police approval
4. Unauthorized parking in Handicap Zone
5. Excessive unpaid violations
6. Parking which creates a hazard

### Additional Violations

1. Changing, damaging, or moving any University traffic sign or signal on HBU property
2. Removing citations from other vehicles
3. Providing false information on vehicle registration documents
4. Disobeying traffic direction given by a police officer
5. Failure to obey traffic signs or barricades.

There is a minimum fine of \$25. Fines levied by citations must be paid within ten (10) working days. Failure to do so will result in a doubling of the fine and a charge for the higher amount will be placed on the student or staff member's account. All fines are paid in the Business Office.

**Appeal Procedures**

Any citation may be appealed by completing an appeal form in writing available from the University Police Department. Appeals must be filed within ten (10) working days of the issuance of the citation. Appeals will be reviewed by the Chief of Police or designee. A grace period of ten (10) working days will be allowed for the payment of citations where the appeal is denied. The University reserves the right to withhold the issuance of grade reports, verification of enrollment, or University transcript until arrangements have been made with the Business Office for the payment of citations.

# Spiritual Life

In fulfilling the Spiritual Life Mission Statement we seek to foster Christian community life and worship by creating experiences for students, faculty, and staff in spiritual formation that will support the integration of faith and learning. The theme for 2014-2015 is *"Love God-Love Others,"* Matthew 22:37-39: *"Jesus replied, 'Love the Lord your God with all your heart and with all your soul and with all your mind. This is the first and greatest commandment. And the second is like it: Love your neighbor as yourself.'"*

The Spiritual Life Department includes the Community Life and Worship Program, Baptist Student Ministries, and Prayer Ministries. Contact the Spiritual Life staff or visit the Spiritual Life Office, located on the second floor of the Baugh Center.

## **Covenant Fellows Program**

This program requires application for admission. Applications are received each spring for the following academic year. Participants receive an annual scholarship. More details on criteria for involvement as well as aspects of the program are available on the website, [www.HBU.edu/CovenantFellowsProgram](http://www.HBU.edu/CovenantFellowsProgram).

The purpose of the Covenant Fellows Program is to give students called to Christian ministry financial, personal and professional support as they further their undergraduate development into competent and holistically educated ministers/professors/missionaries. HBU covenants with our students and with local churches to provide educational and professional experiences that will prove beneficial to both those studying in the program and those churches supporting and employing our ministerial students. For more information contact Danny Miller, Baptist Student Ministries Director, at 281-649-3223.

## **University Minister**

The University Minister's office is located on the second floor of the Baugh Center in the Spiritual Life office suite. To reach the University Minister, call 281-649-3117.

## **CLW Graduation Requirement**

All students seeking an undergraduate degree (full-time or part-time) have a CLW Graduation requirement of 80 credits. Students are encouraged to garner a minimum of 10 credits per semester until the full requirement is met and to complete their CLW requirement before their last semester. ***Students must satisfy this requirement in order to graduate from HBU.***

Community Life and Worship website provides details about available CLW events. Questions about the CLW graduation requirement or the Spiritual Life Program may be directed to the Spiritual Life Office.

**Transfer Students** will receive a transfer credit of 3/4 credit for every transfer hour. For example, a student with 40 transfer hours will receive 30 CLW credits towards the requirement of 80 CLW credits. Please note the requirements below for those entering the university for the first time after the 2010-11 academic years.

**Community Life and Worship Credit Events** – The CLW program offers a variety of events each

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semester and students are encouraged to attend. A maximum of 20 credits will be allowed per semester. For all new transfer and freshmen students matriculating into the university starting fall 2010, the CLW requirement has changed to the following:

<b>EVENT</b>	
<b>Section A - Worship Events (a minimum of 50 CLW credits must be accrued)</b>	
<b>EVENT</b>	<b># of CREDITS</b>
Wednesday Convocation	1 credit
Power Wednesday (first Wednesday of each month)	2 credits
Thursday Convocation	1 credit (per Convocation)
Power Thursday Convocation (first Thursday of each month)	2 credits
Opening Convocation	2 credits
Founders' Day	2 credits
Honors Convocation	2 credits
IGNITE! (Spiritual Emphasis Week)	2 credits (per Convocation)
Passion Week	1 credit (per Convocation)
Fuego (contemporary worship service)	2 credits (per Fuego)
Fellowship of Christian Athletes	1 credit
C.S. Lewis Worship/Bible Study	1 credit
<b>Section B - Community Life Events (No more than 30 CLW credits)</b>	
Weekly Service Opportunities (through Student Life)	1 credit
Campus Service Days	2 credits
HBU sponsored Mission Learning Opportunities	5 credits/week
Mission Trips (pre-approved)	5 credits/week
<b>Internships</b>	
Service Learning	20 credits (1 internship/career)
Church Leadership	20 credits (1 internships/career)
<b>Student Ministries</b>	
See You at the Pole	1 credit
ABIDE Prayer Retreat	Up to 3 credits
Passion Conference	Up to 3 credits
<b>Other Alternatives</b>	

Organization Sponsored Events	1 credit
CLW Small Group Bible Studies	1 credit
University Sponsored Lectures	1 credit
Seminars and special opportunities	2-3 credits
Dunham Bible Museum	2 credits (per exhibit)
Early Church Exhibit	2 credits
Traveling Exhibit	2 credits
C.S. Lewis/Nooma DVD's	Up to 15 credits

**Attendance and Tracking** - A representative designated by the Spiritual Life Office will be available at approved events to record attendance. The student is responsible for having his/her attendance recorded by ID card scan or sign-in. A student may only sign in twice per semester at Convocation. Participants do not receive credit when they arrive late, leave early, fail to sign-in or scan-in, or distract someone else from participating. Students may check their CLW record on their HuskyNet account. It is the student's responsibility to notify the Spiritual Life Office with any questions regarding his or her CLW record. In the case of a discrepancy in the student CLW record, changes in credit can only be done for the semester prior to the request.

**Petitions Policy** - All students seeking an undergraduate degree must complete the 80 CLW credit requirement in order to graduate. No petitions are accepted requesting a decrease in credit requirement. A student may petition to earn credit beyond the semester limit, but only during the semester in which graduation is to occur. Note that the CLW committee will make a decision regarding the petition and is pleased to help the student work out a plan on a case-by-case basis. Petition forms are available in the Spiritual Life Office.

## Internships

### Service Learning Internships (SLI)

Students interested in serving others and desiring to make an impact in their community can participate in a Service Learning Internship (SLI). Students serve 30 hours at a faith-based nonprofit agency over a period of one semester. Students will reflect on an article that is assigned as well as turn in a final project that expresses the experiences and lessons learned throughout the internship. Upon satisfactory completion of all requirements, students receive 20 CLW credits. Students *must* apply and be accepted by the Spiritual Life Office prior to beginning the internship. Interested students can contact Pam Netter.

### Church Leadership Internships (CLI)

The CLI is an internship for those students who want to be in leadership in their local Christian church. The Spiritual Life office would like to be a part of mentoring and celebrating the gifts of our students in the ministry settings that God has placed on their lives. The definition of leadership for this internship consists of one who guides, directs, and/or presides over an activity, program or group of people. Students participating in this internship will complete 30 hours of service in one semester at one Christian ministry site. Components of this leadership opportunity include a written proposal, an on-site supervisor and accountability group, and a final reflection paper. The CLI may not be used in conjunction with meeting academic requirements and/or receiving monetary compensation. Upon satisfactory completion of all

requirements, students receive 20 CLW credits.

A student may complete one CLI and SLI in their career as a student at HBU. In addition to completing either the SLI or CLI, a student is able to receive the maximum 20 CLW credits per semester through the other scheduled CLW opportunities. Interested students can contact Pam Netter.

## Baptist Student Ministries

In Baptist Student Ministries, our desire is to equip students to live a disciplined life following Christ. This is accomplished by:

- Challenging believers to daily grow in their desire to know God more intimately.
- Helping students to identify their spiritual gifts in order to more uniquely fit into the body of Christ
- Leading those involved to discover the richness of the diversity on our campus.
- Equipping leaders to share the Good News of Jesus Christ here and around the world.
- Assisting students to become actively involved in a local body of believers through regular church attendance.

### **P.Y.R.O.**

P.Y.R.O. (Passionate, Young, Radical Overcomers) is the leadership team for Baptist Student Ministries. It gives students an opportunity to grow in leadership in such ministries as:

- Commuter Ministry
- Disciple Now
- Freshman Fellowship
- Mission Munchies
- Prayer Team
- Evangelism
- Student Missions
- Worship

### **Weekly Ministry Activities**

- **Mission Munchies** - Weekly meal immediately following Wednesday Convocation is provided by student organizations and local churches. Minimum donation of \$1 is applied toward student missions.
- **Freshman Fellowship** - Monthly gathering for freshmen - full of discipleship and fun on advertised Thursdays.
- **Prayer Counseling** - Regularly after Convo and Fuego.
- **Freshmen Involved in Reaching Maturity (F.I.R.M.)** - These groups of freshmen meet weekly for discipleship, accountability, and outreach.
- **Special opportunities to Live In Discipleship (S.O.L.I.D.)** - These groups take the principles of F.I.R.M. to the next level for upperclassmen.

### **Missions and Mission Learning Opportunities**

Annual missions learning opportunities are a great way for students to serve and develop a deeper understanding of how Jesus works in places all around the world. These opportunities provide academic, cross-cultural, hands-on experiences to prepare students for missions. During Spring Break and other times of the year, teams of students and staff are living out the gospel here in Houston and around the world. Contact Spiritual Life Office to learn more about Mission Learning Opportunities.

**Other Opportunities**

- Spiritual Emphasis Week
- Student Mission Opportunities
- Disciple Now Teams
- See You at the Pole (Flagpole at Fondren Rd. entrance to campus)
- National Day of Prayer
- ABIDE Prayer Retreat
- Prayer Walks
- Passion Conferences
- Prayer Room and prayer ministries

Please come by the Baptist Student Ministry Office, located on the second floor of the Baugh Center or contact Danny Miller, at [dmiller@hbu.edu](mailto:dmiller@hbu.edu).

# Student Involvement

To help you make the most of your college experience, HBU offers a vast array of opportunities beyond the classroom, such as academic contests, performing arts, concerts, art exhibitions, participation in intramurals, and supporting the championship intercollegiate athletic teams. You may also pursue leadership positions in Student Government, Student Programming, Ministry Leadership, clubs, organizations, and multiple other arenas.

## **Athletics**

Houston Baptist University now sponsors 16 NCAA Division I athletic programs. The women's sports are soccer, volleyball, cross country, basketball, indoor track and field, outdoor track and field, golf and softball, while the men compete in football, soccer, cross country, basketball, indoor track and field, outdoor track and field, golf and baseball. All of the Husky athletic teams will play in the Southland Conference, with the exception of men's soccer, which will compete in the Western Athletic Conference. Football will play its first official season in the Football Championship Subdivision (FCS) and the Southland in 2014, including five home games at the new on-campus stadium.

Admission to all of the Huskies' home athletic events is free to currently enrolled HBU students with a valid student ID. Students are encouraged to attend and continue to support the great tradition of HBU athletics. For more information, including team posters and schedules, visit the Athletics Offices located in Sharp Gym or the HBU Bradshaw Fitness Center or call 281.649.3205. Follow the Huskies online or on mobile devices by logging onto the official website – [HBUHuskies.com](http://HBUHuskies.com), on Facebook by searching for “HBU Athletics,” and on Twitter by following @hbuhuskies and using the hashtag #DawgsUp. Text message athletics news updates are available by signing up for the Husky Crew on [HBUHuskies.com](http://HBUHuskies.com).

## **Campus Recreation**

Campus Recreation strives to enhance the mind, body and spirit of students, faculty and staff by providing programs, services, and facilities that are responsive to the physical, social, recreational, and lifelong educational needs of the campus as they relate to health, fitness, and learning.

## **Campus Rec Committee**

This committee, with representatives from participating teams, in conjunction with the Director of Campus Recreation, shall have direction over all aspects of the campus program.

## **Opportunities**

- Bradshaw Fitness Center
- Dragon Boat Regatta
- Group Fitness Classes
- Intramural Sports
- Club Sports
- Epic Adventures
- Rock Wall
- Just for Fun!

## **Eligibility**

The following persons are eligible to participate in Campus Rec programs: (1) students currently enrolled at HBU and in good standing, (2) alumni (HBU graduates), and (3) HBU faculty and staff.

- Any athlete who has participated in an intercollegiate contest or was listed on a team roster for Houston Baptist University is ineligible to participate in an intramural contest (in same sport) for at least 12 months from the time their name was dropped from the roster. For more information about eligibility, please contact the office of Campus Recreation.
- Rules for all sports may be obtained from the Director of Campus Recreation.

## **Health and Injuries**

Since participation in the Campus Rec program is on a voluntary basis, neither the University nor any Campus Rec staff member will accept responsibility for injuries sustained while participating in scheduled activities. All participating students are encouraged to have health insurance.

## **Awards**

The Men's Intramural Sweepstakes Trophy and the Women's Intramural Sweepstakes Trophy are awarded each year at Honors Convocation to the team amassing the most points during the season.

## **Student Organizations**

Student Organizations are a vital part of college life and offer HBU students a myriad of opportunities to connect and become involved in campus life. Participation in these groups will provide additional opportunities to enrich your college experience. For more details about organizations, contact the Student Involvement Office, second floor of the M.D. Anderson Student Center, 281-649-3124, or go to Student Organizations.

## **Greek Life**

The Greek community at HBU is made up of three fraternities and five sororities. Fraternities and sororities encourage academic achievement and leadership development with their members. Fraternities and sororities encourage their members to give back to HBU and the greater Houston community through a myriad of philanthropic projects and opportunities.

## **Recruitment/Membership Intake**

Each group may have different recruitment dates and formats. For more information about these groups and their recruitment/intake schedules please contact the Director of Student Involvement or go to Greek Life. Not all chapters will accept first-time freshmen.

## **Music Performance Opportunities**

Students who sing or play are encouraged to participate in one of many musical ensembles at HBU. Schola Cantorum and University Singers are by audition with Dr. Yarrington, 281-649-3027. There are participation scholarships for both groups if one qualifies. There is also opportunity to sing in either the Men's or Women's Glee Clubs, both meeting on Tuesday afternoons once a week for 30 minutes. Students who play musical instruments and would like to participate in the HBU Band are encouraged to contact Patrick Moore in the Music Office at 281-649-3338.

## **Serve Houston**

Service Houston is a program that is designed to provide students with an opportunity to serve the community in which they live. One all-campus Serve Houston event will take place each semester. Students, faculty, and staff are together sent out to serve the Sharpstown neighborhood by partnering with numerous non-profit organizations and local elementary schools. Some students will have an opportunity to serve the greater Houston area, as well as partake in continuing service opportunities. Students will also have an opportunity to reflect individually as well as with peers about their local service experience. For additional information, check [the Community Life and Worship page](#) (regarding [Service Learning Internships](#)) or contact the Office of Student Involvement.

## **Tutoring Program**

Community Service Work Study supports local inner-city elementary schools by providing mentors and tutors for at-risk children. Students may receive CLW credits by applying tutoring hours to Service Learning Internship (SLI) or a student may choose to receive work study compensation through this opportunity. However, the SLI may not be used in conjunction with meeting academic requirements and/or receiving monetary compensation. All tutors must go through a background check. Please [contact the Career and Calling department](#) or Janet Feng in Financial Services for more information.

## **Special Events**

**Art Exhibitions** - The Visual Arts Department presents various professional and student art exhibitions throughout the academic year, including faculty, alumni, and visiting artists from the professional community. The Masters of Fine Arts holds an annual qualifying Thesis exhibition for all MFA candidates that are graduating, along with MFA thesis lectures, open to the public. Senior art majors are highlighted each semester through the exhibition of their senior projects. The Annual Student Art Exhibition, held each spring, features the work of all undergraduate art students. The University Academic Center houses both a Contemporary Art Gallery as well as a Fine Arts Museum that both offer a diverse exhibition schedule.

**Elections** - During the fall and spring semesters, Student Government elections are held. Special elections are held for Homecoming Court, and Mr. and Miss HBU.

**Founders' Day** - A special convocation is held in the fall semester to honor the University founders. This service marks the month the state of Texas granted Houston Baptist College its charter, designating it as an educational institution.

**Homecoming** - A week of activities in November to show your Husky Pride. Students and alumni celebrate the university by attending events throughout the week. The Homecoming Court is honored during halftime of the Football Game.

**Honors Convocation** - The last Convocation of the academic year is a special program honoring the University's outstanding students. In addition to awards presented by each of the colleges and schools, other awards are presented for athletics, student life and the president's office.

**Husky Revue** - This yearly tradition held in the Spring is a campus-wide variety show that allows students to showcase their talents, sponsored by the Student Programming Board.

**Late Nite Breakfast** - Need a break from studying? Then this yearly tradition is for you! Breakfast is provided for all enrolled HBU students before finals during fall and spring semesters. Beginning at 9:00 p.m., breakfast is served by faculty, administration, and staff in the Baugh Center Cafeteria.

**Mission Munchies** - Lunch for \$1.00 is provided by various sponsors throughout the year at the conclusion of Convocation. Money received goes to Summer Missions.

**Organization Fair** - Organizations have an opportunity to introduce themselves to the campus community, promote upcoming events, and recruit new members.

**Recruitment/Membership Intake** - Early in the Fall and Spring semesters, HBU's Greek Life organizations begin their recruitment activities. See "Greek Life" under the organization section for more details.

**Spiritual Growth** - A variety of opportunities are available to encourage spiritual formation. Refer to the Spiritual Life department sections in this handbook. Spiritual Emphasis Week (IGNITE!), held in the fall, and Passion Week, scheduled in the spring, feature special speakers and events.

**Spring Fling** - This campus-wide event, on the last day of spring classes, is a highlight for the semester and offers entertainment for all. Students, faculty and staff participate in a variety of activities and enjoy fun, games, and food that are sponsored by Student Programming Board.

**Winter Formal** - A special event on the last day of class to end the fall semester. The campus-wide semi-formal features a dance and entertainment which give students a break from classes before the start of finals, sponsored by the Student Programming Board.

### **Student Government Association (SGA)**

We, the Student Association of Houston Baptist University, by and with the consent of the faculty and administration, in order to govern ourselves more wisely; to promote greater understanding and cooperation with the faculty and administration; to foster the recognition of privileges and responsibilities of the students of the University community; to provide opportunity for responsible individual and collective action; to foster high ideals of conduct and academic standing; and to establish worthy traditions, establish the Student Association and the Student Government Association.

All currently enrolled students of Houston Baptist University shall be members of the Student Association and shall be entitled to all rights and privileges outlined therein. The Student Association members shall come from the Freshman, Sophomore, Junior, and Senior classes; and from all colleges and schools of the University organized under their dean.

Elections for all SGA positions, except freshman representative, are held each spring. Freshman representatives are chosen from the Freshman Council each fall. For more information you may stop by the SGA Office, 2<sup>nd</sup> floor Baugh.

# Student Resources

## **Career and Calling**

Career and Calling seeks to provide assistance for students and alumni in exploring one's life calling through personal discovery, vocational exploration, and educational training. Check out [Career and Calling](#) for internship and job opportunities. Other Career and Calling activities include:

- [Hire-A-Husky](#) - a web-based resume and job posting service
- Information regarding Job fairs on and off-campus
- Assessment tools
- Building and revising resumes
- Dress for success tips
- Interview preparation
- Career counseling and development
- Campus interviews with prospective employers
- Networking and career seminars held on campus
- Participate in Mock interviews
- Discussions pertaining to "life call" and integration into vocation
- Husky Shadow program involving current students and alumni
- Spring Business Etiquette Dinner

For further information, please visit [www.hbu.edu/careerandcalling](http://www.hbu.edu/careerandcalling), call 281-649-3475 or stop by the Office in Brown 293, Student Life suite on 2nd floor of M.D. Anderson Student Center.

## **First & Second Year Experience (FYE)**

The First & Second Year Experience Office at Houston Baptist University strives to help students identify the many ways in which they can be successful both personally and academically during their first year of college and beyond. The Office plans programs to help students develop a good foundation for learning, as well as leadership and involvement opportunities. The FYE Office is responsible for Welcome Days, a Peer Mentoring program, and much more.

The Husky family includes students' families because they are an important part of students' transition to college. The FYE Office wants extended family members to feel welcome and included in the HBU community and provides them opportunity to join the Parent & Family Association, where they can receive email updates on HBU events, newsletters, a Parent and Family Weekend, and opportunities to network. The FYE Office is located in MDA Student Center, Brown 280. For more information call 281-649-3652 or email [fye@hbu.edu](mailto:fye@hbu.edu).

## **ID Cards**

At the initial HBU enrollment, each student receives an ID card with the student's Huskynet number (H#) and photo ID. If lost, a replacement ID card may be purchased for a fee of \$10. Check with staff at front desk in Moody Library.

The student ID card is used in a variety of ways, including, but not limited to:

- library resource checkout
- dining services (meal plan or declining balance)

- University Bookstore book buy-back
- utilizing services at the Health Clinic and Counseling
- attendance at Convocation and other CLW Events
- Bradshaw Fitness Center access
- Hodo Residence College resident access
- admission to HBU regular season home athletic events
- admission to Moody Library.

Upon request, students must furnish satisfactory identification to University staff, faculty members, administrative officials, and/or police officers. The Student ID card is the official means of identification and should be carried at all times when on campus. Falsification or misuse of this card is considered a violation of University policy.

### **Lost and Found**

All lost and found items are to be taken to or retrieved from the Student Life Office, located on 2nd floor of M.D. Anderson Student Center (Brown 281). Items will be held for only 30 days.

### **Museums**

The Morris Cultural Arts Center at Houston Baptist University houses three (3) museums which are open to the community and are free for HBU students. The three museums are open Monday-Saturday, 10:00 a.m.-4:00 p.m., except on University holidays:

#### **Dunham Bible Museum**

Holding one of the most extensive collections of rare Bibles in the nation, the Dunham Bible Museum's exhibits include ancient manuscripts, medieval scriptures, a working Gutenberg-style printing press, some of the first Bibles printed in America, and even some of the earliest Bibles printed in the English language -- all creatively displayed to show the Bible's history and impact on civilization and culture. CLW points are available for viewing and answering questions about the Dunham Bible Museum exhibits.

[www.hbu.edu/biblemuseum](http://www.hbu.edu/biblemuseum)

#### **Museum of American Architecture and Decorative Arts**

Showcasing Texas between 1830 and 1930, the Museum of American Architecture and Decorative Arts features household furnishings and decorative arts from the days when Houston was merely a frontier settlement. [www.hbu.edu/About-HBU/The-Campus/Facilities/Morris-Cultural-Arts-Center/Museums/Museum-of-American-Architecture-and-Decorative-Art.aspx](http://www.hbu.edu/About-HBU/The-Campus/Facilities/Morris-Cultural-Arts-Center/Museums/Museum-of-American-Architecture-and-Decorative-Art.aspx)

#### **Museum of Southern History**

A window into the South during the mid-1800's, the Museum of Southern History showcases room settings, clothing, fine furnishings, uniforms, tools and weapons that give visitors a sense of how settlers rebuilt their lives after the Civil War. [www.hbu.edu/About-HBU/The-Campus/Facilities/Morris-Cultural-Arts-Center/Museums/Museum-of-Southern-History.aspx](http://www.hbu.edu/About-HBU/The-Campus/Facilities/Morris-Cultural-Arts-Center/Museums/Museum-of-Southern-History.aspx)

### **Post Office**

Located on the first floor of M.D. Anderson Student Center, under the stairs around the corner from the University Store, the HBU Post Office can take care of all your shipping and mailing needs:

- Shipping: USPS, UPS and FedEx
- Packing materials: boxes, envelopes, packing materials and tape
- Free delivery confirmation is provided on all First Class and priority packages or boxes.

- UPS shipments are automatically insured for \$100 and a tracking number will be provided.
- Stamps available for purchase, same price as USPS.
- Fax services available for per-page fee: \$.25 for local calls and \$.50 for long distance.

### **Student Enewsletter**

The Student Enewsletter comes as a weekly email to all currently enrolled students at their assigned HBU email address. The enewsletter includes information about weekly and upcoming events, news and announcements as well as valuable links to other resources and discounts. Some mid-week announcements or other campus announcements may also be sent to keep students informed of important events, policies, deadlines or opportunities. Contact [studentlife@hbu.edu](mailto:studentlife@hbu.edu) for any questions or concerns.

## **Academic**

### **Academic Success Center**

The mission of the Academic Success Center is to provide academic resources to facilitate student academic success. Resources are offered free of charge and include individual and group tutoring, study groups, academic workshops, academic coaching, and study skills assistance. For more information, please visit [www.hbu.edu/asc](http://www.hbu.edu/asc).

### **Advising**

The advising process is designed to help the student make important decisions related to academic and career progress. All HBU students should become familiar with their advisor and the advising process. Below are some guidelines to follow to make the advising process a successful part of the HBU experience.

Promptly after enrollment, all students are assigned an Academic Advisor, a faculty advisor who can help students navigate the Liberal Arts Core Curriculum and Major requirements and counsel students on all academic matters, broad career and vocational interests, etc. The Academic Advisor can also assist students in planning major-specific educational and career goals. Students may see Academic Advisors to:

- discuss academic successes, failures, or other issues that may affect academic progress
- select courses for each semester
- change a major or minor
- file a degree plan
- discuss educational and career goals, and
- provide personal encouragement and support

The faculty advisor's responsibility to the student is

- to listen and help solve problems regarding academic or career issues,
- to aid in selecting appropriate courses each semester,
- to serve as a reference to appropriate campus resources, and
- to assist the student in attaining educational and career goals.

The student's responsibility to the faculty advisor is to

- come to the advising sessions prepared and ready to ask questions,
- be knowledgeable about HBU academic policies and procedures,

- know the office hours and location of advisors,
- schedule appointments with advisors,
- keep scheduled appointments on time or cancel in advance,
- accept responsibility for academic decisions,
- seek assistance before experiencing academic difficulty, and
- share information about educational and career goals.

### **Bookstore**

The HBU bookstore is located on the first floor of the M.D. Anderson Student Center. Please refer to [www.hbubookstore.com](http://www.hbubookstore.com) for details on hours of operations, methods of payment, textbook ordering/purchasing/buy-back, refund policies, and other services offered.

### **HBU Navigate**

HBU Navigate provides a central location for students to find the people and resources on campus to help them succeed. HBU Navigate also provides an easy way to schedule appointments with instructors, advisors and tutors. Students may also view recommendations and tips for improvement displayed on their HBU Navigate homepage or sent by email.

HBU Navigate is located on the HBU Portal. Just click on the Navigate icon in the top left corner.

### **Learning Disabilities/Academic Accommodations**

Houston Baptist University complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 regarding students with disabilities. Any student who needs learning accommodations should inform the professor immediately at the beginning of the semester that he/she will be requesting accommodations. In order to request and establish academic accommodations, the student is required to read and follow ALL (11) SECTIONS of the HBU Academic Accommodations website, [www.hbu.edu/504Accommodations](http://www.hbu.edu/504Accommodations). The eleven (11) sections are on the left side of the main Academic Accommodations web page. Accommodations are **not retroactive**. Academic Accommodations must be applied for and written each semester. If academic accommodations are approved, a Letter of Accommodations will then be sent to the professor(s). Please refer to the website, [www.hbu.edu/504](http://www.hbu.edu/504) for all accommodation policies and procedures.

### **Library**

The Moody Library is designed, staffed, and operated in order to provide resource materials and research assistance for students, faculty, and staff. The library contains approximately 300,000 books, e-books, and other items and subscribes to or provides electronic access to over 78,000 periodicals.

Hours: The library is open 83.5 hours per week.

### **Hours**

Monday-Thursday	7:30 a.m. - 11:00 p.m.
Friday	7:30 a.m. - 5:00 p.m.
Saturday	12:00 p.m. - 6:00 p.m.
Sunday	2:00 p.m. - 12:00 midnight Closed Sundays in Summer Term.

Holiday schedules will be posted. The library is not open during Christmas break. For more information call 281-649-3304 or visit the University's website at [www.hbu.edu/moody](http://www.hbu.edu/moody).

**Borrowing Privileges** - Circulating books can be kept for a period of three weeks. To check out books, students must present a current HBU I.D. card. Books can be renewed twice if no one else needs them and must be returned to the library for renewal. Patrons can place holds on materials that are checked out.

The automated circulation system sends notices of overdue materials via e-mail. Fines for overdue books are 25 cents per day per book and \$5 per day for reserve materials. Unpaid fines and unreturned books can affect registration, receipt of grades, etc.

**Reference Service** - Professional librarians are on duty at the reference desk most hours the library is open. They are available to assist students in the use of the electronic catalog, periodical indexes, reference books and electronic databases, including the Internet.

When faculty members make appointments, the librarians can provide group instruction in the effective use of library resources. Open orientations are also available.

**Reserve Books** - Faculty members place heavily-used books on reserve at the circulation desk. Reserve check-out periods range from two hours to one week.

**Non-Book Materials** - The library maintains collections of CDs, DVDs, and VHS tapes. CDs must be used in the library. All other non-book materials can be checked out for varying time periods.

**Off-Campus Resources** - The Houston Public Library issues cards to Houston Baptist University students valid at the Central Library and other branches. The nearest branches to Houston Baptist University are located at Fondren and Clarewood and Augusta at Westheimer.

HBU students are eligible for TexShare cards which allow them to check out library materials from any participating Texas library. All branches of the University of Houston, the University of St. Thomas, and Texas Southern University participate in the TexShare program. Rice University does not.

Interlibrary loans are available for research materials not located in the University library. Apply at the Reference Desk.

**Photocopiers** -The library provides three photocopy machines. Patrons can use coins (15¢ per 8 1/2" x 11" or 20¢ per 11" x 17") or declining balance cards, available at the circulation desk. The cards provide substantial savings. The library does not provide change.

**Computers** - Most of the computers in the library require a student log-in and password and are loaded with the same software as computers in the computer labs. Reference librarians are available to assist students in the use of library databases and other library-related online materials. A few computers are provided for the use of the general public and do not require a log-in.

## Testing Services

Testing Services seeks to provide a secure, professional, supervised testing environment to meet individual, University, and community assessment needs. Institutional testing is currently offered for the following exams:

- Reading Proficiency (Pre-THEA)
- THEA (to be discontinued as of December 2014)
- CLEP
- HESI
- ACT Residual
- Computer Proficiency Exam (contact: [jtalbert@hbu.edu](mailto:jtalbert@hbu.edu) for assistance)
- Math Placement Tests (contact: [mathplacementtesting@hbu.edu](mailto:mathplacementtesting@hbu.edu))
- Spanish Placement Tests (contact: [ebermejo@hbu.edu](mailto:ebermejo@hbu.edu))
- Education Practice Tests
  - Prior approval is required from education advisor before registering.
  - Refer to [COEBS CPPE website](#) for further information.

For information about exams and online registration and payment, visit [www.hbu.edu/testing](http://www.hbu.edu/testing). HBU Testing Services also offers Individual Proctoring services and administers some Saturday exams. Contact [testing@hbu.edu](mailto:testing@hbu.edu).

## Financial

### Cashier's Office

The Cashier's Office provides students with assistance regarding their financial student accounts. This includes financial advising regarding payments and charges, establishing a payment plan, and making tuition payments. The Cashier's Office is available to assist students Monday through Friday between 8:00 a.m. and 5:00 p.m. by calling 281-649-3471. Our mailing address is: HBU, Financial Services Office, Atwood II-112, 7502 Fondren Road, Houston, TX. 77074-3298. Our e-mail address is [cashier@hbu.edu](mailto:cashier@hbu.edu). Payments made in person may be in the form of cash, check, money order, MasterCard, Visa, Discover Card, American Express or debit cards. In addition, credit card/debit card payments are accepted by telephone during business hours.

### Financial Aid

The Office of Financial Aid provides financial assistance information, advising, and help to students planning to enter and remain in the University. In order to establish the need of each applicant, the Free Application for Federal Student Aid (FAFSA) should be completed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) as soon as possible after January 1. HBU's school code for the FAFSA is 003576. **April 15 is the preferred deadline to submit the FAFSA and any additional documents required as a result of the FAFSA.** Forms for supplying the information necessary to secure financial assistance are available in the Financial Aid Office and also online in the [Financial Aid Forms Library](#). All merit, talent, and off-campus scholarships are coordinated through the Financial Aid Office. For further information regarding the various aid programs, contact Financial Aid at 281-649-3749.

## Food Services

HBU dining services through ARAMARK Higher Education is here to meet your dining needs. You can find daily menus, including nutritional information; hours of operation for all our locations, and buy a meal plan by visiting our website at [www.hbu.campusdish.com](http://www.hbu.campusdish.com); or call us anytime at 281-649-3259.

### **Baugh Dining**

Real Food on Campus (RFoC) offers fresh, healthy, and diverse options that are customized to meet your lifestyle needs. Our residential restaurant located on the first floor of the Baugh Center, is about more than your traditional all-you-can-eat dining program; it's about reinventing your entire residential dining experience. Our menu offerings include fresh produce, vegetarian options, breakfast waffles, exhibition cooking made-to-order, grill favorites, pizza and pasta, sandwiches, home-style options, and much much more! Utilize your all-you-care-to-eat meals per week/semester, cash, credit and debit cards and declining balance, all at the Baugh RFoC Residential Restaurant.

### **Java City**

Located off the main lobby of the library. Relax and enjoy the aroma of Java City® Coffee or sip on a fresh fruit smoothie. We also offer grab-n-go sandwiches, fresh fruit cups, bagels, pastries, and more. Whether you're on the go or need to relax, stop by and enjoy some time with your friends. Use your declining balance or pay with cash or credit card.

### **Hinton P.O.D. Express**

Located in the first floor Hinton Center lobby (between Dillon 1 and 2) stop by and get your caffeine buzz, indulge in a salad or baked goodies, and enjoy wireless internet access. You can also use your declining balance dollars here as well.

### **P.O.D. Express (Provisions On Demand)**

Located in the Husky Village Clubhouse. Health and beauty items, snacks, beverages, fresh sandwiches, salads and frozen food are available for purchase.

### **Chick-fil-A**

Located in M.D. Anderson Student Center, now serving nuggets, sandwiches, salads, and wraps. This location also has a C-store with F'Real milk shakes, Jamba juice drinks, candy and gum. Accepts cash, credit cards and declining balance dollars.

## **Health & Fitness**

### **Counseling**

Counseling services are available during fall and spring semesters for currently enrolled HBU students through a partnership with Julianna Poor Memorial Counseling Center of Houston's First Baptist Church.

To schedule an appointment, students call 713-335-6461 and specify counseling at HBU. Appointments are required and available on a first-come, first-serve basis. Counseling services are currently offered without charge to HBU students.

Located: Hodo Residence College 102A

Hours: Monday-Thursday 2-6 p.m.

For additional questions, please contact David Hao, Associate Dean of Student Success, at [dhao@hbu.edu](mailto:dhao@hbu.edu).

### **Fitness Center**

The Bradshaw Fitness Center, located at 7731 Southwest Freeway, provides currently enrolled students the following:

- Indoor Aquatics Center with 3 pools
  - lap pool - 25 yard, 4 lane
  - exercise pool
  - whirl pool
- Fitness floor - 10,000 square feet, with cardiovascular and strength equipment
- Group Exercise classes - both land and water
- Fitness Camps and more

Students must present current student HBU ID card or another valid ID on every visit and adhere to Bradshaw policies and procedures while on the premises. For policies and procedures, class schedules and additional information please visit [www.hbufit.org](http://www.hbufit.org) or contact [Student Life](#).

### **Student Health Insurance**

Students are encouraged, but not required, to be covered by a health insurance plan. Visit [www.hbu.edu/studenthealthinsurance](http://www.hbu.edu/studenthealthinsurance) for more information.

### **Student Health Services**

Basic health services are provided in the Health Clinic, which is located in Hodo Residence College 102C.

#### **Purpose**

The purpose of HBU's [Student Health Services](#) is to promote the wellness of the campus community through health education and provision of basic health care services.

#### **Hours of Service**

The clinic will open September 2, 2014.

#### **2014-2015 Clinic Hours**

Monday	9:00 a.m. - 12:00 p.m.
Tuesday	9:00 a.m. - 12:00 p.m.
Wednesday	9:00 a.m. - 12:00 p.m.
Thursday	9:00 a.m. - 12:00 p.m.
Friday	CLOSED

*The Clinic is open during fall and spring semesters when class is in session. The clinic is not open during finals, holidays, summer terms and semester breaks.*

The last patient will be seen at 15 minutes prior to the scheduled closing time. Clinic staff will be available to see students on a first-come, first-serve basis. Non-emergency visits to the Health Clinic should be made at times that do not conflict with the student's class schedule.

## **Personnel**

The Clinic staff are licensed medical personnel contracted through Memorial Hermann Hospital System. Student Health Services is under the purview of the Vice President of Student Life.

## **Clinic Services**

Students are expected to present a valid HBU student ID card in order to qualify for services. A nominal fee will be assessed for services rendered. The current fee schedule is posted outside the Student Health Services Office and is subject to change. Services include, but are not limited to:

- Comprehensive physical examination
- Immunizations and tuberculosis (TB) screening
- Administration of allergy shots as requested
- Office visits for basic health care
- Health education
- Facilitation of referrals

## **Financial Responsibility for Health Care**

The student is responsible for the payment of all financial obligations incurred for health care. Fees for services are posted outside the clinic and on HBU [Health Clinic website](#) and are subject to change. Charges for health services will be applied to the student's Huskynet account.

## **Release of Health Records**

To request a copy of student health records:

- For meningitis immunization: contact the Office of the Registrar.
- For on-campus clinic visits: contact the Neighborhood Health Center at 7600 Beechnut, suite A, phone 713-456-4280.

## **Accidents or Injuries**

In the event of an accident resulting in injury, the University Police should be promptly notified at 281-649-3911. This will help ensure maximum protection for students. All accidents and injuries will be handled according to the University Police's Medical Emergency Policy

# **Information Technology Services**

## **Computer Use Policy**

See Policies section of the *Student Handbook*.

## **Computer Labs**

HBU offers a supervised walk-up lab available to all students. It is located in Atwood II, room 101. You must be a currently enrolled HBU student to use the computer lab. Guests and/or children are not allowed to accompany students into the lab.

## **Equipment:**

- Computers

- MS-Office (Word, Excel, Access, PowerPoint)
- Internet connectivity
- Special software requested by professors.

### **Email**

All students are provided an HBU e-mail account once admitted to the university. This then becomes the main means of communicating official HBU business. It is imperative that students check their HBU e-mail on a routine basis. ***Failure to read an email will not be an excuse for missing deadlines and other important expectations placed on students.*** For assistance with e-mail, including directions on how to point your HBU e-mail to another e-mail account, contact the [ITS Help Desk](#) at [www.hbu.edu/its](http://www.hbu.edu/its).

### **HuskyNet**

HuskyNet is our web-based interface found in the HBU Portal ([MY.hbu.edu](http://MY.hbu.edu)) used by students to check and update their personal information (addresses, phone numbers, etc.) or to access various tools, such as registration and add/drop classes, advising, view academic status, class schedules, grades, non-official transcripts, view financial account information and accept/decline financial aid awards, and more. The majority of students, faculty and staff will have most of their needs met through these self-service tools. For complete information on all of the services available through Information Technology Services go to [www.hbu.edu/its](http://www.hbu.edu/its).

# Student Code of Conduct

## Preamble

### Philosophical Approach

Houston Baptist University has chosen to set itself apart for the purpose of preparing students for meaningful lives and work and for service to God and the peoples of the world. The University is dedicated to the development of moral character, the enrichment of spiritual lives, and the perpetuation of growth in Christian ideals. Spiritual maturity, strength of character, and moral virtue are considered foundational for successful living. The University shall stand as a witness for Jesus Christ expressed directly through its administration, faculty, and students.

Students, by their voluntary membership in this Christian community, assume responsibility to abide by all the standards, rules, and regulations of the University, as well as to use personal discretion involving any activities which may be morally or spiritually destructive or reflect poorly on the campus community. All members of the campus community share mutual responsibility for confronting actions that violate established standards for conduct or reflect poorly on the University. It is essential that this confrontation is exercised in a spirit of love and gentleness—a hallmark characteristic of biblical Christianity.

The Student Code of Conduct serves the educational mission of the University in achieving the aforementioned objectives. Community standards, policies and regulations, and the Student Conduct System are in place for the expressed purpose of moving students towards personal maturity and creating an environment that is conducive to academic learning, personal development, and spiritual growth.

The Student Conduct System is an educational and restorative process, not a legal proceeding. The process always attempts to confront misconduct in an educative posture that the student might learn from the experience, respond to the correction, and be reconciled to the community whenever possible. The conduct system provides University personnel opportunities to educate students and to help them attain better decision-making, character formation, and spiritual maturity. The effectiveness of these *teachable moments* requires that each student be treated with equal care, concern, honor, fairness, and dignity.

## Article I: Definitions

1. The term “University” means Houston Baptist University.
2. The term “student” includes all persons taking courses at the University, either full-time or part-time, pursuing undergraduate or graduate studies. Persons who withdraw after allegedly violating the Student Code of Conduct, who are not officially enrolled for a particular term but who have a continuing relationship with the University or who have been notified of their acceptance for admission are considered “students” as are persons who are living in University housing, although not enrolled in this institution. This Student Code of Conduct applies to the main campus, University-sponsored events, and activities at which the University is substantially represented.

3. The term “faculty member” means any person hired by the University to conduct classroom or teaching activities or who is otherwise considered by the University to be a member of its faculty.
4. The term “University official” includes any person employed by the University, performing assigned administrative or professional responsibilities.
5. The term “member of the campus community” includes any person who is a student, faculty member, University official, enlisted volunteer, or any other person employed by the University. A person’s status in a particular situation shall be determined by the Vice President of Student Life.
6. The term “University premises” includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the University (including adjacent streets and sidewalks).
7. The term “organization” means any number of persons who have complied with the formal requirements for University recognition or charter.
8. The term “Student Conduct Administrator” means a University official authorized by the Vice President of Student Life to impose sanctions upon any student(s) found to have violated the Student Code of Conduct. A Resident Director may serve as the Student Conduct Administrator in less severe violations involving residents under his or her supervision.
9. The term “Appellate Administrator” means a University official authorized on a case-by-case basis to consider an appeal from a student, either the complainant or the respondent. The Vice President of Student Life will serve as the Chief Appellate Administrator.
10. The term "Conduct Board" means a committee assembled by the Student Conduct Administrator that may be called upon at the discretion of the Student Conduct Administrator to resolve discipline cases.
11. The term "Student Conduct Board” means a committee of HBU students assembled by the Student Conduct Administrator that may be called upon at the discretion of the Student Conduct Administrator to resolve lower level discipline cases.
12. The term “Appellate Board” means a committee of persons authorized to consider an appeal as to whether a student has violated the Student Code of Conduct or from the sanctions imposed by the Student Conduct Administrator. The Chief Appellate Administrator or an alternative designee from the Student Conduct and Appeals Committee may serve as the chair of the Appellate Board.
13. The term "Student Conduct and Appeals Committee" refers to an appointed committee of faculty, staff, and students available to serve as members of an Appellate Board at the request of the Appellate Administrator. Faculty and staff nominees are confirmed by the University President. Student members are nominated by the Student Government Association President and appointed by the Vice President of Student Life.
14. The term “shall” is used in the imperative sense.
15. The term “may” is used in the permissive sense.
16. The term “customary(ily)” is used to provide the prerogative to diverge from the typical action.
17. The term “community standards” refers to general or overarching guidelines and biblical principles represented in University policies, rules, regulations, codes of conduct, and other reasonable expectations for Student Code of Conduct.
18. The term “policy” means the written regulations of the University as found in, but not limited to, the *University Catalog*, Student Code of Conduct, *Student Handbook*, Housing Agreement, web site, or other relevant publication.
19. The term “Complainant” means any person who submits a charge alleging that a student violated this Student Code of Conduct. When a student alleging the violation believes that he or she has been a victim of another student’s misconduct, the student who believes he or she has

been a victim will have the same rights under this Student Code of Conduct as are provided to the Complainant, even if another member of the University community submitted the charge itself.

20. The term “Respondent” means any student accused of violating the Student Code of Conduct.

## **Article II: Student Conduct Authority**

### **A. Authority and Responsibility**

The Vice President of Student Life is that person designated by the University President to be responsible for the administration of the Student Conduct System. The Provost is that person designated by the University President to be responsible for the administration of the academic policies and procedures addressing academic dishonesty (see the Houston Baptist University Catalog, section entitled “Dishonesty in Academic Affairs”). Faculty is designated by the Provost to be responsible for general classroom conduct management.

### **B. Student Conduct Review Oversight**

The Vice President of Student Life is the person designated to appoint Student Conduct Administrators and/or convene the Student Conduct and Appeals Committee when needed.

### **C. Procedural Authority**

The Vice President of Student Life with input from the Student Conduct Administrator and/or Student Conduct and Appeals Committee shall develop policies for the administration of the Student Conduct System and guidelines consistent with provisions of the process.

### **D. Finalizing a Decision**

Decisions made by a Student Conduct Administrator complete the conduct process, unless a formal appeal is petitioned. Decisions made by the Chief Appellate Administrator shall bring to conclusion the formal student conduct system protocol.

## **Article III: Proscribed Student Code of Conduct**

### **A. Jurisdiction of the University Student Code of Conduct**

The University Student Code of Conduct and Community Standards shall apply to conduct that occurs on University premises, at University-sponsored activities, and to off-campus conduct that is deemed to adversely affect the University community and/or the pursuit of its objectives. Each student shall be responsible for his or her conduct from the time of application for admission through the actual awarding of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment (and even if his or her conduct is not discovered until after a degree is awarded).

The Student Code shall apply to a student’s conduct even if the student withdraws from school while a conduct matter is pending. The Vice President of Student Life shall decide whether the Student Code shall be applied to conduct occurring off campus, on a case-by-case basis, at his discretion.

## **B. Community Standards**

“Community Standards” refer to general guidelines or biblical principles that are represented in University policies and expectations for the conduct of community members. They may be articulated in written or spoken directives or may be implicitly understood as “common sense” or basic to Christian teaching or practice. The following Community Standards are not meant to be an exhaustive list, but rather touch on topics of particular concern, interest, or conflict with contemporary culture.

1. *Respect.* Students are expected to demonstrate respect for those in authority including faculty, staff, and student leaders/workers. Respect is also expected to be extended to policies, procedures and regulations established by the University for the orderly administration of University activities and the welfare of the members of the HBU community. Furthermore, respect for the rights and human dignity of others, especially in the conduct of relationships; Respect for the rights and needs of the community to develop and maintain an atmosphere conducive to academic study and personal development; and, Respect for Federal, State, and Local laws and ordinances is expected.
2. *Integrity and accountability.* Members of the campus community are expected to maintain lives of integrity regarding biblical principles and standards of conduct adopted by the campus community. The University firmly believes that mature individuals submit themselves to accountability within a community of persons and take responsibility for actions that violate that covenant relationship. Members are equally responsible to bring to bear accountability where there is knowledge that fellow members are violating community standards for conduct and should exercise such action in humility with concern for the offender.
3. *Affirmation of diversity.* The University recognizes the influence that diversity has in shaping the unique contributions of community members. The University is committed to affirming these contributions and creating opportunities for synergistic reasoning and insights. This commitment is based on a belief that community members should be able to maintain their unique distinctiveness while sharing mutual respect and dignity for the experiences and beliefs of others. Consistent with its educational objectives, the University refrains from endorsing or permitting conduct deemed to be in conflict with biblical principles or expressions of non-Christian religious worship or ceremony on University premises or at University-sponsored gatherings.
4. *Sanctity of life.* The University embraces a biblical position which honors the sanctity of life. Consequently, the University cannot support actions which encourage or result in the termination of human life through suicide, euthanasia, or abortion-on-demand. The University’s belief in the sanctity of life influences its response to those students who are involved in a crisis pregnancy. The campus community is prepared to stand with both the father and mother of the unborn child as they consider the results of their actions and experience forgiveness that comes from genuine repentance. Subsequently, abortion is not advised or entertained as an alternative solution. The University is committed to assisting the student(s) with other alternatives. Continuity of on-campus student residency will be considered in light of what is best for all those impacted by the pregnancy. As always, persons in such a crisis will find University officials supportive and redemptive.
5. *Sexual harassment.* The University desires to maintain a working and learning environment free from the sexual harassment of its community members and guests. Any behavior determined to constitute sexual harassment will be viewed as neither complimentary nor

humorous and will be subject to student conduct action. The University recognizes that the perception of sexual harassment behavior is often subjective and that the circumstances surrounding the conduct, as well as its pattern, frequency, and severity need to be considered in assessing the behavior. Although statistical analysis has shown that sexual harassment is usually committed by an individual in a position of power or influence, sexual harassment can occur between any two individuals regardless of gender, employment status, work relationship, or academic association. Sexual harassment may be verbal, graphic, written or physical in nature. Each may be grounds for student conduct action.

### **C. Policies and Regulations**

The following acts in addition to the standards discussed in Article III.B are defined by the University to be unacceptable. The list may not be all inclusive:

**1.0 Administrative Policy.** The following are prohibited:

- 1.1 *Knowing presence contribution.* Behavior, active or passive, which fails to confront or correct the misconduct of fellow community members. Students may be held accountable for an incident at which they indirectly participated in the violation through their own complicity.
- 1.2 *Non-Compliance.* Violation of any University policy, rule, or regulation. Failure to comply with the requests or directions of University officials or law enforcement officers acting in performance of their duties. Failure to identify oneself to these persons when requested to do so.
- 1.3 *Acts of dishonesty.* Dishonesty including but not limited to the following:
  - a. Cheating, plagiarism, or other forms of academic dishonesty.
  - b. Furnishing false information to any University official, faculty member, or office.
  - c. Forgery, alteration, or misuse of any University document, record, or instrument of identification.
- 1.4 *Disruption or obstruction.* The disruption or obstruction of teaching, research, administration, student conduct proceedings or free flow of pedestrian or vehicular traffic, other University activities, including its public service functions on or off campus, or of other authorized non-University activities when the conduct occurs on University premises. Participating in an on-campus or off-campus demonstration, riot, or activity that infringes on the rights of other members of the University community.
- 1.5 *Abuse of the Student Conduct System.* Including but not limited to:
  - a. Failure to timely respond and/or obey the notice from a University official to appear for a meeting or review as part of the Student Conduct System.
  - b. Falsification, distortion, or misrepresentation of information before a Student Conduct Administrator.
  - c. Disruption or interference with the orderly conduct of a Student Conduct and Appeals Committee proceeding.
  - d. Institution of a student conduct proceeding in bad faith.
  - e. Attempting to discourage an individual's proper participation in, or use of, the Student Conduct System.

- f. Attempting to influence the impartiality of a Student Conduct or Appellate Administrator or member of the Student Conduct and Appeals Committee prior to, and/or during the course of, the student conduct proceeding(s).
- g. Failure to comply with the sanction(s) imposed under the Student Conduct System.
- h. Influencing or attempting to influence another person to commit an abuse of the Student Conduct System.

**2.0 Property, Facilities and Grounds.** The following are prohibited:

2.1 *Theft or vandalism.* Attempted or actual theft of and/or damage to, or unauthorized alteration or misuse of, property of the University or property of a member of the University community or other personal or public property, on or off campus.

2.2 *Unauthorized use.* Unauthorized possession, duplication or use of keys to any University premises or property, or unauthorized entry to or use of University premises or property.

2.3 *Abuse of computer resources.* Theft or other abuse of computer facilities and resources, including but not limited to:

- a. Unauthorized entry into a file, to use, read, or change the contents, or for any other purpose.
- b. Unauthorized transfer of a file.
- c. Use of another individual's identification and/or password.
- d. Use of computing facilities and resources to interfere with the work of another student, faculty member, or University official.
- e. Use of computing facilities and resources to view, download, or send pornographic, obscene, or abusive messages or images.
- f. Use of computing facilities and resources to interfere with normal operation of the University computing system.
- g. Use of computing facilities and resources in violation of copyright laws.
- h. Any violation of the University Computer Use Policy.

2.4 *Unauthorized motorized vehicles.* Operating unlicensed motorized vehicles, except for those prescribed for a verifiable physical disability, anywhere on University premises without the prior written consent of the Vice President of Student Life.

2.5 *Postings and solicitation.* Posting flyers, posters, advertisements, etc. without departmental sponsorship or the approval of Student Life. Postings must be stamped "Poster Approved" and displayed in compliance with written policies available in Student Life. Solicitation of goods and the services on University premises without the prior approval of Student Life is prohibited.

**3.0 Safety and Security.** The following are prohibited:

3.1 *Failure to evacuate.* Failure to evacuate a campus building immediately upon the sound of an alarm, or to follow specific prescribed procedures or the on-site directives of a University representative.

- 3.2 *Breaching security systems.* Jeopardizing or interfering with the safety and security systems established within the campus community, including the propping of locked doors, altering locking devices, permitting unauthorized access to another, etc.
- 3.3 *Misuse or tampering with emergency equipment.* Illegitimately engaging alarm pull stations, discharging fire extinguishers, or disengaging smoke detectors. Individuals misusing or tampering with emergency equipment may be subject to criminal complaint.
- 3.4 *Weapons possession.* Illegal or unauthorized possession of firearms, explosives, other weapons, or dangerous chemicals on University premises or use of any such item, even if legally possessed, in a manner that harms, threatens, or potentially causes fear to others.
- 3.5 *Flammable agents or burning objects.* Use or storage of flammable agents or materials in or near buildings, including gasoline, solvents, paint, propane, butane, or other machine dependent upon combustible fuel for operation. Unauthorized burning of any object, including candles, incense, charcoal, gas barbecues, etc. in or immediately adjacent to buildings.
- 3.6 *False Report of Emergency.* Causing, making, or circulating a false report or warning of a fire, explosion, crime, or other catastrophe.

**4.0 Social, Moral, or Biblical.** The following are prohibited:

- 4.1 *Unlawful acts.* Violation of any federal, state, or local law. Students convicted of a crime during continued enrollment or residential status in University housing must report this information to the Vice President of Student Life.
- 4.2 *Abuse or threats.* Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct which threatens or endangers the health or safety of any person, including oneself, whether acted upon or not.
- 4.3 *Sexual harassment.* Including but not limited to the following:
- a. Sexual advances
  - b. Requests for sexual favors
  - c. Verbal or physical conduct of a sexual nature that expressly or implicitly imposes conditions upon, threatens, interferes with, or creates an intimidating, hostile, or demeaning environment for an individual's (1) academic pursuits, (2) University employment, (3) participation in activities sponsored by the University or organizations or groups related to the University, or (4) opportunities to benefit from other aspects of University life.
- 4.4 *Sexual assault.* Acts of sexual aggression including rape, attempted rape, sexual battery, and/or assault. Any sexual act that occurs without the consent of another person or that occurs when the person is unable to give consent.
- 4.5 *Sexual misconduct.* Consensual sexual behavior when it falls outside biblical intentions and/or explicit guidelines, such as sexual intimacies outside of a heterosexual marriage, including any type of intercourse, sensual nakedness, fondling of sexual organs, or sleeping intimately with one another.

4.6 *Inappropriate dating, living, or displays of affection.* Including, but not limited to, the following:

- a. Single students dating married persons.
- b. Married students dating anyone other than their spouse.
- c. Homosexual relations.
- d. Cohabitation with members of the opposite sex.
- e. Public affection deemed inappropriate for the context.

4.7 *Pornography.* Possession, display, or distribution of pornographic materials or images. Use of pornography for personal entertainment, including Internet and telephone services that provide pornographic images, sounds, or sensual conversation.

4.8 *Offensive Entertainment.* Entertainment played or displayed publicly on University premises or at University-sponsored activities that contain levels of violence, profanity, and sexual overtures that would be found offensive and/or in conflict with community standards.

4.9 *Hazing.* Defined as an act which has the potential of endangering the mental or physical health or safety of a student, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in, a group or organization. The expressed or implied consent of the victim will not be a defense. Apathy or acquiescence in the presence of hazing is not a neutral act; it is a violation of this rule (see 1.1 Knowing presence.)

4.10 *Drugs.* Use, possession, manufacturing, promoting use, or distribution of marijuana, heroin, narcotics, or other controlled substances except as expressly permitted by law. Possession of drug paraphernalia or items that display or encourage drug or drug use is also prohibited.

In an attempt to create a conducive environment and influence lifestyle choices by which its community members may be successful in attaining the mission of the institution, the University takes a firm stand regarding the possession, distribution, or use of controlled substances or drugs on campus, which may result in a suspension of one full academic year.

The Student Conduct Administrator may adjust customary sanction(s) if the student has exposed the violation on his or her own with the intention of reconciling himself or herself to the community and submitting to structures of support and accountability.

4.11 *Alcoholic beverages.* Use, possession, manufacturing, or distribution of alcoholic beverages. Facilitating or encouraging the off-campus use or possession of alcoholic beverages by persons less than twenty-one years of age is prohibited. Displaying alcohol containers (empty included). Promoting the use of alcohol in any way.

4.12 *Intoxication or drunkenness.* Under the influence of drugs or alcohol on University premises or at University-sponsored events.

4.13 *Smoking.* Smoking on University premises or at University-sponsored events, including cigarettes, cigars, pipes, and other smoking substitutes.

4.14 *Disorderly conduct.* Conduct that is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on University premises or at

functions sponsored by, or participated in by, the University or members of the academic community. Disorderly conduct includes but is not limited to any unauthorized use of electronic or other devices to make an audio, visual, or video record of any person while on University premises without his/her prior knowledge, or without his/her effective consent when such a record is likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room, or rest room.

- 4.15 *Profanity and obscenity*. Use of language, or verbal depiction of activity, that is vulgar, coarse, crude, or indecent. Wearing articles of clothing that are construed as vulgar, coarse, crude, or indecent, or in other ways violates our community standards.
- 4.16 *Gambling*. Any activity that involves betting, wagering, raffles, or games of chance for which there exists the potential of personal or financial loss. “Drawings” are permitted when entry into the drawing is free, an entry fee is optional, or a gift of approximate or greater value is received upon paying a participation fee.
- 4.17 *Unauthorized On-campus dances*. Any unauthorized dance sponsored by a University official or recognized student group. The University or a recognized student group may sponsor dance activities on or off University premises under the direction and supervision of assigned University personnel or advisors. Dances are subject to University guidelines and community standards. Specific program guidelines and protocols are outlined in the “Dance Policy” (available in the Office of Student Life).

#### **D. Violation of Law and University Student Conduct Process**

1. *Separate processes*. University disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both the criminal law and the Student Code of Conduct (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under this Student Code of Conduct may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus at the discretion of the Vice President of Student Life. Determinations made or sanctions imposed under this Student Code of Conduct shall not be subject to change because criminal complaint arising out of the same facts giving rise to violation of University rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant.
2. *University cooperation with law enforcement*. When a student is charged by federal, state, or local authorities with a violation of law, the University will not request or agree to special consideration for that individual because of his or her status as a student. If the alleged offense is also being processed under the Student Code of Conduct, the University may advise off-campus authorities of the existence of the Student Code of Conduct and of how such matters are typically handled within the University community. The University will attempt to cooperate with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators (provided that the conditions do not conflict with campus rules or sanctions). Individual students and other members of the University community, acting in their personal capacities, remain free to interact with governmental representatives as they deem appropriate.

## Article IV: Student Conduct System Procedures

### A. Complaints and Resolution of Complaints

1. *Complaint.* Any member of the University community may file a complaint against a student for violations of the Student Code of Conduct. A complaint shall be prepared in writing by the Complainant or interviewing University official and directed to the Student Conduct Administrator. Complaints should be submitted as soon as possible after a violation takes place, but no “statute of limitations” prevents the Student Conduct Administrator from acting when deemed warranted.
2. *Initial Notification.* The accused student shall be notified via HBU email that there has been a complaint. The accused student shall be provided notice of the allegations against the student and a copy of the written complaint, when deemed appropriate, as determined by the Student Conduct Administrator. The accused student shall be required to respond within 48 hours accepting or denying responsibility for the alleged violation. Failure to respond within 48 hours may result in additional sanctions. After a response from the accused student, the Student Conduct Administrator may conduct an inquiry.
3. *Inquiry.* The Student Conduct Administrator may conduct an inquiry to determine if the complaint has merit. Subsequent proceedings may be arranged at the discretion of the Student Conduct Administrator. The Student Conduct Administrator may, at his or her discretion, ask a HBU faculty or staff member to sit in during the inquiry process. During the course of the inquiry process, if new information is obtained that the student may have violated additional policies and procedures not included in the initial notification, the Student Conduct Administrator shall make every effort to notify the student of the additional violations.
4. *Resolution.* If the complaint is not admitted and/or cannot be disposed of by mutual consent, the Student Conduct Administrator will make a decision based on the information revealed in the inquiry. If the respondent is found in violation of the Code of Conduct, sanctions shall be assigned by the Student Conduct Administrator.
5. *Notification.* The Student Conduct Administrator will notify the Respondent in writing of the decision(s) reached. The student will be notified of his/her right to appeal and information on the appeals process will be included in writing.

### B. Conduct Boards

1. At his or her discretion, the Student Conduct Administrator may convene a **Student Conduct Board** composed of HBU students, faculty and staff, to resolve lower level violations. The accused student shall be notified that he or she will be appearing before the Student Conduct Board. Under the guidance of the Student Conduct Administrator, the Student Conduct Board will conduct an inquiry and submit its recommendation to the Student Conduct Administrator. The Student Conduct Administrator shall then review and either approve or deny the recommendation reached by the Student Conduct Board, and may reconvene the Student Conduct Board if necessary.

2. At his or her discretion, the Student Conduct Administrator may convene a **Conduct Board**, composed of faculty and staff (no students), to resolve more serious or egregious violations. The accused student shall be notified that he or she will be appearing before the Conduct Board. Under the guidance of the Student Conduct Administrator, the Conduct Board will conduct an inquiry and submit its recommendation to the Student Conduct Administrator. The Student Conduct Administrator shall then review and either approve or deny the recommendation reached by the Student Conduct Board, and may reconvene the Conduct Board if necessary.

### C. Sanctions

Reconciliation to the community after a violation of the Student Code of Conduct often requires some form of consequence for the action. Intermediate consequences are employed wherever possible to avoid expulsion from the University or on-campus Housing. Each incident is reviewed on a case-by-case basis, with consideration to:

- 1) the severity of the violation,
- 2) the context of the incident,
- 3) a history of prior misconduct,
- 4) the responsiveness of the respondent to accountability, and
- 5) the degree to which the individual displays genuine repentance.

Community members are encouraged to provide firsthand testimony that will bring greater clarity and understanding to the student conduct process. While painstaking efforts are taken to maintain consistency from case to case and individual to individual, confidentiality often prevents the disclosure of details that contribute to a decision, occasionally resulting in unanswered questions regarding an outcome. Uninformed members of the campus community are asked to extend the benefit of the doubt to officials, knowing that prayerful consideration has been employed in the proceedings and the subsequent outcome.

1. *Sanctions*. The following sanctions may be imposed upon any student found to have violated the Student Code of Conduct:
  - a. *Verbal Warning*-Verbal notice to the student that the student is violating or has violated institutional regulations, accompanied by a request to desist and refrain from the misconduct.
  - b. *Written Warning*-A notice in writing to the student that the student is violating or has violated institutional regulations, accompanied by a request to desist and refrain from the misconduct.
  - c. *Loss of Privileges*-Denial of specified privileges for a designated period of time.
  - d. *Fines*-Previously established and published fines may be imposed.
  - e. *Restitution*-Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
  - f. *Discretionary Sanctions*-Work assignments, essays, service to the University, or other related discretionary assignments.
  - g. *Probation*-A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.
  - h. *University Housing Suspension*-Separation of the student from University Housing for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
  - i. *University Housing Expulsion*-Permanent separation of the student from University Housing.
  - j. *Interim Suspension*-Requires that a student immediately leave University premises or a University-sponsored activity when it is fair and reasonable to believe that a student is an

immediate threat to the safety of others or himself/herself or to the disruption of University operations. Conditions for return will be specified. (Also see IV.B.2.)

- k. *Suspension*-Separation of the student from the University for a definite period of time, after which the student is eligible to return. Conditions regarding access to University premises, attendance at University-sponsored activities, and subsequent readmission may be specified.
- l. *Dismissal*-Separation of the student from the University with no promise (implied or otherwise) of readmission at a future date. Conditions regarding access to University premises, attendance at University-sponsored activities, and subsequent consideration for possible readmission may be specified.
- m. *Expulsion*-Permanent separation of the student from the University. Conditions regarding access to University premises and attendance at University-sponsored activities may be specified.
- n. *Revocation of Admission and/or Degree*-Admission to, or a degree awarded from, the University may be revoked for fraud, misrepresentation, or other violation of University standards in obtaining the degree, or for other serious violations committed by a student prior to graduation. The endorsement of the appropriate governing body and approval of the President are required.
- o. *Withholding Degree*-The University may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Code of Conduct, including the completion of all sanctions imposed, if any.

2. *Guidelines for imposing consequences.* The following guidelines attempt to establish some continuity in administering consequences for the violation of the Student Code of Conduct. The Student Conduct Administrator will customarily employ the following guidelines in determining an appropriate consequence, unless there are circumstances that warrant an alternative response on the part of the University. Multiple sanctions may be employed for a single violation, and cumulative violations may result in greater consequences than a single offense.

a. *Level 1 Violations:* Minor violations likely to result in a minimum consequence of a verbal or written warning with additional sanctions, fine, or restitution on the first occurrence include, but are not limited to, the following examples:

- (1) Violation of smoking policy
- (2) Violation of burning objects policy
- (3) Failure to respond to a request for appointment
- (4) Minor abuse and damage to property
- (5) Profanity and obscenity
- (6) Violation of residential visitation policy
- (7) Violation of residential noise policy

Customary action: Verbal warning; written warning; loss of privileges, monetary fines, restitution, and/or discretionary sanction(s).

b. *Level 2 Violations:* Intermediate violations likely to result in a minimum consequence of probation or limited-term suspension with additional sanctions and conditions on the first occurrence include, but are not limited to the following examples:

- (1) Disrespect to persons of authority
- (2) Significant damage to property
- (3) Misuse of safety equipment
- (4) Petty theft
- (5) Sexual misconduct
- (6) Cohabitation
- (7) Violation of alcohol policy

- (8) Intoxication or drunkenness
  - (9) Repeat offenses of Level 1 Violations  
Customary action: Level I customary actions, educational sanctions, probation, multiple-day suspension, and/or suspension of privileges.
  - c. *Level 3 Violations*: Major violations likely to result in long-term suspension, dismissal, or expulsion on the first occurrence include, but are not limited to the following examples:
    - (1) Use or possession of controlled substances or illegal drugs
    - (2) Intentionally causing physical harm to another person
    - (3) Sexual assault
    - (4) Arson
    - (5) Grand theft
    - (6) Possession of a weapon or firearm
    - (7) Repeat offense(s) of Level 1 and/or Level 2 Violations  
Customary action: Level I and/or Level 2 customary actions, interim suspension, academic term suspension, dismissal, and/or expulsion.
3. *Interim suspension*. In certain circumstances, the Vice President of Student Life, or a designee, may impose a University or Housing suspension prior to the resolution of the complaint.
- a. *Conditions*. Interim suspension may be imposed:
    - (1) To ensure the safety and well-being of members of the University community or the preservation of University property.
    - (2) To ensure the student's own physical or emotional safety and well-being.
    - (3) If the student poses an ongoing threat of disruption of, or interference with, the normal operations of the University.
    - (4) To prevent repeat violations of the Code of Conduct that the Student Conduct Administrator reasonably believes may occur absent the interim suspension.
    - (5) During breaks where University services and/or resources are limited.
  - b. *Campus access*. During the interim suspension, a student shall be denied access to University premises (including housing, food services and classes) and/or all other University activities or privileges for which the student might otherwise be eligible, as the Vice President of Student Life, Campus Police or the Student Conduct Administrator may determine to be appropriate.
  - c. *Process*. The interim suspension does not replace the regular process, which shall proceed on the normal schedule, up to and through an appeal review, if exercised. However, the student should be notified in writing of this action and the reasons for the suspension. When timing necessitates a more immediate verbal notification, the written notification should be provided as soon as possible, thereafter. The notice should include reference to a meeting at which the student may demonstrate why his or her continued presence on campus would not fall under one of the conditions above for imposing the interim suspension.
4. *Student conduct holds*. The Student Conduct Administrator places a "hold" with the Office of the Registrar preventing subsequent enrollment when a student is suspended, dismissed, or expelled from the University. A permanent record of the student conduct action is noted in the student's academic record.
5. *Disposition of student conduct records*. Other than student conduct suspension, dismissal, expulsion, or revocation or withholding of a degree, student conduct sanctions shall not be made part of the student's permanent academic record, but shall become part of the student's student conduct record. Upon graduation, the student's student conduct record may be expunged of student conduct actions other than Housing expulsion OR University suspension, dismissal, or expulsion OR

revocation or withholding of a degree. All remaining student conduct records may be expunged from the student's confidential record seven years after graduation or separation from the University.

6. *Group sanctions.* The following sanctions may be imposed upon groups or organizations:
  - a. Those sanctions listed above in article IV.B.1.a-g.
  - b. Loss of selected rights and privileges for a specified period of time.
  - c. Deactivation. Loss of all privileges, including University recognition, for a specified period of time.
7. *Notification of sanctions.* The Student Conduct Administrator is not limited to sanctions listed above. Upon completing a review of the situation, the Student Conduct Administrator shall advise the respondent, group and/or organization of the sanction(s) imposed, if any.

#### **D. Appeals**

1. *Initiating an appeal.* A decision reached by a Student Conduct Administrator may be appealed by the Respondent(s) or Complainant(s) within three (3) academic school days of the student conduct resolution notification. Such appeals shall be addressed to the respective Appellate Administrator in writing and shall be delivered to the Student Conduct Administrator. If after reviewing the appeal, the Student Conduct Administrator maintains the veracity of the disciplinary process, findings, and action, the appeal is forwarded to the appropriate Appellate Administrator. Sanctions imposed by the Student Conduct Administrator are customarily suspended until the appeal process is completed, unless otherwise notified by the Appellate Administrator.
2. *Conditions for appeal.* Except as required to explain the basis of new information, an appeal shall be limited to a review of the record of the Student Conduct Administrator and supporting documents for one or more of the following purposes. If the appeal is not based on one of these purposes, the appeal may be dismissed, at the discretion of an appropriate University official as assigned by the Vice President of Student Life:
  - a. To determine whether the inquiry and follow up meetings was conducted fairly in light of the complaint and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and to present information that the Student Code of Conduct was violated, and giving the Respondent a reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will not be a basis for sustaining an appeal unless significant prejudice results.
  - b. To determine whether the decision reached regarding the Respondent was based on substantial information, that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish a violation of the Student Code of Conduct.
  - c. To determine whether the sanction(s) imposed were appropriate for the violation of the Conduct Code which the student was found to have committed.
  - d. To consider new information, sufficient to alter a decision or other relevant facts not brought out in the original review, because such information and/or facts were not known to the person appealing at the time of the original Student Conduct and Appeals Committee Review.
3. *Appeal Review Process.* If conditions for an appeal are met and forwarded to the Appellate Board, the review shall be conducted by the Student Conduct and Appeals Committee according to the following guidelines:
  - a. Student Conduct and Appeals Committee reviews normally shall be conducted in private.

- b. In a review involving more than one Respondent, the Student Conduct Administrator, at his or her discretion, may permit the review concerning each student to be conducted either separately or jointly.
- c. The Complainant and the Respondent have the right to be assisted by an advisor they choose, at their own expense. The advisor must be a member of the University community and may not be an attorney. The Complainant and/or the Respondent are responsible for presenting his or her own information; therefore, advisors are not permitted to speak or to participate directly in any Student Conduct and Appeals Committee Review before the committee. A student should select as an advisor a person whose schedule allows attendance at the scheduled date and time for the review because delays will not normally be allowed due to the scheduling conflicts of an advisor.
- d. The Complainant, the Respondent, and their advisor(s), if any, shall be allowed to attend the entire portion of the review at which information is received (excluding deliberations). Admission of any other person to the review shall be at the discretion of the Student Conduct and Appeals Committee and/or its Student Conduct Administrator.
- e. The Complainant, the Respondent, and the Student Conduct and Appeals Committee may arrange for witnesses to present pertinent information at the review. The University will try to arrange the attendance of possible witnesses who are members of the University community, if reasonably possible, and who are identified by the Complainant and/or Respondent prior to the review. Witnesses will provide information to and answer questions from the Student Conduct and Appeals Committee. Questions may be suggested by the Respondent and/or Complainant to be answered by each other or by other witnesses. This will be conducted by the Student Conduct and Appeals Committee with such questions directed to the Chairperson, rather than to the witness directly. This method is used to preserve the educational tone of the review and avoid creation of an adversarial environment. Questions of whether potential information will be received shall be resolved at the discretion of the chairperson of the Student Conduct and Appeals Committee.
- f. Pertinent records, exhibits, and written statements may be accepted as information for consideration by a Student Conduct and Appeals Committee at the discretion of the Chairperson.
- g. All procedural questions and decisions are subject to the final discretion of the Chairperson of the Student Conduct and Appeals Committee.
- h. After the portion of the review concludes in which all pertinent information has been received, the Student Conduct and Appeals Committee shall determine (by majority vote) whether the Respondent has violated each section of the Student Code of Conduct which the student is charged with violating.
- i. If a respondent, with notice, does not appear before a Student Conduct and Appeals Committee review, the information in support of the Complaint shall be presented and considered even if the Respondent is not present.
- j. The Student Conduct and Appeals Committee's determination shall be made on the basis of whether it is reasonable to conclude that the Respondent violated the Student Code of Conduct. A higher standard determination shall be made on the basis of whether it is more likely than not to conclude culpability in cases likely to result in significant consequence. The University is not obligated to a legal standard of "beyond a reasonable doubt."
- k. Formal rules of process, procedure, and/or technical rules of evidence, such as are applied in criminal or civil court, are not used in student conduct proceedings. **Reminder: The Student Conduct System is an educational process, NOT a legal proceeding.**

4. *Bringing closure to an appeal.* The Appellate Board's opinion and recommendations for subsequent action are submitted to the Appellate Administrator to inform his/her final judgment. The Appellate

Administrator will notify the student in writing of the decision. There shall be a single written Administrative Review summarizing the Student Conduct and Appeals Committee Review prepared or delegated and approved by the Chairperson or Student Conduct Administrator. The summary will be filed as a part of the student's student conduct record.

#### **E. Records**

Student conduct records will be maintained by the Student Life office and be available in compliance with FERPA guidelines for viewing and requesting copies. The Student Conduct Administrator and/or the Student Conduct and Appeals Committee may, subject to their discretion, utilize audio and/or visual recordings during the student conduct process. No other party shall use audio or visual recordings during the student conduct process without the explicit consent of the Student Conduct Administrator and/or the Student Conduct and Appeals Committee.

#### **F. Special Accommodations**

The Student Conduct Administrator and/or the Student Conduct and Appeals Committee may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the Complainant, Respondent, and/or other witness(es) during the review by providing separate facilities, by using a visual screen, and/or by permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined to be appropriate in the sole judgment of the Vice President of Student Life or the Student Conduct Administrator.

#### **G. Confidentiality**

All participants involved in a particular matter under this Code are expected to keep the matter confidential in order to preserve the integrity of the process. Authorized University officials with a need to know may have access to information regarding the discipline process and outcomes. The University may also be required to release information in response to duly issued subpoenas in criminal, civil or administrative proceedings. In cases where any participant involved in the process chooses to make public the process and/or the decision of any University official involved in the process, the University may respond accordingly.

## **Article V: Interpretation and Revision**

#### **A. Authority**

Any question of interpretation or application of the Student Conduct System shall be referred to the Vice President of Student Life or his designee for final determination.

#### **B. Review and Revision Time Line**

The Student Conduct System and Student Code of Conduct shall be reviewed every three (3) years under the direction of the Vice President of Student Life. Revisions shall be implemented with the approval of the President.

#### **C. Disclaimer**

The Student Conduct System and Code of Conduct are subject to change when deemed necessary by the University to meet the evolving needs of students, the community, and the University. All substantive changes will be widely communicated by the Vice President of Student Life through various means available.

# University Administration

## **President - Robert B. Sloan Jr., DdTheol**

### **Chief of Staff | University Relations - Sharon Saunders**

- The Guild - Patti Bailey
- University Events & Conferences - Candace Desrosiers

### **Advancement - Tommy Bambrick, EdD**

- Alumni Relations & Advancement - Amy Youngblood
- Development - Charles Bacarisse

### **Athletics - Steve Moniaci**

- Compliance and Academics - Jacob Wonder
- Intercollegiate Sports - Head Coaches
- Sports Information - Russ Reneau
- Trainers - Keri Strong

### **Enrollment Management - James Steen**

- Admissions - Ed Borges
- Financial Aid and Scholarships - Jené Gabbard
- Recruiting - Clint Strickland

### **Financial Operations - Sandy Mooney, CPA**

- Accounting - Sam Webb
- Aramark Food Services - Benny Gilbert
- Information Technology Services - Glenn Johnson
- Financial Analysis - Loree Watson
- Human Resources - Jennifer Boatwright
- Maintenance - Gary Dyke
- Treasury - Hugh McClung
- University Bookstore - Anthony Martin
- University Police - Charles Ragain

### **Innovation and Strategic Marketing - Jerry Johnston**

### **Provost - John Mark Reynolds, PhD**

- College of Education and Behavioral Sciences, Dean - Cynthia Simpson, PhD
- College of Science & Mathematics, Dean - Doris Warren, PhD
- Library - Ann Noble
- Registrar - Erinn Hughes
- School of Business, Dean -
- School of Christian Thought, Dean - Jeffrey Green, PhD
- School of Fine Arts, Dean - Matthew Boyleston, PhD
- School of Humanities, Dean - Christopher Hammons, PhD
- School of Nursing and Allied Health, Dean - Rena Schumann, PhD, RN
- Smith College of Liberal Arts, Dean - Jodey Hinze, JD

- University Museums - Suzie Snoddy

**Student Life - Whit Goodwin**

- Academic Success Center - Megan Mueller
- Campus Recreation - Joshua Dunn
- Career and Calling / Hire a Husky - Colette Cross
- First and Second Year Experiences - Krista Nix
- Residence Life - Mark Endraske
- Spiritual Life -
- Student Health Services - Brenda Woods
- Student Involvement – Mon'Sher Spencer
- Student Success - David Hao
- Student Development – Dave Groom

# University Directory

Whether you're a prospective student, an alum, a friend of the University, or a fellow Houstonian, we welcome the opportunity to answer your questions and provide you with the information you need.

The University switchboard may be reached at (281) 649-3000.

## Mailing Address:

Houston Baptist University  
7502 Fondren Road  
Houston, Texas 77074-3298

For media inquiries, further information on press releases, assistance with locating faculty experts, or marketing information, please contact the Office of University Communications. We will make every effort to assist you in a timely and effective manner.

If you do not see the desired department below, general inquiries and messages can be sent via our contact form.

Academic Affairs/Provost	(281) 649-3232
Academic Records and Registration	(281) 649-3213
Accounting	(281) 649-3146
Accounts Payable	(281) 649-3016
Admissions	
Undergraduate Admissions	(281) 649-3211
Masters - Business (MBA, MS-HRM, MS-MGMT)	(281) 649-3306
Masters - Christian Counseling	(281) 649-3095
Masters - Education	(281) 649-3241
Masters - Fine Arts	(281) 649-3338
Masters - Human Resources Management	(281) 649-3306
Masters - Liberal Arts	(281) 649-3269
Masters - Psychology	(281) 649-3095
Masters - Theological Studies	(281) 649-3383
Advancement	(281) 649-3222
Academic Success Center	(281) 649-3081
Alumni Association	(281) 649-3413
Aramark Food Services	(281) 649-3360
Athletics	(281) 649-3205
Band Hall	(281) 649-3378

Baugh Center	(281) 649-3341
Bible in America, Dunham Family (see Museums)	
Bookstore (see University Bookstore)	
Business Office	(281) 649-3749
Cashier's Office	(281) 649-3471
Campus Dining	(281) 649-3259
Campus Ministries	(281) 649-3117
Campus Police (see Police)	
Campus Services (see Operations)	
Campus Recreation	(281) 649-3505
Career and Calling	(281) 649-3475
Hire A Husky / Hire an HBU Student	
Ceramic Studio	(281) 649-3000 x2210
Church Relations	(281) 649-3355
Colleges and Schools	
School of Christian Thought	(281) 649-3383
School of Fine Arts	(281) 649-3338
School of Humanities	(281) 649-3600
School of Business	(281) 649-3325
School of Education and Behavioral Sciences	(281) 649-3094
Honors College	(281) 649-3630
School of Nursing and Allied Health	(281) 649-3300
College of Science & Mathematics	(281) 649-3013
Communications and Rhetoric	(281) 649-3603
Cullen Parlor (Cullen Nursing building)	(281) 649-3198
Decorative Arts Museum (see Museums)	
Development (see Advancement)	
Dillon I/II	(281) 649-3000 x2200
Dunham Bible Museum (see Museums)	
Enrollment Management Vice President	(281) 649-3755
Emergency (to report an emergency)	(281) 649-3911
Emergency Preparedness	
Employment Opportunities at HBU	
English	(281) 649-3610

Events (see University Events & Conferences)	
Financial Operations Vice President	(281) 649-3256
Financial Aid	(281) 649-3749
Fitness Center	(281) 649-3501
Food Services	(281) 649-3360
Glasscock Center	(281) 649-3251
Graduate Admissions (also Admissions)	(281) 649-3269
Guild, The	(281) 649-3362
Helpdesk	(281) 649-3410
Hire a Husky / Hire an HBU Student (see Career and Calling)	
Human Resources	(281) 649-3387
Husky Central (see Undergraduate Admissions)	
Information Technology Services	(281) 649-3410
For technical support: See the HelpDesk	
Institutional Effectiveness	(281) 649-3417
Instructional Media Services	(281) 649-3410
International Admissions	(281) 649-3292
International Students Services	(281) 649-3292
Journalism and Mass Communications	(281) 649-3662
Library (see Moody Library )	
Lost and Found (inside Student Life)	(281) 649-3238
Mabee Theater	(281) 649-3151
Mail Room (see Post Office)	
Maintenance	(281) 649-3319
Marketing and Communications (see University Communications)	
Masters Programs (see Admissions)	
Media Services (see Instructional Media Services)	
Men's Dorm	(281) 649-3100
Moody Library	(281) 649-3304
Museums	
American Architecture and Decorative Arts	(281) 649-3311
Dunham Bible	(281) 649-3287
Southern History	(281) 649-3997
Music, Dept. of	(281) 649-3338

Nurse (see Student Health Services)	
Nursing (see Colleges and Schools)	
Operations (see Maintenance)	
Personnel/Payroll (see Human Resources)	
Police (Campus Alert & Emergency Preparedness)	
Emergency	(281) 649-3911
Non-Emergency	(281) 649-3314
Political Science	(281) 649-3394
Post Office	(281) 649-3000 x2391
President's Office	(281) 649-3450
Procurement	(281) 649-3770
Provost/Academic Affairs	(281) 649-3232
Refuge	(281) 649-3766
Registrar	(281) 649-3213
Residence Life	(281) 649-3100
Campus Recreation	(281) 649-3505
Student Organizations	(281) 649-3124
Student Involvement	(281) 649-3154
Scholarships	(281) 649-3748
Spiritual Life Office	(281) 649-3117
Sports Information (see Athletics)	
Student Health Services	(281) 649-3643
Student Life	(281) 649-3238
Freshman Programs	(281) 649-3652
Parent Programs	(281) 649-3652
Student Involvement / Student Organizations	(281) 649-3124
Student Government Association	
Student Programming Board	
Student Ministries	(281) 649-3223
Television Studio	(281) 649-3400
Testing Services	(281) 649-3236
Transcripts (also Registrar)	(281) 649-3213
University Bookstore	(281) 649-3258
University Minister	(281) 649-3033

University Communications (Marketing)	(281) 649-3025
University Events & Conferences	(281) 649-3047
University Police (see Police)	
University Relations	(281) 649-3206
Veterans Affairs	(281) 649-3213
Web Strategies	(281) 649-3777
Bradshaw Fitness Center, Bradshaw (see Fitness Center)	(281) 649-3501

# Admissions

## Undergraduate Admissions

- Freshman
- Transfer
- Post-Baccalaureate
- Audit
- Non-Degree Undergraduate Student
- Senior Citizen
- Re-Entry
- Returning
- Transient
- Concurrent
- Admission through the Admissions Review Board
- Conditional Admission
- Additional Required Materials

## Graduate Admissions

- MAA – Master of Arts in Apologetics
- MABL – Master of Arts in Biblical Languages
- MAC – Master of Arts in Counseling
- MACC – Master of Arts in Christian Counseling
- MPhil – Master of Arts in Philosophy
- MAP – Master of Arts in Psychology
- MAP with LSSP – Master of Arts in Psychology with LSSP Certification
- MAP with LSSR – Master of Arts in Psychology with LSSP Re-specialization
- MATS – Master of Arts in Theological Studies
- MBA – Master of Business Administration
- MEd – Master of Education
- MFA – Master of Fine Arts: Studio Art
- MIB – Master of International Business
- MLA – Master of Liberal Arts
- MS-HRM – Master of Science in Human Resources Management
- MS-MGMT – Master of Science in Management
- PBC – Post Baccalaureate Teacher Certification
- LPC – Licensed Professional Counselor Certification
- LSSP – Licensed Specialist in School Psychology Certification
- LPC/LSSP – Licensed Professional Counselor or Licensed Specialist in School Psychology

## International Admissions

- For Current or Seeking F-1 Students

# UNIVERSITY ADMISSIONS

The Office of Admissions accepts formal applications from all students for admission to HBU. The Admissions Office assists prospective students with admission policies and procedures, campus visits and interviews, and initial financial information. Information regarding admission to the University and all necessary forms for admission may be obtained by visiting the Admissions website at [www.hbu.edu](http://www.hbu.edu) or by contacting the Admissions Office, HBU, 7502 Fondren Road, Houston, Texas 77074-3298. The telephone number is (281) 649-3211 and email is [admissions@hbu.edu](mailto:admissions@hbu.edu). Outside Houston, a toll-free number is available: 1-800-969-3210 for Undergraduate Admissions.

Graduate applicants should contact the graduate program directly at [www.hbu.edu/applygrad](http://www.hbu.edu/applygrad).

## Undergraduate Admissions

All official transcripts and score reports must be mailed directly to HBU from the high school (including homeschool), college, or test center. Additionally, documents may be hand carried in a sealed envelope from the institution with the envelope bearing that institution's Registrar's signature and seal.

### **I. Freshman Student Admission**

To be considered for Freshman admission, a student must have completed high school by the end of the current academic year. If a student has taken college level classes while in high school, the student is still considered a Freshman applicant. This includes any college level course work completed during the summer immediately following high school graduation.

1. Application for admission must be completed and returned to the Undergraduate Admissions Office. Online submission of an application is strongly encouraged. Online versions of our application can be found on the Admissions webpage at [www.hbu.edu/apply](http://www.hbu.edu/apply) or through [www.Applytexas.org](http://www.Applytexas.org). Paper versions of the application can also be provided upon request.
2. A freshman applicant will be required to take the SAT or ACT exam. The HBU institution code for the SAT exam is 6282; the code for the ACT exam is 4101. In the event that an exam is submitted multiple times, the Admissions Office will consider the scores that best enhance the student's application. Scores recorded on the official high school transcript are acceptable and will be considered official.
3. A freshman applicant will be required to submit an official high school transcript from the high school which will issue his/her diploma. Faxes or photocopies, while not official, may be used to provide an initial admission decision. The Admissions Office reserves the right to request additional copies/faxes from the student in the event that the submitted documents are illegible. Upon graduation, a final HS transcript indicating date of graduation will also be required. Home-schooled students will be required to submit a signed, course-by-course listing of grades and graduation date on their home-school letterhead. Those not attending an institutional high school must demonstrate high school equivalency. A student who has submitted a minimum acceptable total score of at least 50 on the General Educational Development Testing Program (GED) may be admitted to HBU.
4. Students taking college courses while enrolled in high school must submit official final transcripts from the college or university to the Office of Admissions. In considering credit by transfer from other institutions, HBU places a premium on credits from regionally accredited institutions. However, HBU will also consider a request for transfer credit from institutions that are not regionally accredited. Applicants must submit transcripts from all institutions attended whether regionally accredited or non-accredited. Upon admission to the university, the student's course

work will be reviewed for transferability and possible equivalent credit by the Transfer Specialist. Transfer credits from a non-accredited institution will be considered on a case-by-case basis pending an institutional review by the Transfer Specialist. For all transferrable work, the student must have earned a grade of “C” or higher.

5. All viable course work completed online will receive either specific course credit or elective credit after evaluation.

## **II. Transfer Student Admission**

To be considered for transfer admission, the student will have graduated from high school and have been enrolled in classes at another college or university. All documents must be on file prior to admission consideration. Students not re-admissible to a previous institution may be considered for admission on a case-by-case basis.

In considering credit by transfer from other institutions, HBU places a premium on credits from regionally accredited institutions. However, HBU will also consider a request for transfer credit from institutions that are not regionally accredited. Applicants must submit transcripts from all institutions attended whether regionally accredited or non-accredited. Upon admission to the university, the student’s course work will be reviewed for transferability and possible equivalent credit by the Transfer Specialist. Transfer credits from a non-accredited institution will be considered on a case-by-case basis pending an institutional review by the Transfer Specialist and the Office of the Provost. For all transferrable work, the student must have earned a grade of “C” or higher.

All viable course work completed online will receive either specific course credit or elective credit after evaluation.

1. Application for admission must be completed and returned to the Undergraduate Admissions Office. Online submission of an application is strongly encouraged. Online versions of our application can be found on our Admissions webpage at [www.hbu.edu/apply](http://www.hbu.edu/apply) or through [www.Applytexas.org](http://www.Applytexas.org). Paper versions of our application can also be provided upon request.
2. An official transcript from all colleges or universities attended must be sent directly from the college to the Admissions Office. Faxes or photocopies, while not official, may be used to provide an initial admissions decision. The Admissions Office reserves the right to request additional copies/faxes from the student in the event that the submitted documents are illegible. Falsification or failure to provide this academic information from all colleges or universities will result in administrative withdrawal from the University. The cumulative grade point average for transfer students should be at least a 2.0.
3. If a student has not completed or does not expect to complete 32 credit hours from a regionally accredited institution at the time of application, Admissions may require additional documents to render an admissions decision. In considering credit by transfer from other institutions, HBU places a premium on credits from regionally accredited institutions. However, HBU will also consider a request for transfer credit from institutions that are not regionally accredited. Applicants must submit transcripts from all institutions attended whether regionally accredited or non-accredited. Upon admission to the university, the student’s course work will be reviewed for transferability and possible equivalent credit by the Transfer Specialist. Transfer credits from a non-accredited institution will be considered on a case-by-case basis pending an institutional review by the Transfer Specialist. For all transferrable work, the student must have earned a grade of “C” or higher.

All viable course work completed online will receive either specific course credit or elective credit after evaluation.

- a. A transfer applicant with less than 32 credit hours may be required to submit an official final high school transcript, indicating graduation date, from the high school which has issued his/her diploma. Faxes or photocopies, while not official, may be used to provide an initial admission decision. The Admissions Office reserves the right to request additional copies/faxes from the student in the event that the submitted documents are illegible. Home-schooled students will be required to submit a signed, course-by-course listing of grades and graduation date on their home-school letterhead. Those not attending a formal high school must demonstrate high school equivalency. A student who has submitted a minimum acceptable total score of at least 50 on the General Educational Development Testing Program (GED) may be admitted to HBU.
- b. A transfer student with less than 32 credit hours may be required to submit an SAT or ACT score report. The HBU institution code for the SAT exam is 6282; the code for the ACT exam is 4101. In the event that an exam is submitted multiple times, the Admissions Office will consider the scores that best enhance a student's application. Scores recorded on the official high school transcript are acceptable.

### **III. Post-Baccalaureate Student Admission**

To be considered for Post-Baccalaureate admission a student must have earned an undergraduate degree from a regionally accredited institution and is taking undergraduate courses for personal edification or certification. Credit awarded will not be applied toward a graduate degree and may not be changed to graduate credit. A post-baccalaureate student may seek a second degree. All candidates wishing to obtain a second degree must apply as post-baccalaureate degree seeking and may be eligible for financial aid. A post-baccalaureate student not seeking a second undergraduate degree is not eligible for financial aid.

1. Application for admission must be completed and returned to the Undergraduate Admissions Office. Online submission of an application is strongly encouraged. Online versions of the application can be found on the Admissions webpage at [www.hbu.edu/apply](http://www.hbu.edu/apply) or through [www.Applytexas.org](http://www.Applytexas.org). Paper versions of the application can also be provided upon request. Faxes or photocopies, while not official, may be used to provide an initial admission decision. The Admissions Office reserves the right to request additional copies/faxes from the student in the event that the submitted documents are illegible. Falsification or failure to provide this academic information from all colleges or universities will result in suspension from the University. The cumulative grade point average for transfer students should be at least a 2.0. Ordinarily, official transcript evaluations are completed after a student has been officially admitted to the University.
2. A post-baccalaureate student seeking a degree at HBU must submit official transcripts from all colleges or universities attended. In considering credit by transfer from other institutions, HBU places a premium on credits from regionally accredited institutions. However, HBU will also consider a request for transfer credit from institutions that are not regionally accredited. Applicants must submit transcripts from all institutions attended whether regionally accredited or non-accredited. Upon admission to the university, the student's course work will be reviewed for transferability and possible equivalent credit by the Transfer Specialist. Transfer credits from a non-accredited institution will be considered on a case-by-case basis pending an institutional review by the Transfer Specialist and the Office of the Provost. For all transferrable work, the student must have earned a grade of "C" or higher.

All viable course work completed online will receive either specific course credit or elective credit after evaluation.

3. If not seeking another undergraduate degree at HBU, the final transcript from the degree-granting institution will suffice. However, in some instances other course work will be requested to help determine if pre-requisite course work has been completed.

#### **IV. Audit Admission**

A person wishing to audit a class is one who is not seeking credit for courses completed but will nonetheless have an enrollment record. A non-refundable audit fee will be charged instead of tuition. Policies governing prerequisites and academic load will be applicable. (See “Load – Academic”.) A grade of “X” will be assigned and may not be changed to a letter grade. Enrollment will be subject to space available. Audit students may register only during the late registration period.

1. Application for admission must be completed and returned to the Undergraduate Admissions Office. Online submission of an application is strongly encouraged. Online versions of our application can be found on our Admissions webpage at [www.hbu.edu/apply](http://www.hbu.edu/apply) or through [www.Applytexas.org](http://www.Applytexas.org). Paper versions of our application can also be provided upon request.

2. A college transcript must be sent directly from the most recently attended institution to the Admissions Office. Faxed or photocopies while not official, may be used to provide an initial admissions decision. The Admissions Office reserves the right to request additional copies/faxes from the student in the event that the submitted documents are illegible. Falsification or failure to provide this academic information from all colleges or universities will result in suspension from the University.

#### **V. Non-Degree Undergraduate Student Admission**

A Non-Degree student is one wishing to take a class for credit who does not have a baccalaureate degree and is not in pursuit of a baccalaureate degree.

1. Application for admission must be completed and returned to the Undergraduate Admissions Office. Online submission of an application is strongly encouraged. Online versions of our application can be found on our Admissions webpage at [www.hbu.edu/apply](http://www.hbu.edu/apply) or through [www.Applytexas.org](http://www.Applytexas.org). Paper versions of our application can also be provided upon request.

2. An official transcript from all colleges or universities attended, whether accredited or non-accredited, must be sent directly from the college to the Admissions Office. Faxes or photocopies, while not official, may be used to provide an initial admissions decision. The Admissions Office reserves the right to request additional copies/faxes from the student in the event that the submitted documents are illegible. Falsification or failure to provide this academic information from all colleges or universities will result in administrative withdrawal from the University. The cumulative grade point average for transfer students should be at least a 2.0.

#### **VI. Senior Citizen Admission**

Persons 60 years or older, with proof of age, not in pursuit of a degree, may register for classes for a fixed price (contact the Cashiers’ Office for a current fee structure at 281-649-3471) when space is available. Such students may register for these courses on a pass-fail basis or may receive an alpha grade.

#### **VII. Re-Entry Admission**

A Re-Entry student is any student who has been placed on suspension as a result of an academic or disciplinary action. Students who have been suspended for disciplinary reasons must contact the Director

of Student Life for re-entry requirements. Students desiring to return from academic suspension should complete the following steps:

1. Re-entry application for admission must be completed and returned to the Undergraduate Admissions Office. The student may find this form online at [www.hbu.edu/reentry](http://www.hbu.edu/reentry). A personal statement of at least 250 words and two (2) letters of academic recommendation from HBU faculty must accompany the application.
2. If the student attended another college or university, whether accredited or non-accredited, while on suspension from HBU, the student must request official transcripts be sent from the former institution directly to the Office of Admissions at HBU. Faxes or photocopies, while not official, may be used to provide an initial admissions decision. The cumulative grade point average for returning students with additional college hours should at least be a 2.0. In considering credit by transfer from other institutions, HBU places a premium on credits from regionally accredited institutions. However, HBU will also consider a request for transfer credit from institutions that are not regionally accredited. Applicants must submit transcripts from all institutions attended whether regionally accredited or non-accredited. Upon admission to the university, the student's course work will be reviewed for transferability and possible equivalent credit by the Transfer Specialist. Transfer credits from a non-accredited institution will be considered on a case-by-case basis pending an institutional review by the Transfer Specialist and the Office of the Provost. For all transferrable work, the student must have earned a grade of "C" or higher.

All viable course work completed online will receive either specific course credit or elective credit after evaluation.

3. An accepted re-entry student will be on probation status.

### **VIII. Returning Student Admission**

A returning student is any student who previously attended Houston Baptist University, voluntarily left HBU in good standing, and has not been enrolled in courses for one or more semester(s).

1. A returning student application must be completed and turned in to the Office of the Registrar at least seven (7) working days prior to the start of the semester a student plans to return. The returning student application may be found online at [www.hbu.edu/returning](http://www.hbu.edu/returning).
2. If the student attended another college or university while separated from HBU, the student must request official transcripts be sent from the former institution directly to the Office of the Registrar at HBU. Faxes or photocopies, while not official, may be used to provide an initial admissions decision. The cumulative grade point average for returning students with additional college hours should at least be a 2.0.

In considering credit by transfer from other institutions, HBU places a premium on credits from regionally accredited institutions. However, HBU will also consider a request for transfer credit from institutions that are not regionally accredited. Applicants must submit transcripts from all institutions attended whether regionally accredited or non-accredited. Upon admission to the university, the student's course work will be reviewed for transferability and possible equivalent credit by the Office of the Registrar. Transfer credits from a non-accredited institution will be considered on a case-by-case basis pending an institutional review by the Transfer Specialist and the Office of the Provost. For all transferrable work, the student must have earned a grade of "C" or higher.

All viable course work completed online will receive either specific course credit or elective credit after evaluation.

### **IX. Transient Student Admission**

To be considered for admission as a Transient student, the student must be enrolled at another institution and wishing to take classes for credit at HBU. If a transient student decides to continue at HBU, he or she must complete all of the transfer procedures as outlined under “Transfer Student Admission” and be approved for admission. Transient student status ordinarily is permitted for only one (1) semester. Any exception must be approved by the Office of the Registrar.

1. Application for admission must be completed and returned to the Undergraduate Admissions Office. Online submission of an application is strongly encouraged. Online versions of our application can be found on our Admissions webpage at [www.hbu.edu/apply](http://www.hbu.edu/apply) or through [www.Applytexas.org](http://www.Applytexas.org). Paper versions of our application can also be provided upon request.
2. An official transcript or Letter of Good Standing must be sent directly from the most recently attended institution to the Admissions Office. Faxes or photocopies, while not official, may be used to provide an initial admissions decision. The Admissions Office reserves the right to request additional copies/faxes from the student in the event that the submitted documents are illegible. Falsification or failure to provide this academic information will result in suspension from the University. The student is responsible for meeting all prerequisites for courses taken at HBU.

### **X. Concurrent Enrollment**

Please see the section under Academic Policies and Procedures for information on concurrent enrollment.

### **XI. Admission through the Admissions Review Board**

Where the admissions criteria are not met, the Admissions Review Board may consider applicants. Students identified for consideration by the Admissions Review Board are encouraged to submit the following supplemental materials:

1. A statement (approximately 250 words) expressing the applicant’s goals and stating how attending HBU will help the applicant achieve those goals; and
2. Two (2) letters of recommendation, including at least one from a teacher, counselor, or other academic official. These letters may not come from family members.

It is recommended that these supplemental materials be on file in the Admissions Office before consideration.

### **Additional Required Materials**

After a student has been admitted to HBU, a completed HBU meningitis vaccination form with proof and date of the vaccination must be submitted.

## Graduate Admissions

MAA – Master of Arts in Apologetics  
MABL – Master of Arts in Biblical Languages  
MAC – Master of Arts in Counseling  
MACC – Master of Arts in Christian Counseling  
MAPhil – Master of Arts in Philosophy  
MAP – Master of Arts in Psychology  
MAP with LSSP – Master of Arts in Psychology with LSSP Certification  
MAP with LSSR – Master of Arts in Psychology with LSSP Re-specialization  
MATS – Master of Arts in Theological Studies  
MBA – Master of Business Administration  
MEd – Master of Education  
MFA – Master of Fine Arts: Studio Art  
MIB – Master of International Business  
MLA – Master of Liberal Arts  
MS-HRM – Master of Science in Human Resources Management  
MS-MGMT – Master of Science in Management  
PBC – Post Baccalaureate Teacher Certification  
LPC – Licensed Professional Counselor Certification  
LSSP – Licensed Specialist in School Psychology Certification

The University offers a wide choice of graduate degrees: Master of Arts in Biblical Languages (MABL); Master of Arts in Christian Counseling (MACC); Master of Arts in Psychology (MAP); Master of Arts in Philosophy (MAPhil); Master of Arts in Theological Studies (MATS); Master of Education (MEd); Master of Fine Arts (MFA); Master of Liberal Arts (MLA); Master of Business Administration (MBA); Master of International Business (MIB); Master of Science in Human Resources Management (MS-HRM); and the Master of Science in Management (MS-MGMT). We also offer certification in the following areas: Post Baccalaureate with Teacher Certification; Licensed Professional Counselor (LPC); and Licensed Specialist in School Psychology (LSSP). Graduate admissions are handled by the Graduate School. Applicants for graduate degrees must submit the following credentials:

### 1. Application for Admission to Graduate School

The prospective student must seek admission to The Graduate School in order to pursue graduate studies. Application and all details may be found online at [www.hbu.edu/Grad-Apply](http://www.hbu.edu/Grad-Apply). Recommendation Forms are required in support of the program application in addition to a current resume. Some programs may require an essay or goal statement. See individual program requirements for further details. An undergraduate degree from a regionally accredited institution is required for admission to all graduate programs. However, the University will consider undergraduate degrees from other institutions on a case-by-case basis.

### 2. Examinations

Some programs require either the Graduate Record Examination (GRE), or the Graduate Management Admissions Test (GMAT) for admission. Waivers may be available depending upon undergraduate GPA for select programs. Refer to [www.hbu.edu/Grad-Apply](http://www.hbu.edu/Grad-Apply) for specific program requirements. When required, it is the student's responsibility to have GRE or GMAT scores sent directly to HBU from the administering test service. GRE: [www.ets.org](http://www.ets.org) - HBU GRE code is - 6282. GMAT: [www.mba.com](http://www.mba.com) - HBU GMAT code is - 9JD-54-68

### 3. Transcripts

Official transcripts should be sent directly to The Graduate School from the college or university that awarded the bachelor's degree and any additional coursework taken since that time.

#### 4. **Post-Graduate Admission**

Post-graduate admission may be granted to students who have a Master's degree, and wish to take courses from one of our graduate programs. Post-graduate students must meet the admission requirements for graduate students

#### 5. **International Students**

International students should refer to the International Admissions section of the HBU website for details on additional admission requirements. [www.hbu.edu/international](http://www.hbu.edu/international).

#### 6. **Permanent Resident Statement**

Any applicant who has Permanent Resident or Resident Alien status must provide a copy of his or her green card to The Graduate School. If the applicant has not completed more than two (2) years of college work at a regionally accredited institution within the United States, he or she may be required to submit an acceptable score on the TOEFL.

#### 7. **Application Deadline**

Students may apply for admission to The Graduate School throughout the year. Refer to the website, [www.hbu.edu/Grad-Apply](http://www.hbu.edu/Grad-Apply) for deadlines. Please note scholarship deadlines are prior to the final application deadline. Waiting until the deadline does not guarantee course availability. Not all degree programs may be entered every semester. For international applicants, the Graduate School should receive all credentials (application, GRE-GMAT-TOEFL scores, foreign transcript evaluation reports, recommendations, resume, written statements, etc.) at least 60 days prior to the application deadline for the intended start term.

#### 8. **Transfer Credit**

Some graduate degree programs allow the transfer of graduate credits. In no case will more than six (6) semester hours of credit be allowed in transfer from another college or university. Such credit must be at the 3.00 (B) or above grade level (on a 4.0 scale) and the granting institution must be accredited by its regional accrediting association. Credits transferred must apply to a specific course in the program and must be approved at admission to the program. Within two weeks of notification of admission, a student must officially request to have courses transferred and provide course descriptions and syllabi in order for a determination to be made. The University Registrar, with the recommendation of The Graduate School, approves transfer credits. Many programs require transfer work to have been completed within a predetermined period. No correspondence or extension credit will be accepted.

### **Program of Study Admission Requirements (Additional Materials)**

Master of Arts in Apologetics:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic

source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.

- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).

Master of Arts in Biblical Languages:

\*Fall and Spring admission only

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendation forms should be from a pastor and academic or professional recommenders. Recommendation forms must be sent in from the recommenders directly or they will be considered void.
- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- **Language Study** - Candidates must have significant undergraduate course work in a biblical language(s). Candidates coming in without coursework in biblical languages will be required to complete the necessary leveling courses.

Master of Arts in Philosophy:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendation forms must be sent in from the recommenders directly or they will be considered void.
- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).

Master of Arts in Theological Studies:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required*

*to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*

- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendation forms should be from a pastor and academic or professional recommenders. Recommendation forms must be sent in from the recommenders directly or they will be considered void.
- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).

Master of Arts in Psychology:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.
- **Provide a Current Resume or Curriculum Vitae (CV)** - Email resume or CV to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- **Send Official GRE Score Report** - Take the Graduate Record Examination test (GRE). All portions are considered, including verbal, quantitative and analytical writing. Details on the test may be obtained from the [Educational Testing Services website](#). The HBU GRE code is 6282. *\*You may be eligible for a GRE waiver if your undergraduate GPA is 3.0 or higher.*
- **Baccalaureate Degree in Psychology or Equivalent Courses** - Candidates must have received a baccalaureate degree from a regionally accredited college or university with a major in psychology or the equivalent with the following prerequisites: PSYC 5300 (General Psychology), PSYC 5301 (Introduction to Statistics), and PSYC 5302 (Abnormal Psychology).

Master of Arts in Psychology with LSSP:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via

email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.

- **Provide a Current Resume or Curriculum Vitae (CV)** - Email resume or CV to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- **Send Official GRE Score Report** - Take the Graduate Record Examination test (GRE). All portions are considered, including verbal, quantitative and analytical writing. Details on the test may be obtained from the [Educational Testing Services website](#). The HBU GRE code is 6282. *\*You may be eligible for a GRE waiver if your undergraduate GPA is 3.0 or higher.*
- **Baccalaureate Degree in Psychology or Equivalent Courses** - Candidates must have received a baccalaureate degree from a regionally accredited college or university with a major in psychology or the equivalent with the following prerequisites: PSYC 1313 (General Psychology), PSYC 2301 (Introduction to Statistics), and PSYC 2364 (Abnormal Psychology).

Master of Arts in Psychology with LSSP Re-specialization:

- **Submit Official Transcripts** - This program requires a conferred graduate degree from either a regionally-accredited counseling or educational diagnostician program. Official transcripts should be sent directly to The Graduate School from the college or university that awarded this degree. Your conferred bachelor's degree transcript is also required. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts.*
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.
- **Provide a Current Resume or Curriculum Vitae (CV)** - Email resume or CV to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- **Send Official GRE Score Report** - Take the Graduate Record Examination test (GRE). All portions are considered, including verbal, quantitative and analytical writing. Details on the test may be obtained from the [Educational Testing Services website](#). The HBU GRE code is 6282. *\*You may be eligible for a GRE waiver if your undergraduate GPA is 3.0 or higher.*
- **Interview** with the Director of Graduate Studies in Psychology
- **Verification** that no disciplinary action has been taken against an applicant's certificate or license.

Master of Arts in Counseling:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required*

*to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*

- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.
- **Provide a Current Resume or Curriculum Vitae (CV)** - Email resume or CV to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- **Send Official GRE Score Report** - Take the Graduate Record Examination test (GRE). All portions are considered, including verbal, quantitative and analytical writing. Details on the test may be obtained from the [Educational Testing Services website](#). The HBU GRE code is 6282. *\*You may be eligible for a GRE waiver if your undergraduate GPA is 3.0 or higher.*
- **Baccalaureate Degree in Psychology or Equivalent Courses** - Candidates must have received a baccalaureate degree from a regionally accredited college or university with a major in psychology or the equivalent with the following prerequisites: PSYC 5300 (General Psychology), PSYC 5301 (Introduction to Statistics), and PSYC 5302 (Abnormal Psychology).
- **Interview** - An interview may be required as part of the admission process.

Master of Arts in Christian Counseling:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.
- **Provide a Current Resume or Curriculum Vitae (CV)** - Email resume or CV to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- **Send Official GRE Score Report** - Take the Graduate Record Examination test (GRE). All portions are considered, including verbal, quantitative and analytical writing. Details on the test may be obtained from the [Educational Testing Services website](#). The HBU GRE code is 6282. *\*You may be eligible for a GRE waiver if your undergraduate GPA is 3.0 or higher.*
- **Baccalaureate Degree in Psychology or Equivalent Courses** - Candidates must have received a baccalaureate degree from a regionally accredited college or university with a major in psychology or the equivalent with the following prerequisites: PSYC 5300 (General Psychology); PSYC 5301

(Introduction to Statistics); PSYC 5302 (Abnormal Psychology); and CHRI 5300 (Introduction to Biblical Texts) or CHRI 2373 (Christian Theology and Tradition) if taken as an undergraduate.

- **Interview** - An interview may be required as part of the admission process.

#### Master of Education:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required. \*\*If you are applying for Initial Certification, you must submit all transcripts from every college or university you have attended.*
- **Additional Official Transcripts** - For students applying to be certified in a content area, you are required to submit all of your transcripts to the Graduate School.
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Letters of recommendation should be from a principal or supervisor, student parent, and colleague. Recommendation forms must be sent in from the recommenders directly or they will be considered void.
- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- **Interview** - An interview may be required as part of the admission process.

#### Post Baccalaureate Teacher Certification:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from all colleges or universities you have attended.
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). If you are currently employed in a school district, it is preferred that you have your principal serve as one of your references. Recommendation forms must be sent in from the recommenders directly or they will be considered void.
- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- **Additional Official Transcripts** - For students applying to be certified in a content area, you are required to submit all of your transcripts to the Graduate School
- **Interview** - An interview may be required as part of the admission process.

#### Master of Business Administration:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required*

*to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*

- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.
- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- **Send Official GMAT or GRE Score Report** - Take the Graduate Management Admission Test (GMAT). For information and to register to sit for the exam, visit the [GMAT](#) website. You may order additional score reports on line or by calling 609-771-7330. The HBU GMAT code is 9JD-54-68. OR take the Graduate Record Examination test (GRE). Details on the test may be obtained from the [Educational Testing Services website](#). The HBU GRE code is 6282. ***\*\*You may be eligible for a GMAT waiver once your application file is complete. Your file will not be reviewed for a waiver until all other supplemental items listed have been received.***

Master of International Business:

\*Fall admission – applicants who hold a Bachelor of Business Administration

\*Spring admission – applicants who do not hold a Bachelor of Business Administration or equivalent coursework

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. ***\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.***
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.
- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- Fall admission is for students who hold a Bachelor of Business Administration; Spring admission is for all students who do not hold a Bachelor of Business Administration.

Master of Science in Human Resources Management:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. ***\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.***

- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.
- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- Fall admission is for students who hold a Bachelor of Business Administration; Spring admission is for all students who do not hold a Bachelor of Business Administration, including those who received their bachelor's degree from an institution outside the U.S.

#### Master of Liberal Arts:

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.
- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).

#### Master of Fine Arts:

\*Fall admission only

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.
- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- **Provide a Digital Portfolio** - Please submit a flash drive, CD or DVD with 20-30 high-resolution, JPEG samples of your work. You may mail your flash drive, CD or DVD to The Graduate School.

Licensed Professional Counselor (LPC) or Licensed Specialist in School Psychology (LSSP)  
Certification:

**\*\*Students who've previously earned a master's degree with psychology or counseling in the name can return to HBU to take the additional courses need to gain their LPC or LSSP certifications.**

- **Submit Official Transcripts** - Official transcripts should be sent directly to The Graduate School from the college or university that awarded your bachelor's degree. Transcripts from any additional coursework since that time should also be submitted. *\*\*If your degree-conferred transcript contains fewer than 100 hours of your undergraduate coursework, you will be required to submit all undergraduate transcripts. Any post-bacc or graduate level transcripts will also be required.*
- **Submit Two Recommendation Forms** - [Download Recommendation Form](#). Recommenders should submit the completed forms directly to the Graduate School via email at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu). Recommendations must be from a professional or academic source. Forms from family members or friends will not be accepted. Recommendation forms must be sent directly from the recommenders to be considered valid.
- **Provide a Current Resume** - Email resume to the Graduate School at [gradadmissions@hbu.edu](mailto:gradadmissions@hbu.edu).
- **Send Official GRE Score Report** - Take the Graduate Record Examination test (GRE). All portions are considered, including verbal, quantitative and analytical writing. Details on the test may be obtained from the [Educational Testing Services website](#). The HBU GRE code is 6282. *\*You may be eligible for a GRE waiver if your undergraduate GPA is 3.0 or higher.*
- **Interview** - An interview may be required as part of the admission process.

## International Student Admissions

An international student is defined as any student wanting to attend the University who does not have the classification of United States citizen or permanent resident status as defined by the Bureau of U.S. Citizenship and Immigration Services (USCIS). This student will attend HBU on a non-immigrant visa status, e.g., F-1, H-4, L-2, A-1, etc. An individual's immigration status determines whether the student must attend full-time. More detailed information can be obtained by contacting the Office of International Student Services at 281-649-3292, fax to 281-649-3217, or e-mail to [goglobal@hbu.edu](mailto:goglobal@hbu.edu). All documents must be on file prior to admission consideration. HBU assumes ownership of all documents.

1. Application for admission must be completed and returned to the appropriate admissions department (Undergraduate Admissions Office or Graduate Admissions). Online submission of an application is strongly encouraged. Paper versions of our application can also be provided upon request. The Graduate School does not have a paper copy of the application; prospective students will complete an online application.
2. An official transcript must be submitted showing graduation from a secondary school or its equivalent for undergraduate applicants. An official transcript showing a degree from a regionally accredited college or university must be submitted for graduate admissions as well as official copies of transcripts from each post-secondary institution attended. Any undergraduate or graduate applicant who has attended a college or university outside the United States must have his or her transcripts sent to a university approved foreign evaluation service for a course-by-course evaluation and a grade point average calculation. A copy of the evaluation must be sent directly to HBU from the evaluation service. Freshman applicants must also complete this process of evaluation for all foreign high school transcripts. Names of approved evaluation services are available at [www.hbu.edu/international](http://www.hbu.edu/international). The transferring undergraduate student should have a minimum cumulative grade point average of 2.0 on a 4.0 scale for all undergraduate work. A graduate student applicant must meet the minimum grade point requirements of the specific graduate program.

In considering credit by transfer from other institutions, HBU places a premium on credits from regionally accredited institutions. However, HBU will also consider a request for transfer credit from institutions that are not regionally accredited. Applicants must submit transcripts from all institutions attended whether regionally accredited or non-accredited. Upon admission to the university, the student's course work will be reviewed for transferability and possible equivalent credit by the Transfer Specialist. Transfer credits from a non-accredited institution will be considered on a case-by-case basis pending an institutional review by the Transfer Specialist and the Office of the Provost. For all transferable work, the student must have earned a grade of "C" or higher.

All viable course work completed online will receive either specific course credit or elective credit after evaluation.

3. All international applicants must submit copies of all relevant immigration documents, including passport, visa, and I-94. Please refer to the International Admissions page of the HBU website for detailed information and requirements.
4. Please see the "Graduate Admissions" section of this catalog for the specific requirements as they relate to the appropriate graduate program of interest.
5. Holders of non-immigrant visas will be required to demonstrate English proficiency in one of the following ways:

- SAT/ACT (requirement for all freshman applicants)
- TOEFL
- Successful completion of English Composition I and II from a regionally accredited institutions.

### **For Current or Seeking F-1 Students**

**Affidavit of Support** International students must submit documentation verifying financial support.

Completed financial affidavit with a witness certifying the signature of the person providing the support. The amount of support that should be written on the financial affidavit for a single person is available at [www.hbu.edu/international](http://www.hbu.edu/international). If the student's dependents will travel to the U.S. with the student, add an additional \$5,000\* per person for one year to the specific program amount.

A certified copy of the bank account of the person providing the support or a letter from a bank (in English showing the amount in U.S. dollars) confirming the required funds are available to the student while studying in the U.S. Students under twenty-one (21) years of age must have their financial affidavit signed by a sponsor over the age of twenty-one (21).

If the sponsor does not have sufficient funds in the bank, the sponsor should submit a letter from his/her employer on company letterhead. The letter should state whether the job is temporary or permanent, salary, date employment began and what the person's job is.

**Immigration Documentation** Students currently on an F-1 Visa must submit a copy of Visa, passport, I-94 (front and back) and issued the form I-20. Students seeking an F-1 are required to submit a valid copy of the student's passport.

**Health Insurance.** All undergraduate and F-1 seeking graduate international students are required to have medical insurance which is valid in Houston, Texas. Their coverage should include repatriation and medical evacuation, an ID card in English, and a claims submission address in the United States.

Students will be issued a form I-20 after the University receives all required documents and fees and the student has been accepted by the Admissions Office.

Visa classifications other than an F-1 student visa; please contact the office of International Student Services at (281) 649-3292 or by e-mail at [goglobal@hbu.edu](mailto:goglobal@hbu.edu).

# Financial Aid

Tuition and Fees 2014-2015

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- Dependency Status

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  - Stafford Subsidized Loans for Students

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  - Federal PLUS Loans for Graduate Students (GRPL)

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  - Federal College Work Study (CWS)

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- Institutional Scholarships

  - Merit Scholarships

    - Founders Academic Scholarships

    - Presidential Academic Scholarships

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  - Transfer Merit Scholarships

    - Provost's Scholarship for Transfers

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  - Ministerial Dependents Grant

  - Talent-Based Aid

  - Support for Every Religious Vocation (SERV) Scholarship

Veterans

Graduate Financial Aid

Financial Aid Contact Information

## FINANCIAL SERVICES

HBU is a nonprofit educational institution and receives contributions from the Baptist General Convention of Texas and from Baptist churches, gifts from the local business community, and gifts from interested individuals and foundations. The tuition and fees paid by the undergraduate student cover only approximately fifty percent of the instructional and operating costs of the University. Though graduate students bear a proportionately higher percent of costs, their education is heavily underwritten by the University's development program.

The University reserves the right to change tuition, fees, and charges should conditions make it necessary. Financial Services is open for business from 8:00 a.m.-5:00 p.m. Monday through Friday.

## TUITION AND FEES

Information regarding undergraduate and graduate tuition and fees can be found on the worldwide web at <http://www.hbu.edu/HBU/media/HBU/publications/FinancialAid/2014-15-Undergraduate-Tuition-Rates.pdf>, <http://www.hbu.edu/HBU/media/HBU/publications/FinancialAid/2014-15-Undergraduate-Course-Specific-Fees.pdf> and <http://www.hbu.edu/HBU/media/HBU/publications/FinancialAid/2014-15-Graduate-Tuition-Rates.pdf>. Or, you may call (281) 649-3471 to have information sent by mail.

## PAYMENT OF ACCOUNTS

Tuition, room and board and fees are due and payable at the time of registration. Students who priority register must complete their arrangements with the Cashier's Office no later than one week before the census date to prevent a late fee from being charged. However, HBU does provide a deferred payment plan for the convenience of students and parents that are expecting any form of financial aid. (There is a per semester fee to utilize the deferred payment plan.) The basis of the plan is as follows:

The total expenses of the semester (less any financial aid) are divided into monthly payments with the first payment due after classes start in either September or October for the fall semester and February or March for the spring semester. The month that the first payment is due is dependent on the plan that the student selects. There are also flexible plans available for students not expecting any financial aid.

Payments made in person may be in the form of cash, check, money order, MasterCard, Visa, Discover Card, American Express or debit cards. In addition, credit card/debit card payments are accepted by telephone during business hours.

Fees for tuition, room and board become the responsibility of the students in accordance with the refund policy below. Failure to make payments of any indebtedness to the University when due, including but not limited to tuition, housing or rental charges, student loans, special fees, library or parking fines, is considered sufficient cause, until the debt is settled with the appropriate office to (1) bar the student from classes, (2) withhold diploma or transcript, and (3) suspend the student. This policy will be equally enforced against debts discharged through bankruptcy, as far as the law allows.

## REFUND POLICY

The University plans its expenditures for the year based on the anticipated attendance of students enrolled. Its instructional and operating costs are not reduced by the withdrawal of a student after a semester has begun.

A student who withdraws completely (except summer sessions) will receive a refund on tuition and fees (except non-refundable fees) in accordance with the following schedule:

### Fall, 2014

100%	Through August 24, 2014
90%	August 25-September 2, 2014
75%	September 3-September 7, 2014
50%	September 8-September 10, 2014
0%	September 11-December 13, 2014

### Spring, 2015

100%	Through January 19, 2015
90%	January 20-26, 2015
75%	January 27-February 1, 2015
50%	February 2-February 4, 2015
0%	February 5-May 16, 2015

General and technology fees are only refundable prior to the first day of class upon complete withdrawal.

Course and special fees are non-refundable.

## CASHIER'S OFFICE CONTACT INFORMATION

Assistance from one of the staff members of the Cashier's Office is available Monday through Friday between 8:00 a.m. and 5:00 p.m. by calling (281) 649-3471. Our mailing address is: HBU, Cashier's Office, Atwood II-113, 7502 Fondren Road, Houston, TX, 77074-3298. Our Web address is <http://www.hbu.edu/Choosing-HBU/Admissions/Financing-Your-Education/Cashier-s-Office.aspx>, and our email address is [cashier@hbu.edu](mailto:cashier@hbu.edu).

## FINANCIAL AID

Financial aid may be in the form of loans, grants, scholarships, work-study awards, or a combination of all of these.

Although the primary responsibility for meeting postsecondary educational expense rests with students and their families, the financial aid programs listed below have been established to assist students who can establish need.

### **Procedures for Applying For Financial Assistance**

1. File an application for admission to the university.
2. File the Free Application for Federal Student Aid (FAFSA). Go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) to submit the FAFSA. HBU code #003576.
3. Submit to the Financial Services Office all requested documents needed to complete the aid application.

4. Students must enroll at least half-time (six hours undergraduate or four hours graduate) to be eligible for federal loans.

Financial aid is awarded on a first-come, first-served basis as funding permits. The amount of the student's award is based on a calculated financial need and annual limits as specified by program requirements. A student's financial need is determined annually by completing the Free Application for Federal Student Aid (FAFSA).

### **Student Aid Satisfactory Progress**

Federal regulations require students to make satisfactory progress toward the completion of their degrees in order to receive Title IV aid. Title IV programs include the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal Work Study, Stafford Loans, and Stafford Parent Loan for Undergraduate Students. See HBU's website for the Financial Aid Satisfactory Academic Progress Policy and specific requirements.

### **Dependency Status**

Dependent students are considered to be financially dependent on their parents and must report parents' financial information as well as their own. A dependent student is one who does not fall into one of the categories given under the definition of an independent student.

An independent student reports only income information (and that of a spouse, if the student is married) when applying for federal student aid. Under the federal definition, an independent student is one who is 24 years old by December 31 of the award year, a veteran of the U.S. Armed Forces, an orphan or ward of the court, has dependents other than a spouse, married at the time of applying for aid, or is a graduate or professional student.

### **Renewal of Scholarships, Loans, Grants**

Application for federal financial aid must be submitted each year. The renewing and awarding of loans, scholarships, grants, etc. is based on the student's current financial need, availability of funds, academic policy and standards set forth by the particular aid involved. Financial aid will be made reasonably available to all eligible student applicants as long as funds are available.

### **Deadline Dates**

Financial aid applications must be submitted by the following dates in order to receive a financial aid award by registration:

April 1 is the preferred deadline for applicants to submit the FAFSA to the Federal Student Aid Programs. All requested documents should be submitted by April 15.

### **Disbursement of Financial Aid**

Financial aid, with the exception of Federal Work Study, is disbursed at the beginning of each enrollment period. If the aid package is for a regular nine-month period, one-half is disbursed at the beginning of each semester. University policy requires that all aid must be used first to pay general registration and maintenance fees, room and board or other institutional expenses. Financial aid is credited to the student's account first, and after direct costs such as tuition, fees, room and board are met, any excess aid is disbursed by the Cashier's Office.

## GOVERNMENT GRANTS

### **Federal Pell Grants**

This is the basic grant available to qualifying undergraduate students who have not earned a bachelors or professional degree. Funding comes from the federal government. All degree-seeking undergraduate students may apply by submitting the Free Application for Federal Student Aid (FAFSA). The annual maximum award is up to \$5,730 per academic year.

### **Supplemental Educational Opportunity Grant (SEOG)**

Federal SEOG grants are intended to supplement other aid received. These grants are federally funded. Funds are awarded to a limited number of undergraduate students who demonstrate exceptional financial need. Recipients must submit the Free Application for Federal Student Aid (FAFSA). Grants may range up to \$1200 per academic year depending upon availability of funds.

### **Teacher Education Assistance for College and Higher Education (TEACH) Grant**

This grant program provides grants of up to \$4,000 per year to students who intend to teach in a public or private elementary or secondary school that serves students from low-income families. In exchange for receiving a TEACH grant, students must agree to serve as a full-time teacher in a high-need field of a public or private elementary or secondary school that serves low-income students. Recipients of a TEACH Grant must teach for at least four academic years within eight calendar years of completing the program of study for which a TEACH Grant is received. All amounts of TEACH Grants received will be converted to a Federal Direct Unsubsidized Stafford Loan if the service obligation is not completed. The amount received plus interest would be repaid to the U.S. Department of Education. Interest would be charged from the date the grant(s) was disbursed if the grant is converted to a loan. TEACH Grant recipients will be given a six-month grace period prior to entering repayment if a TEACH Grant is converted to a Direct Unsubsidized Loan.

### **Tuition Equalization Grants (TEG) or Other State Grants**

These grants are available to students who are Texas residents, full-time undergraduate students, and who demonstrate need. The annual maximum varies. Recipients of athletic scholarships or ministry-related aid are not eligible for the TEG. Students who were awarded the TEG before 9-01-05 must enroll for a minimum of six hours per semester. In all cases, students who receive TEG in their second year must have completed 24 credit hours and have a 2.5 cumulative grade point average at the end of the academic year in order to receive it subsequent years. Non-Texas residents should apply for a grant in the state of their residency. Recipients should submit the Free Application for Federal Student Aid (FAFSA).

## LOANS

### **Stafford Subsidized Loans for Students**

The Stafford Subsidized Loan program provides a low interest loan to students who are attending HBU at least half-time in a degree or certification program and who demonstrate need. If you are eligible for a Stafford Subsidized loan, the federal government pays the interest on the loan while you are enrolled in school at least half-time, but repayment begins six months after dropping below half-time. The student is the borrower and must attend HBU loan counseling before the first loan at HBU can be released. A first year student demonstrating financial need may borrow up to \$3,500 a year. A second year status undergraduate may borrow up to \$4,500 a year. Students who have achieved third or fourth year status may borrow \$5,500 a year. These loan limits are coordinated into the financial aid package, and may not exceed need. Maximum subsidized loan debt is \$23,000 for undergraduates, and \$65,500 for graduate or

professional study, including amounts borrowed as an undergraduate student. Recipients must submit the Free Application for Federal Student Aid.

### **Stafford Unsubsidized Loan for Dependent Students**

The same eligibility requirements as the Stafford Subsidized Loan apply except students do not have to demonstrate need. Applicants must seek aid from the Stafford Subsidized Loan before applying for the Stafford Unsubsidized Loan, and students can have this loan in combination with the Stafford Subsidized Loan. The student is responsible for the interest that accrues on the Stafford Unsubsidized Loan while in school and deferment periods. Some deferment options are available. A dependent student may, in addition to the subsidized loan limits, received an additional \$2,000 in unsubsidized loans. Recipients must submit the Free Application for Federal Student Aid (FAFSA).

### **Stafford Unsubsidized Student Loan for Independent Students**

This loan is available to independent undergraduate and graduate students. The annual limit is \$4,000 for first and second year undergraduates. Students who have achieved third or fourth year status are eligible to borrow up to \$5,000 annually, and graduate students may borrow up to \$12,000 annually, not to exceed the cost of education. These amounts are in addition to the Stafford Subsidized Loan amounts.

The subsidized and unsubsidized Stafford Loan interest rates are variable and adjusted on an annual basis every July 1, but will not exceed 8.25%. The borrower will be assessed a small origination/insurance fee. Repayment of principal begins six months after the borrower ceases at least half-time enrollment. All loans must be repaid.

### **Federal PLUS Loans for Graduate Students (GRPL)**

Like parent PLUS borrowers, graduate student PLUS borrowers will undergo a credit check before borrowing and will enter repayment on the date of the final loan disbursement. The maximum amount varies, there are some deferment options available, and the interest rates vary. Recipients must submit the Free Application for Federal Student Aid (FAFSA).

### **Federal Parent Loan for Students (PLUS)**

This loan is for parents of undergraduate students who are enrolled at least half time. A credit-worthy parent is the borrower. Repayment begins while the student is in school. The maximum amount varies, there are some deferment options available, and the interest rates vary. The student of the parent must submit the Free Application for Federal Student Aid (FAFSA).

### **Deferments and Loan Terms**

Stafford loan borrowers may have a deferment for circumstances such as half time study at a postsecondary school, student in an approved graduate fellowship program, unable to find full time employment, or economic hardship. All borrowers should refer to their promissory notes for details of the terms, and interest rates.

## **EMPLOYMENT**

### **Federal College Work Study (CWS)**

Federal College Work Study is a federal program that allows students who demonstrate need to earn money to help pay for educational expenses. The total CWS award depends on your need, the amount of money the university has for this program, and the amount of aid received from other programs. Students earn minimum wage for most positions and are paid bi-monthly. A portion of the Federal Work Study funding is allocated to positions that perform community service duties. The work-study award does not guarantee employment. Students must apply and be hired for a position in order to receive the work study award and the amount of money earned cannot exceed the award total. Available work study positions are

posted on the Hire a Husky system available through HBU's website. Awardees should contact the Financial Aid Office at (281) 649-3749 for additional information.

### **Eligibility**

To receive student financial aid from these federal programs, the student must:

1. Be enrolled in a degree or certificate program or other program leading to a recognized educational credential, or in a program of study abroad approved for credit at HBU.
2. Be a U.S. citizen or an eligible noncitizen. An eligible non-citizen is one who is: (1) a U. S. permanent resident with an Alien Registration Receipt Card (I-551); (2) a conditional permanent resident (I-551C); or (3) another eligible noncitizen with an Arrival-Departure Record (I-94) from the Department of Homeland Security showing any one of the following designations: refugee, asylum granted, parolee, or Cuban-Haitian entrant.
3. Be registered with Selective Service if the student is a male who is at least 18 years old but not yet 26 years old.
4. Be making satisfactory academic progress.
5. Not be in default on any loan or owe a refund on any grant made under Title IV of the Higher Education Act of 1965 as amended, at any institution.
6. Sign a statement of educational purpose indicating that federal student aid funds will only be used for expenses related to attending the university.
7. Not have borrowed in excess of annual or aggregate limits on any Title IV loan.
8. Not be simultaneously enrolled in an elementary or secondary school.
9. Demonstrate financial need if applying for a need-based award, such as the Federal Pell Grant.

## INSTITUTIONAL SCHOLARSHIPS

### **Merit Scholarships (Freshmen)**

New full-time HBU freshman admits will be considered for one of the following awards. Scholarship and grant recipients must meet all university requirements for regular admission to the fall or spring semester. The SAT is calculated using the highest Critical Reading and Math sub-scores only. In the absence of class rank, the grade point average is used to calculate merit awards.

#### **Founders Academic Scholarships**

Based on a combination of SAT/ACT score and rank in class.

Recipients of the Founder's Academic Scholarship are expected to maintain a 3.0 cumulative HBU grade point average for renewal in subsequent years.

\$15,000 per academic year.

#### **Presidential Academic Scholarships**

Based on a combination of SAT/ACT score and rank in class.

Recipients of the Presidential Academic Scholarship are expected to maintain a 3.0 cumulative HBU grade point average for renewal in subsequent years.

\$14,000 per academic year.

#### **Legacy Scholarship**

Based on a combination of SAT/ACT score and rank in class.

Recipients of the Legacy Scholarship are expected to maintain a 2.5 cumulative HBU grade point average for renewal in subsequent years.

\$13,000 per year.

#### **University Grants I and II**

All unconditionally accepted freshmen who do not qualify for a scholarship listed above.

Recipients of a University Grant must maintain a 2.5 cumulative HBU grade point average in subsequent years.

\$6,000 or \$4,000 per year.

#### **Achievement Awards**

New full-time freshmen will also be eligible for an additional Achievement Scholarship at four different levels, based upon the following test scores. The SAT is calculated using the highest Critical Reading and highest Math sub-scores only.

Recipients of an Achievement Award are expected to maintain a 3.0 cumulative HBU grade point average for renewal in subsequent years.

Level 1 - \$7,500 per year – 1500-1600 SAT or 34-36 ACT

Level 2 - \$6,500 per year – 1400-1490 SAT or 32-33 ACT

Level 3 - \$5,500 per year – 1300-1390 SAT or 29-31 ACT

Level 4 - \$4,500 per year – 1200-1290 SAT or 27-28 ACT

### **Transfer Merit Scholarships**

A new full-time transfer student who has 15 credit hours after high school graduation will be considered for the following transfer awards:

#### **Provost's Scholarship for Transfers**

\$12,000 per academic year

3.5-4.0 cumulative transfer grade point average

#### **Dean's Scholarship for Transfers**

\$10,000 per academic year

3.0-3.49 cumulative transfer grade point average

#### **Transfer Grant**

\$3,000 per academic year

2.5-2.99 cumulative transfer grade point average

#### **Phi Theta Kappa Scholarship**

\$3,000 per year

Members in good standing with Phi Theta Kappa as a new transfer student to HBU.

#### **Church Matching Award**

A limited number of awards are available for new students. Christian churches in Texas may contribute scholarship dollars to a full-time, undergraduate student. The University will match dollar for dollar up to \$1,000 per student for monies contributed per academic year. The scholarship is available for a maximum of four years and is not applicable for summer enrollment. The total HBU value of the award is \$4,000.

#### **Ministerial Dependents Grant**

A limited number of grants are available for dependent children of ordained Baptist ministers and missionaries. Proof of ordination and current full-time ministry are required, and the students must be regularly admitted students. Documents must be sent to the Office of Scholarships. Recipients must maintain a 2.8 cumulative GPA to retain the scholarship. The scholarship is available for a maximum of 12 semesters and is not applicable for summer enrollment.

### **Talent-Based Aid**

These grants are available to undergraduate students who can contribute special abilities or services to the University. Talent awards may vary and a limited number are available. Contact the respective University department for more information.

### **Support for Every Religious Vocation (SERV) Scholarship (BGCT Ministerial Scholarship)**

The SERV scholarship is available to Baptist undergraduate ministerial students and Baptist students planning to enter some church-related profession. The annual maximum award is \$50 per credit hour for freshmen and sophomores, \$75 per hour for juniors and seniors, and \$100 per hour for MATS and MABL students. Students must fill out an application and renew the scholarship annually. Second and consecutive renewal applications must be accompanied by evidence that the student is active in a church that cooperates with the Baptist General Convention of Texas (BGCT). Students receiving the Texas Equalization Grant (TEG) are not eligible for the SERV scholarship. For additional information, contact the School of Christian Thought at 281.649.3383.

### **VETERANS**

Students who are veterans are also eligible for VA benefits. Inquiries should be addressed to the VA Coordinator in the Office of the Registrar at HBU.

### **GRADUATE FINANCIAL AID**

Financial aid is available to the graduate student from several sources. Many students receive aid through their company's tuition reimbursement program. The applicant should check this source to determine eligibility. Loans are available to candidates through the Stafford Direct Loan and Graduate PLUS Loan programs.

For financial aid purposes, nine or more semester hours of credit is considered full-time enrollment; five or more hours is considered half-time enrollment. See Financial Aid for a more complete description of some of these programs.

### **FINANCIAL AID CONTACT INFORMATION**

Assistance from one of the staff members of the Financial Aid Office is available Monday through Friday between 8:00 a.m. and 5:00 p.m. by calling (281) 649-3749. Our mailing address is: HBU, Financial Services Office, Atwood II-112, 7502 Fondren Road, Houston, TX, 77074-3298. Our Web address is [www.hbu.edu](http://www.hbu.edu) and our email address is [financialaid@hbu.edu](mailto:financialaid@hbu.edu).

# Academic Policies, Procedures and Resources

## Academic Accommodation

Houston Baptist University complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 regarding students with disabilities. Any student who needs learning accommodations should inform the professor immediately at the beginning of the semester that he/she will be requesting accommodations. In order to request and establish academic accommodations, the student should contact the Director of Testing and Disability Services at [504@hbu.edu](mailto:504@hbu.edu) to schedule an appointment to discuss and request academic accommodation services. Academic Accommodations must be applied for and written each semester. If academic accommodations are approved, a Letter of Accommodations will then be sent to the professor(s). Please refer to the website, [www.hbu.edu/504](http://www.hbu.edu/504) for all accommodation policies and procedures.

## Academic Advising

The advising process is designed to help the student make important decisions related to academic progress and career aspirations. All HBU students should become familiar with their advisor and the advising process.

Undergraduate Advising Procedures: During the freshmen and sophomore years, all students (except those in the College of Science and Mathematics) are assigned a Core Advisor, a faculty advisor who can help navigate the Liberal Arts Core Curriculum and counsel students on all academic matters, broad career and vocational interests, etc. Sometime during the sophomore year, students with declared majors will transfer to a Major Advisor, a faculty advisor who specializes in the student's particular field of interest or allied field. The Major Advisor assists the student in planning major-specific educational and career goals. (Students in the College of Science and Mathematics work with a Major Advisor from the freshmen year forward.) Students may see advisors ("Core" or "Major," as assigned) to

- discuss academic successes, failures, or other issues that may affect academic progress
- select courses for each semester
- consider a change of major or minor
- file a degree plan
- discuss educational and career goals, and
- provide personal encouragement and support.

All advisees are expected to avail themselves of these mentoring services in order to graduate from HBU in a timely manner since the student is ultimately held responsible for fulfilling his or her degree plan requirements. Failure to utilize these advising services may result in graduation delays, insufficient progress toward completing a degree, and other possible complications.

Every HBU student **MUST** schedule a personal academic advising session each semester during his or her advisor's office hours in advance of early registration. The advisee will receive a PIN (Personal Identification Number) at the conclusion of this visit, and once early registration for classes in the upcoming semester begins, the advisee will use this PIN to sign up on-line for his or her desired courses. All students are strongly encouraged to make these course schedule decisions with their assigned advisors in a judicious way. The PIN will allow "advised" students to change their course choices at any time during the open registration period without incurring any Add / Drop fees (see Fee Schedule).

## **Graduate Advising Procedures:**

Graduate students must also meet with their advisor and register once early registration opens to ensure that the classes they were advised to take are available to them. All students are strongly encouraged to make these course schedule decisions with their assigned advisors in a judicious way. Students should see advisors to

- discuss academic successes, failures, or other issues that may affect academic progress
- select courses for each semester
- consider a change of major or minor
- file a degree plan
- discuss educational and career goals, and
- provide personal encouragement and support.

It is the student's responsibility to schedule advising appointments. Failure to utilize these advising services may result in graduation delays, insufficient progress toward completing a degree, and other possible complications.

## **Academic Grievance Policy**

A student may file an academic grievance if he or she believes a grade was awarded improperly or for any academic grievance matter. The formal process is described below and must be followed by all parties in order to resolve a dispute. No one—student or faculty member—is permitted to ignore the process, follow it out of order, or appeal to authorities such as the President or Provost.

1. The student should make an appointment with the faculty member in question to discuss the matter in person. The student is advised to keep his or her advisor apprised of the matter but this is not a requirement at this point. It is appropriate to try to resolve differences amicably and in person if at all possible before seeking to raise the matter to a higher level of authority than the classroom instructor. This is especially true at a Christian institution. If the student is concerned that a private meeting with the instructor will create antagonism, the student may skip to Step 2, but the student must make this concern known to the chair who controls Step 2 and explain in detail why he or she believes this to be the case.
2. If the student continues to dispute the grade after the face-to-face meeting, the student may bring the matter to the chair of the department in which the course is located. This step requires the student to make a written appeal to the chair. At this step, the student must provide his or her advisor with a copy of the appeal (and the instructor if Step 1 was omitted). The chair will review the student's concern and consult with the classroom instructor, either individually or with both present. The chair will respond formally to the student and the instructor in writing of the chair's recommendation and notify the Dean of the action.
3. If the student is unsatisfied with the chair's recommendation, the student may bring the matter to the Dean of the College in which the department resides—again, in writing. The Dean will review the written appeal and consult with the chair, the classroom instructor, the advisor and the student, either individually or in a group as the Dean deems appropriate. If the student requests, and the Dean agrees, a Standards Committee will be formed by the Dean who will serve as chair of the committee. The membership of the committee is composed of all parties heretofore mentioned, as well as any other faculty members the Dean deems appropriate; no students other than the student

making the complaint should be involved in any way. The Standards Committee hears the presentation of both parties. No legal representation or any other parties are allowed. After hearing both sides and after deliberation, at which time some parties may be excused from the room, the Committee, through the Dean serving as chair, will render a judgment as to what it advises should be done. The Committee has no coercive authority to force the change of a grade; the purpose of the process is to bring clarity to all sides and allow a thoughtful and informed response from the disputants. The hearing aspect of the Committee process serves to assure integrity in the assigning of grades to students by faculty. The hearing and the rendering of a judgment to advise is the end of the process and no appeals to change a grade should be made to the Provost or the President. If a student wishes to take the step of contacting the Provost (the President is not to be contacted in these matters), the Provost will make a judgment as to whether to accept the appeal. If the Provost does agree to hear the matter, he or she will only consider two allegations: 1) that the process itself is unfair; 2) that the student was not treated fairly in the process. The burden will be on the student to demonstrate with facts and evidence that the process or the treatment was unfair. To repeat, the Provost will not hear an appeal to change a grade. Depending on the Provost's findings, the matter may be returned to the Standards Committee for further review.

4. Throughout this process, if a student wishes to ask an HBU faculty member or an HBU administrator to serve as an advisor, that is permissible, but both the student and the advisor must make this fact known to all parties involved in the academic grievance process. At no time should any HBU employee advise a student anonymously or write an appeal document.
5. If a student questions any grade as recorded in the Registrar's Office, the student has a period of one (1) year beginning with the end of the term in which the grade was awarded, or six (6) months after the degree is conferred (whichever comes sooner), to challenge the accuracy of the grade.

### **Academic Integrity**

Academic integrity is valued at HBU and is at the very heart of the nature of the University as a Christian Liberal Arts Institution. It is the responsibility of all students, faculty and staff to demonstrate academic integrity. The Academic Integrity policy is designed to promote "the development of moral character, the enrichment of spiritual lives, and the perpetuation of growth in Christian ideals." (HBU Preamble). The Academic Integrity Committee is charged with the duty to provide instruction and learning resources that promote an understanding of academic integrity and support adherence to the Code for Academic Integrity.

The Academic Integrity Committee created a tutorial on Academic Integrity module that assists students in understanding means by which to adhere to appropriate standards of documentation and presentation and thus maintaining honesty in their own academic work and acknowledgement of the work of others. Students are required to complete this tutorial during the first term in which they are enrolled at HBU.

As a Christian university, HBU views any act of academic dishonesty as a violation of the University's fundamental principles. Academic dishonesty occurs when a student submits the work or record of someone else as his own or when a student has special information for use in an evaluation activity that is not available to other students in the same activity.

It is the responsibility of the faculty member or academic administrative officer to establish clearly whether academic dishonesty has occurred. The faculty member will decide whether to assign a zero for the specific component of work involved or an "F" for the course in the case of an egregious violation. The faculty member shall report the incident to the Dean of the College or School. In the case of admissions testing or documentation, the student may be barred from admission by the University Admissions Committee. The student may appeal the action in the case of a classroom violation to the Dean of the College or School involved or to the Director of Admissions in the case of admissions testing or documentation violations.

A Standards Committee within each College or School will serve as a hearing committee to assure that the student receives a fair hearing in matters of grade appeal. The committee may take further action when academic dishonesty has occurred or may recommend further action to the Provost or a standing University committee, i.e. Academic Affairs or Admissions Committees. In the cases of serial violations, or academic dishonesty whose influence extends beyond the boundary of a single course, the President of the University, on the recommendation of the Provost, may suspend a student from the University for cause. In every case, however, the grade assigned in the course is determined by the instructor.

The instructor in every class will notify students of the policy regarding academic dishonesty at the beginning of each term. However, students are responsible for knowing and following these policies in all cases. Inclusion in this Catalog is considered sufficient notice to all students of University policy and procedures in this matter. The student should be aware that suspension from the University or other administrative action may be taken in cases of academic dishonesty.

### **Academic Load**

Undergraduate Academic Load: The minimum number of semester hours (125) required to complete an undergraduate degree at HBU suggests that a student must average approximately sixteen to seventeen (16-17) hours each semester to make normal progress toward degree completion in a four-year period. For the undergraduate programs, the minimum load for full-time enrollment is twelve (12) undergraduate semester hours with an allowed maximum of nineteen (19) semester hours; 6 hours is required for the student to be enrolled half-time for the semester. The normal course load per semester for undergraduate students is 15-18 semester hours. The faculty advisor and appropriate Dean must approve credit hour overloads.

Schedules for more than 19 semester hours may only be permitted if one or more of the following criteria are met:

- The student has a 3.0 GPA (B average) on all courses completed and for the immediately preceding semester
- The student has a 3.25 GPA for the preceding semester; or
- The student is a last-term senior in good standing.

The privilege of taking more than 19 hours will not be allowed if grades drop with the overload. A desire to meet a specific graduation date is not, in itself, sufficient reason to request the privilege of a greater than normal load.

The maximum credit for any summer is fourteen (14) hours which must be earned in not more than four courses. Five full courses will not be permitted for any reason whether taken in residence or by

transfer. Students may not earn credit for more than two courses for a maximum of seven (7) hours in any one term.

### **Graduate Academic Load**

A graduate student who is enrolled for nine or more graduate semester hours during the semester is considered to be a full-time student. Twelve semester hours is the maximum load per semester during the fall and spring semesters with nine hours the preferred average maximum. Graduate students enrolled in particular programs of study must meet the particular enrollment requirements of that specific degree program for each semester of enrollment. During the summer session only, a graduate student with a minimum GPA of 3.25 will be allowed to register for a maximum of twelve (12) semester hours provided that no more than seven hours be undertaken in a five-week summer term. Two courses per term may be allowed with permission. Overloads must be approved by the faculty advisors and College/School Deans. Registration in 6 graduate credit hours is considered a half time load and enables the graduate student to be financial aid eligible.

### **Academic Probation**

Any undergraduate student who has failed to earn the cumulative scholastic levels designated above and who is ineligible for Academic Warning will be placed on Academic Probation and removed from the list of degree candidates until the appropriate cumulative standing is attained. A student on Academic Probation must earn a 2.00 GPA standing in the current semester to be eligible to continue in enrollment beyond that semester. Removal from Academic Probation requires that the student meets the required scholastic levels as set forth in the "Scholastic Standing" section of this Catalog. Students on Academic Probation are not eligible to represent the University unless they receive a waiver from the Provost.

The University Admissions Review Board may consider transfer students who are eligible to return to their prior institutions but who fail to attain minimal University standards. To be considered, the student must submit a personal statement, and two (2) academic letters of recommendation before the last Monday of the semester before the semester for which the student seeks admission. Any student so admitted will be admitted on Academic Probation and must attain good standing within one semester.

Notification of the action will be sent to the student and the faculty advisor and will be recorded on the student's permanent transcript.

Graduate students seeking information on academic probation see the "Academic Standing-Graduate" section of this Catalog.

### **Academic Standing**

The Registrar's Office will maintain a cumulative record of the grade point standing of each student.

Regularly-Admitted Students are students who have met or exceeded the minimum requirements for admission. Conditionally-admitted students are students who are admitted through the Admissions Review Board because they did not achieve the acceptable minimum requirements for regular admission and are subject to the "Conditional Admission Agreement".

In the first semester that any student fails to achieve the acceptable minimum GPA, he/she will be placed on academic warning. If the student fails to achieve the acceptable minimum GPA in his/her second

semester, he/she will continue on academic warning for the ensuing semester. If the student fails to achieve the acceptable minimum GPA in his/her third semester at HBU, he/she will be placed on academic probation. Finally, if the student fails to achieve the acceptable minimum GPA in his/her fourth semester, he/she will be placed on academic suspension.

An undergraduate must attain the following acceptable minimum GPA:

0-28 hours	1.60
29-47 hours	1.75
48-66 hours	1.90
67 hours and above	2.00

The grade point average on which scholastic standing is based is determined by dividing the number of grade points earned at HBU by the number of semester hours attempted at HBU, with repeated courses considered only once in the cumulative calculation. An undergraduate student who does not have a 2.00 cumulative standing may not be considered as a candidate for a degree. A student must maintain the cumulative academic standing specified for a classification to be eligible to represent the University, unless he or she receives a waiver from the Provost.

### **Academic Standing- Graduate**

Every graduate student enrolled in graduate programs is required to maintain a high level of performance and to comply fully with policies of the University. Students who are admitted to a degree program with stipulations are subject to compliance with those requirements. Failure to fulfill the conditions stipulated at the time of admission will result in suspension from the University. If a graduate student's cumulative grade point average falls below 3.0, the student will be placed on academic probation. A 3.0 average is the minimum requirement of the University for graduate students; individual academic programs may impose a higher grade point average for continuance in specific programs. Probationary status can be removed only when the cumulative GPA reaches the minimum of 3.0. Each student placed on academic probation must achieve a minimum 3.0 GPA during the student's current enrollment or he or she will be suspended and will not be allowed to apply for readmission until at least one full semester has passed. Readmission is not guaranteed after a student has been suspended. When reapplying after suspension, the student must schedule an interview with the Dean of the College in which the degree resides. A student on first suspension will be readmitted at the Dean's discretion. If admission is denied, the student may appeal the decision in writing to the university's Graduate Admission Committee. Two letters of academic recommendation must support the student's appeal. A student who is suspended for a second time is not eligible for readmission.

The grade point average on which scholastic standing is based is determined by dividing the number of grade points earned at HBU by the number of semester hours attempted at HBU, with repeated courses considered only once in the cumulative calculation. A graduate student who does not have a 3.00 cumulative standing may not be considered as a candidate for a degree. A student must maintain the cumulative academic standing specified for a classification to be eligible to represent the University, unless he or she receives a waiver from the Provost.

### **Academic Success Center**

The Academic Success Center (ASC) provides services to all Houston Baptist University students. The ASC promotes student success by providing academic tutoring services for students in all majors. ASC  
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also supports the early alert program, implemented to assist at-risk students through the assortment of challenges facing College students. The Academic Success Center is located in the Moody Library and can be found at [hbu.edu/ASC](http://hbu.edu/ASC).

### **Academic Suspension**

An undergraduate student on academic probation who fails to attain a 2.0 GPA standing in the current semester will be suspended and may not apply for readmission until at least one (1) full semester has passed. A student who is suspended must submit a re-entry application at least one (1) month before the next semester begins. A personal statement of approximately 250 words and two letters of academic recommendation must support the student's application for re-entry. After receipt of these documents by the Office of Admissions, an interview with the Director of Admissions will be scheduled. A student on first suspension will be readmitted at the Director's discretion. If admission is denied, the student may appeal in writing to the Admissions Review Board. Students who are placed on academic suspension will be notified of that action in writing. The action will be recorded on the student's permanent record.

A student who is suspended for a second time may not be readmitted until at least two semesters have passed. A student on second suspension must submit a re-entry application at least one month before the semester for which admission is requested begins. When reapplying after second suspension, the student must submit a personal statement of approximately 250 words in writing to the Admissions Review Board. Two (2) letters of academic recommendation must support the student's application.

A student on second suspension is strongly encouraged to enroll in at least twelve (12) hours at another regionally-accredited institution during the two (2) semesters the student is sitting out. The student should achieve a cumulative grade point average of at least 2.5 to improve their opportunity to be reinstated at HBU by the Admissions Review Board. Any course in which the student has earned a grade of "F" at HBU cannot be repeated at another institution for transfer credit at HBU. For the re-entry application to be processed, an official transcript must be sent directly from the institution to the Office of Admissions.

A student who is suspended for a third time is not eligible for readmission.

A student who is admitted after a suspension must earn a 2.0 GPA standing in the current semester to continue. Such a student will be readmitted on academic probation and will maintain that status until the required scholastic levels as set forth in the "Scholastic Standing" section of this Catalog are met.

Graduate students seeking information on academic probation see the "Academic Standing-Graduate" section of this Catalog.

### **Academic Warning**

Academic warning applies to any student failing to maintain the acceptable minimum GPA at the end of their first or second semester. Notification of the action will be sent to the student and the faculty advisor and will be recorded on the student's permanent transcript.

### **Administrative Drop of a Student from a Course**

The Registrar may administratively drop a student from a course, via an Add/Drop form, with the approval of the instructor, the advisor, and the Dean of the College or School in which the course is taught. The administrative withdrawal of a student from a course may occur only through the last day for

dropping a course with a grade of "W," usually the first day of the eighth week of a Fall and Spring semesters, or All-Summer semester, and the 15<sup>th</sup> day of the First or Second summer sessions. These dates are specified for each academic semester in the calendar at the beginning of this Catalog. A student may be withdrawn from a class for reasons including, but not limited to, the following:

1. If the prerequisites or co-requisites as listed in the current HBU Catalog for the course from which the student is being withdrawn have not been met.
2. If there are circumstances beyond the student's control (serious illness, accident, etc.) that will involve excessive absences in the course from which the student is being withdrawn.
3. The student has not attended a class up to the census date, or other matters pertaining to financial aid and compliance with law.

Dropping or withdrawing from the University are serious matters and cannot be accomplished by email, phone calls, voice messages or purporting to have told someone at the University that the student is not returning or has chosen not to attend. Formal rules and documents must be fulfilled to drop or withdraw with the approval of the Registrar's office required.

### **Americans with Disabilities Act**

Houston Baptist University complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 regarding students with disabilities. Any student who needs learning accommodations should inform the professor immediately at the beginning of the semester that he/she will be requesting accommodations. In order to request and establish academic accommodations, the student should contact the Coordinator for Learning Disability Services at [504@hbu.edu](mailto:504@hbu.edu) to schedule an appointment to discuss and request academic accommodation services. Academic Accommodations must be applied for and written each semester. If academic accommodations are approved, a Letter of Accommodations will then be sent to the professor(s). Please refer to the website, [www.hbu.edu/504](http://www.hbu.edu/504) for all accommodation policies and procedures.

### **Application for Degree (Graduation)**

Each student must file an application for graduation in the Registrar's Office at least two (2) semesters before the date graduation is expected. The application for graduation will verify the name as it should appear on the diploma, the date the degree is expected, and the major fields of interest to be completed as a part of the degree requirements. The Registrar will perform an audit of the student's degree requirements and notify the student and his or her advisor of the course work and other requirements the student still needs to complete.

### **Attendance Requirements**

Regular attendance in class is important for student success, and it is university policy that students must attend class. Faculty members are responsible for maintaining complete and accurate attendance records for each student. Absences are recorded beginning from the first class session after the student has enrolled in the course. Professors are not obligated to allow students to make up work they miss due to unexcused absences. Any student who does not attend at least 75% of the scheduled class sessions will receive a grade of "F" for the course, regardless of his performance on other assessments such as tests, quizzes, papers, or projects. Professors may apply additional attendance policies as appropriate to individual courses. Likewise, the College or School may also apply additional attendance requirements as necessary. In either case, all applicable attendance policies will be stipulated in the course syllabus.

## **Excused Absence Policy**

- Students represent Houston Baptist University through participation in university sponsored or sanctioned activities such as the arts, music, and intercollegiate athletics. When the activity schedule occasionally conflicts with academic obligations, student-participants and their sponsors will follow a standard protocol to provide faculty members with prior, written notification of their administratively excused absences from classes. Faculty members will determine, in consultation with student-participants, how missed classes and assignments are made-up in a manner that fulfills academic obligations and accommodates the obligation of the student to participate in a university activity. Except for excused absences (see below), student-participants have the same responsibility with regard to class attendance and assignments as do all other students. Houston Baptist University is committed to the philosophy that academic events, artistic performances, and intercollegiate athletics are an important part of the institution's mission to provide diverse educational opportunities to our students. The University recognizes that there may be occasions when, due to a scheduled event, a participating student must miss a class with an excused absence

### **Definition of an Excused Absence**

- This policy for University excused absences applies to participation as an athlete, manager, student trainer, student coach, or graduate assistant in NCAA intercollegiate competitions, or participation as a representative of Houston Baptist University at academic events and artistic performances approved by the Provost or designee.
- Practice or rehearsal for any event is not eligible for consideration as an excused absence.
- This policy excludes those academic endeavors that require the completion of a predetermined number of clock hours. Departmental practices and procedures of each College should be consistent with this policy as much as possible in order to be sure that the University serves student needs.

### **Activity Director or Head Coach Responsibilities**

- Head Coaches or the faculty member in charge of a university activity shall inform instructors of dates which students will miss class due to an excused absence well in advance of the date of that anticipated absence. For activities such as athletic competitions where schedules are known prior to the start of a semester, coaches must provide instructors by the second week of each semester a written schedule showing days in which students expect to miss classes. For other university excused absences, the faculty or staff member in charge must provide each instructor at the earliest possible time the dates that students will miss.
- It must be understood that travel plans may change due to unforeseen circumstances. In each case, the head coach or director will make every effort to notify the instructor as soon as possible.
- The HBU Athletic Affairs Committee has also developed an Administratively Approved Absence Form to be distributed to all professors of student-participants detailing absence information. This form comprises a list of times and dates when a student-participant will be administratively excused from a class during that semester. It is developed by the Head Coach or sponsor and checked by the Athletic Director or Dean of the sponsor.

### **Student Rights and Responsibilities**

- Regular and punctual class attendance is essential. Do not miss class for other reasons. Be in class every day.

- Make-up work for University-excused absences
  - It is the responsibility of the student to request from the instructor an opportunity to complete missed assignments, activities, labs, examinations or other course requirements in a timely manner.
  - The student should set up an appointment with the instructor to discuss an action plan designed to meet any missed course requirements during the time of the excused absence. The timing of this meeting should take place at the discretion of the instructor.
  - Students are responsible for all material covered in classes that they miss, even when their absences are excused, as defined above.
  - Missed classroom activities will be rescheduled at the discretion of the instructor. When possible, missed class work should be completed prior to leaving for an excused academic activity.
- Students should be aware that excessive absences—whether excused or unexcused—may affect their ability to do well in their classes.

### **Faculty Responsibility**

- Instructors are responsible for taking attendance and for providing students with an equitable way to make up missed work due to an absence excused by this policy.
- Instructors should inform students in a timely manner of procedures to make up missed work, e.g., including the information in the course syllabus.
- Instructors may not penalize students for absences excused by this policy.

### **Violation of Academic Conduct Regulations**

- Falsifying information or documentation in order to obtain an excused absence is considered a violation of the Code of Student Conduct and Academic Conduct Regulations.
- Sharing information about a make-up examination or quiz with other students is deemed a violation of the Code of Student Conduct and Academic Conduct Regulations.
- Anyone found responsible for falsifying information or documentation in order to obtain an excused absence or sharing examination or quiz information may receive a course grade of zero, as determined by the course instructor, in addition to any sanction(s) imposed by the administration.

### **Center for Global Initiatives in Education (CGIE)**

Study abroad activities are facilitated through the Center for Global Initiatives in Education. It supports existing HBU international travel programs as well as assists students pursuing other educational ventures overseas. Dozens of undergraduate and graduate students from across the academic spectrum trek around the globe each year to acquire cross-cultural skills and earn academic credit as they study, teach, tour, intern, volunteer, participate in institutional exchanges, and visit foreign destinations. "Going Global" to make our world "our campus" not only allows students to write their own learning and life-changing educational adventure stories, but also helps fulfill HBU's Ten Pillars Vision and the University's Mission statement.

### **Challenge Examinations**

Challenge examinations are used to validate mastery of content (1) gained many years previously or (2) gained in part through co-curricular means. **The University's policy disallowing life experience credit prohibits this option from being open to students who can show no formal study of the content area**

**at the College level.** For those who have some formal College study plus independent study or gained expertise, the challenge exam presents a viable option. The Registrar's Office is the coordinator of all activity in this respect.

After the exam has been taken, the student should secure a form from the Registrar's Office for credit to be posted on their academic transcript.

Required scores for specific tests are stated in the current Catalog found on the website. A grade of "CR" is entered on the transcript of the student who achieves the required score and the appropriate number of semester hours of credit awarded. At the graduate level, credit does not apply to degree requirements but does allow program admission based on the fulfillment of prerequisites.

In the event that another testing vehicle is proposed other than those listed under the Advanced Placement heading in the current Catalog found on the website, the University Registrar will serve as the approval agent. Such a proposal should contain descriptive information as to the nature of the examination, grading standards, and comparability to the CLEP tests. The proposal should contain the signature of the program director and the appropriate Dean before going to the University Registrar. Failure to meet necessary deadlines will not be considered justifiable grounds for substituting for the CLEP test.

CLEP tests may be used to meet prerequisite requirements for graduate courses at the discretion of the Dean.

### **Classification of Undergraduate Students**

Freshman:	Fewer than 32 semester hours of credit
Sophomore:	At least 32 and not more than 63 semester hours
Junior:	At least 64 semester hours and an approved degree plan on file with the Registrar
Senior:	At least 96 semester hours and a 2.00 scholastic standing or above
Special:	A student over 21 years of age, with demonstrated ability to do acceptable university work, but indicating by signed statement that he or she is not interested in following a degree program
Part-time Student:	Undergraduates registered for fewer than twelve semester hours in a regular semester

### **Classification of Graduate Students**

Full-time	nine or more semester hours of graduate course work
Part-time	six graduate credit hours is considered half-time and enables the graduate student to be financial aid eligible.

### **Commencement**

Commencement ceremonies are scheduled annually in August, December, and May. Degree recipients are encouraged to participate. Due to the limitations of the Dunham Theater, which holds 1200 persons, students will be limited in the number of their guests who can attend the ceremonies.

## **Course Numbers**

Courses of instruction are numbered to indicate the level of the course and the number of semester hours to be earned. The first digit denotes the year in which the course is usually taken: 1 – freshman; 2 – sophomore; 3 – junior; 4 – senior; 5 – post-graduate or graduate; 6 – graduate; 7- graduate. Undergraduate students may ordinarily not register for courses beginning with a 5 (See "Undergraduate Enrollment in Graduate Courses"); courses beginning with a 6 are reserved exclusively for graduate students. A student classified as a freshman (fewer than 32 semester hours of credit) is prohibited from enrolling in a 3000- or 4000-level course. The second digit indicates the semester hour value of the course. The third and fourth digits indicate the departmental sequencing of the course.

The student must designate at registration the system for recording the grade (alpha, pass-fail, or audit). This choice may not change after registration for that term is closed. A student who properly registers for a course on a pass-fail basis may, at the discretion of the instructor, be assigned a grade of "A" where the student's performance merits that grade. See the "Pass-Fail Courses" section of this Catalog.

Courses listed on the same line in this HBU Catalog and having the same description are sequence courses. If the numbers are separated by a hyphen, both must be successfully completed before a student may receive credit in either. If a comma separates the numbers, it is strongly recommended that both be completed.

## **Course Validity Time Limitation**

Courses that have been taken within 10 years prior to the point of matriculation may apply to degree plans and count toward graduation requirements. Courses that were taken more than 10 years ago may be approved at the discretion of the Provost.

Graduate level courses that have been taken within 5 years prior to the point of matriculation may apply to degree plans and count toward graduation requirements. Graduate level courses that were taken more than 5 years ago may be approved at the discretion of the Provost.

## **Credit by Examination**

High School graduates with strong academic records who have completed College level work while in high School may receive course credit in appropriate fields-of-interest at HBU. To become eligible for this credit, an applicant must make a satisfactory score on the College Board Advanced Placement Examination for the subject in which credit is desired. Prospective students are encouraged to consult their high School counselors and arrange to take the Advanced Placement Examinations for which they are eligible in the spring before expected fall enrollment. These examinations are normally given once each year, usually in May. University credit is awarded for students scoring a 3, 4 or 5 on the examination. Complete information may be obtained by writing the College Entrance Examination Board, Box 592, Princeton, New Jersey 08540. See the chart of approved examinations on the following pages. CLEP credit is limited to students with 63 or fewer hours. In some academic disciplines, graduate students may apply CLEP credit towards leveling or prerequisite course work. See College or School where the degree is housed for specific information.

The subject examinations in this same program and other approved examinations are available to students who have developed special abilities and would like to demonstrate eligibility for additional credit.

Students may also receive credit by examination in French, German, or Spanish through the Modern Language Association Cooperative Foreign Language Examinations. Credit is given as follows:

Form MB

80<sup>th</sup> Percentile and above -- 12 hours of credit

Form MB

65<sup>th</sup> Percentile and above -- 6 hours of credit

Form LB

80<sup>th</sup> Percentile and above -- 6 hours of credit

Form LB

50<sup>th</sup> Percentile and above -- 3 hours of credit

Transfer credit will be awarded for course work in a foreign language not offered at HBU but taken at an accredited College or university. **No life experience credit is awarded.**

HBU students who earn IB examination credit will, subject to approval by the relevant departments, receive credit for individual higher level examinations on which they receive a score of 5, 6, or 7.

All credit is posted only after the student has completed at least twelve (12) semester hours at HBU with a GPA of 2.0 or greater.

### Credit by Examination Requirements

Credit Area	Approved Examination	Sem. Hrs. Credit	Equivalent HBU Course	Required STD. Score
Accounting	CLEP Subject: Financial Acct	3 hrs. cr.	ACCT 2301	scaled score of 55
Biology	College Board Achievement: Biology-Ecology	4 hrs. cr.	BIOL 2454	560
	College Board Achievement: Biology –Molecular	4 hrs. cr.	BIOL 2454	560
	*CLEP Subject: Biology	4 hrs. cr.	BIOL 2454	scaled score of 65
	Advanced Placement: Biology	4 hrs. cr.	BIOL 1404	3
	Advanced Placement: Biology	4 hrs. cr.	BIOL 2454	4 or 5
	International Baccalaureate: Biology	4 hrs. cr. (non-science major)	BIOL 1404	4
	International Baccalaureate: Biology	8 hrs. cr.	BIOL 1404, 2454	5, 6 or 7
Chemistry	College Board Achievement: Chemistry	4 hrs. cr.	CHEM 2415	560

	CLEP Subject: Chemistry	4 hrs. cr.	CHEM 2415	scaled score of 62
	Advanced Placement: Chemistry	4 hrs. cr.	CHEM 1404	3
	Chemistry	4 hrs. cr.	CHEM 2415	4 or 5
	International Baccalaureate: Chemistry	4 hrs. cr. (non-science major)	CHEM 1404	4
	International Baccalaureate: Chemistry	8 hrs. cr.	CHEM 1404, 2415	5, 6, or 7
Computer Information Systems	Advanced Placement: Computer Science AB	3 hrs. cr.	CISM 1321	4
	International Baccalaureate: Computing Studies	3hrs. cr.	CISM 1321	5
Economics	CLEP Subject: Prin. Micro.	3 hrs. cr.	ECON 2311	scaled score of 60
	CLEP Subject: Prin. Macro.	3 hrs. cr.	ECON 2312	scaled score of 62
	Advanced Placement: Microeconomics	3 hrs. cr.	ECON 2311	4
	Macroeconomics	3 hrs. cr.	ECON 2312	4
	International Baccalaureate: Economics	3 hrs. cr.	ECON 2311	5
	Economics	3 hrs. cr.	ECON 2312	5
English	CLEP Subject: Freshman College Composition	3 hrs. cr.	ENGL 1330	scaled score of 50
	College Board Achievement – National: Engl. Comp.	3 hrs. cr.	ENGL 1330	550
	Advanced Placement: Lang & Comp	3 hrs. cr.	ENGL 1330	3 or higher
	Advanced Placement: Lit & Comp	6 hrs. cr.	ENGL 1330, 2315, 2325	4 or 5
	International Baccalaureate: English	6 hrs. cr.	ENGL 1330, 2315, 2325	5, 6, or 7
French	Advanced Placement: Literature	12 hrs. cr.	FREN 1314, 1324, 2314, 2324	3
	Language	9 hrs. cr.	FREN 1314, 1324, 2314	3
	Language	12 hrs. cr.	FREN 1314, 1324, 2314, 2324	4 or 5
	International Baccalaureate: French	12 hrs. cr.	FREN 1314, 1324, 2314, 2324	5, 6, or 7
	CLEP Subject: Language	6 hrs. cr.	FREN 1314, 1324	scaled score of 49
	Language	12 hrs. cr.	FREN 1314, 1324, 2314, 2324	scaled score of 68
German	Advanced Placement: Literature	12 hrs. cr.	GERM 1314, 1324, 2314, 2324	3

	Language	9 hrs. cr.	GERM 1314, 1324, 2314	3
	Language	12 hrs. cr.	GERM 1314, 1324, 2314, 2324	4 or 5
	International Baccalaureate: German	12 hrs. cr.	GERM 1314, 1324, 2314, 2324	5, 6, or 7
	CLEP Subject: Language	6 hrs. cr.	GERM 1314, 1324	scaled score of 37
	Language	12 hrs. cr.	GERM 1314, 1324, 2314, 2324	scaled score of 71
Government	Advanced Placement: U.S. Government and Politics	3 hrs. cr.	GOVT 2313	3 or higher
	Comparative Government and Politics	3 hrs. cr.	GOVT 2360	3 or higher
	CLEP Subject: American Government	3 hrs. cr.	GOVT 2313	scaled score of 50
History	CLEP Subject: U.S. History I: Early Colonization to 1877	3 hrs. cr.	HIST 2313	scaled score of 50
	U.S. History II: 1865 to present	3 hrs. cr.	HIST 2323	scaled score of 50
	Social Science and History	3 hrs. cr.	Lower level HIST elective	scaled score of 50
	Advanced Placement: U.S. History	3 hrs. cr.	HIST 2313	3
	U.S. History	6 hrs. cr.	HIST 2313, 2323	4 or 5
	World History	3 hrs. cr.	HIST 2311	3
	World History	6 hrs. cr.	HIST 2311, 2312	4 or 5
	European History	3 hrs. cr.	HIST 2312	3 or higher
	International Baccalaureate: History	3 hrs. cr.	Lower level HIST elective	5, 6, or 7
Mathematics	College Board Achievement: Math Level 1	3 hrs. cr.	MATH 1313	550
	College Board Achievement: Math Level 2	3 hrs. cr.	MATH 1323	550
	CLEP Subject: Algebra	3 hrs. cr.	MATH 1313	scaled score of 60
	Calculus	4 hrs. cr.	MATH 1451	scaled score of 61
	Trigonometry	3 hrs. cr.	MATH 1323	scaled score of 58
	PreCalculus	3 hrs. cr.	MATH 1434	scaled score of 58
	Advanced Placement: Calculus AB	4 hrs. cr.	MATH 1434	3
	Calculus AB	8 hrs. cr.	MATH 1434, 1451	4 or 5
	Calculus BC	4 hrs. cr.	MATH 1451	3

	Calculus BC	8 hrs. cr.	MATH 1451, 1452	4 or 5
	International Baccalaureate: Mathematics	4 hrs. cr. (non-science major)	MATH 1434	4
	International Baccalaureate: Mathematics	8 hrs. cr.	MATH 1434, 2434	5, 6, or 7
Music	International Baccalaureate: Music Literature (Higher Level)	3 hrs. cr.	MUSI 2331	5 or higher
	Music Theory (Higher Level)	2 hrs. cr.	MUSI 1322, 1122	5 or higher
Psychology	Advanced Placement: Psychology	3 hrs. cr.	PSYC 1313	4 or higher
	Advanced Placement: Statistics	3 hrs. cr.	PSYC 2301	4 or higher
Spanish	Advanced Placement: Literature Language	12 hrs. cr.	SPAN 1314, 1324, 2314, 2324	3
	Language	9 hrs. cr.	SPAN 1314, 1324, 2314	3
	Language	12 hrs. cr.	SPAN 1314, 1324, 2314, 2324	4 or 5
	CLEP Subject: Language	6 hrs. cr.	SPAN 1314, 1324	scaled score of 53
	Language	12 hrs. cr.	SPAN 1314, 1324	scaled score of 64
	International Baccalaureate: Spanish	12 hrs. cr.	SPAN 1314, 1324, 2314, 2324	5, 6 or 7

Note: On CLEP Subject Area tests, the required score is either the scaled score as stated above or, if not stated, is at the equivalent of a grade of "B". CLEP scores ordinarily may not be transferred from one institution to another. **HBU does NOT adhere to or accept the American Council on Education recommended minimum scores.**

### Cross-Listed Courses

Courses that are cross-listed at both the graduate and the undergraduate level must have separate and specific written expectations for students in each category. Students receiving graduate credit will be required to complete work beyond that required of those receiving undergraduate credit. Higher levels of accomplishment and achievement will be expected of graduate students; these should be fully documented in the course syllabus. Differing criteria for grading may be utilized. Faculty will be expected to devote additional time and effort to the work of graduate students in such courses. Copies of the stated expectations for cross-listed courses shall be kept on file in the office of the Provost.

### Dean's List

In order to encourage excellence in undergraduate scholarship and give recognition to superior achievement, a Dean's List is released each semester. Full-time undergraduate students registered for a minimum of twelve (12) semester hours of alpha grade credit and maintaining a GPA at a level which, if continued, would make them eligible to graduate with honors (3.5 and above), are included on the Dean's List.

## **Degree Plan**

A degree plan may not be filed until all proficiency requirements have been met. Before an undergraduate student with 64 semester hours of credit can register, the student must have an approved degree plan on file. A transfer student who transfers more than fifty (50) semester hours must file a degree plan before the first day of the second semester in residence. A transfer student who expects to receive Veteran's Administration benefits must file a degree plan before the initial registration. The degree plan is based on the HBU Catalog in effect at the time of the student's initial enrollment in the University and will be valid for a period not to exceed seven (7) years from the date of initial enrollment. Students who fail to enroll in the University for consecutive fall and spring or spring and fall semesters must meet the requirements of the HBU Catalog in effect at the time they re-enroll in the University. Graduate students should file a degree plan within their first semester of coursework at HBU.

## **Degrees with Distinction**

Honors at graduation are awarded to undergraduate baccalaureate students who have completed a minimum of 64 semester alpha-grade hours in residence at HBU and have earned an appropriate number of grade points to be eligible for the honors indicated. An average standing of 3.50 or higher entitles the student to graduate cum laude; 3.70 or higher magna cum laude; 3.90 or higher summa cum laude.

## **Dropping a Class**

A student who ceases to attend class must follow the prescribed withdrawal procedure to protect his status and leave himself in the best possible position with respect to future registration at this or another university. Failure to do so will result in course failure(s), lower scholastic standing, and financial loss. Students contemplating dropping a class must see their advisor to complete the proper steps; the drop process is not complete until the forms are filed **by the student** and processed in the Office of the Registrar. A student may not drop a class after the published last day to drop.

Once a student registers for a class, the student will receive a grade for the class unless the drop process is completed through the Registrar's Office. This includes students who may have never actually attended class or who may never have completed payment of tuition and fees.

## **Family Education Rights & Privacy Act (FERPA)**

HBU is subject to the provisions of a federal law known as the Family Education Rights and Privacy Act (also referred to as FERPA or the Buckley Amendment). This law affords students enrolled at HBU certain rights with respect to their education records.

These rights include:

- The right to inspect and review their education records within 45 days of the day the University receives a request for access. Students should submit to the HBU Registrar written requests that identify the record(s) they wish to inspect. The Registrar 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 Registrar, he or she shall advise the student of the correct official to whom the request should be addressed.

- The right to request the amendment of the student's education records that the student believes is inaccurate. Students may ask the University to amend a record that they believe is inaccurate. They should write the HBU official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her 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.

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to School officials with legitimate educational interests. A School official is a person employed by HBU in an administrative, supervisory, academic or research, or support staff position (including University law enforcement personnel and health staff); a person or company with whom HBU has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another School official in performing his or her tasks. A School official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. FERPA provides the University the ability to designate certain student information as "directory information." Directory information may be made available to any person without the student's consent unless the student gives notice as provided for below. HBU has designated the following as directory information:

- Student's name
- Local and permanent addresses
- Telephone numbers
- Email addresses
- Date and place of birth
- Major field(s) of study
- Dates of attendance
- Classification
- Degrees, honors, and awards received
- Most recent educational institution attended
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Photographs

Any new or currently enrolled student who does not want the disclosure of directory information should notify the HBU Registrar in writing. Such notification must be received by the end of the first full week of classes for any term to ensure that the student's directory information is not released, except to officials with legitimate educational purposes as authorized by FERPA.

The request to withhold directory information will remain in effect as long as the student continues to be enrolled or until the student files a written request with the HBU Registrar to discontinue the withholding. To continue nondisclosure of directory information after a student ceases to be enrolled, a written request for continuance must be filed with the HBU Registrar during the student's last term of attendance.

If a student believes the University has failed to comply with the requirements of FERPA, he or she may file a complaint with the U.S. Department of Education. 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 20202-4605

Complaints must be timely submitted, not later than 180 days from the date the student learns of the circumstances of the alleged violation; and must contain specific allegations of fact giving reasonable cause to believe that a violation has occurred, including: relevant dates, names and titles of those University officials and other third parties involved; a specific description of the education record about which the alleged violation occurred; a description of any contact with University officials regarding the matter, including dates of telephone calls, meetings and/or any correspondence between the student and HBU; the name and address of the University; and any additional evidence that would be helpful in reviewing the complaint.

Questions about the application of the provisions of the Family Educational Rights and Privacy Act should be directed to either the University Registrar or Legal Counsel.

### **Final Examinations**

Final examinations are required in all courses and must be taken when scheduled by the Office of the Provost. All exceptions to this rule require the filing of the Undergraduate/Graduate Exception form; students should see their advisor first who will seek approval from the Provost. Senior final examinations must be taken and the course grade reported at the time required by the Registrar's Office for the processing of senior grades. The processing of senior grades includes a final audit of the student's course work against his or her degree requirements to verify the student is eligible to receive the degree. Days for examinations are given in this Catalog. Each exam period, with the exception of the Summer term, is preceded by one study day on which no grade-determining activity may be conducted nor may be due. No University student events are scheduled Monday through Friday of final exam weeks.

### **Grade Appeal Process**

A student may file an academic grievance if he or she believes a grade was awarded improperly. The formal process is described in the "[Academic Grievance](#)" section of this Catalog.

### **Graduate Grading System and Grade Points**

Each graduate student will receive grades at the end of each semester of enrollment. The system of grading is as follows:

<b>Grade</b>	<b>Grade Points</b>
A (93 and above)	4.00
A- (90 – 92)	3.67
B+ (87 – 89)	3.33

B	(83 – 86)	3.00
B–	(80 – 82)	2.67
C+	(77 – 79)	2.33
C	(73 – 76)	2.00
C–	(70 – 72)	1.67
I		
F	(69 and below)	0.00
W		

Candidates must achieve a 3.0 average in order to graduate. After each grading period, the University Registrar will review the current and cumulative grade average for each student. Those students whose performance does not meet graduation standards will be placed on academic probation or academic suspension.

### **Health Professions**

Students interested in pursuing a career in a health professions (for example, medicine, dentistry, physical therapy, pharmacy) should consider talking with the advisors in the Health Professions program. These advisors can assist students in choosing graduate Schools, the application process, recommendation letters, and personal statements.

### **Honors Programs**

The Departmental Honors Program provides highly qualified and motivated undergraduate students with the opportunity to develop additional expertise in their chosen majors through independent investigation. Students may apply for the program that have completed 64 hours, 32 of which must have been earned at HBU, with an overall GPA of 3.25 and 3.50 in the selected major or majors. Specific requirements are established by each academic department or College and approved by the Honors Council. Successful completion of Departmental Honors is indicated on both the transcript and diploma and is announced at graduation. Students interested in Departmental Honors should contact the appropriate College Dean for additional information.

### **Human Subjects in Research**

The Human Subjects Research Review Committee protects the rights of human subjects in research projects proposed by faculty, staff, students, and/or outside persons. The University's Human Subjects Research and Review Committee is responsible for reviewing all research proposals involving human subjects. Review applications may be obtained from the Committee Chair.

### **Instructional Media Services**

The Instructional Media Services (IMS) mission is to provide the campus community with the highest quality of presentation technology, training, and support services in an effective and proactive environment.

The IMS offers traditional audiovisual equipment such as overhead, slide, and film projectors, TV/VCR units, PA Systems, flipcharts, and computer and video projection systems. The department duplicates audio cassette tapes, videotapes, CD's, and DVD's.

### **Intellectual Property**

Intellectual Property created solely for the purpose or satisfying a course requirement is owned by the student and not the University or the student's professor.

Exceptions to this policy:

- The University becomes the owner of student work if the student assigns ownership rights of the intellectual property to the University in writing, or written assignment of such ownership rights to the University is made a condition for participation in a course.
- The University owns the answers and questions on tests and examination, unless otherwise indicated by the course instructor. Tests and examinations include, but are not limited to, print, electronic and audio or visual formats.
- If student research projects are funded by outside sponsors and if the sponsor requires ownership of the intellectual property produced by the student as a condition of sponsorship, the University will so advise the student before the student begins the project. The student will be required to sign a waiver prior to beginning the project.

### **Internship Programs**

HBU offers internship opportunities under the direction of the various academic divisions in awareness of the value of practical experience in the learning process. Such external learning opportunities may be known as practicum, internship, preceptorship, clinical experience. Internship experience enables the student to apply classroom theory to actual situations and to develop problem-solving and decision-making skills. Access to such external learning opportunity is ordinarily restricted to advanced standing in the major, for example 15 hours or more. Supervision of such experiences is ordinarily restricted to full-time faculty members. Credit is available to both undergraduate and graduate students.

Credit is awarded based on clock hours of experience gained. One semester hour of credit may be awarded for each 30 clock-hours of internship experience up to a maximum of three semester hours each term. Ordinarily, ethical practice suggests that the student in the performance of internship responsibilities receives no pay. However, in the field of education, interns in the PBC and Master's program enroll in a paid internship. The Provost must approve formal agreements for group practica, internships and clinical experience. Legal review of formal memoranda of understanding governing group placement shall be secured from the Legal Counsel to the President.

### **Liberal Arts Core Curriculum**

The Liberal Arts Core Curriculum is the foundation unit in the academic organization of the undergraduate instructional program of HBU; it is required for success in every major and develops the knowledge and insight conducive to citizenship as well as leadership in a chosen profession.

## **Library**

Moody Library is a key component in the education of students at Houston Baptist University. Built in 1968, with an addition in 1989, the 40,000 square-foot building serves students, faculty, staff, and to a limited basis, the community at large. According to the library's mission statement, it provides "the information resources, services, and physical spaces that support the educational and research mission of the university."

### **Access to the Library**

Constituents can search the library's resources by using Moody Library's web pages. Moody Library has an online catalog that provides access to the library's cataloged holdings, and a Discovery service that searches both the cataloged collection and all online databases of journal holdings and other online content. The library's web pages contain links to important information about the library and all of its resources and services.

Moody Library is open 87.5 hours per week with reference service available to users for 72 hours per week or 82.3% of the hours of operation. Moody library is open in the evenings to support graduate and doctoral students.

### **Majors**

To graduate, a student must have completed at least one major field of study which will be recorded on the transcript, as well as any minors which have been completed.

### **Military Service Credit**

The recommendations of the American Council on Education are used as a guide in determining eligible College credit for satisfactory completion of formally organized service School programs in the military. Courses taken through the United States Armed Forces Institute and other recognized military educational programs will be reviewed for possible credit when presented on official transcripts. All records of such training should be submitted as a part of the student's initial admission data, with a request for allowance of credit so that advisors can avoid duplication of this work. Before any such credit may be recorded as a part of the student's official record, however, the student must qualify as a resident student in good standing at this University. This may be done by completing a minimum of twelve (12) semester hours of standard residence courses with a 2.00 ("C" average) scholastic standing or above. No credit will be allowed on the basis of the General Education Development (GED) tests (College level).

### **Off-Campus Courses**

Undergraduate students contemplating concurrent or transient enrollment at any other College MUST secure prior approval in writing from the University Registrar at HBU, and the Dean of the College or School, in order for credits to be accepted in transfer. Students should seek counsel first from their advisor. Only alpha grade credit with a grade of "C" or better from regionally accredited institutions will be considered for transfer credit. Once an undergraduate student has enrolled at HBU, no more than 18 semester hours total will be accepted for transfer credit. For the student seeking a baccalaureate degree, this work may NOT be taken at a two-year institution once the student has accumulated 64 semester hours of post-secondary credit. After completion of approved work elsewhere, an official transcript showing the approved work must be sent directly from the awarding institution to HBU Registrar's Office. Failure

to comply with this requirement may result in the denial of credit. The student risks the loss of credit by failure to adhere to these policies.

Graduate students contemplating concurrent or transient enrollment at any other College must consult with the Dean of the relevant program to ascertain the current policy.

### **Pass-Fail Courses**

HBU undergraduate students may register for one (1) elective course each semester on a pass-fail basis. Students must file the pass-fail course form in the Registrar's Office. Such an option is offered to encourage students to broaden their educational contacts through participation in courses outside their major fields without fear of competition with students who have experience that is more extensive in the selected area. This option does not apply to courses required by the University for a degree except in the case of kinesiology. In addition, courses taken on this basis may not be used as a part of a major. The hours earned in pass-fail courses are counted in the total required for a degree but not for honors. A pass grade does not affect the computation of scholastic standing; however, a fail grade in a course affects scholarship standing in the same way as any other failing grade. Courses taken on this basis are counted as a part of the student load for the term, and the type of registration elected for any course may not be changed after the last date to register as posted in the class schedule. These courses are designated at registration by a "P/F" following the course number. A student who properly registers for a course on a pass-fail basis may, at the discretion of the instructor, be assigned a grade of "A" where the student's performance merits that grade. The assignable grades are "A," "P," and "F." The pass-fail grade is not available for graduate courses.

### **Pre-Law School Advisor**

Students preparing to enter law School must dedicate themselves to academic excellence in their undergraduate studies. Most law Schools in the United States make admission decisions relying heavily on a candidate's undergraduate grade point average and performance on the Law School Admissions Test (LSAT).

Pre-law students are encouraged to contact the University pre-law advisor via the Department of Government early in the course of their matriculation. Information is available on courses of study, law School admissions, career options, and LSAT preparation.

In the spring semester of the junior year, the student should begin to prepare for the LSAT and compile the information required by the Law School Data Assembly Service (LSDAS). Information on the LSDAS can be found at the office of the pre-law advisor. Students are strongly discouraged from taking the LSAT without thorough preparation.

The pre-law advisor is Jodey Hinze.

### **Registration Procedure**

Registration will be conducted as scheduled in the University Calendar for students in good standing and those approved for admission will be eligible to participate. Following proper procedures is not optional; failure to follow proper procedures may result in a student not being allowed to register for course and thus a delay in graduation. Individual student schedules will have been predetermined through prior advising and priority registration. To enroll in any class and be eligible for credit, students must have

their advisor's approval, and complete the registration procedure, including financial arrangements. A late registration fee will be charged those failing to complete registration by the designated day. Students must decide at registration the rubric desired for recording the credit in a cross-listed course and may not change this registration after the last day to register in a given semester.

Students who take advantage of priority registration are given a period of time to make changes in their schedule as they wish or need. After this period, however, a student-initiated change in schedule may involve the payment of a special fee and the approval of the change by the student's advisor and the instructor of each class involved. A form for this purpose is provided online or by the Registrar's Office.

### **Repeated Courses**

Students may repeat courses that they have previously taken. For purposes of GPA calculation, courses taken at HBU which are repeated at HBU are calculated in the cumulative GPA as having been taken only one (1) time. The cumulative GPA is adjusted in the semester in which the course was repeated. The student may raise the cumulative GPA by this means. *Students should be aware, however, that many graduate and professional Schools and certifying agencies calculate GPA by averaging all grades earned in all registrations.*

### **Residency Requirement - Undergraduate**

If the degree being sought is 125 hours or more, the minimum undergraduate residence requirement for the baccalaureate degree is 32 semester hours (or at least 25% of the required hours, whichever is greater), including at least 12 semester hours of upper level courses in the major completed at HBU with a grade of "C" or better in each course. The residency requirement for a minor is a minimum of nine (9) hours of upper-level courses taken at Houston Baptist University with a grade of "C" or better in each course. A student whose undergraduate degree includes 60 semester hours in residence at this University may be allowed to earn six (6) of the last 36 hours in another approved institution except in the last semester of residence before graduation.

### **Residency Requirement- Graduate**

Students who have earned a first masters degree from a regionally accredited institution who wish to pursue a second graduate degree in a related or collateral field at HBU may do so by applying for admission to the Graduate School. With the exception of students pursuing a second graduate degree in business, students must complete at least thirty (30) hours of course work in the degree program at HBU. The School of Business requires 30 semester hours for the second graduate degree. Specific requirements are established by the faculty of the College or School offering the degree program so that duplicate course work is avoided while fulfilling the requirements for the degree.

### **ROTC Cross-Enrollment Program**

ROTC curricula are determined by the various branches of the United States Armed Forces. The individual detachments are responsible to their service for the content and quality of their programs.

## **Army**

HBU students may participate in the Army Reserve Officers Training Corps unit at the University of Houston. The cross-enrollment program is an arrangement between the student and the Military Science Department at the University of Houston.

Academic credits are posted to the student's transcript records at HBU. Underclassmen spend 3-5 hours a week in class and leadership lab. The Army ROTC prepares selected College students for positions of responsibility in the active Army and its reserve components. It enables a student to earn a commission as an officer at the same time he earns an academic degree in a field of his choice. The ROTC program prepares the individual to pursue either a military or a civilian career. Tuition is charged for these courses at the current HBU undergraduate tuition rate. Two- and three-year ROTC scholarships are available. Veterans may enroll directly into the Advanced Course, and there is a two-year program for those students completing their second year of studies.

Interested students should contact the Army ROTC Unit ([www.hbu.edu/ContactMSCI](http://www.hbu.edu/ContactMSCI)).

## **Navy**

HBU students may participate in the Naval ROTC Unit at Rice University. The cross-enrollment program is an arrangement between the student and the Naval Science Department at Rice University.

Tuition is charged for these courses at the current HBU undergraduate tuition rate.

There are four NROTC Programs that lead to a commission in the regular or reserve components of the Navy or Marine Corps:

1. A four-year Scholarship Program leading to a commission in the regular Navy or Marine Corps provides all tuition, books, School fees, and uniforms plus \$100 per month.
2. A four-year College program that leads to a commission in the Naval or Marine Corps Reserve provides all books and uniforms required for naval science courses.
3. A two-year Scholarship Program for juniors and seniors.
4. A two-year Nuclear Propulsion Candidate Scholarship Program which may lead to nuclear power training after graduation.

Interested students should contact the Naval ROTC Unit ([www.hbu.edu/ContactNAVA](http://www.hbu.edu/ContactNAVA)).

## **Air Force**

HBU students may participate in the Air Force ROTC program at the University of Houston. The cross-enrollment program is an arrangement between the student and the Air Force Department at the University of Houston. The Air Force Reserve Officer Training (ROTC) program prepares men and women of character, commitment, and courage to assume leadership positions as commissioned officers in the active duty United States Air Force. Upon completion of the curriculum, students will have a thorough understanding of the core values, leadership, teamwork, and other requirements to be an effective officer in the world's greatest Air Force. All courses and physical training sessions take place at the University of Houston. Flight orientation occurs at airports in the Houston metro area.

**Course Credit:** ROTC classes may be taken for elective credit toward any degree plan at Houston Baptist University. Freshman and sophomore level classes are open to all students. No military obligation is incurred as a result of enrollment in these courses. Junior and senior level courses are more restrictive and do require a military obligation. ROTC scholarship students also incur a military obligation.

**AFROTC Scholarship Opportunities:** Air Force ROTC offers various scholarship opportunities for students at Houston Baptist University:

1. **In-College Scholarship Program (ICSP)**—is a highly competitive scholarship program aimed primarily at College freshmen and sophomores in any major (students with a bachelor's degree can compete to earn a master's degree). The ICSP awards cover tuition capped at either \$15,000 per year plus \$900 per year for books or \$9,000 per year plus \$900 per year for books.
2. **The Express Scholarship Program**—is operated on a fully qualified basis: those who meet the qualifications are awarded the scholarship. Though the list of eligible College majors differs from year to year, the express scholarship pays up to \$15,000 tuition per year and \$900 for books. Recent majors which qualified for express scholarships included electrical engineering, environmental engineering, computer science, nursing, and strategic foreign languages. The processing of the scholarship award is completed at the local detachment.

**Stipend:** All AFROTC scholarship recipients and POC cadets receive a nontaxable monthly stipend. The annual stipend amount ranges from \$3,000 per year to \$4,500 per year depending on the recipient's enrollment year.

For more information on the Air Force Science program, contact the Air Force Science Department at the University of Houston. ([www.hbu.edu/ContactAFSC](http://www.hbu.edu/ContactAFSC))

## **Second Undergraduate Degrees**

A minimum of thirty-six (36) additional semester hours of undergraduate credit taken at HBU must be earned beyond the first degree in order for a second degree to be conferred. All requirements for the second degree must be met. Under no circumstance will the University confer the same degree title more than once. Additional majors, programs, certifications, licensure, and specializations may be noted on the transcript as deemed warranted by the University Registrar. Additional course work may also simply be considered post-baccalaureate work.

## **Student Responsibility**

Each student is responsible for his or her progress toward graduation and completion of all degree requirements. Students are also responsible for a knowledge of and adherence to regulations governing registration, add/drop, withdrawal, degree plans, graduation requirements, and the payment of tuition and fees. Failure to act accordingly may result in F's on transcripts or failure to graduate on time.

## **Time Limit on Length of Program- Graduate**

Required courses are scheduled for the convenience of the student. Using a combination of available offerings, a typical student will be able to earn the graduate degree within the span of twenty-four or fewer months. A student may have five years after first enrollment to complete all requirements for the graduate degree. However, specific degree programs may require shorter periods of study.

## **Transcripts**

Official scholastic records will be maintained in perpetuity for each student who registers for credit at HBU. These records are the joint property of the student and the University, and as such will be handled with care and confidentiality. Certified copies will be available to students and graduates. To obtain this service, the person whose record is involved completes and signs a [Transcript Request form](#) and files it with the Registrar's Office. Students should allow up to five (5) working days for the request to be processed. Transcripts will not be released until satisfactory arrangements have been made regarding all financial and any other obligations to the University. Official records may not be removed from official University files.

The Family Educational Rights and Privacy Act (FERPA) of 1974 mandates that transcripts may not be released to anyone without the written consent of the student.

If a student questions any grade as recorded in the Registrar's Office, the student has a period of one (1) year beginning with the end of the term in which the grade was awarded, or six (6) months after the degree is conferred (whichever comes sooner), to challenge the accuracy of the record. At the end of this period, the record becomes permanent.

## **Transfer Courses/Credit**

Undergraduate students transferring to HBU from other institutions will have their transcripts evaluated by the Office of Enrollment Management upon acceptance to HBU. The Office of Enrollment Management also has information regarding equivalent core requirement courses from other Texas institutions of higher education. This guide is helpful in course planning if presently attending another institution with the intention of transferring to HBU.

Graduate students transferring to HBU from other institution will have their transcripts evaluated by the program director or Dean upon acceptance to HBU.

See the Undergraduate and Graduate Transfer Credit section of this Catalog for further information.

There is no guaranteed transfer of credit toward a graduate degree; however, in certain programs, work completed in residence at another accredited institution may, on the recommendation of the Program Director, be accepted by the University Registrar as credit toward a graduate degree. The University will not recognize hours achieved either entirely or partially on the basis of life experience. No correspondence or extension credit will be accepted. No more than six semester hours of graduate credit will be allowed in transfer from another College or university and the application for transfer courses should be made within two weeks of matriculation. (See "Graduate Admissions" section.) English language courses are ordinarily not accepted from institutions in countries where English is not the primary language.

## **Transfer Orientation**

The Offices of Enrollment Management and Student Life offers an orientation program to new undergraduate transfer students. This program will assist the student in becoming aware of HBU resources. Topics discussed will include academic advising and related issues, graduation requirements, spiritual life, campus safety, campus life, HBU traditions, as well as other campus resources. Time is also allotted to meet academic advisors from each academic College to ask questions regarding majors, programs, and degree requirements.

## Transient Enrollment

Undergraduate students contemplating concurrent or transient enrollment at any other College **must** secure prior approval in writing from the University Registrar at HBU, and the Dean of the College or School, in order for credits to be accepted in transfer. Only alpha-grade credit with a grade of "C" or better from regionally accredited institutions will be considered for transfer credit. For the student seeking a baccalaureate degree, this work may **not** be taken at a two-year institution once the student has accumulated 64 semester hours of post-secondary credit. No more than 18 credit hours may be taken at another institution once a student has matriculated to HBU. After completion of approved work at other institutions, an official transcript showing the approved work must be sent directly to HBU Records Office. **Failure to comply with this requirement may result in the denial of credit.** The combined course load at HBU and the concurrently enrolled institution may not total more than 19 semester hours. The student risks the loss of credit by failure to adhere to these policies.

Graduate students contemplating concurrent or transient enrollment at any other College must secure prior approval in writing from the University Registrar at HBU and the Dean of the College or School.

## Undergraduate Enrollment in Graduate Courses

In the final semester of undergraduate matriculation, the student may elect to take a graduate course with the authorization of the Registrar. The student must have at least a 2.75 GPA on all College work and must be completing the bachelor's degree at the end of the semester. The student must meet all other standards for admission to a particular graduate program, including the approval of the department chair and the Dean in the major field of study. In every case, the total number of hours taken in one (1) semester may not exceed twelve (12) semester hours, which includes no more than nine (9) semester hours of graduate courses.

## Undergraduate Grading System and Grade Points

To record the level of undergraduate student achievement and stimulate quality work, the University system of grading is expressed in letters and grade points as indicated below:

- A for excellent work – 4 grade points per semester hour
- B for above-average work – 3 grade points per semester hour
- C for average work – 2 grade points per semester hour
- CR for credit by examination. No hours attempted, no grade points
- D for below-average work – 1 grade point per semester hour
- I for incomplete work. Only the Dean of a College or School may grant incompletes and only to students who have a major documented emergency in the last few days of a semester. Students with excessive absences, which will result in failing the course, will not be allowed to take the final exam nor be eligible to receive an incomplete. Receives 0 grade points and 0 semester hours and becomes an "F" if not completed by the end of the following semester. Summer is a bona fide semester so a grade of "I" issued during a Spring semester must be completed by the end of the last Summer session. *Note to instructors:* If an instructor does not have a grade because the student has failed to attend the course at all and/or has not properly dropped the course; has failed to complete sufficient work to pass the course; fails to attend a sufficient number of class sessions; fails to attend the final exam; and/or fails to contact the instructor to justify any of these circumstances, the instructor will record an "F."

- F for unsatisfactory work – 0 grade points and hours completed, no credit
- P for pass-fail courses – described in the "University Academic Policies" section
- W for complete withdrawal from the University after the Census Date or for dropping a class after the Census Date. Withdrawal from the University or dropping a class after the last day to drop a class will not be approved and a grade of "F" is automatically recorded. Complete withdrawal from the University is described in the section titled "Withdrawal Procedure from University" under University Academic Policies
- X for courses audited – no hours attempted, no hours earned, no grade points

### **Undergraduate Transfer Credit**

A student otherwise eligible to transfer to HBU from another regionally accredited collegiate institution may expect to receive acceptance of his previous academic work as consistent with regulations which must be observed among Colleges and universities. In general, an official transcript from a regionally accredited College or university is accepted and recorded as received, and the courses completed used to the fullest extent possible to apply toward a degree. The transcript must be sent directly from the transfer institution to HBU. Credit is usually given at the same level at which the course was originally taken.

All foreign transcripts must be sent to an HBU approved evaluation service. The evaluation service must send an official report directly to HBU. The International Student page of HBU Website contains a list of current service providers.

In considering credit by transfer from other institutions, HBU places a premium on credits from regionally accredited institutions. However, HBU will also consider a request for transfer credit from institutions that are not regionally accredited. Applicants must submit transcripts from all institutions and indicate courses for which they wish to receive transfer credit—whether from accredited or non-accredited institutions. After an initial review upon admission to the university, the Office of Admissions will, in some cases, indicate to the student which courses he or she may request consideration for transfer credit; this is handled by the Colleges and Schools of HBU. Transfer credits from a non-accredited institution will be evaluated on a case-by-case basis; viable course work will receive either specific course credit or elective credit after evaluation, and only for courses in which the student earned a grade of "C" or higher.

A transfer student must meet the same scholastic standings as other full-time students. An undergraduate transfer student with fewer than 32 semester hours may be required to submit a high School transcript and scores on SAT or ACT tests. While HBU highly values the traditional university experience, online courses from a regionally accredited institution may be accepted; viable credit from online course work will receive either specific course credit or elective course credit. No course of any kind with a grade of "D" or "F" will be accepted by the University. No credit is granted for courses taken on a pass/fail or satisfactory basis except Kinesiology activity courses. Students must be in "good academic standing" - not currently on probation or suspension from another institution. Such documentation of good standing should come directly from the Registrar's Office of the home College, not from the office of a Dean of a College or other unofficial institutional representative.

### **Withdrawal from University Enrollment**

A student who wants to withdraw from the University with a grade of "W" after the last date to drop with a "W" can only do so under the most extreme circumstances beyond the control of the student and with the approval of the Provost. See the cautionary statement in preceding section titled "[Undergraduate Grading System and Grade Points](#)" regarding failure to withdraw from classes once registered.

# Undergraduate Degree Program

## Baccalaureate Degrees

### Undergraduate Degree Requirements

An approved undergraduate baccalaureate degree plan must be on file with the Registrar's Office before students with 64 or more semester hours of credit can be cleared for registration. Each student is responsible for a knowledge of and adherence to regulations governing registration, withdrawal, degree plans, graduation requirements, and the payment of tuition and fees. **Once a student begins a degree program at HBU, it is expected that the student will complete the degree requirements at HBU. The University reserves the right to refuse credits from other institutions toward completion of degree requirements at HBU for the student who has already begun a degree program.** Students contemplating credits from another institution must see their advisor before permission can be secured from the University Registrar; such permission will be granted only in extreme circumstances. Under no circumstances may students transfer in more than 18 credit hours once they have matriculated at HBU. (See "Undergraduate Transfer Credit" and "Off Campus Requests" sections in this Catalog.)

Students seeking undergraduate baccalaureate degrees must complete the following requirements:

### General Requirements and Policies

1. **A minimum of 125 semester hours with no fewer than 30 semester hours of upper level courses.** No more than four (4) semester hours in activity courses in kinesiology and not over four semester hours of other student activity courses will count toward the 125 hours requirement for any undergraduate degree.
2. **Freshman Year Seminar, FYS 1100,** is required of all students who enter with fewer than thirty-two (32) semester hours credit.
3. **Residency Requirement: Once a student has entered a degree program at HBU, it is expected that all course work will be taken at HBU.** The minimum undergraduate residence requirement is 36 semester hours, (or at least 25% of the required hours, whichever is greater) including at least 12 semester hours of upper level courses in the major completed at HBU. A minimum cumulative scholastic standing of 2.00 GPA ("C" average) must be attained. A grade of "C" or higher is required for all courses within each major. The residency requirement for a minor is a minimum of nine (9) hours of upper-level courses taken at Houston Baptist University with a grade of "C" or better in each course.
4. **Credit by other than classroom-based instruction:** Credit by correspondence courses or extension courses will not be counted toward a degree. A maximum of six (6) credit hours earned online can be awarded towards a degree. HBU does not award College credit for life experience.
5. Courses received in transfer with a grade of "D", "F", or "P" will not be counted toward a degree.
6. **Community Life and Worship Program:** Participation in the Community Life and Worship Program (CLW) is a graduation requirement for all degree-seeking undergraduate students. The HBU Student Handbook contains a complete description of the CLW credit system and number of credits needed to qualify for graduation. The Community Life and Worship publication details the CLW events offered each semester and provides an overview of the CLW program.
7. **Concurrent Enrollment:** Once a student has entered a degree program at HBU, it is expected that all course work will be taken at HBU. Exceptions are rare and must receive prior approval of the University Registrar. Students must speak with their advisor about taking courses at other institutions.

8. **Proficiencies:** All undergraduate students must demonstrate proficiency in reading, mathematics, and computer use before the student files a degree plan. Students must demonstrate proficiency in written English by the end of the third term at HBU.

**Proficiencies may be met in the following ways:**

**Written English:** The written English proficiency may be met in several ways:

- a. Completion of ENGL 1320 and ENGL 1330 at HBU with a grade of "C" or above
- b. Completion of ENGL 1320 and placement out of ENGL 1330 by Advanced Placement Exam or CLEP scores as outlined in this HBU Catalog.
- c. Receipt of transfer credit for courses equivalent to ENGL 1320 and 1330
- d. Students must complete ENGL 1320 and 1330 proficiency by their third semester.

**Reading:** One of the following:

- a. a SAT minimum verbal score of 550
- b. an ACT minimum score of 22 on the Reading portion;
- c. a score of 17 or better on the Pre-THEA Exam; or
- d. a score of 230 or higher on the THEA Exam.

**Mathematics:** One of the following:

- a. Math 1305, completed with a "C" or higher
- b. Math 1313, completed with a "C" or higher
- c. A higher level math course, completed with a "C" or higher

**Computer Literacy:** One of the following:

- a. Passing of a computer Proficiency Exam purchased at the HBU Bookstore, and taken by student from their HBU Blackboard course.
- b. Completion of CISM 1321, with a "C" or higher
- c. Receipt of transfer credit for a course equivalent to CISM 1321.

9. **Major requirements** are determined by the College or School in which the major resides. See the appropriate College or School section of this Catalog. However, each major must include a minimum of twelve (12) upper-level hours.
10. **Undergraduate Degree Plan Declaration:** Before 64 semester hours have been completed and once all proficiencies have been met, a student must see his or her advisor to complete and file an Undergraduate Degree Plan with the Registrar's Office (only the Provost may provide a waiver for this requirement). Students who fail to follow this policy will not be considered as a candidate for a degree, nor will they be allowed to register. (See section on "Degree Plans" in this Catalog.)
11. **Application for Graduation:** A student must file a graduation application at least two (2) full semesters before anticipated date of graduation. Students need to see their advisor to begin this process.

12. **Full-Time Status:** The recommended full-time undergraduate student load is twelve to nineteen (12-19) hours each semester. Students who wish to take over nineteen (19) hours must seek permission from their faculty advisor and the appropriate College or School Dean.
13. **Majors, Degrees, and Certification Programs** The following table details the majors, degrees, and certification or licensure programs offered by HBU.

### Undergraduate Degrees, Majors, Minors, and Certifications

College/ School	Degrees	Majors	Minors	Certification or Licensure Programs	Areas but not Majors
College of Education and Behavioral Sciences	BA or BS	Elementary Elementary (EC-6) with ESL Elementary (EC-6) with Bilingual Elementary (EC-6) with All-Level Special Educ Middle Grades (4-8) - English/Language Arts - Math - Science - Social Studies High School (7-12) - Composite Social Studies - English/Language Arts - History - Speech Communications All-Level (EC-12) - Art Physical Education Spanish Psychology		Elementary (EC-6) High School (7-12) (See majors for content areas) Middle Grades (4-8) (See majors for content areas) EC-12 (See majors for content areas) Bilingual Education (EC-6) Supplemental ESL Special Education (EC- 12)	EC-12 EC-6 High School (7- 12) Middle Grades (4-8) Secondary (6- 12) Bilingual Education (EC- 6) Supplemental ESL (EC-6) Special Education (EC- 12)
School of Humanities	BA	Speech Communication English Government Great Texts History Legal Studies Sociology Spanish	Speech Communication English Family Studies Government Great Texts History Latin American Studies Sociology Spanish	Teacher Certification (See College of Education and Behavioral Sciences) High School (7-12) - Composite Social Studies - English/Language Arts - History - Speech Communications Middle Grades (4-8)	

				- English/Language Arts - Social Studies All-Level Spanish	
School of Christian Thought	BA	Biblical Languages Christianity Philosophy	Biblical Languages Christianity Latin Philosophy	-	Apologetics
School of Fine Arts	BA BFA BM BME	Art Church Music Cinema and New Media Arts Journalism and Mass Communications Music Music Education Music Performance Music Theory/Composition Writing	Art History Art, Studio Journalism and Mass Communications Music Writing	Professional Writing Specialization  Teaching Certification (See College of Education and Behavioral Sciences) - All-Level Art - All-Level Music Teacher	Theater
School of Business	BBA	Accounting Economics Finance International Business Management Marketing	General Business Economics Finance International Business Management Marketing		
School of Nursing and Allied Health	BSN BS	Nursing Kinesiology Kinesiology with Teacher Certification Wellness Management Athletic Training	Kinesiology	RN Kinesiology with Athletic Training Teacher Certification (See College of Education and Behavioral Sciences) Physical Education (EC-12)	
College of Science and Mathematics	BS	Biology Biochemistry- Molecular Biology Chemistry Mathematics Physics	Biology Chemistry Mathematics Physics	Teaching Certification (See College of Education and Behavioral Sciences) High School (8-12) - Composite Science - Life Science	Pre-Health Professions Pre-Engineering

				- Mathematical Studies - Physical Science Middle Grades (4-8) - Composite Science - Mathematical Studies	
Bachelor of Liberal Arts	BA	Interdisciplinary Studies			Concentrations: - Humanities - General Math and Science - Business

#### 14. Liberal Arts Core Curriculum\*

##### Bachelor of Arts (BA)

\*"Course must be completed with a "C" or higher to meet proficiency.

^^" Course must be taken at HBU unless transferred to HBU before Fall 2011.

COURSES	Hrs.
*ENGL 1320^ & 1330 Wisdom I & II	6
ENGL 2315 & 2325 Great Works I & II ^I OR II	6
CHRI 1313 & 1323 Old & New Testaments	6
CHRI 2373 Christian Theology & Tradition	3
Natural Science and Lab BIOL, CHEM, PHYS	4
*MATH 1305 Math for Critical Thinking OR MATH 1313 College Algebra	3
PHIL 1313^ Introduction to Philosophy	3
PHIL 1310 Logic	3
HIST 2311^ & 2312^ Western Civ I & II	6
HIST 2313 & 2323 U.S. History I & II	6
GOVT 2313 American and Texas Government I	3
Foreign Language	6
ART 2343 Art Appreciation	3
MUSI 1331 Music Appreciation	3

**Total Hours in Liberal Arts Core: 61**

Does not include FYS 1100 Freshman Year Experience if needed.

\*See individual degree plans for approved variance to this general education program.

##### Bachelor of Science (BS)

\*"Course must be completed with a "C" or higher to meet proficiency.

^^" Course must be taken at HBU unless transferred to HBU before Fall 2011.

COURSES	Hrs.
*ENGL 1320^ & 1330 Wisdom I & II	6
ENGL 2315 OR 2325 Great Works I & II	3
CHRI 1313 & 1323 Old & New Testaments	6

CHRI 2373^ Christian Theology & Tradition	3
Natural Science and Lab BIOL, CHEM, PHYS	4
*MATH 1305 Math for Critical Thinking	3
OR MATH 1313 College Algebra	
PSCY 1313 Introduction to Psychology	3
OR SOCI 1313 Introduction to Sociology	
PHIL 1313^ Introduction to Philosophy	3
PHIL 1310 Logic	3
HIST 2311^ & 2312^ Western Civ I & II	6
HIST 2313 & 2323 U.S. History I & II	6
ECON 2310^ History of Economic Thought	3
GOVT 2313 American and Texas Government I	3
GOVT 2320^ Political Thought	3
ART 2343 Art Appreciation OR MUSI 1331	3
Music Appreciation	

**Total Hours in Liberal Arts Core: 58**

Does not include FYS 1100 Freshman Year Experience if needed.

For specific requirements of all other degrees, please see the information in the respective Colleges or Schools.

# Graduate Degree Program

## Graduate Degrees

### Graduate Degree Requirements

An approved graduate degree plan must be on file with the Registrar's Office during the student's first semester at HBU. A degree plan must be on file before a student can register for second semester course work. Each student is responsible for a knowledge of and adherence to regulations governing registration, withdrawal, degree plans, graduation requirements, and the payment of tuition and fees. **Once a student begins a degree program at HBU, it is expected that the student will complete the degree requirements at HBU. The University reserves the right to refuse credits from other institutions toward completion of degree requirements at HBU for the student who has already begun a degree program.** See the graduate handbook for each School or College. The graduate handbook provides details on the policies for residency requirements, transfer credit and concurrent enrollment for the individual graduate programs.

Students seeking graduate degrees must complete the following requirements:

### General Requirements and Policies

1. **All graduate degrees awarded at HBU are a minimum of 30 semester hours.**
2. **Residency Requirement:** Once a student has entered a degree program at HBU, it is expected that all course work will be taken at HBU. See the graduate handbook for each School or College. The graduate handbook provides details on the policies for residency requirements, transfer credit and concurrent enrollment for the individual graduate programs.
3. **Minimum GPA:** A minimum cumulative scholastic standing of 3.00 GPA ("B" average) must be attained. Some Schools or Colleges may have a higher scholastic standing policy.
4. **Credit by other than classroom-based instruction:** Credit by correspondence courses or extension courses will not be counted toward a degree. HBU does not award College credit for life experience.
5. **Transfer courses:** Courses received in transfer with a grade of "D", "F", or "P" will not be counted toward a degree. See the graduate handbook for each School or College. The graduate handbook provides details on the policies for residency requirements, transfer credit and concurrent enrollment for the individual graduate programs.
6. **Community Life and Worship Program:** Participation in the Community Life and Worship Program (CLW) is not a graduation requirement for degree-seeking graduate students. However, it is recommended that students participate in faith development offerings while attending HBU. See the HBU Spiritual Life website for more details.
7. **Concurrent Enrollment:** Once a student has entered a degree program at HBU, it is expected that all course work will be taken at HBU. See the graduate handbook for each School or College. The graduate handbook provides details on the policies for residency requirements, transfer credit and concurrent enrollment for the individual graduate programs.
8. **Proficiencies:** Graduate students enrolling in graduate programs leading to teacher certification must meet proficiencies established by the College. TOEFEL scores are used as a basis for determining English proficiencies for candidates seeking admission into the educator preparation program (EPP) at HBU.
9. **Program requirements** are determined by the College or School in which the program resides including, but not limited to thesis requirements, oral exams, and program credit hours. See the appropriate College or School section of this Catalog.
10. **Graduate Degree Plan Declaration:** Within the first semester of course work at HBU and once all proficiencies have been met, a student must see his or her advisor to complete and file a Graduate

Degree Plan with the Registrar's Office. Students who fail to follow this policy will not be considered as a candidate for a degree, nor will they be allowed to register. (See section on "Degree Plans" in this Catalog.)

11. **Application for Graduation:** A student must file a graduation application at least two (2) full semesters before anticipated date of graduation. Students need to see their advisor to begin this process.
12. **Full-Time Status:** The recommended full-time graduate student load is 9 to 12 hours each semester. Students who wish to take over 12 hours must seek permission from their faculty advisor and the appropriate College or School Dean.
13. **Majors, Degrees, and Certification Programs** The following table details the majors, degrees, and certification or licensure programs offered by HBU at the graduate level.

**Graduate Degrees, Majors, Minors, and Certifications**

College/ School	Degrees	Majors	Certification or Licensure Programs	Areas but not Majors	
College of Education and Behavioral Sciences	MEd	Elementary Education (EC-6) with ESL	Elementary (EC-6) High School (712) (See majors for content areas)	EC-12 EC-6	
		Elementary (EC-6) with Bilingual	Middle Grades (4-8) (See majors for content areas)	High School (7-12) Middle Grades (4-8)	
		Elementary (EC-6) with All-Level Special Education	EC-12 (See majors for content areas) Bilingual Education (EC-6)	Supplemental ESL (EC-6) Special Education (EC-12)	
		Middle Grades (4-8) - English/Language Arts - Math - Science - Social Studies	Special Education (EC-12)  Supplemental ESL		
		High School (7-12) - Composite Social Studies - English/Language Arts - History - Speech Communications All-Level (EC-12) - Art			
		Physical Education Spanish	Master Technology Teacher		
		Curriculum and Instruction with			

		Instructional Technology		
		Masters in Reading Education.	Reading Specialist	
		Educational Administration		
		Educational Diagnostician		
		School Counselor	School Counselor	
	MAC	Counseling- LPC		
	MACC	Counseling- LPC		
	MAP	Psychology – LSSP		
		Psychology- LSSP Re-specialization		
		Psychology- General		
School of Christian Thought	MA	Apologetics Biblical Languages Philosophy Theological Studies	Apologetics as part of the MA Philosophy program	
School of Fine Arts	MFA	Studio Art		
School of Business	MAACT	Accounting		
	MBA	Business Administration		
	MIB	International Business		
	MS	Human Resource Management		
	MS	Management		
Smith College of Liberal Arts	MLA	Liberal Arts		

For specific requirements of all other degrees, please see the information in the respective Colleges or Schools.

# School of Business

Houston Baptist University is nationally accredited by The Accreditation Council of Business Schools and Programs (ACBSP). The School of Business offers the following degree programs: Bachelor of Business Administration (BBA), Master of Accountancy (MACCT), Master of Business Administration (MBA), Master of International Business (MIB), Master of Science in Human Resources Management (MS-HRM), and Master of Science in Management (MS-MGMT).

## Undergraduate Programs

The School of Business offers an undergraduate degree program leading to the Bachelor of Business Administration (BBA).

A student who chooses a major within the School of Business is studying for a Bachelor of Business Administration (BBA) degree. The student may choose from the following majors: Accounting, Economics, Finance, International Business, Management, or Marketing.

### Information Technology Policy

Students taking courses offered in the School of Business will be expected to use e-mail, the university's intranet system, the World Wide Web, as well as word processing, spreadsheets, databases, and presentation software. Details of these requirements change from time to time, and current statements are available on the undergraduate and graduate web sites as well as from program or departmental offices.

### School of Business Exit Exam Policy

All graduates from the School of Business must complete the School of Business Exit Exam. The School of Business will administer the exit exam to all graduating seniors with at least one major in the School of Business. The School of Business Exit Exam is normally taken in the last semester prior to graduation. In order to graduate, all School of Business students must sit for and pass this exam. A passing score is at least 70 percent on the exam. Students who do not pass the exit exam will be given one opportunity during the graduating semester to re-take and pass the exit exam. If the exit exam is not passed, graduation will be delayed, and students may be asked to take additional course work to demonstrate their proficiency in business administration.

### Bachelor of Business Administration (BBA)

The Bachelor of Business Administration (BBA) degree is available only to students who major in the School of Business. Every undergraduate seeking the BBA degree must complete a major in an academic area – Accounting, Economics, Finance, International Business, Management, or Marketing. This degree option is designed to prepare candidates for careers as professionals, entrepreneurs or for continued study towards graduate education.

The Business Administration core (required for all BBA students) consists of the business core requirements necessary for the study and practice of all business principles.

## **Major/Minor Options**

Students pursuing a BBA will choose a major from the following departments:

### **Department of Accounting, Economics and Finance**

#### **Accounting**

The undergraduate major in Accounting is designed to prepare students for careers in public accounting, industry, or government as professional accountants. Emphasis is placed on accumulating, communicating and analyzing financial data to determine its relevance for effective management and to make better business decisions.

[Accounting Major Requirements](#)

#### **Finance**

The undergraduate major in Finance is designed to prepare students for a career in financial management, banking, financial planning, and investment management. This major recognizes that financial decisions and financial management are critical to the success of the enterprise.

[Finance Major Requirements](#)

[Finance Minor Requirements](#)

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

#### **General Business**

There is no major in General Business. However, a **minor** in General Business is offered.

[General Business Minor Requirements](#)

#### **International Business**

The undergraduate major in International Business provides students with a solid foundation in business concepts, along with key international skills to prepare the student for a career in the global business environment.

[International Business Major Requirements](#)

[International Business Minor Requirements](#)

#### **Marketing**

The undergraduate major in Marketing is designed to prepare students for a career in marketing and provides the background necessary for subsequent advancement to higher-level marketing positions.

Marketing majors work for many different types of companies such as advertising and PR firms, marketing research firms, non-profit organizations, retailing, or service firms.

[Marketing Major Requirements](#)

[Marketing Minor Requirements](#)

## **Management**

The undergraduate major in management is designed to provide students with an understanding of key business concepts and technologies, along with principles and procedures to manage resources for globally competitive business organizations.

[Management Major Requirements](#)

[Management Minor Requirements](#)

## **Graduate Programs**

### **Master of Accountancy**

The Master of Accountancy is designed specifically for the accounting major in the School of Business at Houston Baptist University who intends to sit for the CPA Examination upon completion of degree requirements. Upon completion of degree requirements, the student is awarded **both the BBA and the MACCT**. If the MACCT is not completed, graduate courses will be accepted to satisfy the corresponding BBA Accounting degree requirements.

To apply for the MACCT program, students must have already completed 90 semester hours with an overall QPA of 3.0, including both HBU and transferred courses, and have taken the GMAT. Of the 90 hours, 24 must have been completed at HBU, and nine of them must be upper-level courses. In order to be admitted to the program, a student must have completed all of the following courses outlined in the following PDF:

[Master of Accountancy Requirements](#)

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

The MBA Program is structured to develop the knowledge and skills vital for all aspects of management. The program offers an intensive curriculum with focus on globalization, ethics and leadership. This curriculum is also uniquely innovative and flexible. The MBA program requires 33 hours of core courses. If a student does not have an undergraduate BBA degree, there is an additional 16 hours of leveling courses.

[Master of Business Administration Requirements](#)

### **Master of International Business (MIB)**

The MIB provides students with the specialized knowledge that is needed in global companies—cross-cultural communications, international law, international finance, global economics, and many other

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disciplines. This is a lock-step program, with no electives. The program length is 36-52 hours, depending on the student's undergraduate degree.

#### [Master of International Business Requirements](#)

#### **Master of Science in Human Resources Management (MS-HRM)**

The Master of Science in Human Resources Management (MS-HRM) is designed to provide students with the latest and most useful knowledge and skills needed by successful human resources professionals. To ensure currency, the faculty contains an effective mix of highly successful practitioners and those with a rigorous academic background. This is a lock-step program, with no electives.

#### [Master of Science in Human Resources Management Requirements \(through Fall 2014\)](#)

#### [Master of Science in Human Resources Management Requirements \(effective Spring 2014-15\)](#)

#### **Master of Science in Management (MS-MGMT)**

The Master of Science in Management is reserved for the individual who already holds the MBA degree and wishes to expand his or her skill and knowledge base. The degree consists of thirty hours (ten courses) of graduate work selected from the current MBA course offerings. Course selections are made in consultation with the Associate Dean for Graduate Business Programs.

#### [Master of Science in Management Requirements](#)

# School of Christian Thought

The School of Christian Thought offers undergraduate and graduate degree programs in apologetics, biblical languages, philosophy and theology. The mission of the School of Christian Thought is to serve and equip the Church; to provide students with foundational knowledge in philosophy, theology, and apologetics through reading and engagement with the ideas and languages of classic and biblical texts; to challenge students to display sound reasoning, to communicate clearly, and to demonstrate effective research skills; and to foster both intellectual and spiritual growth as students and faculty alike seek to glorify God in all things.

## Undergraduate Programs

### Department of Classics and Biblical Languages

The Department of Classics and Biblical Languages combines two overlapping spheres of academic study. Classics focuses on the study of the languages, literature, history, philosophy, archaeology, and art of the Ancient Greek and Roman world. Biblical Languages equips students specifically to read and interpret the Christian Scriptures in their original languages and context. There is great overlap between the Classical and Biblical world and valuable insights can be gained from studying them together. The New Testament was written by Jews in the language of Greece to a world ruled by Rome. Studying Classics broadly can therefore provide valuable insights into the context of Christianity and the Bible.

### Biblical Languages

The Biblical Languages major and minor are designed for students who desire to read and interpret the Christian Scriptures within their social, historical and linguistic contexts. The major or minor in Biblical Languages is appropriate for individuals preparing for vocational ministry and any serious student of the biblical traditions. The major includes Advanced Reading and Syntax in both Hebrew and Greek, while the minor program includes basic grammar for both Hebrew and Greek and Reading and Syntax II in Hebrew or Greek.

[Biblical Languages Major Requirements](#)

[Biblical Languages Minor Requirements](#)

### Classics

The Classics major is designed for students who wish to focus their studies on the Ancient Greek and Roman World. The core of the degree is learning the languages of Greek and Latin, also includes opportunity to pursue other aspects of Classical culture such as literature, history, philosophy, theology, archaeology, and art.

[Classics Major Requirements](#)

[Classics Minor Requirements](#)

## **Latin**

Latin is an integral part of the study of History, Government, Philosophy, and Christianity and enable students in these and other disciplines to develop their training, skill, and understanding in reading texts integral to their academic work. The course offerings in Latin are designed to enable students to develop proficiency in understanding the Latin language, in reading Latin literature, and in appreciating classical and medieval civilization.

### [Latin Minor Requirements](#)

## **Department of Philosophy**

Philosophy is an underlying element of every field of study and permeates all aspects of culture and society, including matters of faith. As a result, the history of philosophy is a necessary context for understanding contemporary problems and issues. HBU's philosophy courses are designed to help students explore the contribution of philosophy to Christian thought, and to consider Christian perspectives on philosophy. In addition, the study of philosophy helps students develop critical skills for use in all areas of life. HBU is committed to enhancing student's abilities as they aim toward excellence. Whether one engages in Christian ministry or seeks some other professional vocation, a well-developed mind and the capacity for clear and cogent expression are essential components for effective service. The study of philosophy, tempered by a Christian worldview, aids in this goal.

### [Philosophy Major Requirements](#)

### [Philosophy Minor Requirements](#)

## **Department of Theology**

HBU is committed to providing liberal arts undergraduate education dedicated to the view that Christian ideals and principles provide the perspective, goals, and values most essential in higher education. The implementation of this view is the responsibility of the entire University staff, but it is the province of the Department of Theology to offer the specific courses that enable students to gain an intelligent and meaningful acquaintance with the Christian religion and with the writings of the Old and New Testaments.

Nine (9) semester hours in Christianity are required for graduation in any major. These are basic courses designed for all College students and not for church vocations students alone. In addition to its support of the core curriculum, the Department of Theology offers a major in Christianity.

The mission of the Department of Theology is to provide students with a foundation in the classical theological disciplines, facilitate intellectual and spiritual growth, and equip individuals in skills essential to Christian ministry. To accomplish this mission the Department of Theology offers a majors in Christianity. This course of study helps students achieve an intelligent and meaningful understanding of the Christian faith, its history and its practices. It is appropriate for men and women who plan to enter a vocation in Christian ministry; it is also appropriate for individuals who desire to serve in active lay ministry. Many students who complete a major in Christianity may wish to continue their studies either in our Master of Arts in Biblical Languages program or our Master of Arts in Theological Studies program.

## **Christianity**

Anyone wanting to understand God's work in the world will enjoy pursuing a Christianity major or minor in the Department of Theology. This degree is especially appropriate for those wanting to serve the body of Christ as a minister in a church, a missionary, someone in parachurch ministry, or whatever setting God calls you. We value our Baptist heritage, but our faculty and students are broadly evangelical, drawing from a variety of traditions and denominations. Thus, we welcome anyone who would wish to study with us.

Our broad program focusing on Biblical Studies, Theology, and Practical Ministry will give you a foundation for a variety of ministries and will prepare for graduate studies such as our Master of Arts in Theological Studies (MATS) or an M.Div. The main strength and focus of our department is the study of the Bible. You will gain a strong grasp of the Old and New Testament and will learn to interpret the Scriptures for yourself, even studying them in Greek and Hebrew. Along with the study of the Bible, we give you a strong foundation in theological disciplines so that you can understand how Christian theology addresses the questions of modern culture and how your theology fits within the variety of Christian traditions and denominations over the past two millennia. In all our classes we integrate discussion about how to apply the Bible in the church, but we focus specifically on these issues in a variety of Practical Ministry classes. Since God has gifted each of you in different ways, we help you explore your gifting and the needs of the church, so you can ably share God's love with a broken world.

There are a number of different Christianity minors in the Department of Theology, each with a different emphasis. There are minors in Biblical Studies, Christian Studies, Practical Theology or Theology.

[Christianity Major Requirements](#)

[Christian Biblical Studies Minor Requirements](#)

[Christian Studies Minor Requirements](#)

[Christian Practical Theology Minor Requirements](#)

[Christian Theology Minor Requirements](#)

## **Graduate Programs**

### **Master of Arts in Apologetics**

The mission of the Master of Arts program is to develop students who are capable of serving their community and the Church successfully in a variety of vocations, including academic, parachurch, and ecclesiastical professions. The Master of Arts degree is intended to provide students with interdisciplinary training in apologetics so that they understand and engage with contemporary worldviews and culture in order to transform the world for Christ, as academics, as apologists, and as followers of Christ.

The MA in Apologetics would consist of 36 hours (consistent with many other humanities programs). The curriculum is built around core courses with a limited elective component in order to provide a focused program in which the various core components support each other for an overall comprehensive education. A requirement for the entire program is that students demonstrate a basic knowledge and understanding of the fundamentals of classical apologetics by the end of their first two

semesters, either by successfully completing PHIL 5300, Fundamentals of Apologetics, or by passing a competency exam on the material.

### [Master of Arts in Apologetics Program Requirements](#)

### [Certificate in Apologetics Program Requirements](#)

## **Master of Arts in Biblical Languages**

The Master of Arts in Biblical Languages (MABL) offers a concentrated and intensive program of study in biblical languages for students having an undergraduate major in biblical languages or having completed at least six semester hours of Greek and six semester hours of Hebrew (“Advanced Standing” Program – 30 hours of course work), and also for those without an undergraduate major in biblical languages or at least six semester hours of Greek and six semester hours of Hebrew (“Entering Standing” Program – 42 hours of course work).

### [Master of Arts in Biblical Languages Program Requirements](#)

## **Master of Arts in Philosophy**

The mission of the Master of Arts in Philosophy (MAPhil) is to develop students who are capable of serving their community and the Church successfully in a variety of vocations, including academic, parachurch, and ecclesiastical professions. The MAPhil degree is intended to offer students training in the critical and philosophical skills that are useful for their further academic study and also for their growth as followers of God. MAPhil graduates may continue their education at the doctoral level.

To earn the Master of Arts degree in Philosophy, a student must complete the following course work with no grades less than “C”.

### [Master of Arts in Philosophy Program Requirements](#)

## **Master of Arts in Theological Studies**

The HBU Master of Arts in Theological Studies (MATS) is designed to meet the needs of those planning to enter vocational or bi-vocational church ministry, of those already engaged in vocational or bi-vocational church ministry, and of those church members who wish to enhance their voluntary ministry in the church. The program is designed to enable the graduate student or graduate of this program to greater effectiveness and accomplishment in service through vocational church ministry.

The MATS is also designed to enable graduates to continue in additional graduate study or to develop programs of continuing education for personal growth in ministry. Students will study intensively in the four major areas of theological studies: biblical, historical/theological, philosophical, and practical studies.

## **The Academic Program**

The MATS program is a seminar based program. The professor/instructor who leads the seminar will expect students to participate in extensive reading, writing, and discussion concerning the subject matter of a course. Consequently, courses are not lecture based but the professor/instructor will give input as needed to enhance the instructive force of the seminar approach to the course subject matter.

Students who have an undergraduate degree in religion, biblical studies, or Christianity, where undergraduate courses taken covered the prerequisite areas of study, will be granted advanced standing upon their acceptance into the program, and will have thirty-six (36) hours remaining to earn the MATS degree. Where their undergraduate study lacks a subject area, students will be required to take the MATS level core courses. Other students will be required to take CHRI 5300. In completing the 36 hour program, all students should take six hours of biblical studies (3 hours of Old Testament and 3 hours of New Testament), six hours of theology, and three hours of philosophy.

The student will be responsible for critical essays on the major works in subject categories, ongoing evaluations by the professor/instructor on knowledge in subject categories, a major paper, and a final exam. A course in which the student received less than a “C–” will not count toward completion of the degree. The grading scale will be the University grading scale as described in this Catalog.

To earn a Master of Arts in Theological Studies, 36 semester hours are required.

[Master of Arts in Theological Studies Program Requirements](#)

**The Accelerated MATS Degree**

The Accelerated MATS program offers undergraduate Christianity majors an opportunity to begin work toward the MATS degree at the beginning of their second semester of their junior year.

In the beginning of their Junior Year (after successful completion of 60 hours) students can apply to the Accelerated MA Theological Studies program. Students must 1) have at least a 3.0 GPA in CHRI courses and overall, 2) fill out the MATS application form, 3) submit to the Dean of the School of Christian Thought, the Director of the MA in Theological Studies program and their adviser two letters of recommendation from theology professors at HBU, and 4) submit a current resume.

Accelerated MATS Requirements	Hours
Liberal Arts Core Curriculum	61
Undergraduate Christianity Major Courses (CHRI 3311, 3301, 3302, 3314, 4335, 4293 and 18 hours of upper level CHRI electives)	35
Undergraduate Elective Hours	14
Graduate MATS Hours (30 hours of 5000-6000 CHRI)	30
Total Hours in Degree Program	140

A suggested hour progression for this degree plan is as follows:

- 32 hours Freshman
- 30 hours Sophomore
- 30 hours Junior (27 hours undergraduate, 3 hours graduate)
- 24 hours Senior (15 hours undergraduate, 9 hours graduate)
- 24 hours Fifth Year (6 hours undergraduate, 18 hours graduate)

[Accelerated Master of Arts in Theological Studies Program Requirements](#)

# College of Education and Behavioral Sciences

The College of Education and Behavioral Sciences offers undergraduate, graduate and post baccalaureate programs for educators and prospective educators. Using multiple teaching methods which address a variety of learning styles, the rigorous programs emphasize active, meaningful, field-based, student-centered, and technology-rich learning. Assessments align with national standards and utilize challenging criteria that are reliable, valid, clear, fair, and performance-based. The Center for the Preparation of Professional Educators (CPPE), which is housed in the College of Education and Behavioral Sciences (COEBS) provides a number of different functions and services for students in the Educator Preparation Program (EPP). The CPPE portion of the COEBS website provides details about those functions and services: <http://hbu.edu/CPPE>

## **Education Departments (Curriculum and Instruction, Educational Leadership and Counseling, Special Populations)**

### Undergraduate Teacher Education Programs

The undergraduate programs in the COEBS fulfill the mission of the University by preparing truly professional teachers for public and private early childhood, elementary, middle and high schools based on a liberal arts foundation. Each program leads to state teacher certification, meets state, regional, and national professional standards, and is accredited by the Texas Education Agency (TEA).

Each program requires course work in academic foundations (Smith College), a teaching field, and professional teacher education. All of the requirements were cooperatively developed by HBU faculty and the School of Education Advisory Council. The Advisory Council includes the members of the University's Teacher Education Committee (education as well as arts and sciences professors), practicing professionals (teachers, administrators, regional service representatives, etc.), alumni and community members.

NOTE: The State of Texas through the Texas Education Agency (TEA), not the University, certifies teachers. Individuals desiring to teach in accredited public and private Schools in Texas must be certified through TEA. TEA frequently changes certification levels and requirements. In order to meet new TEA guidelines, the University may change requirements described in this Catalog. Students should check with the School of Education office to verify current requirements.

### **Teacher Certification Options**

- Elementary Education: Early Childhood through Grade Six (EC-6) Certifications
  - Elementary Education: EC-6 Generalist w/ESL
  - Elementary Education: EC-6 with Bilingual Certification
  - Elementary Education: EC-6 with All-Level Special Education Certification
- Middle Grades: Grades 4-8 Certifications
  - Composite Social Studies with Grades 4-8 Certification
  - Composite Science with 4-8 Certification
  - English, Language Arts and Reading with Grades 4-8 Certification
  - Mathematical Studies with Grades 4-8 Certification
- High School: Grades 7-12 Certifications
  - Composite Science with Grades 7-12 Certification
  - Composite Social Studies with Grades 7-12 Certification

- English/Language Arts with Grades 7-12 Certification
- History with Grades 7-12 Certification
- Life Science with Grades 7-12 Certification
- Mathematical Studies with Grades 7-12 Certification
- Physical Science with Grades 7-12 Certification
- Speech Communication with Grades 7-12 Certification
- All Level: Early Childhood (EC) – Grade 12 Certifications
  - All Level Art with EC- Grade 12 Certification
  - All Level Music with EC- Grade 12 Certification (See School of Music)
  - Physical Education/Kinesiology with EC- Grade 12 Certification
  - Spanish with EC- Grade 12 Certification
- Supplemental Certifications
  - English as a Second Language (ESL)
  - Special Education (EC-12)

## **Undergraduate Course work Requirements for Early Childhood through Grade Six (EC-Grade 6) Certification Area**

### **Elementary Education (EC-Grade 6) with ESL Certification**

This certification permits one to teach all subjects in general education classrooms from early childhood through grade six. Undergraduate students seeking this certification complete the Elementary Education (EC-6) with ESL major. This major includes English as a Second Language (ESL) course work sufficient to sit for supplemental ESL certification as well as gifted education course work.

[Elementary Education \(EC-6\) with ESL Certification Requirements](#)

### **Elementary Education (EC-Grade 6) with Bilingual Certification**

This certification permits one to teach all subjects in bilingual classrooms from early childhood through grade six. Undergraduate students seeking this certification complete the Elementary Education (EC-6) with Bilingual Certification major. Students learn to help children develop first and second language proficiency and to teach content material in a bilingual (English and Spanish) context. In order to begin this program, students must already be proficient in Spanish. They must demonstrate competency in reading, writing, speaking and listening in Spanish.

[Elementary Education \(EC-6\) with Bilingual Certification Requirements](#)

### **Elementary Education (EC-Grade 6) with All-Level (EC-Grade 12) Special Education Certification**

This certification permits one to teach all subjects in a “regular” education classroom from early childhood through grade six as well as special education (life skills, resource, Preschool Programs for Children with Disabilities, etc.) at those levels. It also permits one to teach Life Skills in middle school and high school, as well as special education, for the subject and for the level one is certified to teach. To simultaneously acquire EC-6 and All-Level Special Education certification, students complete the Elementary Education (EC-6) and All-Level Special Education major.

[Elementary Education \(EC-6\) w/ All-Level Special Education Certification Requirements](#)

### **Middle Grades Certification (Grades 4-8)**

This option leads to grades four through eight (4-8) teacher certification in a chosen teaching field. In the undergraduate program, it requires completion of one of the teaching field majors listed below. Each of these majors includes content area and professional education course work. The course work requirements for each program can be accessed through the link listed under the program title.

- Composite Science with 4-8 Certification  
[Composite Science \(4-8\) Teacher Certification Requirements](#)
- Composite Social Studies with 4-8 Certification  
[Composite Social Studies \(4-8\) Teacher Certification Requirements](#)
- English/Language Arts with 4-8 Certification  
[English/Language Arts \(4-8\) Teacher Certification Requirements](#)
- Mathematical Studies with 4-8 Certification  
[Mathematical Studies \(4-8\) Teacher Certification Requirements](#)

### **High School Certification (Grades 7 - 12)**

This option leads to grades seven through twelve (7-12) teacher certification in a chosen teaching field. In the undergraduate program, it requires completion of one of the teaching field majors listed below. Each of these majors includes content area and professional education course work. The course work requirements for each program can be accessed through the link listed under the program title.

- Composite Science with Grades 7-12 Certification  
[Composite Science \(7-12\) Teacher Certification Requirements](#)
- Composite Social Studies with Grades 7-12 Certification  
[Composite Social Studies \(7-12\) Teacher Certification Requirements](#)
- English/Language Arts with Grades 7-12 Certification  
[English/Language Arts \(7-12\) Teacher Certification Requirements](#)
- History with Grades 7-12 Certification  
[History \(7-12\) Teacher Certification Requirements](#)
- Life Science with Grades 7-12 Certification  
[Life Science \(7-12\) Teacher Certification Requirements](#)
- Mathematical Studies with Grades 7-12 Certification  
[Mathematical Studies \(7-12\) Teacher Certification Requirements](#)
- Physical Science with Grades 7-12 Certification  
[Physical Science \(7-12\) Teacher Certification Requirements](#)
- Speech Communication with Grades 7-12 Certification  
[Speech Communications \(7-12\) Teacher Certification Requirements](#)

### **All-Level Certification (EC – Grade 12)**

This option leads to early childhood through grade twelve teacher certification in a chosen teaching field. In the undergraduate program, it requires completion of one of the teaching field majors listed below. Each of these majors includes content area and professional education course work. The course work requirements for each program can be accessed through the link listed under the program title.

- Art with EC- Grade 12 Certification  
[All Level Art Teacher Certification Requirements](#)
- Music with EC- Grade 12 Certification (See School of Music)  
[Music Education All-Level Teacher Certification Requirements](#)
- Physical Education/Kinesiology with EC- Grade 12 Certification  
[Kinesiology All-Level Teacher Certification Requirements](#)
- Spanish with EC- Grade 12 Certification  
[Spanish \(EC-12\) with Teacher Certification Requirements](#)

### **Supplemental Certifications**

A supplemental certificate is an additional certification area that is added to another certification. It requires passage of the state's supplemental certification exam for that area. HBU offers course work that can prepare students for two different supplemental certification exams: ESL and Special Education.

### **English as a Second Language (ESL)**

This option is available as a supplemental certification area that may be added to any teaching certificate. The course work for this area of expertise (EDBI 4304 Second Language Acquisition and EDBI 4305 Methods of Teaching ESL) is included in all undergraduate EC-6 programs and some other undergraduate programs. Any education student may take these two courses then sit for the ESL supplemental exam.

### **Special Education**

This option is available as a supplemental certification area that may be added to any certificate. In the undergraduate program, EC-12 Special Education Certification may be obtained simultaneously with the EC-6 certification by completing the Elementary Education (EC-6) with All-Level Special Education major. Other students may prepare to add supplemental special education certification to their certificates by completing EDSP 4302, 4311, 4319, 4325, 4352 and 4353. Many of these are already included in their degree requirements. The special education supplemental certification applies only to the level(s) and subject(s) one is already certified to teach.

### **Policies and Procedures for Undergraduate Educator Preparation Program (EEP)**

#### **Required Pre-Program Course work**

Undergraduate applicants should take EDUC 2320: Learning and Development and EDUC 2330: Foundations of American Educational Thought during their first 30 hours. These courses are prerequisites for admission to the Educator Preparation Program. Students must earn a "C" or higher in each course in order to be admitted to the Educator Preparation Program.

In order to do fieldwork, which is required in many courses in the EPP and EDUC 2320 (a pre-program course), students must have documented criminal clearance. Criminal history clearance is also required for state licensure. **Note:** 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 the duties and responsibilities of the teaching profession. All applicants for Texas certification will be screened for a record of felony or misdemeanor conviction through the Texas Department of Public Safety (DPS) and Home Land Security.

#### **Admission to the Undergraduate Educator Preparation Program - effective Sept 1, 2014**

1. Undergraduate applicants must complete an application on Taskstream and receive approval for admittance prior to beginning the program.
2. Program admission allows students to register for professional education classes: those with the EDBI, EDEC, EDUC, EDRE, EDSP and INDC rubrics (other than EDUC 2320 and 2330).
3. Applicants may begin the program during the fall or spring semesters. Applications should be submitted on Taskstream by February 15 for fall admission and by September 15 for spring admission. All applications are to be submitted on Taskstream and audited by the Director of the Center for Preparation of Professional Educators (CPPE) in the COEBS to determine if applicants meet the program admission requirements.

#### **Admission Requirements for EPP:**

1. Completed application submitted on Taskstream by the posted due date.
2. A minimum of 45 hours completed before beginning the program.
3. A minimum cumulative grade point average of 2.75 (based on all university/college course work ever attempted)
4. Demonstration of English Oral Language Proficiency:
  - o a grade of "C" or better in an oral communication course OR
  - o a completed Speech Competency Form signed by an HBU professor AND
  - o an admission interview. If possible oral communication problems are noted in the admission interview, successful completion of an additional oral language screening assessment may be required. International students may be required to submit a TOEFL.
5. For bilingual education certifications (EC-6 Bilingual Generalists and EC-12 Spanish), successful completion of a Spanish language proficiency assessment that includes listening, speaking, reading and writing. Students who do not meet minimum standards on this assessment must successfully complete prescribed course work and/or other prescribed learning experiences in each area where the minimum was not achieved.
6. A successful admission interview. The interview will determine the following:
  - o Genuine desire to enter and follow a career in teaching
  - o Personal and social orientation which shows promise of contributing to success in the teaching profession.
  - o Physical and mental fitness which indicates potential classroom leadership.
  - o Demonstration of attitudinal dispositions that are deemed necessary for successful teaching.

Students will receive written confirmation of their admission status (including an explanation of requirements that still need to be met if admission is denied). Upon admission, student must submit a

written acknowledgement of acceptance into the EPP to the CPPE. When the acknowledgment of acceptance into the EPP is received from the student, a Texas Education Agency account will be established for the student by the CPPE. It is the student's responsibility to create a TEA login and complete the personal data portion as required by TEA.

#### **Retention in the Program:**

The following conditions are necessary for retention in the EEP program:

1. A grade of "B" or better in EDUC 4301 or 4311 must be earned in order to take additional courses in the professional education course sequence and to count either course as a prerequisite for other courses.
2. Continued demonstration of the attitudinal dispositions that qualified the student for admission to the program
3. If students fail to demonstrate an acceptable level of performance on one or more dispositions during any class or field experience, a report is filed in the School of Education office. If two reports occur, a conference is held in which difficulties are identified and means for improvement are explored. Sometimes specific interventions will be required. A third report results in a committee hearing to review difficulties and means for improvement and to determine conditions for continuance in the program.

#### **Undergraduate Clinical Teaching**

Clinical teaching is among the final requirements for a teaching certification. It must be completed during the last semester in the program prior to graduation. During the clinical teaching semester, students must also complete EDUC 4400 Clinical Teaching Seminar which meets every Tuesday afternoon.

The application for **Undergraduate Clinical Teaching must be submitted at least two semesters prior to the clinical teaching semester**. Admission to clinical teaching is not automatic upon completion of required courses. It is contingent upon approval by the Dean of the College of Education and Behavioral Sciences or her designated representative.

**Prior to entry into the undergraduate Clinical Teaching Program, the following requirements must be met:**

- Admitted to the Educator Preparation Program and satisfied all requirements for retention in the program.
- Signed and agreed to practice the Texas Professional Code of Ethics for Teachers and signed a FERPA Consent to Release Educational Records and Information Form in order to participate in clinical teaching.
- Completed at least 96 semester hours.
- Earned and maintained a cumulative 2.75 GPA or higher in all course work with no grade lower than a "C".
- Completed at least 21 semester hours in content field(s) with a GPA 2.75 or above.
- Completed all of required semester hours of professional education (*See degree plan for specific requirements*).
- Completed all course work that includes field experience.
- Earned a "B" or better grade in EDUC 4301 or 4311.
- Successfully completed EDUC 4100.

- Filed a degree plan with the Registrar's Office and the School of Education Office the first semester in the Pre-Ed Program.
- Filed for graduation with the Registrar two semesters prior to graduation.

### State Certification Exams

1. To receive state certification, prospective teachers must successfully complete the required state certification exams in both pedagogy and content areas. Bilingual certification also requires passage of the Bilingual Target Language Proficiency Test (BTLPT). High School certification in Spanish requires successful completion of the Languages Other than English (LOTE) Spanish test.
2. HBU teacher education students are not allowed to take certification exams without authorization from the Center for the Preparation of Professional Educators (CPPE). To gain approval to take a state exam, students must first pass the practice exam (representative test) administered by HBU which is offered multiple times each semester. Intensive review for these practice exams and the certification exams is provided in EDUC 4100. The CPPE section of the College of Education and Behavioral Sciences website contains the application form and calendar for practice exams as well as additional procedures related to state certification exams: <http://hbu.edu/CPPE>

### Initial Certification Application Process

Standard Initial Teaching Certifications are issued by the State of Texas, not the University. They are not automatically conferred upon graduation. Candidates must complete all requirements of a program before applying online with the Texas Education Agency for certification. **Application for certification should not begin until the last month of the graduating semester or when all program requirements are completed.** Upon successful completion of the following requirements, Houston Baptist University will recommend the candidates for certification.

#### Certification requirements include:

- All required State Assessments passed
- Application for certification completed by the student online at <http://www.tea.state.tx.us>.
- No holds on HBU account
- Degrees conferred
- Completed fingerprinting process
- Completed audit by HBU Certification Officer

For detailed instructions for applying online for certification, see the [HBU CPPE webpage](#).

### Graduate Study

HBU's vision is framed by the Ten Pillars that include embracing the challenge of Christian graduate education. Consistent with this tenet, the College of Education and Behavioral Sciences emphasizes graduate study. The HBU graduate programs prepare students for teaching careers in public and private Schools in Texas, extends the classroom pedagogical skills of teachers, and develop leaders in School administration, counseling and educational diagnosis. Both Master of Education (MEd) degree programs and Post Baccalaureate programs requiring graduate course work are offered. Seven of the MEd programs lead to initial teacher certification in the state of Texas. Others offer the possibility of adding professional certifications or simply expanding existing expertise.

## Graduate Programs in the School of Education

### **MEd Programs that lead to Initial Teacher Certification**

HBU offers the following seven graduate Curriculum and Instruction programs in which students can simultaneously earn an MEd and Texas teacher certification. Each program leads to state certification in different grades and/or subjects. Eligibility for the programs is determined by the undergraduate degree previously earned.

### **Curriculum and Instruction with EC-6 Generalist Certification**

This option leads to both the MEd degree in Curriculum and Instruction and state EC-6 Generalist certification. The student must meet all admission, retention, and certification requirements for teacher education.

[MEd \(E -6\) Generalist Certification Requirements](#)

### **Curriculum and Instruction with Certification in EC-6 Bilingual Generalist**

This option leads to both the MEd degree in Curriculum and Instruction and certification in EC-6 Bilingual Generalist. This certification permits one to teach all subjects in a Bilingual education classroom from early childhood through grade six.

### **Curriculum and Instruction with Middle Grades Certification in English Language Arts and Reading**

This option leads to both the MEd degree in Curriculum and Instruction and middle grades (4-8) certification in English Language Arts and Reading. The student must meet all admission, retention, and certification requirements for teacher education and have a certification plan completed by the certification officer.

[MEd Curriculum and Instruction \(English L/A and Reading Certification, 4-8\) Requirements](#)

### **Curriculum and Instruction with Middle Grades Certification in Math, Science, or Social Studies**

This option leads to both the MEd degree in Curriculum and Instruction and middle grades (4-8) certification in math, science or social studies. The student must meet all admission, retention, and certification requirements for teacher education and have a certification plan completed by the certification officer.

[MEd Curriculum and Instruction \(Certification in Mathematics, Sciences, or Social Studies, 4-8\) Requirements](#)

### **Curriculum and Instruction with High School Certification Grades 7-12**

This option leads to both the MEd degree in Curriculum and Instruction and high school certification (grades 7-12). The student must meet all admission, retention, and certification requirements for teacher education and have a certification plan completed by the certification officer.

[MEd Curriculum and Instruction \(7-12\) Certification Requirements](#)

Additional course work (undergraduate or graduate) in the teaching field may be required and is determined on an individual basis by the certification officer and documented in a certification plan. Certification also requires clinical teaching or an approved equivalent and successful completion of content area and pedagogy and professional responsibility (PPR) state certification exams.

### **Curriculum and Instruction with All-Level Teacher Certification in Art, Spanish, Music or Physical**

## Education

This option leads to both the MEd degree in Curriculum and Instruction and all-level Texas teacher certification in art, physical education, Spanish, or music. The student must meet all admission, retention, and certification requirements for teacher education and have a certification plan completed by the certification officer.

[MED Curriculum and Instruction \(Certification in All- Level Art, Spanish, Music, or Physical Ed\) Requirements](#)

### **Curriculum and Instruction with Certification in EC-6 Generalist and Special Education (EC-12)**

This option leads to both the MEd degree in Curriculum and Instruction and certification in Special Education (EC-12) and EC-6 Generalist. This certification permits one to teach all subjects in a “regular” education classroom from childhood through grade six as well as special education (life skills, resource, PPCD, etc.) at those levels. It also permits one to teach Life Skills in Middle School and High School as well as special education for any subject one is certified to teach at these levels.

[MED Curriculum and Instruction Certification in EC-6 and Special Education \(EC-12\) Requirements](#)

### **MEd Curriculum and Instruction Program (that does not lead to Certification)**

#### **Curriculum and Instruction**

The MEd in Curriculum and Instruction provides expertise related to curriculum content and instructional methodology. It allows individual students the opportunity to acquire expertise without the requirement of teacher certification. It also provides certified teachers the ability to increase their professional knowledge and skills and add supplemental certifications and specializations. Each Curriculum and Instruction program requires a core of courses and 18 hours of electives.

[MED in Curriculum and Instruction Requirements](#)

The following programs provide additional professional expertise and/or professional certifications (Principal, School Counselor, Bilingual Educator, Educational Diagnostician, Master Technology Teacher, and Reading Specialist). The professional certifications each have specific requirements in addition to course work including state certification exams and provision of School/district service records to document teaching experience.

#### **Bilingual Education**

This degree program is designed for already certified teachers who wish to enhance their knowledge and skills in the bilingual classroom. It also permits students who possess valid Texas teacher certification in an area other than bilingual education to add a supplemental bilingual certification. To gain admission to the Bilingual Education program, the prospective student must achieve the prerequisite scores on proficiency tests in English and in Spanish. [Upon approval of the advisor, students who already possess Texas Bilingual Education Teacher Certification may, through presentation of appropriate undergraduate equivalent courses, substitute other graduate courses for required courses in the Bilingual MEd Program.]

[MED in Bilingual Education Requirements](#)

#### **Curriculum and Instruction with a Specialization in Instructional Technology**

Students may obtain the Specialization in Instructional Technology by completing the requirements for the MEd degree in Curriculum and Instruction with a Specialization in Instructional Technology or by completing the twenty-seven (27) hours of instructional technology course work included in the degree if they already possess a graduate degree. This does not lead to initial certification, and students do not have to be certified teachers to complete this degree program, but if seeking the additional Master Technology Teacher certification offered by the state, they must have completed 3 years of teaching as a certified teacher.

[MED Curriculum and Instruction \(Specialization in Instructional Technology\) Requirements](#)

## **Counselor Education**

The School counselor today is a vital member of the educational team on each campus. They help students in the areas of academic achievement, psychological and social development, and College/career development. For a person to be certified as a School counselor, the Texas Education Agency (TEA) requires that the student have two (2) years of successful teaching in an accredited School (as a certified teacher), earn an MEd degree, be recommended by an accredited program, and successfully complete the required state certification exam. Admission to the program requires the student to be a certified teacher or demonstrate progress towards certification. The requirements for this major include a 350-clock hour practicum which must be satisfactorily completed in an accredited, university-approved school. Students who are teaching full time may require more than one semester to complete the 350 hours of internship. Students who do not complete all 350 hours in EDSP 6191, may register for additional semesters of Counseling Practicum with permission of the Dean of the College of Education and Behavioral Sciences.

[MED in Counselor Education Requirements](#)

## **Educational Administration**

The Educational Administration program prepares graduate students for positions as principals or assistant principals in elementary, middle or high schools and for such district-wide administrative positions as program directorships and supervisor or coordinator positions. To earn the Texas Standard Principal Certificate, the student must complete the thirty-seven (37) semester hours detailed through the following link, earn the MEd degree, have a valid Texas teaching certificate, have completed two (2) years of successful teaching in an accredited School, and successfully complete the certification examination required by the Texas Education Agency (TEA).

[MED in Educational Administration Requirements](#)

## **Educational Diagnostician**

The Educational Diagnostician program prepares students for professional certification by the state. Educational Diagnosticians administer individual standardized test batteries to determine eligibility of students for areas of exceptionality. Prior to admission to the Educational Diagnostician certification, an individual must hold: a baccalaureate degree from an accredited institution of higher education that at the time of attendance was accredited or otherwise approved by an accrediting organization recognized by the Texas Higher Education Coordinating Board and a valid classroom teaching certificate. To earn professional certification as an Educational Diagnostician, the student must successfully complete the forty-two (42) graduate hours listed at the following link and earn the MEd degree.

[MED in Educational Diagnostician Requirements](#)

## **Reading Education**

The campus reading specialist serves as a resource to students, parents and teachers. They will learn leadership and communication skills as well as methods for improving the reading ability of students with a variety of different needs. To earn the Texas Professional Certificate as a Reading Specialist, a student must have a valid Texas teaching certificate, three years of successful teaching experience in an accredited elementary or secondary school, and a passing score on the appropriate state certification examination.

[MED in Reading Specialist Certification Requirements](#)

## **Earning Additional Certifications after Completing a Master's Degree**

If students already have a master's degree in education, but would like to earn an additional certification, they may be eligible for a deficiency plan. This plan requires between 18 and 27 hours in the field and

will be created individually for each student based on previous course work. In order to be approved for the state certification exams, the student must be able to demonstrate 2-3 years of teaching experience in an accredited school and pass the appropriate practice exam. Approval for this exam will be given by the student's academic advisor in coordination with the director for the Center for the Preparation of Professional Educators. When the student has scored 80% or above on the practice exam, they are eligible to take the TExES exam. Students must request their service records be sent to HBU's CPPE office before the certification can be granted.

Possible deficiency plans are as follows:

- Reading Specialist Certification
- Master Technology Teacher Certification
- Educational Diagnostician Certification
- Principal Certification
- Counselor Certification
- Bilingual Supplemental Certification

### **Policies and Procedures for Graduate Teacher Education Program**

#### **Admission Requirements:**

- Hold a bachelor's degree from an accredited university.
- Cumulative undergraduate GPA of 2.75 or higher on four-point scale or a 3.0 or higher on the last 60 hours of undergraduate course work. Provisional admittance is sometimes possible. It requires that students complete six semester hours during their first semester with a GPA of 3.0 or higher in order to obtain full program admission and continue taking classes.
- Additional requirements may be required depending on degree and certification sought.

#### **Steps in Completing a MEd Degree**

Students have five years after first enrollment to complete all requirements for the graduate degree. As students progress through the program, they should do the following:

- Apply to be accepted to the HBU Teacher Education Program
- Complete all required course work with grades of "C" or higher while maintaining a 3.0 GPA
- File a degree plan by the time they complete 12 hours
- File for candidacy when they complete 18 hours
- Successfully complete the written comprehensive exam after completion of a minimum of 24 hours and two MEd core courses
- Apply to graduate two semesters before graduation

#### **Graduate Academic Load**

During any semester, a graduate student must enroll in nine or more semester hours of graduate course work to be considered a full-time student. Twelve semester hours is the maximum allowed load per semester during the fall and spring semesters with nine hours preferred. During the summer session only, a graduate student with a minimum GPA of 3.25 may register for a maximum of fourteen (14) semester hours, provided that no more than seven hours be undertaken in a four or five-week summer term. Overloads must be approved by the student's faculty advisor and the College Dean. Registration in 6

graduate credit hours is considered a half time load and enables the graduate student to be financial aid eligible.

### **Graduate Grading Scale**

Each course requires rigorous assessments of the course objectives. The same grading scale is used in all HBU graduate courses: 94 -100=A; 90-93=A-; 87-89=B+; 83-86=B; 80-82=B-; 77-79=C+; 73-76=C; 70-72=C-; 69 and below=F. In order for a student to receive credit for a course, the grade earned must be a “C” or higher.

### **Graduate Scholastic Standing**

If a student’s cumulative grade point average falls below 3.0, the student will be placed on academic probation. Probationary status can be removed only when the cumulative GPA reaches the minimum of 3.0. Each student placed on academic probation must achieve a minimum 3.0 GPA during the student’s next semester of work or he/she will be suspended and will not be allowed to apply for readmission until at least one full semester has passed. Students will then complete an application for readmission and submit it to the College of Education and Behavioral Sciences. The procedure for re-admission can be found on this link. <http://www.hbu.edu/Choosing-HBU/Academics/Registrar/Readmission-Process.aspx>

### **Graduate Transfer Credit**

There is no guaranteed transfer of credit toward a graduate degree; however, on the recommendation of the Program Director, up to a maximum of six hours of appropriate course work may be allowed in transfer from another appropriately accredited College or university. Transcripts, course descriptions and course syllabi for potential transfer credit must be sent to the program director by the second week of the student's first semester in order for the course work to be considered for transfer credit.

### **School of Education Graduate Comprehensive Examination**

In order to earn a MEd, graduate students must successfully complete a written comprehensive exam. To be eligible to take the Comprehensive Exam, a candidate must have completed a minimum of 24 hours of course work which applies toward the degree including at least two MEd core courses. This culminating assessment measures mastery of course objectives as well as capacity to think globally regarding educational theory and practice. The rigor of the comprehensive assessment demands students evaluate, analyze, and synthesize all learning experiences in the program.

### **Additional Policies and Procedures for Graduate Initial Teacher Certification Programs**

Admission to initial Graduate Teacher Certification Programs - effective September 1, 2014

Applicants must:

- Complete online forms for Graduate Admission being sure to select the MEd initial certification.
- Submit official transcripts from all universities and Colleges attended. All non-U.S. transcripts need to be evaluated by Spantran or Global Evaluators to be accepted. A minimum GPA of 2.75 is required by the state of Texas for all prospective teachers.
- Successfully interview with School of Education faculty.

**Initial Certification additional requirements:**

1. All EC-6 Generalist certifications, including those seeking Bilingual or Special Education who want to teach in EC-6 grades, require at least 3 hours of undergraduate course work in each of the following areas: English, Math, Science, and Social Studies
2. 4th-8th and 7th-12th grade certifications require 12 hours in the content area of certification, this includes those seeking certification in Special Education who want to teach in those grade levels
  - **Note:** 7-12 Math and Science certifications require 15 hours in the content area; this includes those seeking certification in Special Education who want to teach in those grade levels
  - **Note:** If an applicant does not meet these course requirements, they may take additional content course work or take a Pre-Admission Content Test (PACT) from the Texas Education Agency **prior to applying to the program** to enter the program.
3. Demonstrate English Oral Language Proficiency through a “C” or better in an oral communication course, a signed Speech Competency Form completed by an HBU professor and an admission interview. If possible oral communication problems are noted in the admission interview, successful completion of an additional oral language screening assessment may be required. International students may be required to submit a TOEFL examination.
4. Have a successful admission interview conducted by a Teacher Education Program Committee member(s). The interview will determine the following
  - A genuine desire to enter and follow a career in teaching.
  - A personal and social orientation which shows promise of contributing to success in the teaching profession.
  - A physical and mental fitness which indicates potential classroom leadership.
  - Demonstrate attitudinal dispositions that are deemed necessary for successful teaching.
5. For bilingual education certifications (EC-6 Bilingual Generalists and EC-12 Spanish), successful completion of a Spanish language proficiency assessment that includes listening, speaking, reading and writing. Students who do not meet minimum standards on this assessment must successfully complete prescribed course work and/or other prescribed learning experiences in each area where the minimum was not achieved.
6. Application for a state criminal history review and documented criminal clearance is required prior to beginning some professional development course work and is required for state licensure.
  - **Note:** 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 the duties and responsibilities of the teaching profession.
  - All applicants for Texas certification will be screened for a record of felony or misdemeanor conviction through the Texas Department of Public Safety (DPS) and Home Land Security.

## Clinical Teaching

Clinical teaching is among the final requirements for a teaching certification for those seeking initial certification on the graduate level and not doing a PBC internship. It is part of the professional education requirements. It must be done during the last semester in the program prior to graduation or certification. During the clinical teaching semester a student is required to attend EDUC 5000 Clinical Teaching Seminar on Tuesday afternoons.

The student must have signed and agreed to practice the Texas Professional Code of Ethics for Teachers and signed a FERPA Consent to Release Educational Records and Information Form in order to participate in clinical teaching.

**A *Clinical Teaching: Graduate Application* must be submitted at least 2 semesters prior to the clinical teaching semester.** Admission to clinical teaching is not automatic upon completion of required courses. It is contingent upon approval by the Dean of the College of Education and Behavioral Sciences or a designated representative.

- Admission to the Educator Preparation Program and satisfaction of all requirements for retention in the EEP.
- Signed and agreed to practice the Texas Professional Code of Ethics for Teachers and signed a FERPA Consent to Release Educational Records and Information Form in order to participate in clinical teaching.
- Completed all of required semester hours of professional education (*See degree plan for specific requirements*)
- Completed all course work that includes field experience
- Earned and maintained a cumulative 3.0 GPA or higher in all graduate course work
- Completed at least 12 semester hours as an undergraduate in their teaching field(s) with a 2.75 GPA or passed the TExES State Content test:
  - **Note:** EC-6 Bilingual certification must also pass the BTLPT State Exam to qualify
  - **Note:** EC-12 Spanish certification must also pass the LOTE State Exam to qualify.
  - **Note:** 7-12 Math certification must have completed at least 15 semester hours as an undergraduate in math with a 2.75 GPA or passed the TExES State Content test
  - **Note:** 7-12 Science certification must have completed at least 15 semester hours as an undergraduate in science with a 2.75 GPA or passed the TExES State Content test
- Passed with an 80% or above all of the required Practice State Exams
- Filed a degree declaration with the Registrar and Education Office
- Filed for graduation with the Registrar (2 semesters prior to graduation)

## State Certification Exams

To receive state certification, prospective teachers must successfully complete the required state certification exams in both pedagogy and content areas. Bilingual students must also pass the Bilingual Target Language Proficiency Test (BTLPT). High School certification in Spanish requires successful completion of the Spanish Languages Other and English (LOTE) test.

HBU initial certification graduate students are not allowed to take these exams without authorization from the College of Education and Behavioral Sciences. To gain approval to take a state exam, students must first pass the practice exam (representative test) administered by HBU multiple times each semester. The CPPE (Center for the Professional Preparation in Education) section of the College of Education and Behavioral Sciences website contains the calendar for the practice exams and the application form. <http://hbu.edu/CPPE>

Exams reviews are regularly provided by the CPPE or Testing Services Director.

## Post Baccalaureate Teacher Certification (PBC) Program

Houston Baptist University's Post Baccalaureate with Certification (PBC) program is an alternate route to attaining initial teacher certification in Texas. The HBU PBC program has been approved by the Texas Education Agency (TEA) and complies with the U. S. Department of Education's rules as an acceptable alternative route to certification program under the No Child Left Behind (NCLB) Act. The program provides the opportunity for a student with a bachelor's degree who meets all requirements for admission to the PBC program to be employed as a full-time teacher in area School districts while completing the required course work and considered "highly qualified" in accordance with applicable federal law.

Once the student has completed the 21 hours of required course work, the student may apply those hours toward the requirements of an HBU Master's Degree in Curriculum & Instruction. Each M. Ed. degree requires a minimum of 36 hours.

### Post Baccalaureate Teacher Certification Program Areas

Students in the PBC program may select one of the following certification areas:

#### EARLY CHILDHOOD – GRADE 6

EC-6 Generalist

EC-6 Bilingual Generalist

#### GRADES 7-12

English, Language Arts, & Reading, 7-12

Mathematics 7-12

Social Studies Composite, 7-12

History 7-12

Life Science, 7-12

Science Composite 7-12

#### GRADES 4-8

English, Language Arts, & Reading, 4-8

Mathematics, 4-8

Science Composite, 4-8

Social Studies 4-8

#### GRADES EC-12

Special Education EC-12

Physical Education EC-12

Art EC-12

Music EC-12

Spanish EC-12

## Course Work Requirements for Each Certification Area

### EC-6 Generalist Certification

EDRE 5310: Reading for Pre-Adolescents

EDUC 5360: Math for Pre-Adolescents

EDUC 5350: Science for Pre-Adolescents

EDUC 5380: Essential Elements of Social Studies

EDUC 6302: Elementary School Curriculum and Instruction

EDUC 6304: Children, Adolescents, and Learning

EDUC 5101: Internship I

EDUC 5201: Internship II

### EC-6 Bilingual Generalist Certification

EDUC 6302: Elementary School Curriculum and Instruction

EDUC 6304: Children, Adolescents and Learning

12 credit hours of selected EDBI course work

EDUC 5101: Internship I

EDUC 5201: Internship II

### Grades 4-8 Certification

EDRE 5330: Content Area Reading

EDSP 5302: Survey of Exceptional Children

EDUC 6301: Classroom Management

EDUC 6312: Secondary School Curriculum and Instruction

EDUC 6304: Children, Adolescents, and Learning

EDUC 5320: Teaching Methodology for Secondary Teachers

EDUC 5101: Internship I

EDUC 5201: Internship II

### Grades 7-12 Certification

EDRE 5330: Content Area Reading

EDSP 5302: Survey of Exceptional Children

EDUC 6301: Classroom Management

EDUC 6312: Secondary School Curriculum and Instruction

EDUC 6304: Children, Adolescents, and Learning

EDUC 5320: Teaching Methodology for Secondary Teachers

EDUC 5101: Internship I

EDUC 5201: Internship II

## EC-Grade 12 Special Education Certification

EDRE 5310: Reading for Pre-Adolescents  
EDSP 5302: Survey of Exceptional Children  
EDSP 5311: Diagnostic & Prescriptive Teaching for Exceptional Children  
EDSP 5319: Teaching Strategies in Special Education  
EDUC 6302: Elementary School C & I  
EDUC 6304: Children, Adolescents, and Learning  
EDUC 5101: Internship I  
EDUC 5201: Internship II

## EC-Grade 12 Art, Music, Physical Education &/or Spanish Certification

EDRE 5330: Content Area Reading  
EDSP 5302: Survey of Exceptional Children  
EDUC 6301: Classroom Management  
EDUC 5320: Teaching Methodology for Secondary Teachers  
EDUC 6302: Elementary School C & I  
EDUC 6304: Children, Adolescents, and Learning  
EDUC 5101: Internship I  
EDUC 5201: Internship II

## **Policies and Procedures for Initial Teacher Certification**

### **Required Pre-program Course Work**

To be eligible for the HBU Post Baccalaureate with Certification (PBC) program:

1. All EC-6 Generalist certifications, including those seeking Bilingual or Special Education who want to teach in EC-6 grades, require at least 3 hours of undergraduate course work in each of the following areas: English, Math, Science, and Social Studies
2. 4th-8th and 7th-12th grade certifications require 12 hours in the content area of certification, this includes those seeking certification in Special Education who want to teach in those grade levels
  - o **Note:** 7-12 Math and Science certifications require 15 hours in the content area; this includes those seeking certification in Special Education who want to teach in those grade levels
  - o **Note:** If an applicant does not meet these course requirements, they may take additional content course work or take a Pre-Admission Content Test (PACT) from the Texas Education Agency **prior to applying to the program** to enter the program.
3. Demonstrate English Oral Language Proficiency through a “C” or better in an oral communication course, a signed Speech Competency Form completed by an HBU professor, and an admission interview. If possible oral communication problems are noted in the admission interview, successful completion of an additional oral language screening assessment may be required. International students may be required to submit a TOEFL examination.
4. Have a successful admission interview conducted by an Educator Preparation Program Committee member(s). The interview will determine the following
  - o A genuine desire to enter and follow a career in teaching.

- A personal and social orientation which shows promise of contributing to success in the teaching profession.
  - A physical and mental fitness which indicates potential classroom leadership.
  - Demonstrate attitudinal dispositions that are deemed necessary for successful teaching.
5. For bilingual education certifications (EC-6 Bilingual Generalists and EC-12 Spanish), successful completion of a Spanish language proficiency assessment that includes listening, speaking, reading and writing. Students who do not meet minimum standards on this assessment must successfully complete prescribed course work and/or other prescribed learning experiences in each area where the minimum was not achieved.
  6. Have an overall GPA of 2.5 or above on the undergraduate transcript from the graduating university or a 2.75 GPA in the last 60 hours of course work.
  7. Application for a state criminal history review and documented criminal clearance is required prior to beginning some professional development course work and is required for state licensure.

**Note:** 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 the duties and responsibilities of the teaching profession. All applicants for Texas certification will be screened for a record of felony or misdemeanor conviction through the Texas Department of Public Safety (DPS) and Home Land Security. Applicants interested in a certain certification area who do not have the required content hours of course work may qualify for the program by completing additional content area course work or taking a Pre Admission Content Test (PACT) from the state of Texas. Additional information may be found at this link. [http://www.tea.state.tx.us/index2.aspx?id=2147489526&menu\\_id=2147483671](http://www.tea.state.tx.us/index2.aspx?id=2147489526&menu_id=2147483671)

### **Admission to the PBC Program**

#### **Program admission requires students to do the following:**

- Complete the online forms for Graduate Admission selecting the Post Baccalaureate option.
- Submit official transcripts from all universities and Colleges attended documenting a minimum cumulative GPA of 2.5 based on all classes attempted. All non-U.S. transcripts must be evaluated by Spantran or Global Evaluators.
- Complete an Educator Preparation Program application
- Interview with School of Education professors successfully
- Obtain a certification plan

### **Retention in the Program**

Students in the Post Baccalaureate with Certification (PBC) program are enrolled in graduate course work. Students are required to maintain a high level of performance and to comply fully with policies of the University. If a student's cumulative grade point average falls below 3.0, the student will be placed on academic probation. Probationary status can be removed only when the cumulative GPA reaches the minimum of 3.0. Each student placed on academic probation must achieve a minimum 3.0 GPA during the student's next semester of work or he/she will be suspended and will not be allowed to apply for readmission until one full semester has passed. Students will then complete an application for Readmission and submit it to the College of Education and Behavioral Sciences. The procedure for readmission is found on this link. <http://www.hbu.edu/Choosing-HBU/Academics/Registrar/Readmission-Process.aspx>

### **State Certification Exams**

A student cannot be employed by a School district, charter School, or accredited private School until the student has taken and passed the appropriate content area certification exam. Students must score 80% or higher on an HBU administered practice exam to qualify for approval by HBU to take a state exam. Review sessions and on-line modules assist students in achieving the required score. Certification exams are scheduled online through the Texas Education Agency (TEA).

### **Approval for Internship/Employment**

An internship is one of the final requirements for earning standard certification through the PBC program. The internship is a job with full teacher salary and benefits at a school district, charter school, or accredited private school.

Candidates admitted to the program will be eligible for Probationary Certification and the internship once they have completed at least two courses, participated in a minimum of 30 hours of fieldwork, passed the content area TExES exam in their certification area, and are offered a job as a teacher by a school district, charter school, or accredited private school. It is the student's responsibility to secure the job, although HBU will assist with job fairs as well as with fieldwork placements in districts. A letter stating the student's eligibility for employment will be generated by the College of Education and Behavioral Sciences.

### **Standard Teacher Certification**

Students will be recommended for standard certification once they have:

- completed the required course work for their certification area
- passed the EC-12 Pedagogy and Professional Responsibilities (PPR) exam
- completed the internship year successfully
- applied online through TEAL for standard certification in their certification area
- no holds on their account at HBU

## **Department of Psychology**

The Department of Psychology offers both undergraduate and graduate programs. The curriculum is designed to introduce the student to basic understandings in the scientific, systematic study of behavior and mental processes of organisms, including humans. The bachelor's degree with a major in psychology does not prepare the graduate for immediate placement as a professional psychologist. Consequently, students who wish to become professional psychologists must be prepared to do graduate study. Flexible course offerings at the upper level make psychology an excellent companion major to many disciplines.

### **Undergraduate Psychology**

The undergraduate psychology program fulfills the mission of the University by preparing students for many different career fields through teaching interpersonal, analytical, and critical-thinking skills that will be required in any professional environment. Students who major in psychology can expect a balanced curriculum that includes a required introductory course, methodology courses, advanced content courses and an integrating capstone experience. Students who minor in psychology can expect to take core courses that are foundational to each discipline. Furthermore, the elective offerings within the psychology minor allow students to tailor their learning in a way that best complements their chosen major. By providing multiple settings for learning: classroom, computer laboratory, informal and formal contacts with faculty and peers, field placement, externships and co-curricular activities (e.g. Psi Chi honor society), the undergraduate psychology program produces graduates who think scientifically, speak and write well, and

respect and appreciate others.

## [Psychology Major Requirements](#)

### **Graduate Programs in Psychology**

#### **Master of Arts in Christian Counseling**

To earn the Master of Arts in Christian Counseling degree, a student must complete the course requirements as outlined in the following degree plan with no grades less than "C".

1. Students must be fully admitted to the program or have departmental approval prior to taking any course work.
2. The student must be admitted to candidacy in order to receive the MACC.
3. The student must complete a minimum of forty-nine (49) graduate hours. These courses must have been completed with a GPA of 3.00 on a four-point scale with no grade less than "C" and with eighteen (18) semester hours at the 6000-level.
4. The student must demonstrate satisfactory completion of a comprehensive oral examination.
5. The student must satisfactorily complete practicum work as judged by ratings of site supervisor(s) and by faculty supervisor(s).
6. The student must receive the recommendation of the Department of Leadership & Counseling.

#### [Master of Arts in Christian Counseling Requirements](#)

Additional Information:

The course work provided meets the academic requirements for licensure as a Licensed Professional Counselor in the state of Texas. Students complete a practicum, consisting of a minimum of 450 clock hours in a University-approved counseling setting under the supervision of a licensed psychologist or licensed professional counselor-supervisor (LPC-S), as part of the degree plan. Before becoming a LPC, graduates also need to pass the National Counselor Exam, Texas Jurisprudence Exam, apply to the Texas State Board of Examiners of Professional Counselors, and complete a 3000 hour internship under the supervision of an LPC-S.

#### **Master of Psychology – General (MAP-General)**

The M.A. in General Psychology does not provide training that leads to licensure and, therefore, does not lead to independent practice. To earn the Master of Arts degree in Psychology - General, a student must complete the course work as outlined in the following degree plan with no grades less than "C".

#### [Master of Arts in Psychology Requirements](#)

MAP-General 37hour degree program

PSYC 5310 Ethical and Professional Issues in Psychology and Counseling	3
PSYC 5312 Psychological Perspectives on Marriage, the Family and Children	3
PSYC 5330 Psychology of Learning	3
PSYC 5332 Social Psychology or PSYC 5360 Cultural Psychology	3
PSYC 5353 Physiological Psychology	3
PSYC 6301 Principles of Human Development	3
PSYC 6302 Measurement and Appraisal	3

PSYC 6310 Clinical Psychopathology	3
PSYC 6320 Research Techniques and Procedures	3
PSYC 6324 Research Seminar	3
PSYC Elective	3
PSYC 6199 Thesis Defense	1
Total Hours	37

1. The student must have an official degree plan on file with the Office of the Registrar
2. The student must be fully admitted to the program or have departmental approval prior to taking any course work.
3. The student must be admitted to candidacy (achieving at least 18 credit hours with a minimum GPA of 3.0) in order to receive the MAP.
4. The student must complete a minimum of thirty-seven (37) graduate hours. These courses must have been completed with a quality point average of 3.00 on a four-point scale with no grade less than “C” and with fifteen (15) semester hours at the 6000-level.
5. The student must receive the recommendation of the Department of Psychology based upon satisfactory completion of a Master’s thesis.
6. The student must complete a computer-based comprehensive examination (i.e. the ETS Major Field Test in Psychology)

### **Master of Arts in Counseling**

MAC-Licensed Professional Counselor 49 hour degree program	
PSYC 5310 Ethical and Professional issues in Psychology	3
PSYC 5312 Marriage, Couple and Family Counseling	3
PSYC 5313 Methods and Techniques in Counseling	3
PSYC 5323 Theories of Counseling and Psychotherapy	3
PSYC 5330 Psychology of Learning	3
PSYC 5353 Physiological Psychology	3
PSYC 5360 Cultural Psychology	3
PSYC 6301 Principles of Human Development	3
PSYC 6302 Measurement and Appraisal	3
PSYC 6305 Individual Psychological Evaluation	3
PSYC 6306 Career Information and Career Counseling	3
PSYC 6308 Methods of Group Process	3
PSYC 6310 Clinical Psychopathology	3
PSYC 6320 Research Techniques and Procedures	3
PSYC 6324 Seminar in Research	3
PSYC 6343 Personality Assessment	3
PSYC 6191 Practicum in Counseling Psychology	1
Total Hours	49

1. Students must be fully admitted to the program or have departmental approval prior to taking any course work.
2. The student must be admitted to candidacy in order to receive the MAC.
3. The student must complete a minimum of forty-nine (49) graduate hours. These courses must have been completed with a GPA of 3.00 on a four-point scale with no grade less than “C” and with eighteen (18) semester hours at the 6000-level.
4. The student must demonstrate satisfactory completion of a comprehensive oral examination.
5. The student must satisfactorily complete practicum work as judged by ratings of site supervisor(s) and by faculty supervisor(s).
6. The student must receive the recommendation of the Department of Leadership & Counseling.

Additional Information: Current academic requirements for applicants to the Texas State Board of Examiners of Professional Counselors for licensure as a Professional Counselor and to the Texas State Board of Examiners of Psychologists for licensure as a Psychological Associate may be satisfied in this program.

Students complete a practicum, consisting of a minimum of 450 clock hours in a University-approved counseling setting under the supervision of a licensed psychologist or licensed professional counselor-supervisor (LPC-S), as part of the degree plan. Before becoming a LPC, graduates also need to pass the National Counselor Exam, Texas Jurisprudence Exam, apply to the Texas State Board of Examiners of Professional Counselors, and complete a 3000 hour internship under the supervision of an LPC-S. Before becoming a LPA, graduates also need to pass the Exam for the Professional Practice of Psychology, the Texas Jurisprudence Exam, and apply to the Texas State Board of Examiners of Psychologists.

### **Master of Arts in Psychology – Licensed Specialist in School Psychology (MAP-LSSP)**

The Master of Arts in Psychology- LSSP program prepares students for licensure as a Specialist in School Psychology (LSSP) and as a Psychological Associate (LPA) under the guidelines of the Texas State Board of Examiners of Psychologists (TSBEP). The MAP-LSSP program also meets the requirement for licensure as a Professional Counselor (LPC) under the guidelines of the Texas State Board of Examiners of Professional Counselors (TSBEPC).

### **Program Requirements**

To earn the MAP-LSSP degree, a student must complete the following course work as outlined in the following degree plan:

MAP-Licensed Specialist in School Psychology 60 hour degree program	
PSYC 5310 Ethical and Professional Issues in Psychology and Counseling	3
PSYC 5312 Psychological Perspectives on Marriage, the Family and Children	3
PSYC 5313 Methods and Techniques in Counseling	3
PSYC 5323 Theories of Counseling	3
PSYC 5330 Psychology of Learning	3
EDSP 6344 Educational Appraisal of Individuals with Exceptionalities	3
PSYC 5353 Physiological Psychology	3
PSYC 6301 Principles of Human Development	3
PSYC 6302 Measurement and Appraisal	3
PSYC 6305 Individual Psychological Evaluation	3
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PSYC 6306 Career Development and Counseling	3
PSYC 6308 Methods of Group Process	3
PSYC 6310 Clinical Psychopathology or PSYC 5316 Child Psychotherapy	3
PSYC 6320 Research Techniques and Procedures	3
PSYC 6324 Research Seminar	3
PSYC 6343 Personality Assessment	3
PSYC 6191 Practicum in Counseling Psychology	1
PSYC 6101 Licensed Specialist in School Psychology Internship	1
PSYC 6102 Licensed Specialist in School Psychology Internship	1
PSYC 5360 Cultural Psychology	3
EDUC 6301 Classroom Management	3
EDUC 6312 Secondary School Curriculum	3
Total Hours	60

1. The student must have an official degree plan on file with the Office of the Registrar.
2. The student must complete at least 60 hours as prescribed in the program. The required courses must be completed with a GPA of 3.0 or higher on a 4-point scale with no grade less than “C.”
3. The student must receive the recommendation of his or her major department based upon satisfactory completion of the following:
  1. An oral comprehensive examination (there may be a written component)
  2. 450 hour practicum
  3. 1200 hour internship

### **Degree Requirements for Graduation**

The student must:

1. Transfer no more than 6 semester hours from another institution while enrolled at HBU
2. Not earn a grade below “C” or fall below an overall GPA of 3.00
3. Have a degree plan on file with the Office of the Registrar
4. Achieve candidacy status (i.e. achieving 33 credit hours or more)
5. Satisfactorily complete the Practicum
6. Satisfactorily complete the Comprehensive Oral Examination
7. Satisfactorily complete the Internship

Receive the recommendation of the Psychology Department of the College of Education and Behavioral Sciences.

### **Master of Arts in Psychology – Licensed Specialist in School Psychology (MAP-LSSP) - Respecialization**

Educational diagnosticians and school counselors seeking credentialing by the Texas State Board of Examiners of Psychologists (TSBEP) as an LSSP can develop a modified plan once formally admitted to the MAP-LSSP Respecialization program. The plan will be designed according to requirements set forth by TSBEP and the Psychology Department at Houston Baptist University. At a minimum, such students will be required to complete at least 30 hours of coursework which will lead to the MAP-LSSP and include the successful completion of the Licensed Specialist in School Psychology Internship (on-campus supervision and actual placement in school setting under the supervision of an LSSP). The LSSP credential

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is granted by the TSBEP which is an independent board and not an academic program. Upon completion of the respecialization degree plan, students must apply to the TSBEP for credentialing.

**To earn a Master of Arts in Psychology –LSSP Respecialization degree, at least 30 to 36 semester hours are required.**

<b>Degree Requirements</b>		<b>HOURS</b>
PSYC 6101	LSSP Internship	1
PSYC 6102	LSSP Internship	1
	<b>Texas State Board of Examiners in Psychology (TSBEP) Requirements</b>	<b>28-34</b>
PSYC 5310	Ethical and Professional Issues in Psychology and Counseling	3
PSYC 5312	Psychological Perspectives on Marriage, the Family and Children	3
PSYC 5313	Methods and Techniques in Counseling	3
PSYC 5316 or PSYC 6310	Child Psychopathology Clinical Psychopathology	3
PSYC 5323	Theories of Counseling	3
PSYC 5330	Psychology of Learning	3
PSYC 5353	Physiological Psychology	3
PSYC 5360	Cultural Psychology	3
PSYC 6301	Principles of Human Development	3
PSYC 6302	Measurement and Appraisal	3
PSYC 6305	Individual Psychological Assessment	3
PSYC 6306	Career Counseling and Counseling	3
PSYC 6308	Methods of Group Process	3
PSYC 6320	Research Techniques and Procedures	3
PSYC 6324	Research Seminar	3
PSYC 6343	Personality Assessment	3
EDSP 6344	Educational Appraisal of Handicapped Students	3
EDUC 6301	Classroom Management	3
EDUC 6312	Secondary Curriculum and Instruction	3
PSYC 6191	Practicum	1

# School of Fine Arts

The School of Fine Arts is founded on the belief that our God is the great Artist. We worship God when we create art from the patterns he created. Whether these artistic expressions are literary, dramatic, musical, visual, or even in the field of New Media, we understand that we were made to create in imitation of our creator.

The School of Fine Arts believes that Art is integral to the living of a full life. Towards that end, we offer courses and degrees in visual arts, music, creative writing, cinema, and mass media.

## Undergraduate Programs

### Department of Visual Arts

HBU offers a Bachelor of Fine Arts and a degree with a major in art. The art program is designed to help the student develop a personal, critical attitude toward his/her life situation through creative involvement. The beginner is offered a variety of courses that provide technical training, historical background and professional competence while maintaining the dignity of individual opinion and direction. These studies are designed to generate interest and promote understanding of art, which comes in part through analysis of creative works of past and present. A Senior Seminar provides an opportunity for the student's area of specialization to be the central theme in a final project.

The Department of Visual Arts offers instruction in five basic studio areas: Drawing, Painting, Ceramics, Sculpture, and Printmaking. The members of the art faculty bring a wealth of professional experience to their studios and their students. Students in the studio areas have the unique opportunity of receiving feedback in both individual and group critique sessions. The goal of the art faculty is to nurture and encourage students of all levels of experience in finding their visual voices and developing their own visual language.

### Advanced Placement

Advanced Placement (AP) in Art may be awarded for incoming students provided that the following criteria are met:

1. The student arranges for official AP scores to be sent from high school to the HBU Registrar's Office.
2. The student presents the AP portfolio compiled through the high school art program to the HBU Art Faculty for evaluation.
3. The student receives written approval from the chair of the Department of Visual Arts to accept the scores and portfolio in lieu of a lower level art course(s).

Each evaluation will be made on a case-by-case basis. No more than six (6) semester hours may be awarded for AP credit.

## **Special Requirements**

Art majors are required to participate in annual student exhibitions and other exhibits, programs, and lectures. The University reserves the right to retain permanently one (1) work from each student in each class. The art faculty will decide the disposition of these works. Other works may be held temporarily for use in specific exhibitions. These will be available to owners no later than two (2) years after the lending date.

## **Student Exhibition Experiences**

Art majors must participate in at least one (1) approved exhibition during both junior and senior years. These opportunities must be approved by the department chair and mentored by a member of the Art faculty. Art majors are also expected to participate in the organization and presentation of the annual Student Art Exhibition (Spring Semester).

## **Exit Exam in Art**

The exit exam in Art is presented in the form of a formal portfolio review juried by a committee of Art faculty. The review is offered in the final week of Fall and Spring Semesters, and should be scheduled by the student in the semester of graduation.

## **Art**

This plan allows the student to have a major in art and another unrelated discipline. An Art major with an unrelated major has a studio emphasis for the production of art.

## **Bachelor of Fine Arts Degree**

"The Bachelor of Fine Arts in Studio is considered a professional degree according to the National Association of Schools of Art and Design (NASAD)".

The BFA, Bachelor of Fine Arts, is an excellent choice of degrees for those wishing to attend graduate school for a Master of Fine Arts.

[BFA Art Major Requirements](#)

[Studio Art Major Requirements](#)

[Studio Art Minor Requirements](#)

[Art History Minor Requirements](#)

## **Department of Journalism & Mass Communication, Creative Writing, and Theater**

### **Multimedia Arts**

In the 21st century, artists face a world of convergence. Communication is now multi-platform and multimedia—a synergy of visual arts, sound and music, story and the written word. The BFA in Multimedia Arts is designed to offer students a comprehensive, pre-professional course of study with classes drawn from each discipline in the Fine Arts. The degree begins with foundational classes in storytelling, writing, art, cinema, and music, then allows students to focus additional studies in one medium. This is paired with classes in storytelling, writing, art, cinema, and music, then allows students to focus additional studies in one medium. This is paired with multiple courses in business and entrepreneurship, as well as an internship, to prepare students to apply their artistic skills in the world of commerce and industry. A final capstone class helps students build a professional portfolio in preparation for graduation.

### **Journalism & Mass Communication**

[Journalism & Mass Communication](#) offers a unique curriculum combining Houston Baptist University's [strong liberal arts](#) foundation with cutting edge media skills in communication technology. This program is training tomorrow's leaders in journalism and mass media.

The instruction merges traditional media practices with the latest in wireless broadband multimedia. Critical thinking, visual communication, writing, interviewing, and multi-platform content distribution are emphasized throughout the curriculum and will prepare students for a career in the heart of the information age.

The courses evenly balance skills subjects in writing, reporting, audio-video production, and Internet multimedia, with critical thinking subjects like media and society, law and ethics, and new communication technologies. Discussions focus on local applications as well as the latest trends around the world. Students will be prepared for careers as on-air reporter, editor/writer, producer, radio-TV journalist, [social media](#) coordinator, media consultant, and related positions.

There are a number of ways for students to get involved in campus media-related activities. Students can write or help produce *The Collegian*, HBU's award-winning campus newspaper, or work with any number of [online media currently being produced by HBU](#).

[Journalism and Mass Communications Major Requirements](#)

[Journalism and Mass Communications Minor Requirements](#)

## **Writing**

The Writing program prepares students to explore the creative potential of the written word. Like J. R. R. Tolkien and C. S. Lewis, this program approaches the act of writing as an act of sub-creation in which the writer worships God the artist in the writing of original work. Students take intensive writing workshops in poetry, fiction, nonfiction, and playwriting with well published writers in these fields. Furthermore, through this program students connect with the rich opportunities the writing community of Houston offers such as publication experiences, professional writing internships, writing conferences, and readings from world famous writers. A Major and a Minor are offered.

### [Writing Major Requirements](#)

### [Writing Minor Requirements](#)

## **Cinema & New Media Arts**

The Cinema & New Media Arts major provides a challenging creative environment for students to develop their artistic abilities and prepare for future work in multimedia production. Taking advantage of developing technology, the curriculum is uniquely focused on new opportunities available to filmmakers and media producers in the twenty-first century. The major offers students ample opportunities for practical, hands-on experience coupled with mentorship from experienced faculty members. All of this is designed to prepare students for a variety of pursuits, from small-budget independent work to large studio productions and everything in-between.

The major requires a total of 52 credit hours, which are divided into three basic categories: *Artistic Training*, *Practical Application*, and *Media Studies*. These three types of classes ensure that students are well-trained in their craft, have ample time to exercise and sharpen their talents, and are historically grounded in a rich artistic foundation.

While two and three-year tracks are available, the major is ideally taken over four years. As freshmen, students are given an introduction to the medium as well as an overview of art, aesthetics, collaboration, and core cinematic principles. Sophomore year, students begin to specialize with training in specific disciplines. Junior year is focused on practical application, experience, and apprenticeships in the students' chosen disciplines. Finally senior year, students complete a two-semester-long capstone experience to prepare for work after College.

### [Cinema & New Media Arts Major Requirements](#)

## **Department of Music**

Houston Baptist University's Department of Music is committed to offering a world class music education where student artists expand their creative gifts, and ultimately contribute their talents to the Western classical music heritage. Designed to provide a broad aesthetic experience for both the music major and the general student, the program introduces undergraduates to the fine arts along with the theories that underlie them, and offers opportunities for creative involvement and enrichment in various ensembles. With the campus' location so near Houston's cultural center, students also regularly enjoy outstanding

artists, lecturers, theater, and other renowned musical performances.

The music curricula provide the specialization and depth of study necessary for performance (voice, piano, organ, and band instruments), theory-composition, sacred music, or teacher certification. Qualified non-majors may enroll in music electives and participate in one of the performing ensembles. Students who wish to major in music must apply for acceptance to a degree program that leads to a Bachelor of Arts (BA) in Music, a Bachelor of Music (BM) (performance—voice, piano, organ, or keyboard performance), or a Bachelor of Music Education (BME) (teacher certification).

### **Freshmen and Transfer Students**

A. Incoming freshman, transfer students, and other currently enrolled students who wish to major in music must audition (demonstrate their talent for performance) for the faculty in their major applied area before being admitted to the Department. Three or four auditions are held each year between January and August.

B. Also at the audition, incoming freshman, transfer students, and other currently enrolled students who wish to major in music must pass a music theory placement exam in order to be fully admitted to the Department of Music. Those who do not pass this exam will be required to enroll in a Fundamentals of Music Theory course (MUSI 0222). Students granted “conditional” admission will only be allowed to enroll in certain music courses. Please refer to the current Department of Music Handbook for further details.

### **Applied Music**

Individual instruction is offered in voice, piano, organ, guitar, all band instruments, and composition. All students electing applied music for credit will be required to take a jury examination at the end of each semester. Please refer to the current Department of Music Handbook for more specific information.

Music majors must be registered for applied music in their area of concentration until they pass the Sophomore Review (MUSI 0003) and meet any recital requirements (MUSI 3090 Performance Recital and / or MUSI 4090 Senior Recital).

All lower level applied music courses (lessons) will carry an MUSI 11XX or 12XX number and all upper level applied music courses (lessons) will carry an MUSI 31XX or 32XX number. Please refer to the current Department of Music Handbook for further details.

### **Music Ensembles**

Any approved student who meets the audition requirements may participate in an ensemble. Music majors must participate in Schola Cantorum (MUSI 2111), University Singers (MUSI 1113), Opera Workshop Ensemble (MUSI 1119), Chamber Music Ensemble (MUSI 2112), Band (MUSI 1111) or Guitar Ensemble (MUSI 1114) each semester in residence. Keyboard majors are required to participate in one ensemble and will be assigned accompanying duties.

Choral Activities: Music majors with an emphasis in voice must participate in Schola Cantorum (MUSI 2111), University Singers (MUSI 1113), or Opera Workshop Ensemble (MUSI 1119) each semester.

Instrumental Activities: Music majors with an emphasis in instrumental music must participate in the Chamber Music Ensemble (MUSI 2112), Band (MUSI 1111), the Guitar Ensemble (MUSI 1114) or, with Houston Baptist University Catalog 2014-2015

permission, select another ensemble each semester.

All music scholarship students must enroll in an ensemble, earn a passing grade, and remain registered as full-time students for each semester they attend Houston Baptist University. Approved non-music majors assigned to an ensemble by the Chair of the Department of Music must enroll in that ensemble, earn a passing grade, and remain registered full-time each semester in order to maintain their music grant-in-aid / scholarship. Please refer to the current Department of Music Handbook for further details.

### **Keyboard Proficiency**

All music majors must be enrolled in keyboard studies until the minimum requirements for keyboard proficiency (MUSI 0002) as set forth in the current Department of Music Handbook have been met and the examination has been passed. In certain instances, students who have passed a keyboard proficiency examination may be permitted to waive further keyboard studies. This examination shall be administered regularly at the end of each semester and at other times as required. The keyboard proficiency examination must be completed before student teaching, internship, or presentation of senior recital. Please refer to the current Department of Music Handbook for further details.

### **Sophomore Review Examination**

The purpose of the Sophomore Review (MUSI 0003) is to assess the progress made by each music major during his or her first two years of study. Students will enroll in MUSI 0003 at the end of the fourth semester (after earning about 60 semester hours of applicable music credit toward their degree) and be concurrently enrolled in MUSI 2323 Theory IV and MUSI 2123 Theory IV Lab. Transfer students with 60 hours or more of transfer credit must take the Sophomore Review Examination at the end of their first semester after being admitted to the Department of Music. It consists of four parts: 1) A well-written essay re: choice of major and career path; 2) A student performance in a Department of Music Forum; 3) An interview with Sophomore Review Committee; 4) The Cumulative Theory Exam (covering Theory I, II, III, IV). Each student will have a maximum of two attempts to pass all sections of Sophomore Review (pass / fail grade). As the required “gateway” course to all upper level (MUSI 3000 and 4000) courses, failure to pass all four parts of MUSI 0003 after two attempts will require the student to consider an alternative major degree program with the only option of a minor in music. Please refer to the current Department of Music Handbook for further details.

### **Jury Examinations In Music**

Every student enrolled in a private applied music course will be required to take a jury examination at the end of each semester of study. The jury will consist of the members of the faculty in the student’s major field of performance. Please refer to the current Department of Music Handbook for further details.

### **Student Forum and Concert Attendance Requirement**

All music majors enrolled as full-time students (12 or more credit hours) must register for and pass seven semesters of MUSI 0001, Forum Recital Attendance. Please refer to the current Department of Music Handbook for further details.

### **Student Recital Requirements**

The Bachelor of Arts (BA) in Music students are not required to perform a recital. The Bachelor in Music

Education (BME) students are required to perform one recital of 30 minutes duration (MUSI 3090). All other Bachelor of Music students are required to perform both performance (MUSI 3090) and senior (MUSI 4090) recitals. Please refer to the current Department of Music Handbook for further details.

[Bachelor of Arts \(BA\) in Music Requirements](#)

[Bachelor of Arts \(BA\) in Organ Performance Requirements](#)

[Bachelor of Arts \(BA\) in Piano Performance Requirements](#)

[Bachelor of Arts \(BA\) in Vocal Performance Requirements](#)

[Bachelor of Music \(BM\) in Music Education Requirements](#)

[Minor in Music Requirements](#)

## **Graduate Programs**

### **Master of Fine Arts in Studio Arts**

In recent years Houston Baptist University is experiencing a marvelous resurrection of a liberal arts focus and a subsequent growth in the fine arts. Since 2006, the HBU Department of Visual Arts has enjoyed a flurry of creative research activity and meteoric growth while the leadership at HBU has supported a significant increase in resources for the Department of Visual Arts. The chair of the Department of Visual Arts, Mr. Michael Collins, a well-recognized artist and teacher has shepherded the growth and transformation of HBU's visual art program. We also have a new Artist-in-Residence program for our finest full-time faculty, and our Visiting Artist program allows exceptional artists to work in our studios, interact with and teach our students, and form a creative synergy in the Department of Visual Arts.

The Artist-In-Residency program in the Department of Visual Arts currently has three Artists in Residence, [Michael Collins](#), [Jim Edwards](#) and [James Busby](#). In addition the program has a fine Gallery directed and curated by Jim Edwards, former co-curator of the Pop Exhibition at the Menil Museum and well known expert on Art of the American West and specifically Texas Art. Our lead senior faculty in the Department of Visual Arts is well recognized as award winning all participating in large numbers of invitational museum and top gallery exhibitions around the world. This experience in both the studio and also teaching excellence in the studio classroom favorably places our new MFA program as an excellent Christian alternative to larger programs in our nation, which have lost the focus of quality in many of the traditional areas of studio research.

Our MFA program offers focused study in Painting, Drawing, Printmaking, Ceramics, and Sculpture and also is supported by graduate classes in Gallery and Museum Practices. The learning objectives and outcomes for the Master of Fine Arts student include the student's acquisition of graduate-level technical proficiency in their studio disciplines. Additionally, the MFA student will obtain expertise about the contemporary art world, eras of art history and about gallery and museum practices. Outcomes will include the ability to understand the creative process, develop their own artistic styles, and create art that is reflective of social and spiritual enlightenment.

Each graduate accepted is offered a studio space on campus and the chance at teaching assistantships as

well as full scholarships for study in the MFA program. With both BFA and MFA programs the Department of Visual Arts at HBU is housed in a very impressive new state of the art 44,000 square foot facility, which possesses fully equipped labs in printmaking, painting, drawing, ceramics, and sculpture as well as working studios for its full time art faculty. This fusion of artist's faculty members making art on campus fosters a closer creative community and an opportunity for graduates to fully engage their faculty team.

Accepted graduates in the MFA program will be offered creative and teaching assistantship opportunities in Germany where our university participates in the Artz Net Werk project in Hilmsen Germany. Graduates will have professional exhibition opportunities in Germany allowing them to have this unprecedented opportunity to create and exhibit their work in Europe while in the MFA program. Our fine Visiting Artist for sculpture and ceramics Hans Molzberger is a well-known Germany artist aids in our creative activities in Germany. These opportunities for summer working and teaching abroad is yet another unique feature of our MFA program. The professional relationships, which this direct process of cultural emersion provides often opens new thinking and creative growth for professional and student artists alike harder to witness in may MFA programs.

In the final analysis, HBU's Christian philosophic base along with the univeristy's on campus lead fine art graduate faculty marks the new MFA program at HBU as a special environment for any MFA applicant seeking a critical and caring environment to complete their professional fine art training. This program's creative and sharing environment between faculty and student alike along with our study and exhibition abroad program in Germany offers a unique possibility for developing the Professional skills needed for any artist seeking a life in the professional Fine Arts realm. Please see online examples of the program's fine graduate art faculty on the School of Art website.

### **The Program:**

The HBU Master of Fine Arts (MFA) is a Christian-based, two-year studio program with specialization in the areas of two-dimensional studies (painting, drawing, and printmaking) and three-dimensional studies (sculpture, ceramics). The program is housed in a brand new, world-class building with 5 state of the art classroom lab spaces and 18 student studios. The MFA is a terminal degree and the primary goal of graduate education in the visual arts is professional excellence!

[Master of Fine Arts in Studio Arts Program Requirements](#)

# School of Humanities

The Humanities consists of subjects like history, government, literature, law, languages, communications, and the study of cultures and society. These subjects teach more than just dates, terminology, and theory. These courses are designed to get you thinking about how we live our lives, the ethical and moral dilemmas we face, and the importance of good decision-making.

The study of history, for example, allows you to examine why some leaders and nations flourish while others do not. The study of law allows you, in a safe environment, to tempt others with legal and ethical dilemmas. The study of government confronts you with fundamental questions about freedom, equality, and order. Literature invites you to consider the human experience through stories and poetry, tragedies and comedies. Family Studies allows you to understand the changing dynamics of the modern family. Communications gives you the skills to be an advocate and agent of change. Throughout all of these courses, you'll read from the greatest thinkers and writers on the subjects, from ancient times to modern.

Majoring in the Humanities gives you a great education, a transforming experience, and will prepare you for a career in a variety of fields. Your critical thinking skills will be sharpened. Your writing and speaking skills will be enhanced. You will learn to articulate complex theories and ideas, debate them in class, and discuss them with classmates. You will learn how to confront, discuss, and resolve difficult ethical, moral, and social dilemmas. Learning a second language like Spanish broadens your ability to work with others and makes you a more attractive job candidate. All of these are skills that are highly valued by employers.

In short, our Humanities programs are a great way to make the most of your College experience while also preparing for success after graduation.

## Undergraduate Programs

### Department of English and Modern Languages

#### English Language and Literature

The most powerful tool we have is language. English majors at Houston Baptist University focus on exploring both the artistry of words as well as developing the tools for critical thinking and writing. Whether it be a Shakespearean tragedy or a corporate report, those studying English can interpret the world around them and translate their thoughts into clear language, preparing them for the workplace, graduate study, and a trajectory of lifelong learning. Our graduates enter the fields of teaching, law, professional writing, creative writing, and business as they take their ability to interpret language with them into artistic, professional, and personal endeavors. Beginning with a concentration on poetry, drama and prose, and including courses in the Great Texts as well as American and British literature, English majors master both the classics and contemporary works while developing their skills in oral and written communication.

[English Major Requirements](#)

[English Minor Requirements](#)

## **Honors Program in English**

Completing the honors program in English permits English majors to enrich their educational experience and to receive academic recognition for electing the additional challenging course work. To qualify for the honors program in English, students must have completed 64 semester hours for credit (at least 32 hours at HBU); have completed ENGL 1313, 1323, 2353, 3313, 3323, 3331, and 3332; have at least a cumulative 3.25 GPA and a 3.5 GPA for English classes; have a desire to deepen knowledge and appreciation of literature; and have good study and research skills and the ability to complete self-directed work and be accepted by the department honors committee. To complete the program, students must maintain a cumulative 3.25 GPA and a 3.5 GPA for English classes; complete contract work at HBU in two of the following courses: ENGL 3373, 4311, 4313-4319, 4323-4325, 4392 and 4393; and complete HONR 4399 Honors Thesis and the oral thesis defense. Upon successful completion of the program, the student's bound Honors Thesis will be placed in the HBU library and the honors program will be noted on the student's transcript.

## **Spanish**

The course offerings in Spanish are designed to enable students to develop proficiency in understanding, speaking, reading, writing, and culture; to appreciate literature written in Spanish; and to use Spanish in their professional and leisure activities.

To be certified to teach Spanish, candidates must achieve proficiency to pass the Texas TExES Exam (reading, writing and culture) and the TOPT (speaking) with a rating of Advanced.

[Spanish Major Requirements](#)

[Spanish Minor Requirements](#)

## **Internship in Spanish**

The internship, SPAN 4385, 4386, 4387 Work Internship in Spanish, offers outstanding majors in Spanish the opportunity to use their oral and written proficiency in a supervised setting in (a) business or consulates, (b) health care, or (c) education or church work for 40 hours per credit hour for one semester. Pre-requisites: SPAN 3314 and 3324 or the equivalent. Admission to the program will be determined by the Department Intern Selection Committee. Each applicant must be of good academic standing, be classified as a junior or senior, and be working toward a degree in Spanish at Houston Baptist University and have at least a 3.0 QPA in Spanish. Interested students must take an oral proficiency test with a member of the Spanish faculty and receive a score of Intermediate High or higher. Students must also submit an application to the Department Intern Selection Committee at least one semester in advance of the scheduled internship. If accepted by the committee, the applicant must also be interviewed and accepted by the supervisor in the internship setting.

## **Honors Program in Spanish**

Completing the honors program in Spanish permits Spanish majors to enrich their educational experience and to receive academic recognition for electing the additional challenging course work. To qualify for the honors program in Spanish, students must have completed 64 semester hours for credit (at least 32 hours at HBU); have completed SPAN 1314, 1324, 2314, 2324, 3314, and 3324; have at least a cumulative 3.25 GPA and a 3.5 GPA for Spanish classes; have a desire to deepen knowledge and appreciation of literature; Houston Baptist University Catalog 2014-2015

have good study and research skills and the ability to complete self-directed work; and be accepted by the department honors committee. To complete the program, students must maintain a cumulative 3.25 GPA and a 3.5 GPA for Spanish classes; complete contract work at HBU in two of the following courses: SPAN 4305, 4306, 4307, 4313, 4343, 4344, 4392 and 4393; and complete HONR 4399 Honors Thesis and oral thesis defense. Upon successful completion of the program, the student's bound Honors Thesis will be placed in the HBU library and the honors program will be noted on the student's transcript.

## **Department of History and Great Texts**

### **History**

Studying the past provides students with a better understanding of the present. Examining the major events, movements, and personalities that have helped shape the modern era enriches a student's worldview, promotes cultural literacy, and produces enlightened citizenship. Probing and interacting with history also assists students in developing analytic and reasoning skills and in building their written and oral communication competencies. The History major prepares students for careers in law, education, business, Christian ministry, government, and archival and museum vocations.

Before enrolling in HIST 4392 Independent Research Projects and Directed Reading history majors must have successfully completed at least five upper level history courses (15 hours, HIST 3000 or 4000 level), or receive special permission from the instructor.

Information about student membership in Phi Alpha Theta (the Alpha Lambda Zeta chapter), a professional history honor society, and the criteria used for the history Honors Program is available from the department.

History majors interested in pursuing internship credit for work related to their field of study should contact the department chair. A maximum of three (3) internship credit hours will be counted toward the major.

Students interested in teaching certification programs related to history should see the School of Education section of this catalog.

[History Major Requirements](#)

[History Minor Requirements](#)

### **Great Texts**

The Great Texts program is designed for students who enjoy learning within a variety of disciplines in the humanities, and it is an ideal option for those preparing for teaching or graduate studies in the humanities. The program emphasizes critical thinking and analysis of significant literary, historical, and classical texts. Each major or minor in Great Texts completes the Shakespeare, Classical Mythology, and Great Texts in History courses. Students may also choose from a wide selection of courses in English, History, Classics, Government, Foreign Languages, Philosophy, Art, and Sociology, and have the option of choosing a concentration in Classical Studies, Medieval & Renaissance Studies, or Modern & Contemporary Studies. Please contact the program coordinator for further information.

[Great Texts Major Requirements](#)

## **Department of Law and Society**

### **Criminal Justice (Minor Only)**

A Criminal Justice minor is designed to prepare students for vocations in the criminal justice field (local, state and federal government, police, penal system, the court system, etc.). This minor will improve your basic understanding of crime and the criminal justice systems and familiarize you with the key concepts and terminology utilized in the field by focusing on three core elements: police, courts, and corrections. The program will require students to exam individual rights protected by the Constitution and balance them against a community's need for public safety and public order. The program highlights the complexities of the criminal justice discipline and encourages students to think critically and employ ethical reasoning by presenting real-life examples faced by criminal justice practitioners and asking the student to balance values, criminal procedures, and the law when coming up with solutions.

#### [Criminal Justice Minor Requirements](#)

### **Family Studies (Minor only)**

The Family Studies program is designed to provide students with a fundamental understanding of the essential dimensions of family life. Students will study the theories, contexts, and processes used to understand the dynamics of family interaction related to communication, sexuality, childhood, economics, and family roles. The Family Studies minor will help prepare students who are planning careers in fields such as marketing, counseling, ministry, social work, public administration and community service.

#### [Family Studies Minor Requirements](#)

## **Government**

The Government program focuses on theories of government, political institutions, government processes, and political behavior. Students are offered courses in political theory, U.S. foreign policy, national politics, American government, public policy, international relations, and law.

The study of government assists students in developing reasoning and analytic skills and builds competencies in written and oral communication. The Government major prepares students for careers in law, business, public service, education, journalism, or any other field that requires strong analytic and communication skills. The major also increases political awareness and promotes active citizenship and political participation.

Government majors interested in pursuing internship credit for work related to their field of study should contact the department chair. Only three (3) hours of internship credit will be counted toward the major.

#### [Government Major Requirements](#)

#### [Government Minor Requirements](#)

### **Latin American Studies (minor only)**

The minor in Latin American Studies is designed for students who have interests in the Latin American region, to better prepare them for graduate studies, for careers in international business with operations in Latin America, in politics, for work in ministries that serve individuals from the region, and other vocations. The Latin American Studies minor provides experience in interdisciplinary inquiry through a curriculum that emphasizes area-specific knowledge of political, economic, and historical movements, as well as linguistic understanding of the language of these movements.

[Latin American Students Minor Requirements](#)

### **Legal Studies/Pre-Law (Major only)**

The Legal Studies program is designed to prepare students for law school or other similar graduate education by providing a solid background in politics, philosophy, economics, and history. The program draws from several disciplines in the Humanities (Government, History, and Speech Communications) and other areas as well (Economics, Business, and Philosophy). Students in this major are introduced to topics that will help them plan for careers in law, such as business law, criminal law, and trial law. The program emphasizes our nation's founding principles, a reliance of the rule of law, and a belief in natural law as the foundation for American jurisprudence. The Legal Studies major presents a rigorous educational program that provides the fundamentals for success in graduate or law school and the practice of law while upholding ethics and values consistent with the mission of the School of Humanities and the University.

[Legal Studies Major Requirements](#)

### **Sociology (Minor only)**

The Sociology Minor is a course of study in the field of sociology that provides a background in culture, social interaction, and social institutions. Students will learn the context of social change and theoretical explanations for social experience. Sociology is a valuable liberal arts minor for students planning careers in criminology, social psychology, public administration, gerontology, ministry and market research.

[Sociology Minor Requirements](#)

### **Speech Communication (Minor only)**

The focus of the curriculum of the Speech Communication minor is to develop the argumentation and advocacy skills that are necessary for participation in a democratic society. Since ancient Greek and Roman times, public speaking has been taught both as the foundation of a liberal arts education and as an essential skill of democratic citizenship.

The speech minor is designed for students interested in argumentation and advocacy. The Department of Law and Society features a competitive mock trial team which provides students the opportunity to hone critical thinking and persuasive skills in a competitive atmosphere. Weekly practices prepare the team for local, state, and national competition.

[Speech Communication Minor Requirements](#)

# School of Nursing and Allied Health

The School of Nursing and Allied Health provides professional learning experiences in kinesiology and nursing. The School's mission contributes to the University's mission by providing academic, spiritual, and professional excellence to prepare nurses and allied health providers for service in the health care community.

## **Undergraduate Majors in Kinesiology**

### **Kinesiology**

The kinesiology curriculum is designed to introduce the student to basic understandings and skills in the areas of human movement and wellness. It fosters the total development of the individual: physically, mentally, and socially. An undergraduate student may elect to major in Kinesiology: Specialization in Teacher Education (which leads to all-level teacher certification), Kinesiology: Specialization in Wellness Management (which does not lead to teacher certification), or Kinesiology: Athletic Training (which does not lead to teacher certification). The degree plan for Kinesiology: Specialization in Teacher Education is located in this Catalog in the School of Education.

[Kinesiology Specialization in Wellness Management Requirements](#)

[Kinesiology Athletic Training Requirements](#)

### **Criteria for Admission for Athletic Training:**

1. Unconditional acceptance to HBU via Enrollment Services.
2. Completion of an athletic training internship program application with references, and interview with the athletic training staff.
3. Acceptance to HBU Athletic Training Internship Program before filing a degree plan for KINE: Athletic Training.
4. A minimum 2.5 cumulative GPA on a 4.0 scale for all high School and College work.
5. Completion of all HBU Proficiencies: Writing, Math, Reading, and Computer.
6. Contingent upon satisfactory grades, evaluation of technical standards and the interview outcomes, students will be offered an appointment in the Athletic Training Internship Program based on the number of available openings per year. Students receiving notification of acceptance into the HBU Athletic Training Internship Program will then begin his/her three year Student Athletic Training Internships. Students not accepted into the program may re-apply the following year.

### **Clinical Practicum Prerequisites:**

Documentation of the following requirements is mandatory before the student can begin clinical observation.

1. Completion of blood borne pathogen training.
2. HIPAA Training
3. CPR/AED Certification
4. Proof of immunizations (required to enter HBU by all students). The hepatitis B (HBV) 3-shot series is a highly recommended immunization for health care settings.

Selection of students for the athletic training internship program is limited; therefore, it is extremely competitive and the acceptance into the program is not guaranteed just by meeting minimum criteria.

## **Undergraduate Program in Nursing**

### **Bachelor of Science Degree in Nursing**

The Nursing faculty developed an innovative curriculum for the undergraduate nursing programs that are designed to prepare nurses who function well within the acute care setting and in specialty and community settings. The outcomes result from the inclusion of the Texas Board of Nursing (2010) *Differentiated Entry Level Competencies*, the number of clinical hours required, faculty supervision of clinical experiences, and limited observational experiences. The nursing program is organized in a curriculum framework that addresses seven dimensions of health for promoting fullness in living. The logical sequencing of the curriculum includes:

- Studies in a Christian Liberal Arts Core Curriculum.
- Prerequisites for scientific and behavioral science foundations for the study of nursing: Chemistry, Microbiology, Anatomy & Physiology, Psychology, Human Growth and Development, and Statistics.
- Development of basic knowledge, skills and values in nursing (Perspectives on the Health Care Delivery Systems, Health Assessment, Art & Science of Nursing). The focus initially is broad and inclusive of communities, groups, families and the individual.
- The focus becomes narrow with growth in understanding major concepts in nursing with application of this understanding to Individuals and Families in courses on Care of Individuals with acute, chronic, and critical illnesses, and Specialty Care which includes Care of Families with Mental Health Problems, Childbearing Families, and Families with Children.
- The BSN level is developed in a) community health, b) pathophysiology, and c) research.
- Concurrently with studies in nursing, studies continue to develop in the core studies of Christianity (9 hours required for BSN).
- The liberal arts curriculum requires demonstration of competence in reading English, writing English, math, and functional use of computer technology. The BSN students broaden their liberal arts core with studies in humanities, and fine arts.
- The graduating courses broaden to care of groups of people and families. The core Capstone course includes studies in Nursing Management and Health Care Administration.

The goal of the School of Nursing and Allied Health is to educate nurses to create health care delivery systems to meet the needs of individuals, families and groups in society. Health care focuses on health promotion and disease prevention, as well as community-based care. The curriculum reflects this focus and includes opportunities for service-based learning. All courses required for the BSN degree are offered at HBU.

Applicants to the nursing program are to meet entrance requirements of Houston Baptist University and are to manifest positive qualities of health, character and personality with the potential to develop good professional character. Objective criteria (HESI Admission Assessment scores for grammar, reading comprehension, math, and anatomy & physiology; and grade point averages, science grade point average, completion of all pre-requisites towards the degree; and hours taken at HBU), are used to rank candidates for selection for entry into the program, depending on the number of eligible candidates and availability of faculty and clinical experiences. Standardized exams are given at checkpoints throughout the curriculum and a comprehensive exam is administered at the end of the undergraduate programs. The exams are used

as measures of retention and competence to enhance students' ability to take the RN licensure exam. Failure to demonstrate retention or competence on the specified exams requires remediation. Remedial study and retesting to demonstrate retention and competence may result in delays for graduation.

Houston Baptist University's School of Nursing and Allied Health offers a rigorous nursing curriculum that includes academic and clinical performance requirements. To be awarded a Bachelor's of Science Degree in Nursing, the student must successfully complete both elements of the program. Students who receive a nursing degree from Houston Baptist University will have been exposed to the skills and knowledge necessary to pass the RN licensure exam and perform the clinical tasks typically expected of registered nurses. The Houston Baptist University School of Nursing and Allied Health does not guarantee that each person admitted to its nursing program will pass all elements of the program, or that those graduated from the program will be able to pass the licensure exam and/or secure employment as a nurse. Attaining these goals depends on the degree to which the student diligently applies him or herself to the studies, and on the economic forces influencing the health care industry. Neither of these factors is within the control of the Houston Baptist University School of Nursing and Allied Health.

The nursing programs are accredited by the following agencies:

Accreditation Commission for Education in Nursing, Inc. (ACEN)  
3343 Peachtree Road, NE, Suite 850  
Atlanta, Georgia 30326

Telephone: (404) 975-5000  
Fax: (404) 975-5020

Website: [www.acenursing.org](http://www.acenursing.org)

Texas Board of Nursing  
333 Guadalupe #3-460  
Austin, TX 78701

Telephone: (512) 305-7400  
Website: [www.bon.state.tx.us](http://www.bon.state.tx.us)

**NOTE: RN licenses are issued by the Texas Board of Nursing, not the University.** The Board of Nursing may refuse to admit a person to the R.N. licensure examination if the person has been convicted of any felony or a misdemeanor involving moral turpitude, or to any individual with lack of fitness or good character to practice nursing by any reason of physical or mental illness, intemperate use of alcohol or drugs, or unprofessional or dishonorable conduct which is likely to deceive, defraud, or injure patients or the public. Under its procedures, the Board is required to conduct a background check of these areas.

An individual enrolled or planning to enroll in the nursing education program who has reason to believe he or she may be ineligible for the R.N. license, may petition the Texas Board of Nursing for a declaratory order as to the person's eligibility. Neither the University nor its faculty can answer this question for a person. The Board of Nursing may be reached at: Texas Board of Nursing, 333 Guadalupe #3-460, Austin, TX 78701, (512) 305-7400 website: [www.bon.state.tx.us](http://www.bon.state.tx.us).

## **Bachelor of Science in Nursing (BSN)**

The BSN program prepares graduates to promote health and healing through direct care and management and coordination of care for individuals, families, groups, and communities. There is a core curriculum required of all undergraduate nursing students. The program prepares graduates to take the examination for Registered Nurse (R.N.) licensure offered by the Texas Board of Nursing.

### [Bachelor of Science in Nursing Major Requirements](#)

#### **Admission Procedures and Policies for the Baccalaureate Degree in Nursing**

To be considered for admission to the Bachelor of Science in Nursing degree program, applicants are required to have:

- Been accepted to HBU through the general undergraduate admission process.
- Met the minimum 3.0 GPA **cumulative**, in **Science**, and **HBU**
- Transcripts that reflect no more than two grades of "D" or "F" in the required science courses, or more than one grade of "D" or "F" in a nursing course (**if more, not eligible for admission**)
- Attended the Nursing Information Session.
- Completed the HESI entrance exam based on **two (2) attempts only** to achieve the 80% score on each sub-section (Reading Comprehension, Grammar, Math), and the Anatomy & Physiology sub-section (no minimum score required).
- Completed all nursing prerequisite courses (see above) with grade of "C" or better.
- Completed all HBU Proficiencies: Writing, Math, Reading, and Computer.
- Been selected for program entry through the candidate ranking process.
- A clear criminal background check and no evidence of drug or alcohol use/abuse.

#### **Progression in the Program**

To progress to the nursing courses involving direct patient care, students are required to have:

- An overall GPA of 2.5 or higher.
- No grade less than a "C" in the nursing courses.
- Satisfactory performance on the Math Proficiency Exam for Nurses.
- Transcripts that reflect no more than two grades of "D" or "F" in the required science courses, or no more than one grade of "D" or "F" in a nursing course.
- Demonstrated proficiency in the required competencies at the Novice Level, Advanced Beginner, and Graduating Level Curriculum Checkpoints by passing an examination, demonstrating safe practice and critical thinking while performing nursing skills, and providing a portfolio at Novice and Graduate levels.
- A clear criminal background check and no evidence of drug or alcohol use/abuse.
- Completed hospital orientation modules, including any specific orientation requirements for assigned clinical agency.
- Current CPR for health care providers, including newborn, infant, pediatrics and adult, and AED training.
- Updated required immunizations.
- Updated annual tuberculosis screening.
- A current statement of good health from a physician.

## **Graduation**

Candidates eligible for graduation with a Bachelor of Science in Nursing degree are required to:

- Complete a minimum of 125 semester hours for the baccalaureate degree in nursing with a GPA of 2.5 or higher.
- Have earned the prescribed number of points in the Nursing Student Association and demonstrated competence as required for the curriculum checkpoints.
- Apply to take the State Board Examination for RN licensure.
- Complete all general requirements for graduation as outlined in the Catalog.

# College of Science and Mathematics

The College of Science and Mathematics offers a B.S. degree with options of majors in biology, biochemistry-molecular biology, chemistry, mathematics and physics. B.S. degree options for majors for students pursuing teacher certification are composite science, life science, mathematical studies, and physical science.

The College of Science and Mathematics faculty members are deeply committed to undergraduate teaching and research. One-on-one interactions with faculty members are the norm in this College. Research opportunities with faculty are available to undergraduates. Students are also encouraged to participate in summer internships and research programs at other universities and research institutions.

## Undergraduate Programs

### Department of Biology

#### Major in Biology

The Biology Department at Houston Baptist University emphasizes the biomedical/biotechnology area of biology. HBU Biology is especially strong in Cell and Molecular Biology, Microbiology, and Animal Systems. The program, taught by faculty with earned Doctorates, prepares students for a wide variety of careers including health professions, graduate School, nursing, education, and industry.

Graduates of HBU Biology have become PhDs, physicians, dentists, bio technicians, researchers, teachers, and other interesting professions. They work in the fields of allied health, quality control, ecology, animal and plant science, consulting, lab management, forensics, and related sales areas.

HBU Biology prepares students for their careers by offering biology courses with an academically rigorous, contemporary curriculum. HBU Biology faculty serve as mentors to enable students to develop professional attitudes required for success and service.

HBU Biology provides mentoring and experiences that enable students to grow in a Christian environment that integrates the principles of biological sciences with their faith.

Departmental honors are available in Biology.

[Biology Major Requirements](#)

[Biology Minor Requirements](#)

#### Major in Biochemistry-Molecular Biology

The College of Science and Mathematics provides the interdisciplinary training necessary to prepare students for success in careers in the biological and biochemical sciences. HBU faculty from Biology, Chemistry, Math and Physics teach and mentor in this major. The Biochemistry-Molecular Biology (BCMB) major incorporates the training needed for students to compete for spaces in medical school, dental school and graduate programs in the biological and biochemical sciences, in addition to entry-level

employment in biomedical research at academic institutions and in the biotechnology industry. Departmental honors are available in BCMB.

### [Biochemistry-Molecular Biology Major Requirements](#)

## **Department of Chemistry**

### **Major in Chemistry**

The chemistry major includes courses in biochemistry as well as general, inorganic, organic, analytical, and physical chemistry. Calculus I and II and two courses in calculus-based physics are also required. The curriculum provides laboratory experiences and includes a senior research project. Internships and additional undergraduate research opportunities, outside of course requirements, are available to qualified chemistry majors. Chemistry graduates commonly pursue graduate school, industrial employment, and further study in various health professions.

### [Chemistry Major Requirements](#)

### [Chemistry Minor Requirements](#)

## **Department of Mathematics & Physics**

### **Major in Mathematics**

The mathematics major combines course work in both pure and applied mathematics with computer applications. It is designed to prepare students for graduate study or for careers in business, government, and industry. Mathematics courses are also offered to support other programs, including business, chemistry, education, engineering, the health professions, and physics.

Mathematics graduates often find employment with companies in technological fields such as computer science, engineering, statistics, and actuarial science, but are also highly-valued by employers in non-technological fields because of their proven problem-solving abilities. A mathematics degree also provides a solid foundation for students who wish to pursue further studies.

Departmental honors are available in Mathematics.

### [Mathematics Major w/ Applied Math Track Requirements](#)

### [Mathematics Major w/ Pure Math Track Requirements](#)

### [Mathematics Major w/ Pure and Applied Math Track Requirements](#)

### [Mathematics Minor Requirements](#)

### **Major in Physics**

The physics program at HBU provides a firm foundation in the theoretical and experimental aspects of physics. In addition, the physics program offers courses for non-science majors: Physics for the Liberal Arts Mind; Astronomy and the Universe; Physics of Sound. Currently, the faculty is involved in

theoretical, experimental, and applied physics research. Areas of research include biophysics, supersymmetry, and methods of teaching physics.

### [Physics Major Requirements](#)

### [Physics Minor Requirements](#)

### **Teacher Certification** (See [College of Education and Behavioral Sciences](#))

The Colleges of Science and Mathematics and Education and Behavioral Sciences cooperatively offer teacher certification in the following areas:

- 4-8 Composite Science
- 4-8 Math Studies
- 8-12 Composite Science
- 8-12 Life Science
- 8-12 Math Studies
- 8-12 Physical Science

## **Pre-Professional Programs**

The College of Science and Mathematics also offers (in addition to advising for HBU degree requirements) specialized advising for students planning to continue their education after obtaining a degree from HBU by attending medical, dental, optometry, pharmacy, physical therapy, physician assistant, or an engineering school. The requirements as listed below are frequently updated by maintaining close contact with all professional schools. However, professional schools are continually modifying their curriculum, so students should consult with the health professions director and/or the director of the pre-engineering program for the most current requirements for a post-baccalaureate program.

### **Pre-Engineering Program**

The pre-engineering program is designed to allow students to complete an engineering degree after one or two years of full-time study at HBU and approximately three or four years of full-time study at an engineering school. The exact time required will depend on the school and the field of engineering chosen. The program allows students to take all, or nearly all, of their math and science courses and some of their general elective courses at HBU before transferring. The courses recommended below are intended to provide the student with a strong background regardless of which engineering school or field of engineering he or she chooses. Most, but not all, of these courses are required by many engineering schools and for many fields of engineering. Students may, at their discretion, substitute other courses for those recommended. The program director in engineering will provide students with advice and assistance in selecting courses, but it is the responsibility of all students to check with the university that they plan to attend after leaving HBU to verify that the courses taken at HBU will satisfy that school's requirements.

### **Recommended Program of Study**

#### **First Year**

FYS 1100<sup>1</sup>

CHEM 2415, 2416

ENGL 1320, 1330

GOVT 2313<sup>2</sup>  
HIST 2313, 2323<sup>2</sup>  
MATH 1434<sup>3</sup>, 1451 or MATH 1451, 1452

### **Second Year**

MATH 1452 (if not taken in first year)  
MATH 2423, 2451, 3333, 3364, 3404  
PHYS 2413, 2423  
Other General Electives<sup>4</sup>

### **Notes:**

<sup>1</sup>Required by HBU for all beginning freshmen or transfer students with fewer than 15 semester hours credit.

<sup>2</sup>GOVT 2313, HIST 2313, and 2323 are recommended in part because six hours of American history and six hours of American and Texas government are required by all state universities in Texas.

<sup>3</sup>This course may be omitted by students who make a satisfactory score on the Calculus Placement Test (CPT). Those students should take MATH 1451 and 1452 during their first year. On the other hand, students with deficiencies in their mathematical background may need to take MATH 1313 and/or MATH 1323 before taking MATH 1434.

<sup>4</sup>The following courses satisfy degree requirements at many engineering Schools and are recommended for students who want to take additional general elective courses at HBU before transferring, but it is the responsibility of all students to check with the university that they plan to attend after leaving HBU to verify that the courses taken at HBU will satisfy that School's requirements: PSYC 1313 or SOCI 1313, ECON 2311 or 2312, COMM 1323, WRIT 3345, and ART 2343

### **Pre-Medical / Pre-Dental Program**

The pre-medical/pre-dental program is open to all HBU students interested in a career in medicine or dentistry. The program is not a major, rather it is a series of classes and activities designed to prepare students for entry into these schools. The course work, shown in the table below, consists of the pre-requisite courses required by the majority of the public medical and dental schools in Texas. These courses must be completed prior to entry. Some professional Schools, especially private schools, may have slightly different requirements. Activities in the program include membership and participation in the appropriate pre-professional student organization (Alpha Epsilon Delta, the pre-professional honor society and the Pre-Dental Society), trips to medical and dental schools, and workshops offered by the Health Professions Office. Students should check the bulletin board on the second floor of the Cullen Science building for information about scheduled activities. Students are also encouraged to seek shadowing opportunities with area health care professionals and to perform community service as individuals or in conjunction with AED and PDS.

Entry into a health professions school is a competitive process. Successful students are encouraged to fulfill all course pre-requisites during their first 2.5 years, take the MCAT/DAT during their junior year, and apply to medical/dental school the early summer after their junior year. Students must also acquire a letter(s) of evaluation as part of their application package.

The letter(s) can be in either of two forms:

- The first form is the **Composite Letter of Evaluation Package**. This type is the one preferred by the professional schools. This package contains comments by the science

faculty, advisors, and evaluations performed by the Applicant Evaluation Committee. In order to obtain this letter, a student must:

1. Complete 30 semester hours at HBU, of which 16 are science courses
  2. Complete 13 of the 14 pre-requisite courses listed in the table below. If 13 classes have not been completed, the student will be referred to the Medical Professions Advisory Committee, for evaluation and comments to be included in the Evaluation Package.
  3. Register with the Health Professions Office (room S219) to indicate their intention to apply to medical/dental school. This registration should occur between January 15 and March 1 of the application year.
  4. Attend a 30 minute scheduled interview with the Applicant Evaluation Committee during the spring semester prior to application. In addition to these requirements, students are highly encouraged to attend the series of 3 workshops designed to acquaint students with the on-line Texas Medical and Dental Application Service, the format of a successful personal statement, and the expectations of the medical school faculty at the interview.
- The second form is the Individual Evaluation Letter Package. This type can be used in lieu of the Composite Package, if the student cannot attend the interview/ workshops or register in advance, as required above. This package consists of two individual recommendation letters from faculty members, a cover letter by the Health Professions Office and may also include a letter from a health care professional. To obtain this letter, a student must:
    1. Complete 24 semester hours at HBU, of which 16 are science courses
    2. Register with the Health Professions Office and turn in the two recommendation letters, obtained from professors in your major. We recommend that you include at least one science professor. Students must realize that it often takes several weeks before an Evaluation Package of any type can be mailed to the various schools. Students applying to more than 10 schools, will be charged for mailing costs. The Health Professions Office does not include transcripts. Transcripts must be ordered by the student from the Office of the Registrar and sent directly as instructed in the application.

Pre-Medical and Pre-Dental prerequisite courses may change at any time without notice to Houston Baptist University. Some of the listed courses may have prerequisite requirements.

### **Medical and Dental School Requirements**

BIOL 2454 General Biology I

BIOL 2455 General Biology II

BIOL 3301 Cellular and Molecular Biology

Four advanced hours (3000-4000) of Biology including Lab

CHEM 2415 General Chemistry I

CHEM 2416 General Chemistry II

CHEM 3131 Organic Chemistry Laboratory

CHEM 3313 Organic Chemistry I

CHEM 3132 Organic Chemistry II Laboratory

CHEM 3333 Organic Chemistry II

(CHEM 4373 Biochemistry – required by some medical and dental Schools)

MATH 3401 Introductory Statistics for the Life Sciences

PHYS 1416 General Physics I  
OR  
PHYS 2413 Principles of Physics I (if required for major)  
PHYS 1417 General Physics II  
OR  
PHYS 2423 Principles of Physics II (if required for major)  
PSYC 1313 General Psychology & SOC 1313 Principles of Sociology are recommended in order to prepare for the MCAT beginning in 2015

### **Pre-Chiropractic Program, Texas Chiropractic College**

This is a guide to the required courses for admission to Texas Chiropractic courses. Some of the listed courses may have prerequisite requirements. It is the student's responsibility to check often with Texas Chiropractic College for any updates as these requirements may change without notice to HBU. For other entrance requirements, students should contact Texas Chiropractic College.

### **Science and Math Core**

BIOL 2454 General Biology I  
BIOL 2455 General Biology II  
CHEM 2415 General Chemistry I  
CHEM 2416 General Chemistry II  
CHEM 3131 Organic Chemistry I Laboratory  
CHEM 3132 Organic Chemistry II Laboratory  
CHEM 3313 Organic Chemistry I  
CHEM 3333 Organic Chemistry II  
\*PHYS 1416 General Physics I & PHYS 2417 General Physics II **OR**  
PHYS 1416 General Physics I & \*MATH 3401 Introduction to Statistics  
ENGL 1320 Writing for Wisdom I  
ENGL 1330 Writing for Wisdom II  
PSYC 1313 General Psychology  
CISM 1321 OR demonstrated proficiency  
15 hours of humanities or Social Science courses

### **Pre-Optometry Program**

This is a guide to the most frequently required courses. Not all courses will be required by all optometry Schools. Pre-optometry prerequisite courses may change at any time without notice to Houston Baptist University. Some of the listed courses may have prerequisite requirements. It is the student's responsibility to check often with the professional School for any updates. Students are encouraged to participate in the activities of our Pre-Optometry Professional Society (POPS).

### **Optometry School Requirements**

BIOL 2454 General Biology I  
BIOL 2455 General Biology II  
BIOL 3301 Cellular and Molecular Biology  
BIOL 3414 Microbiology  
BIOL 3454 General Physiology  
BIOL 3456 Advanced Human Anatomy

CHEM 2415 General Chemistry I  
CHEM 2416 General Chemistry II  
CHEM 3131 Organic Chemistry I Laboratory  
CHEM 3132 Organic Chemistry II Laboratory  
CHEM 3313 Organic Chemistry I  
CHEM 3333 Organic Chemistry II  
CHEM 4373 Biochemistry  
MATH 1434 Precalculus Mathematics  
MATH 1451 Calculus I  
PHYS 1416 General Physics I OR PHYS 2413 Principles of Physics I  
PHYS 1417 General Physics II OR PHYS 2423 Principles of Physics II  
PSYC 1313 General Psychology  
PSYC 2301 Introductory Statistics for the Behavioral Sciences OR MATH 3401  
Introductory Statistics for the Life Sciences

### **Pre-Pharmacy Program**

Students who plan to enter the field of pharmacy may complete the prerequisite courses at Houston Baptist University before applying for admission to a school of pharmacy.

This is a guide to the most frequently required courses. Not all courses will be required by all pharmacy schools. Pre-Pharmacy prerequisite courses may change at any time without notice to Houston Baptist University. Some of the listed courses may have prerequisite requirements. It is the student's responsibility to check often with the professional school for any updates.

### **Pharmacy School Requirements**

BIOL 2454 General Biology I  
BIOL 2455 General Biology II  
BIOL 3301 Cellular and Molecular Biology  
BIOL 3414 Microbiology  
BIOL 3444 Genetics  
BIOL 3454 General Physiology  
BIOL 3456 Advanced Human Anatomy  
CHEM 2415 General Chemistry I  
CHEM 2416 General Chemistry II  
CHEM 3131 Organic Chemistry I Laboratory  
CHEM 3132 Organic Chemistry II Laboratory  
CHEM 3313 Organic Chemistry I  
CHEM 3333 Organic Chemistry II  
ECON 2311 Microeconomics or ECOM 2312 Macroeconomics  
ENGL 1320 Writing for Wisdom I  
ENGL 1330 Writing for Wisdom II  
ENGL 2315 Great Works of Literature I  
HIST 2313 U.S. History to 1877  
HIST 2323 U.S. History from 1877  
MATH 1434 Precalculus  
MATH 1451 Calculus I  
PHYS 1416 General Physics I OR PHYS 2413 Principles of Physics I  
PHYS 1417 General Physics II OR PHYS 2423 Principles of Physics II

GOVT 1313 Introduction to Government  
GOVT 2313 American and Texas Government  
PSYC 1313 General Psychology  
PSYC 2301 Introductory Statistics for the Behavioral Sciences OR MATH 3401  
Introductory Statistics for the Life Sciences  
COMM 1323 Rhetoric and Public Speaking  
Fine Arts: 3 hours

### **Pre-Physical Therapy Program**

This is a guide to the most frequently required courses. Not all courses will be required by all physical therapy schools. Pre-Physical Therapy prerequisite courses may change at any time without notice to Houston Baptist University. Some of the listed courses may have prerequisite requirements. It is the student's responsibility to check often with the professional School for any updates.

Since programs vary in entrance requirements, students should confirm the specific admission requirements for each school. The requirements below are representative of most programs.

### **Physical Therapy School Requirements**

BIOL 2241 Medical Terminology  
BIOL 2454 General Biology I  
BIOL 2455 General Biology II  
BIOL 3301 Cellular and Molecular Biology  
BIOL 3454 General Physiology  
BIOL 3456 Advanced Human Anatomy  
CHEM 2415 General Chemistry I  
CHEM 2416 General Chemistry II  
COMM 1323 Rhetoric and Public Speaking  
ENGL 1320 Writing for Wisdom I  
ENGL 1330 Writing for Wisdom II  
MATH Varies by School  
PHYS 1416 General Physics I OR PHYS 2413 Principles of Physics I  
PHYS 1417 General Physics II OR PHYS 2423 Principles of Physics II  
PSYC 1313 General Psychology  
PSYC 2301 Introductory Statistics for the Behavioral Sciences OR MATH 3401  
Introductory Statistics for the Life Sciences  
PSYC 2364 Abnormal Psychology OR PSYC 3313 Human Growth and  
Development  
SOC 1313 Principles of Sociology  
WRIT 3345 Technical Writing

### **Pre-Physician Assistant Program**

Students who plan to enter the field of Physician Assistant may complete the prerequisite courses at Houston Baptist University before applying for admission to a Physician Assistant program.

This is a guide to the most frequently required courses. Not all courses will be required by all physician assistant schools. Pre-Physician Assistant prerequisite courses may change at any time without notice to Houston Baptist University. Some of the listed courses may have prerequisite requirements. It is the

student's responsibility to check often with the professional school for any updates.

**Physician Assistant School Requirements**

BIOL 2241 Medical Terminology-Recommended

BIOL 2454 General Biology I

BIOL 2455 General Biology II

BIOL 3301 Cellular and Molecular Biology

BIOL 3335 Nutrition

BIOL 3414 Microbiology

BIOL 3444 Genetics

BIOL 3454 General Physiology

BIOL 3456 Advanced Human Anatomy OR BIOL 3464 Comparative  
Vertebrate Anatomy

BIOL 4464 Immunology

CHEM 2415 General Chemistry I

CHEM 2416 General Chemistry II

CHEM 3131 Organic Chemistry Laboratory I

CHEM 3313 Organic Chemistry I

ENGL 1320 Writing for Wisdom I

MATH 1313 College Algebra

PSYC 1313 General Psychology

PSYC 2301 Introductory Statistics for the Behavioral Sciences or MATH 3401  
Introductory Statistics for the Life Sciences

PSYC 2364 Abnormal Psychology OR PSYC 3313 Human Growth and  
Development

# Smith College of Liberal Arts

## Undergraduate Programs

### The Honors College

Admission to the Honors College is by application only. There are no minimum SAT, ACT, or GPA requirements to apply to the Honors College, but students who have been admitted to the Honors College in recent years have had an average SAT score of 1280 (which is equivalent to an average ACT score of 29) and an average high school GPA of 3.6. (The SAT score includes only the critical reading and mathematics scores.) Because the ideal Honors College candidate is a well-rounded individual who excels in a diversity of fields, strong applications to the Honors College usually include two letters of recommendation (one academic, one character) and evidence of leadership experience and service to the church and community.

The mission of the HBU Honors College is to provide students with an interdisciplinary curriculum rooted in the Christian faith that cultivates knowledge, character, and wisdom by examining the great works of Western civilization and exploring timeless questions.

The Honors College provides a unique general education core curriculum in the liberal arts, social and natural sciences for exceptional undergraduates. It fosters curiosity and creativity, challenges students to grow intellectually, socially and spiritually, and inspires life-long learning.

Students in the Honors College examine the great works of Western civilization and hone their reading, writing and critical thinking skills through spirited discussions with their peers and distinguished faculty. Some courses are taught by a team of professors so that students learn from various perspectives and recognize the interconnectedness of all knowledge.

Only students accepted into the Honors College may take Honors College courses. The Honors Scholars do not take the complete complement of Liberal Arts Core Curriculum courses since the Honors College curriculum meets the general education requirements of the University. In addition, students must complete the University mandated competencies (see below). The Honors curriculum does not constitute a major but does provide the foundation courses for any undergraduate degree offered by the University.

Honors College classes are taught in a seminar setting and are structured to include co-curricular activities including symposia, roundtables, undergraduate research, service learning projects, and broad exposure to cultural and learning opportunities in Houston and beyond. Honors Scholars are encouraged to participate in additional learning experiences including study abroad programs, the National Honors College convention, and others.

Honors College students are required to complete the Honors Core (43 hours) plus all university mandated competencies. Students who leave the Honors College prior to completing the Honors core will be required to meet the Liberal Arts Core Curriculum requirements not met by analogous courses in the Honors College core curriculum. The Liberal Arts Core Curriculum courses do not meet the Honors College core requirements and may not be substituted for Honors classes.

### [Honors College Requirements](#)

## **Bachelor of Arts, Interdisciplinary Studies Major**

The Interdisciplinary Studies program is designed to offer students the opportunity to form a course of study across disciplines. There is a long and fruitful history of scholars exploring multiple areas in support of their projects. The interdisciplinary degree is suited for students whose academic or personal goals require that they take courses from a number of different disciplines across the university and who are best served by not majoring in any particular field. The classes taken are ones that are offered by the existing academic units on campus. There are no classes that are only Interdisciplinary Studies classes and there is no Interdisciplinary Studies department. Students should work closely with their advisor in determining whether or not this degree is right for them and for determining what classes will best suit their goals.

### [Bachelor of Arts, Interdisciplinary Studies Requirements](#)

## **Bachelor of Arts, Managerial Studies Major**

The Managerial Studies program is designed to offer students the opportunity to maximize the benefit of attending a University with a strong liberal arts focus, while simultaneously gaining marketable skills in the business disciplines. The BA in Managerial Studies includes a “concentration” requirement (Management; Marketing; or International Business) that infuses the market value of a business major into the broad liberal arts preparation of a Bachelor of Arts degree.

### [Bachelor of Arts, Managerial Studies Management Concentration Requirements](#)

### [Bachelor of Arts, Managerial Studies International Business Concentration Requirements](#)

### [Bachelor of Arts, Managerial Studies Marketing Concentration Requirements](#)

## **Graduate Programs**

### **Masters of Liberal Arts**

The Master of Liberal Arts (MLA) offers students an interdisciplinary panorama of knowledge in art, literature, history, culture, and science. The MLA is designed for those who have completed their undergraduate education but who wish to continue intellectual enrichment in a formal academic environment. A thesis option is available.

Students in the MLA program represent a variety of educational backgrounds and ages. The degree is of particular interest to those in areas such as education, business, law, medicine, and engineering who desire a high level inquiry into the liberal arts. Classes meet once each week in the evening. A selection of courses from the various liberal arts is offered each semester.

The Master of Liberal Arts program at HBU is dedicated to training students in the classical model of education, preparing them to serve in a variety of professions and vocations. The degree is designed for students desiring a broad and deep course of study in the Liberal Arts with an emphasis on the Great

## Books of the Western Tradition.

While the MLA at HBU is flexible enough to satisfy the particular interests of each student, we do not subscribe to the common “grab bag” approach to Liberal Arts. Instead, we provide a core of twelve elective courses in the Western Tradition that is both chronologically progressive and cohesive to enable students to grasp the flow and development of ideas that have shaped the modern world. Other elective courses are focused on essential figures (i.e. St. Augustine), periods (i.e. Tudor England), and topics (i.e. democracy, logic, church/state relations). Also, the MLA encourages students to craft their degree around one of three optional areas of emphasis (Classical Learning, Research, and General Liberal Arts).

[Master of Liberal Arts Program Requirements](#)

# Course Descriptions

# Accounting (ACCT) Course Descriptions

## ACCT 2301 Principles of Accounting I

An introduction to the identification and analysis of business transactions and the financial accounting information system that captures them. Included is the flow of activities within the system culminating in the four basic financial statements of a for-profit business. Emphasis is placed on the use of these financial statements to make business credit and investment decisions.

## ACCT 2303 Principles of Accounting II

Prerequisite: ACCT 2301

An introductory course designed for managers throughout the organization and the tools they use in performing the planning and controlling of operations. Students will be introduced to: internal use reporting developed from the accounting information system; budgeting; determining product costs; and analyzing costs as to function and behavior. Interesting questions are discussed such as: How does a manager use accounting goals to motivate employees? How does a marketing department determine price? How does an organization determine what data to capture in the accounting information system?

## ACCT 3303 Cost Accounting

Prerequisites: ACCT 2303; ECON 2311; BUSA 2311

An in-depth study of the accounting tools managers use in performing the planning and controlling of operations. Students will develop and analyze internal reports for service as well as manufacturing companies; determine how the cost of a product is determined under several cost flow systems; allocate the costs of support departments; prepare detailed variances and interpret the results.

## ACCT 3304 Individual Income Taxes

Prerequisites: ACCT 2303; ECON 2311; BUSA 2311

Current federal revenue acts affecting individual tax returns; procedures for computing the income tax liability of individuals. Practice in solving typical problems and in the preparation of tax returns.

## ACCT 3311 Intermediate Accounting I

Prerequisites: ACCT 2303; CISM 1321 or Computer Proficiency Exam; ECON 2311; BUSA 2311

An intensive study of financial accounting theory and generally accepted accounting principles related to income determination, the financial position, and cash flows of profit-oriented business enterprises. The courses must be taken in sequence.

## ACCT 3312 Intermediate Accounting II

Prerequisite: ACCT 3311

An intensive study of financial accounting theory and generally accepted accounting principles related to income determination, the financial position, and cash flows of profit-oriented business enterprises. The courses must be taken in sequence.

## ACCT 3311, 3312, 3313 Intermediate Accounting I, II, and III

Prerequisites: ACCT 2301, 2303; CISM 1321; ECON 2301, 2302; BUSA 2311, 2320

An intensive study of financial accounting theory and generally accepted accounting principles related to income determination, the financial position, and cash flows of profit-oriented business enterprises. The courses must be taken in sequence.

## ACCT 3317 Accounting Information Systems

Prerequisite: ACCT 3312

An active, hands-on class that equips the accounting with both knowledge and skills to evaluate and create an accounting information system; work with a relational data base; evaluate and implement control systems; and assess and implement an accounting reporting system. Also included are current uses of technology in accounting utilizing several software applications.

#### ACCT 4181, 4281, 4381 Special Topics

Prerequisite: Approval of the Dean of the School of Business

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for accounting majors to conduct detailed investigations of selected accounting problems.

#### ACCT 4181, 4281, 4381 Special Topics

Prerequisite: Approval of the Dean of the School of Business

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for accounting majors to conduct detailed investigations of selected accounting problems.

#### ACCT 4301 Advanced Accounting

Prerequisite: ACCT 3312

Study and application of generally accepted accounting principles (GAAP) to specialized problems in mergers and acquisitions; consolidated financial reporting; partnership accounting; foreign currency transactions; foreign currency translation and remeasurements for reporting purposes. Study of GAAP for government and nonprofit entities, fund accounting and reporting practices.

#### ACCT 4302 Auditing

Prerequisite: ACCT 3312

Standards and procedures in making audits and examinations of the accounting records of business enterprises; preparation of work papers; the content and forms of qualified and unqualified auditor's opinions; types of audits; ethics of the profession.

#### ACCT 4306 Government and Nonprofit Accounting

Prerequisites: ACCT 2301, 2303

Application of financial accounting principles to governmental entities and nonprofit organizations; entails a detailed study of fund accounting and reporting practices. Requires proficiency in Microsoft® Excel.

#### ACCT 4314, Taxation for Corporations and Other Entities

Prerequisite: ACCT 3304

Federal income tax determination for corporations and the impact of decisions on the corporation and shareholders; tax issues relating to S corporations, partnerships, estates and trusts. Tax research is a substantial component of the course, representing one-third of the course content.

#### ACCT 4322 Advanced Auditing Issues

Prerequisite: ACCT 4302

Corporate governance issues and the impact on the auditing profession and accounting disclosures, additional attestation requirements from auditors, other non-attestation engagements, internal audit and audit committees, compliance and government audit, and legal liability of accounts. The course includes a substantial research and writing component representing two-thirds of the course content.

#### ACCT 4336 Financial Statement Analysis and Valuation

PREREQS: ACCT 3311, MIS 2332, FINA 3320

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Study and application of analytical tools and techniques for analyzing corporate financial statements and related information. Financial statement analysis enables the user to assess the operating, investing, and financing activities of the corporation in an industry context to make inferences regarding historical success as well as prospective profitability and cash flows.

ACCT 4181, 4281, 4381 Special Topics

Prerequisite: Approval of the Dean of the School of Business

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for accounting majors to conduct detailed investigations of selected accounting problems.

ACCT 5260, Accounting Principles

This course covers the basics of accounting information. Students will examine financial statements to determine what is communicated to stakeholders. This knowledge will help gain decision-making and problem-solving abilities that are needed outside the classroom. The course introduces both financial accounting and managerial accounting to provide an overall perspective about the introductory accounting topics and presentation so that they can become effective users of accounting information. Graduate Business programs only.

ACCT 5302 Auditing

Prerequisite:

The study of standards and procedures in making audits and examinations of the accounting records of business enterprises; preparation of work papers; the content and forms of qualified and unqualified auditor's opinions; types of audits; audit objectives, audit risk, materiality, and ethics of the profession.

ACCT 5311 Advanced Accounting

Prerequisite: None

Study and application of various methods under generally accepted accounting principles (GAAP) to specialized problems in mergers and acquisitions; consolidated financial reporting; partnership accounting; foreign currency transactions; foreign currency translations, derivatives, hedge accounting and remeasurements for reporting purposes. This course provides an introduction to International Financial Reporting Standards (IFRS).

ACCT 5314, Taxation for Corporations and Other Entities

Prerequisite: None

The study of federal income tax issues pertinent to various business entities and their owners. Consideration is given to how federal tax law affects the formation and operation of Corporations, Partnerships, and S Corporations. Distributions to owners and the liquidation of these entities are also covered. Tax research is a substantial component of the course representing one-third of the course content.

ACCT 5322 Advanced Auditing Issues

Prerequisite: ACCT 5302

Corporate governance issues and the impact on the auditing profession and accounting disclosures, additional attestation requirements from auditors, other non-attestation engagements, internal audit and audit committees, compliance and government audit, and legal liability of accounts.

ACCT 5360 Survey of Accounting

This course covers the basics of what accounting information is, what it means, and how it is used. Students will examine financial statements and determine what they do and do not communicate. This

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knowledge will help gain decision-making and problem-solving abilities that are needed outside the classroom. The course introduces both financial and managerial accounting to provide an overall perspective about the introductory accounting topics and presentation. The course is also intended to help students learn how to become effective users of accounting information. As such, the course provides a balance between the preparer and the user points of view. The course includes coverage of legal and ethical issues facing accountants as well as highlighting international accounting differences. This course must be taken within the first 12 semester hours in the program. Graduate Business programs only.

#### ACCT 5361, Survey of Accounting for HRM

This is a survey course on basic financial and managerial concepts. Students will be introduced to the basic external financial statements and how they are used by creditors, investors, and outside parties. Students will apply current managerial accounting procedures such as identifying types of cost, the use of cost-volume-profit analysis, cost allocation and performance evaluation, and budgeting techniques. MS-HRM Program only.

#### ACCT 5381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Business](#).

#### ACCT 6191, Special Topics

Prerequisite: Approval of the Dean of the School of Business

topics not included in other courses or not emphasized there may be offered in a 1, 2, or 3 semester-hour course. Graduating accounting only.

#### ACCT 6281, Special Topics

Prerequisite: Approval of the Dean of the School of Business

Topics not included in other courses or not emphasized there may be offered in a 1, 2, or 3 semester-hour course.

#### ACCT 6313, International Accounting Issues

As global corporations span national boundaries, they must interact with many different accounting practices and systems. This course deals with a wide variety of international accounting issues, including, but not limited to, the different types of accounting standards in the Americas, Asia, and Europe; issues of reporting and disclosure; issues of foreign translation when considering financial statements; issues of standardizing and harmonizing financial reporting; issues of managerial planning and control; and ethical issues of international accounting. Graduate Business programs only.

#### ACCT 6352, Accounting for Managers

The course covers accounting application and information relevant to managers in the current corporate environment. It includes analyzing corporate financial statements to assess the operating, investing, and financing activities of the corporation in an industry context; internal accounting topics like C-V-P analysis; decision-making and budgeting. Topics relevant to a public company like the IPO process and SEC filings will also be covered. The course includes coverage of legal and ethical issues facing accountants as well as highlighting international accounting differences. Graduate Business Programs only.

#### ACCT 6381, Special Topics

Prerequisite: Approval of the Dean of the School of Business

Topics not included in other courses or not emphasized there may be offered in a 1, 2, or 3-semester-hour course. Graduate accounting only.

# Armed Force Science (AFSC) Course Descriptions

## AFSC 1201 FOUNDATIONS OF THE USAF I

For course description and prerequisite(s) for this course, please [contact the Air Force ROTC at University of Houston](#).

## AFSC 1202 FOUNDATIONS OF THE USAF II

For course description and prerequisite(s) for this course, please [contact the Air Force ROTC at University of Houston](#).

## AFSC 2201 EVOLUTION OF AIR POWER I

For course description and prerequisite(s) for this course, please [contact the Air Force ROTC at University of Houston](#).

## AFSC 2202 EVOLUTION OF AIR POWER II

For course description and prerequisite(s) for this course, please [contact the Air Force ROTC at University of Houston](#).

## AFSC 3301 AIR FORCE LEADERSHIP I

For course description and prerequisite(s) for this course, please [contact the Air Force ROTC at University of Houston](#).

## AFSC 3302 AIR FORCE LEADERSHIP II

For course description and prerequisite(s) for this course, please [contact the Air Force ROTC at University of Houston](#).

## AFSC 3801 FIELD TRAINING

For course description and prerequisite(s) for this course, please [contact the Air Force ROTC at University of Houston](#).

## AFSC 4301 NATIONAL SECURITY AFFAIRS I

For course description and prerequisite(s) for this course, please [contact the Air Force ROTC at University of Houston](#).

## AFSC 4302 NATIONAL SECURITY AFFAIRS II

For course description and prerequisite(s) for this course, please [contact the Air Force ROTC at University of Houston](#).

# Apologetics (APOL) Course Descriptions

APOL 3301 Worldview Apologetics: Testing Everything with C.S. Lewis & Francis Schaeffer

PREREQ: Junior/Senior Standing or Instructor's Approval

The course begins with a focused, in-depth reading of Lewis and Schaeffer. Then it examines thinkers who serve as models of how to extend and apply, or revise and modify, their apologetics arguments, and may include works by Nancy Pearcey, Alvin Plantinga, Herman Dooyeweerd, J. Richard Pearcey, Albert Wolters, Mark Noll, George Marsden, Gene Edward Veith, and many others, enriched by shorter readings such as articles, book excerpts, and primary source documents.

APOL 3302 Worldview Apologetics: Surviving and Thriving at the University

PREREQ: Junior/Senior Standing or Instructor's Approval

This course provides students with tools to analyze the prevailing secular theories across a variety of fields, to think critically about underlying assumptions, and to argue persuasively for a credible Christian perspective. The course gives a worldview introduction to several subject areas, which may include math, english, science, business, political philosophy, the arts & humanities. Readings include books specific to each of the subject areas, enriched by shorter readings such as articles, book excerpts, and primary source documents.

APOL 3381 SPEC TOPIC/INDEPENDENT STUDY

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Christian Thought](#).

APOL 5050, Spiritual Formation I

A practical course cultivating a holistic relationship with God, learning to love God with one's heart, mind, soul, and strength, focusing especially on traditional spiritual disciplines such as solitude, silence, spiritual reading, contemplative prayer, etc.

APOL 5060, Spiritual Formation II

A study of the nature of the traditional theological virtues of faith, hope, and love, and a practical exploration of the spiritual practices which help cultivate those virtues and help deal with doubt, despair, and pride.

APOL 5281 INDEPENDENT STUDY/SPEC TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Christian Thought](#).

APOL 5310, Apologetics Research and Writing

A practical course to develop effective research and writing skills for graduate-level academic work. The course will cover topics such as developing an effective writing and revising process; using primary and secondary source materials; writing abstracts, book reviews, conference presentations, and research papers; and clarity and precision of language.

#### APOL 5320 Philosophy of Religion: Faith & Reason

This course will deal with basic issues in philosophy of religion, such as: theistic arguments, the problem of evil, the relationship between faith and reason, miracles, and life after death. Also offered as PHIL 5320.

#### APOL 5330, Ancient Philosophy and Culture

Christianity was shaped by Jewish, Roman, and Greek cultural forces. This class will examine the Classical heritage of the Faith. Class will survey ancient philosophy, theater, and poetry. Course will survey texts such as Theogony, Odyssey, Bacchae, Frogs, Republic, Aeneid, and Metamorphosis to examine the roots of contemporary Western Christian faith.

#### APOL 5340 Medieval Philosophy & Culture

A survey of the ideas, cultural developments, and literature of Medieval Europe, from the Fall of Rome to the beginning of the Renaissance. The course will cover topics such as the medieval Christian contribution to science, philosophy, art, and education; the rise of Islam and the Christian response; and the integration of faith and reason as expressed in medieval literature, art, and philosophy.

#### APOL 5350 Modern & Post-Modern Culture

A survey and evaluation of ideas and cultural developments from the 16th Century to the present, focusing especially on the Enlightenment project and the apologetic challenges and opportunities presented by its failure.

#### APOL 5360 Film, the Visual Arts, and Apologetics

An exploration of the potential of film and visual art for use in apologetics, focusing on the principles of interpreting artworks, especially with regard to discerning the worldviews embodied in particular artworks and using artworks to foster dialogue on apologetics issues.

#### APOL 5370, C. S. Lewis and Imaginative Apologetics

C. S. Lewis is the most influential public apologist of the 20th century, and his influence continues to grow. This course will explore Lewis's thought as expressed in his fiction, poetry, apologetics, and/or academic works, and assess his contribution to the work of imaginative apologetics.

#### APOL 5380 Mere Christian Theology and Apologetics Implications

An examination of the rational coherence of core Christian doctrines, including the Trinity, the Incarnation, and the Resurrection. Other topics may include Christian Exclusivism, Substitutionary Atonement, Heaven and Hell, etc.

#### APOL 5381 SPEC TOP/INDEPENDENT STUDY

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Christian Thought](#).

#### APOL 6050 Spiritual Formation III

A course in the cultivation of a life of prayer, exploring a variety of prayer styles and practices from the Christian tradition such as praying the psalms, the Jesus prayer, Ignatian prayer, listening prayer, corporate prayer, etc.

#### APOL 6060 Spiritual Formation IV

A course in the practice of spiritual autobiography in the tradition of Augustine's Confessions, exploring

the role of writing and self-reflection in spiritual growth.

#### APOL 6310 Apologetics Communication

A practical course designed to develop techniques used in interpersonal, group, public, social media and other mass communication settings. The focus will be on developing individual ability to communicate Christian thought for effective engagement with culture.

#### APOL 6320 Science and Faith

This course will explore the history of the relationship between science and religion, including the alleged hostility between the two. It will examine various accounts of the compatibility between the two and ways they can be understood as mutually enriching. Other topics in the philosophy of science and how they interact with theism may be considered. Also offered as PHIL 6320.

#### APOL 6330 World Religions

A course exploring world religions and the Christian response to them. Particular emphasis will be on the way in which one can engage participants in non-Christian religions and communicate Christian thought in various cultures.

#### APOL 6340 Eastern Philosophy and Culture

A course exploring Eastern philosophy and culture and the Christian response to them. Particular emphasis will be on the way in which one can engage participants in non-Christian religions and communicate Christian thought in various cultures.

#### APOL 6370 Literature and Apologetics

An exploration of the use of literature in apologetics, focusing on the theory and application of imagination as a mode of knowing and of communicating truth. Theoretical perspectives will include the work of Samuel Taylor Coleridge, J.R.R. Tolkien, and Malcolm Guite; other texts will include a range of literary and popular poetry and fiction, both Christian and non-Christian.

#### APOL 6380 Scripture and Apologetics Implications

A survey and evaluation of contemporary methods of biblical criticism and their implications for the authority of scripture, the historical reliability of scriptural narratives, and the doctrine of inspiration.

#### APOL 6390 Thesis

This course, which should be taken in the final semester of the program as a culminating project, focuses on independent research and writing to produce a thesis. The course is designed for students who intend to go on to a doctoral program or do academic research and publication in the field of apologetics.

# Biblical Aramaic (ARAM) Course Descriptions

## ARAM 4310 Biblical Aramaic

Prerequisite: HEBR 2312, 2322, and HEBR 3311

An introduction to the vocabulary, grammar, and syntax of biblical Aramaic designed to give the students the skills necessary for translation and interpretation of the Aramaic portions of the Bible.

## ARAM 5310 Biblical Aramaic

Prerequisite: HEBR 5301, 5302, and 6301

An introduction to the vocabulary, grammar, and syntax of biblical Aramaic designed to give the students the skills necessary for translation and interpretation of the Aramaic portions of the Bible.

# ART (ART) Course Descriptions

## ART 1303 Art Methods and Materials

An introductory course concerned with basic art techniques and materials. The student will become acquainted with processes and the materials of painting, drawing, printing, sculpture, and ceramics.

## ART 1313 Design I

In this introductory course, the student makes a thorough study of the principles and elements of design and visual devices that make up a work of art. By means of two and three-dimensional problems, students make personal application of these concepts.

## ART 1323, Design II

In this more advanced course, the student continues with a thorough study of the principles and elements of design and visual devices that make up a work of art. By means of two and three-dimensional problems, students make personal application of these concepts.

## ART 2181 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

## ART 2343 Art Appreciation

This course provides a comparative analysis of various modes of expression in all of the visual arts through description and evaluation. Emphasis is made upon historical movements, language, media, and stylistic identity. The survey is designed to prompt the student to see art as a personal experience and to respond more sensitively to the visual arts in a cultural context.

## ART 2371 Introduction to Applied Arts

Prerequisite(s): ART 1313, 1323, preferred but not required.

Applied Arts procedures in fiber arts, paper-making / book arts, mosaic, metal-working, and experimental forms will be researched to give the student a broad understanding of the possibilities of applied arts in terms of functional media.

## ART 2372 Water Media - Painting I

Prerequisite(s): None

During this course students will be introduced to the use and development of water media techniques, both transparent and opaque. These courses will serve as preparatory for upper level painting classes both advanced and experimental.

## ART 2380 Printmaking I: Basic

Prerequisite(s): None

This course begins a series of introductory experiences to printmaking procedures in relief, intaglio, lithography, serigraphy, and experimental forms. The course will introduce the student to a broad understanding of the possibilities of the printmaking media. Individual solutions are encouraged after basic technical procedure has been learned.

## ART 2381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

## ART 2382 Printmaking I: Intermediate

Prerequisite(s): None

This course continues the series of introductory experiences to printmaking procedures in relief, intaglio, lithography, serigraphy, and experimental forms. The course will continue to introduce the student to a broad understanding of the possibilities of the printmaking media. Individual solutions are encouraged after basic technical procedure has been learned.

## ART 2383 Printmaking I: Advanced

Prerequisite(s): None

This course concludes the series of introductory experiences to printmaking procedures in relief, intaglio, lithography, serigraphy, and experimental forms. The course will complete the introduction of the student to a broad understanding of the possibilities of the printmaking media. Individual solutions are encouraged after basic technical procedure has been learned.

## ART 2384 Sculpture I: Basic

Prerequisite(s): None

In this course emphasis is placed on beginning a basic understanding of three-dimensional design problems and an initial exploration of various media in a variety of approaches including additive, subtractive, manipulative, and casting techniques.

## ART 2385 Sculpture I: Intermediate

Prerequisite(s): None

In this course emphasis is placed on continuing to develop a basic understanding of three-dimensional design problems and an initial exploration of various media in a variety of approaches including additive, subtractive, manipulative, and casting techniques.

## ART 2386 Sculpture I: Applied

Prerequisite(s): None

In this course emphasis is placed on completing a basic understanding of three-dimensional design problems and an initial exploration of various media in a variety of approaches including additive, subtractive, manipulative, and casting techniques.

## ART 2387, Life Drawing I: Basic

Prerequisites: ART 2394 (2232)

This figure drawing class is a basic introduction to the following techniques, skills, and knowledge: gesture drawing, contour, cross contour, flash pose, memory drawing, descriptive poses, moving action, modeled drawing, descriptive poses, quick contour, extended contour, the long composition, studies of body parts, water color studies, oil studies.

#### ART 2391 Ceramics I: Basic

Prerequisite(s): None

In this introductory course, students work with hand-built and wheel-thrown techniques of forming pottery. Experimentation with glaze formulation, glazing, firing and the search for a form language that expresses the individual are emphasized.

#### ART 2392 Ceramics I: Intermediate

Prerequisite(s): None

In this second level introductory course, students continue their work with hand-built and wheel-thrown techniques of forming pottery. Experimentation with glaze formulation, glazing, firing and the search for a form language that expresses the individual are emphasized.

#### ART 2393 Ceramics I: Advanced

Prerequisite(s): None

In this third introductory course, students continue their work with hand-built and wheel-thrown techniques of forming pottery. Experimentation with glaze formulation, glazing, firing and the search for a form language that expresses the individual are emphasized.

#### ART 2394 Drawing I: Basic

Prerequisite(s): None

This course introduces students to basic exercises using various drawing media and subject matter with emphasis on the human figure. Anatomical rendering, contour and value drawing are studies that will be utilized in the student's ultimate development toward a personal approach to drawing.

#### ART 2395 Drawing I: Intermediate

Prerequisite(s): None

This course continues to introduce students to basic exercises using various drawing media and subject matter with emphasis on the human figure. Anatomical rendering, contour and value drawing are studies that will be utilized in the student's ultimate development toward a personal approach to drawing.

#### ART 2396 Drawing I: Advanced

This course completes students' introduction to basic exercises using various drawing media and subject matter with emphasis on the human figure. Anatomical rendering, contour and value drawing are studies that will be utilized in the student's ultimate development toward a personal approach to drawing.

#### ART 2397 Painting I: Basic

Prerequisite(s): None

This introduction to studio experiences course is based on problems designed to acquaint the student with the possibilities of various painting media and approaches to painting. Students are encouraged to explore and develop a personal direction for their work.

#### ART 2398 Painting I: Intermediate

Prerequisite(s): None

An introduction to studio experiences continues in this course. It is based on problems designed to acquaint the student with the possibilities of various painting media and approaches to painting. Students are encouraged to explore and develop a personal direction for their work.

### ART 2399 Painting I: Advanced

Prerequisite(s): None

An introduction to studio experiences concludes in this course. It is based on problems designed to acquaint the student with the possibilities of various painting media and approaches to painting. Students are encouraged to explore and develop a personal direction for their work.

### ART 3305 Art for the Secondary School

Prerequisite: Admission to the HBU teacher education program

This course involves the production of art using media and processes considered appropriate for middle School and senior high School art programs. Emphasis is placed on combining technique, exploration of media and interrelation of art appreciation with art activities.

### ART 3310 Art for Pre-Adolescents

Prerequisite: Admission to the HBU Teacher Education Program.

This course adds a concentrated focus on art education to an overview of fine arts history and education (including art, music and theatre). It explores the philosophy of preschool and elementary pedagogy based upon Discipline-based Art Education (DBAE) and Texas Essential Knowledge and Skills standards. Practical applications for integrating the arts into a cross-curriculum program are emphasized. Also offered as INDC 3310.

### ART 3315 Cultural Craft for the Pre-Adolescent Student

Prerequisite: Admission to the HBU Teacher Education Program.

This course combines a basic multicultural study of classical and traditional craft and creative problems in three-dimensional media for teaching in the pre-adolescent (EC-6) classroom. (Offered also as INDC 3315.)

### ART 3316 Cultural Craft for the Adolescent Student

Prerequisite: Admission to the HBU Teacher Education Program.

This course encourages expanded multicultural appreciation of classical and traditional craft and includes practical experience and preparation for teaching a variety of fiber arts, printmaking, bookbinding, mosaic and three-dimensional design in the adolescent (6-8 and 9-12) classroom.(Offered also as INDC 3316.)

### ART 3330, Gallery and Museum Practices

Prerequisite: None

The course allows students a hands-on participation of fine arts gallery management and a formal study of museum operations. Students study major art facilities in Houston and collectively organize an art exhibition as part of their course of study. May be taken by art and non-art majors (with approval by the professor and art department chair).

### ART 3331, Gallery and Museum Practices

Prerequisite: None

The course allows students a hands-on participation of fine arts gallery management and a formal study of museum operations. Students study major art facilities in Houston and collectively organize an art exhibition as part of their course of study. May be taken by art and non-art majors (with approval by the professor and art department chair).

### ART 3332, Gallery and Museum Practices

Prerequisite: None

The course allows students a hands-on participation of fine arts gallery management and a formal study of museum operations. Students study major art facilities in Houston and collectively organize an art exhibition as part of their course of study. May be taken by art and non-art majors (with approval by the professor and art department chair).

#### ART 3335, Color Theory

Prerequisites: None

An introductory course concerned with basic art techniques and materials of the study of color. The student will become acquainted with processes and the materials of understanding and applying color theory. The course will first develop the vocabulary of color followed by the construction of the color wheel and other significant color structure formations. A major part of the course will be dedicated to the studio application of painting, drawing and design color applications by the students. The course will include the following applications of color studies: vocabulary of color, theories of color, applying color theory, color wheels, naming colors, three attributes of color, mixing of color, moving from theory to practice, using value of color, using intensity of color, using harmony of color, color in nature, symbolism of color, and creating a personal palette of color.

#### ART 3353 History of Art: Prehistoric through Gothic

Painting, sculpture and architecture are reflections of man's thinking (social, religious, and political) and the means through which he has sought to satisfy needs common to man of every age. The unique contribution made by each culture toward our art heritage is stressed along with influences of one culture on another.

#### ART 3355 Experimental Drawing

Prerequisite(s): ART 2394 or 2395 or 2396

Directed study of a minimum of thirty clock hours for each hour of credit. Topics and projects are selected based on student interest and need. Open to Art majors only.

#### ART 3363 History of Art: Renaissance through Modern

Beginning with the sixteenth century, this study traces the development of modern art forms. Stylization, social factors, and important innovations that shape the destiny of man and his arts will be considered.

#### ART 3370 Printmaking II: Basic

Prerequisites: ART 2380 or 2382 or 2383

This course begins a more refined experience of learning printmaking procedures in relief, intaglio, lithography, serigraphy, and experimental forms. The course will give the student a more developed understanding of the possibilities of the printmaking media. Individual solutions are encouraged after basic technical procedure has been learned.

#### Art 3371 Applied Art: Fiber Arts I

Prerequisites: ART 1313, 1323

Fiber Arts introduces students to natural textiles and the culturally driven techniques traditionally used to design, decorate and construct functional forms pertaining to fiber. Techniques in dyeing, printing, wax resist and bleaching will be explored, as well as procedures in assembling and embellishing.

### Art 3372 Water Media - Painting II

Prerequisites: None

During this course students will have an intermediate experience in the use and development of water media techniques, both transparent and opaque. These courses will serve as preparatory for upper level painting classes both advanced and experimental.

### ART 3373 History of Modern Art

This course is an overview of the development of the visual arts during the latter part of the nineteenth through the entire twentieth century. Beginning with the Post-Impressionist movement in Europe and continuing through the multitude of 'isms' of the twentieth century, the study will progress to the present day Avant Garde ideas of the art world. Modern art masters such as Matisse, Picasso, Duchamp, Pollock, and Rothko will be a focus of the course. Movements such as Cubism, Abstract Expressionism, Dadaism, Pop Art, and Avant Gardism will be presented as each flows through the entirety of the modern movement.

### Art 3374 Printmaking II: Intermediate

Prerequisites: ART 2380 or 2382 or 2383

This course continues a more refined experience of learning printmaking procedures in relief, intaglio, lithography, serigraphy, and experimental forms. The course will give the student a more developed understanding of the possibilities of the printmaking media. Individual solutions are encouraged after basic technical procedure has been learned.

### ART 3375, Art of the Renaissance

Prerequisite: None

Michelangelo, Leonardo, and Raphael created art in one of the most fascinating historical and artistic periods in Western culture, the High Renaissance. From debunking the Da Vinci code to treasure hunting for Bruegel's proverbs, this course not only focuses on some of the world's greatest achievements in art and the individuals responsible for making them, it sets the stage for art in Western culture for centuries to come.

### Art 3376 Printmaking II: Advanced

Prerequisites: ART 2380 or 2382 or 2383

This course concludes a more refined experience of learning printmaking procedures in relief, intaglio, lithography, serigraphy, and experimental forms. The course will give the student a more developed understanding of the possibilities of the printmaking media. Individual solutions are encouraged after basic technical procedure has been learned.

### ART 3380, American Art

Prerequisite: None

From New York to Los Angeles, from Native America to Jackson Pollock, this course traverses the US geographically, philosophically and socially in search of major influences on and developments in American Art. Students will explore art made outside the European canon and develop an awareness and appreciation for the American heritage in artistic production.

## ART 3381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

## ART 3383, European Heritage in Art History

This course will occur during art study in Europe such as Artis Study abroad in Florence. Students will be based in Florence where they will attend daily walking lectures at most of the churches, museums and galleries of Florence. On site lectures will be held five or more days a week and will vary each day depending on the site visited. Renaissance is the major area studied through students electing a side trip to Germany during the month stay in Florence will also encounter contemporary art. During this study abroad semester students will record detailed journal notes from each daily lecture.

## Art 3384 Sculpture II: Basics

Prerequisites: ART 2384 or 2385 or 2386

In this course emphasis is placed on beginning a refined understanding of many three-dimensional design problems and continuing to explore various media in a variety of approaches including additive, subtractive, manipulative, and casting techniques.

## ART 3385, Experimental Drawing

Prerequisite: ART 2232 or 2242 or 2252

Directed study of a minimum of thirty clock hours for each hour of credit. Topics and projects are selected based on student interest and need. Open to art majors only.

## Art 3386 Sculpture II: Intermediate

Prerequisites: ART 2384 or 2385 or 2386

In this course emphasis is placed on continuing to develop a refined understanding of many three-dimensional design problems and continuing to explore various media in a variety of approaches including additive, subtractive, manipulative, and casting techniques.

## ART 3387, Life Drawing II: Basic

Prerequisites: ART 1303, 1313

This figure drawing class introduces a more developed experience of the following techniques, skills, and knowledge: Gesture drawing, contour, cross contour, flash pose, memory drawing, descriptive poses, moving action, modeled drawing, descriptive poses, quick contour, extended contour, the long composition, studies of body parts, water color studies, oil studies.

## ART 3388, Life Drawing II: Refined

Prerequisite(s): ART 1303 and ART 1313.

This figure drawing class continues with a more developed experience of the following techniques, skills and knowledge: Gesture drawing, contour, cross contour, flash pose, memory drawing, descriptive poses, moving action, modeled drawing, descriptive poses, quick contour, extended contour, the long composition, studies of body parts, water color studies, and oil studies.

ART 3389, Sculpture II: Applied

Prerequisite(s): ART 2384 or 2385 or 2386

In this course, emphasis is placed on accomplishing a refined understanding of many three-dimensional design problems and continuing to explore various media in a variety of approaches including additive, subtractive, manipulative, and casting techniques.

ART 3391, Ceramics II: Basic

Prerequisite(s): ART 2391 or 2392 or 2393

In this refined skills level course, students begin to mature in their work with hand-built and wheel-thrown techniques of forming pottery. Experimentation with glaze formulation, glazing, firing, and the search for a form language that expresses the individual are emphasized.

ART 3392, Ceramics II: Intermediate

Prerequisite(s): ART 2391 or 2392 or 2393.

In this second refined skills level course, students continue to mature in their work with hand-built and wheel-thrown techniques of forming pottery. Experimentation continues with glaze formulation, glazing, firing, and the search for a form language that expresses the individual are emphasized.

ART 3393, Ceramics II: Advanced

Prerequisite(s): ART 2391, 2392, or 2393

In this third refined skills level course, students continue to mature in their work with hand-built and wheel-thrown techniques of forming pottery. Experimentation continues with glaze formulation, glazing, firing, and the search for a form language that expresses the individual are emphasized.

ART 3394, Drawing II: Basic

Prerequisite(s): ART 2394 or 2395 or 2396

This course introduces students to a more refined series of drawing exercises using various media and subject matter with emphasis on the human figure. Anatomical rendering, contour and value drawing are studies that will be utilized in the student's ultimate development toward a personal approach to drawing.

ART 3395, Drawing II: Intermediate

Prerequisite(s): ART 2394 or 2395 or 2396

This course continues to guide students through a series of refined drawing exercises using various media and subject matter with emphasis on the human figure. Anatomical rendering, contour and value drawing are studies that will be utilized in the student's ultimate development toward a personal approach to drawing.

ART 3396, Drawing II: Advanced

Prerequisite(s): ART 2394 or 2395 or 2396

This course completes the refined series of drawing exercise using various media and subject matter with emphasis on the human figure. Anatomical rendering, contour and value drawing are studies that will be utilized in the student's ultimate development toward a personal approach to drawing.

#### ART 3397, Painting II: Basic

Prerequisite(s): ART 2397 or 2398 or 2399

This course begins a series of more refined studio experiences. It is based on problems designed to acquaint the student with the possibilities of various painting media and approaches to painting. Students are encouraged to explore and develop a personal direction for their work.

#### ART 3398, Painting II: Intermediate

Prerequisite(s): ART 2397 or 2398 or 2399

This course continues a series of more refined studio experiences. It is based on problems designed to acquaint the student with the possibilities of various painting media and approaches to painting. Students are encouraged to explore and develop a personal direction for their work.

#### ART 3399, Painting II: Advanced

Prerequisite(s): ART 2397 or 2398 or 2399

This course concludes a series of more refined studio experiences. It is based on problems designed to acquaint the student with the possibilities of various painting media and approaches to painting. Students are encouraged to explore and develop a personal direction for their work.

#### ART 4181 Special Topics

Prerequisite: Permission of the instructor and the Dean of the College.

Directed study of a minimum of thirty clock hours of credit. Topics and projects are selected based on student interest and need. Open to Art majors only.

#### ART 4381 Special Topics

Prerequisite: Permission of the instructor and the Dean of the College.

Directed study of a minimum of thirty clock hours of credit. Topics and projects are selected based on student interest and need. Open to Art majors only.

#### ART 4392, Senior Seminar: Studio

Prerequisite: See Senior Seminar note in Undergraduate Degree Requirements in the HBU Catalog.

This course provides a format for the production of a body of art works in a studio setting. The student will go through a process in which s/h presents a written document presenting the proposal for the body of works, the process by which the works are to be made or produced, and the aesthetic ideas which are the basis of the works. Part of the research includes meeting with the entire Art faculty for the purpose of enriching the possibilities for the chosen media. The final grade will be determined by a jury of the entire Art faculty.

#### ART 4461, Apprenticeship I: Advanced Studio

Prerequisite: Advanced Studio Art (Ceramics, Drawing, Painting, Printmaking, Sculpture, or Water Media) course at either the 3000 or 4000 level.

The HBU Art Apprenticeship Program is an art studio concentration for individual art students who are accepted on an individual basis to do academic work in an apprentice capacity with one of the artist-in-residence members of the faculty. The students will be accepted into the program by invitation from the department chairman upon a review of the student's portfolio and academic records by the department's artists-in-residence. Upon acceptance into the program, the student will work toward individual semester hours designed as Apprenticeship credit hours.

#### ART 4462, Apprenticeship II: Advanced Studio

Prerequisite: Advanced Studio Art (Ceramics, Drawing, Painting, Printmaking, Sculpture, or Water Media) course at either the 3000 or 4000 level.

The HBU Art Apprenticeship Program is an art studio concentration for individual art students who are accepted on an individual basis to do academic work in an apprentice capacity with one of the artist-in-residence members of the faculty. The students will be accepted into the program by invitation from the department chairman upon a review of the student's portfolio and academic records by the department's artists-in-residence. Upon acceptance into the program, the student will work toward individual semester hours designed as Apprenticeship credit hours.

#### ART 4463, Apprenticeship III: Advanced Studio

Prerequisite: Advanced Studio Art (Ceramics, Drawing, Painting, Printmaking, Sculpture, or Water Media) course at either the 3000 or 4000 level.

The HBU Art Apprenticeship Program is an art studio concentration for individual art students who are accepted on an individual basis to do academic work in an apprentice capacity with one of the artist-in-residence members of the faculty. The students will be accepted into the program by invitation from the department chairman upon a review of the student's portfolio and academic records by the department's artists-in-residence. Upon acceptance into the program, the student will work toward individual semester hours designed as Apprenticeship credit hours.

#### ART 4464, Experimental Painting

Prerequisite: (ART 2397 or 2398 or 2399) and (ART 3397 or 3398 or 3399).

Directed study of a minimum of thirty hours for each hour of credit. Topics and projects are selected based on student interest and need. Open to Art majors only.

#### ART 4471, Applied Art: Fiber Arts II

Prerequisite: ART 1313, 1323

Students will complete an introductory experience of natural textiles and the culturally driven techniques traditionally used to design, decorate and construct functional forms pertaining to fiber. Techniques in dyeing, printing, wax resist and bleaching will be explored, as well as procedures in assembling and embellishing. Further development of experimental forms will be studied to encourage students to expand their awareness of the vast potential of fiber arts and the impact upon community culture.

#### ART 4472, Water Media - Painting III

Prerequisite(s): None

During this course, students will have an advanced experience in the use and development of water media techniques, both transparent and opaque. These courses will serve as preparatory for upper-level painting classes--both advanced and experimental.

#### ART 4480, Printmaking III: Basic

Prerequisite(s): None

This course begins the final more complex series of printmaking learning experiences. Students in this course will start to apply more highly developed printmaking procedures in relief, intaglio, lithography, serigraphy, and experimental forms. The course will give the student a more sophisticated understanding of the possibilities of the printmaking media. Individual solutions are encouraged after basic technical procedure has been learned.

#### ART 4482, Printmaking III: Intermediate

Prerequisite(s): ART 3370 or 3374 or 3376

This course continues the final more complex series of printmaking learning experiences. Students in this course will apply more highly developed printmaking procedures in relief, intaglio, lithography, serigraphy, and experimental forms. The course will give the student a more sophisticated understanding of the possibilities of the printmaking media. Individual solutions are encouraged after basic technical procedure has been learned.

#### ART 4483, Printmaking III: Advanced

Prerequisite(s): None

This course completes the final more complex series of printmaking learning experiences. Students in this course will apply more highly developed printmaking procedures in relief, intaglio, lithography, serigraphy, and experimental forms. The course will give the student a more sophisticated understanding of the possibilities of the printmaking media. Individual solutions are encouraged after basic technical procedure has been learned.

#### ART 4484, Sculpture III: Basics

Prerequisite(s): None

In this course, students begin to develop a more advanced understanding of the many three-dimensional design problems associated with sculpture. Students will continue their exploration of various media in a variety of approaches including additive, subtractive, manipulative, and casting techniques.

#### ART 4485, Sculpture III: Intermediate

Prerequisite(s): ART 3384 or 3386 or 3389

In this course, students continue to develop a more advanced understanding of the many three-dimensional design problems associated with sculpture. Students will continue their exploration of various media in a variety of approaches including additive, subtractive, manipulative, and casting techniques.

#### ART 4486, Sculpture III: Advanced

Prerequisite(s): None

In this course, students complete a more advanced understanding of the many three-dimensional design problems associated with sculpture. Students will continue their exploration of various media in a variety of approaches including additive, subtractive, manipulative, and casting techniques.

#### ART 4487, Life Drawing III: Basic

Prerequisites: ART 1303, 1313

This figure drawing introduces students to an advanced experience with the following techniques, skills, and knowledge: Gesture drawing, contour, cross contour, flash pose, memory drawing, descriptive poses, moving action, modeled drawing, descriptive poses, quick contour, extended contour, the long composition, studies of body parts, water color studies, oil studies.

#### ART 4488, Life Drawing III: Refined

Prerequisite(s): ART 1303, 1313

This figure drawing class completes the advanced experience with the following techniques, skills, and knowledge: Gesture drawing, contour, cross contour, flash pose, memory drawing, descriptive poses, moving action, modeled drawing, descriptive poses, quick contour, extended contour, the long composition, studies of body parts, water color studies, oil studies.

#### ART 4491, Ceramics III: Basic

Prerequisite(s): None

In this first advanced course, students begin to produce more complex work with hand-built and wheel-

thrown techniques of forming pottery. Experimentation continues with glaze formulation, glazing, firing and search for a form language that expresses the individual are emphasized.

ART 4492, Ceramics III: Intermediate

Prerequisite(s): ART 3391 or 3392 or 3393

In this second advanced course, students carry on with more complex work using hand-built and wheel-thrown techniques of forming pottery. Experimentation continues with glaze formulation, glazing, firing, and the search for a form language that expresses the individual are emphasized.

ART 4493, Ceramics III: Advanced

Prerequisite(s): None

In this third advanced course, students complete complex work with hand-built and wheel-thrown techniques of forming pottery. Experimentation concludes with glaze formulations, glazing, firing, and the search for a form language that expresses the individual are emphasized.

ART 4494, Drawing III: Basic

Prerequisite(s): None

This course begins the final series of drawing courses. This course introduces students to more complex exercises using various drawing media and subject matter with emphasis on the human figure. Anatomical rendering, contour and value drawing are studies that will be utilized in the student's ultimate development toward a personal approach to drawing.

ART 4495, Drawing III: Intermediate

Prerequisite(s): ART 3394 or 3395 or 3396

This course continues the final series of drawing courses. Students in this course will work on more complex drawing exercises using various media and subject matter with emphasis on the human figure. Anatomical rendering, contour and value drawing are studies that will be utilized in the student's ultimate development toward a personal approach to drawing.

ART 4496, Drawing III: Advanced

Prerequisite(s): None

This course completes the final series of drawing courses. Students in this course will continue to work on complex drawing exercises using various drawing media and subject matter with emphasis on the human figure. Anatomical rendering, contour and value drawing are studies that will be utilized in the student's ultimate development toward a personal approach to drawing.

ART 4497, Painting III: Basic

Prerequisite(s): None

This course begins the more complex series of studio experiences based on problems designed to acquaint the student with the possibilities of various painting media and approaches to painting. Students are encouraged to explore and develop a personal direction for their work.

ART 4498, Painting III: Intermediate

Prerequisite(s): ART 3397 or 3398 or 3399

This course continues the more complex series of studio experiences based on problems designed to acquaint the student with the possibilities of various painting media and approaches to painting. Students are encouraged to explore and develop a personal direction for their work.

ART 4499, Painting III: Advanced

Prerequisite(s): None

This course concludes the more complex series of studio experiences based on problems designed to acquaint the student with the possibilities of various painting media and approaches to painting. Students are encouraged to explore and develop a personal direction for their work.

# Biochemistry-Molecular Biology (BCMB) Course Descriptions

## BCMB 3414 Microbiology

Prerequisite: BIOL 2454, 2455, and 3301

This course is a general survey of the microorganisms and includes the morphology, physiology, and control of the organisms most important to humans. The microbiology of soil, food, water, and disease will be considered. This course includes one semester hour credit for laboratory sessions. (Also offered as BIOL 3414.)

## BCMB 4111 Bioanalytical Methods

Prerequisites: twenty hours of biology at 2000 and above level, CHEM 2415, 2416, 3131, 3132, 3313, 3333, and completion of or concurrent enrollment in CHEM 4373.

This course is senior level course which exposes students to the principles and experimental techniques underlying common bioanalytical methods such as cell fractionation, radiolabeling, protein purification, protein and DNA sequencing, immunochemistry, and spectrophotometry, all of which are widely used in research pertaining to the biological and biochemical sciences.

## BCMB 4181, 4281, 4381, 4481 Special Topics

Prerequisites: BIOL 2454, 2455, and 3301

Topics are selected on basis of students' needs and academic qualifications of staff. This will include such topics as microbial techniques, membrane biology, enzymology, etc. Laboratory may or may not be included. If regular lectures are not given, a minimum of 30 hours of work for each hour credit must be included.

## BCMB 4272, Integrating Biological Concepts

Prerequisite(s): Biology Core courses (BIOL 2454, 2455, 3301, 3414, and 3444)

This course will integrate the knowledge, theories, and skills expected of a Biologist. Topics will encompass and reinforce the material found in the courses of the Biology Core.

## BCMB 4291 SENIOR SEMINAR

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Science and Mathematics](#).

## BCMB 4292 Bioinformatics

Prerequisite: Note 9 under Undergraduate Degree Requirements; 80 Hours, 19 hours in biology at 2000 and above level, including at least one course from the following: BIOL 3414, 4424, 4444, or 4464.

This course is designed to provide the advanced Biochemistry-Molecular Biology (BCMB) undergraduate student with the ability to use search engines commonly employed in the study of genomics and proteomics. Students will learn to interpret, compare, and analyze sequence information and associate genetic and protein sequences with three dimensional structures. Search engines including BLAST, ENTREZ, and OMIM and sequence management software such as CLUSTALW will be introduced in instructor-led tutorials and will be reinforced with homework assignments that require their use. Ultimately students will use these tools in a research project. They will present their results to their peers in the form of an oral presentation of a scientific poster.

## BCMB 4294 Cell Culture Techniques

Prerequisites: Note 9 under Undergraduate Degree Requirements; 19 hours in biology, including at least one course from the following BCMB 3414, 4424, 4444, or 4464

This course will introduce students to the sterile techniques routinely used in the research laboratory.

Techniques will include those for both bacterial and mammalian cells.

#### BCMB 4297, Research in Biochemistry-Molecular Biology

Prerequisite: BIOL 3414, 3444

Laboratory research is offered for a student majoring in Biochemistry-Molecular biology. At the conclusion of the research, a written paper will be presented to the student's seminar advisor and an oral presentation of the results will be presented. (Also offered as BIOL 4297.)

#### BCMB 4324 Advanced Cell Biology

Prerequisites: BIOL 2454, 2455, 3301, and 3444

This course provides an in-depth study of selected dynamic processes that occur in living cells. Topics include DNA regulation and expression of genes; DNA repair; protein synthesis and function; protein sorting; vesicular traffic; cell signaling; and control of cell division. (Also offered as BIOL 4324.)

#### BCMB 4363 Medical Microbiology

Prerequisites: BIOL 2454, 2455, 3301, and 3414

A study of microbial organisms that cause disease in humans. The characteristics of each pathogen are discussed along with its pathogenesis and pathology. (Also offered as BIOL 4363.)

#### BCMB 4375 Cancer Biology

Prerequisites: BIOL 2454, 2455, 3301, and 3414

This course examines the development of cancer at the cellular and molecular levels. Topics covered include tumor suppressors, oncogenes, cell cycle regulation, apoptosis, telomerase, angiogenesis, and metastasis. Cancer prevention, screen, diagnosis, and treatment will also be introduced.

#### BCMB 4424 Molecular Biology

Prerequisites: BIOL 2454, 2455, 3301, and 3444

This course presents recent developments in biotechnology and genetic engineering. Topics included are recombinant DNA; DNA cloning; DNA sequencing; polymerase chain reaction; monoclonal antibodies; genetic engineering of plants and animals; and the human genome project. This course includes one semester hour credit for laboratory sessions. (Also offered as BIOL 4424.)

#### BCMB 4444 Virology

Prerequisites: BIOL 2454, 2455, 3301, and 3444

This course is an introduction to the principles of animal virology. The classification and replicative cycles of viruses are compared to their pathogenic mechanisms. Viral oncogenes and modern anti-viral chemotherapy and immunization are discussed. This course includes one semester hour credit for laboratory sessions. (Also offered as BIOL 4444.)

#### BCMB 4464 Immunology

Prerequisites: BIOL 2454, 2455, 3301, and 3444

This course is an introductory study of the biological and clinical approaches to immunology. Discussions center on the mechanisms responsible for various clinical syndromes as well as basic immunological phenomena such as antibody diversity, T cell receptor diversity, antigen presentation, signaling across cellular receptors, and cell activation. This course includes one semester hour credit for laboratory sessions. (Also offered as BIOL 4464.)

# Biology (BIOL) Course Descriptions

## BIOL 1404 Introductory Biology

This course is a general survey of biology including the study of plants, animals, ecology, and some marine biology. This course includes one semester hour credit for laboratory sessions. This course cannot be applied toward a biology major.

## BIOL 1414 Introductory Microbiology

A general introduction of microbiology with emphasis placed on public health. Various disease-causing agents are discussed. Procedures used in disinfection and sterilization are demonstrated with consideration given to infection control. Includes one semester hour credit for laboratory sessions. This course cannot be counted for credit toward biology major.

## BIOL 2181, 2281, 2381, 2481 Special Topics

Topics are selected based on student needs and the academic qualifications of staff.

## BIOL 2214 Medical Terminology

This course provides the student a comprehensive study of medical terminology including word roots, combining forms, prefixes and suffixes. Students build and analyze thousands of medical terms and in the process study the structure and functions of human body systems and diseases. This course cannot be counted for credit toward the biology major.

## BIOL 2181, 2281, 2381, 2481 Special Topics

Topics are selected based on student needs and the academic qualifications of staff.

## BIOL 2181, 2281, 2381, 2481 Special Topics

Topics are selected based on student needs and the academic qualifications of staff.

## BIOL 2404 Human Anatomy and Physiology I

The course deals with the anatomical description and functions of the systems of the human body. Emphasis is placed upon the interrelationship between structure and function with maintenance and homeostasis being the unifying principle. This course includes one semester hour credit for laboratory sessions.

## BIOL 2414 Human Anatomy and Physiology II

Prerequisite: BIOL 2404

The course deals with the anatomical description and functions of the systems of the human body. Emphasis is placed upon the interrelationship between structure and function with maintenance and homeostasis being the unifying principle. This course includes one semester hour credit for laboratory sessions.

## BIOL 2454 General Biology I

Prerequisite: SAT composite 1040 or ACT composite 22 or 12 hrs. College course work

This course is required of all biology majors. Topics include cell structure and function, biological diversity, plant biology, and ecology. This course includes one semester hour credit for laboratory sessions.

### BIOL 2455 General Biology II

Prerequisite: BIOL 2454

This course is required of all biology majors. Topics include animal tissues and organ systems, animal structure and function, life processes, biological diversity and the theory of evolution. This course includes one semester hour credit for laboratory sessions.

### BIOL 2181, 2281, 2381, 2481 Special Topics

Topics are selected based on student needs and the academic qualifications of staff.

### BIOL 3181 SPEC TOPIC/INDEPENDENT STUDY

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Science and Mathematics](#).

### BIOL 3301, Cellular and Molecular Biology

Prerequisites: BIOL 2454, 2455 and CHEM 2415

This course is required of all biology majors. Topics include biological chemistry, cellular structure and function, energy transformations, DNA, RNA, and protein synthesis.

### BIOL 3335 Nutrition and Metabolism

Prerequisites: BIOL 2454, 3301 and either BIOL 2455 or BIOL 2404, 2414

Nutrition and Metabolism is designed to acquaint the student with the role of nutrients in health, the physiology of the gastrointestinal tract, and the importance of nutrition in preventive and curative medicine.

### BIOL 3381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Science and Mathematics](#).

### BIOL 3404 Environmental Science

This course is a study of the interrelationships of the natural world and the interactions of organisms with their environment. Analysis of populations, both natural and human, in their communities and the impact of the physical factors will be explored. Current environmental issues will also be discussed. Sampling techniques and field studies will be emphasized. This course includes one semester hour credit for laboratory sessions. This course cannot be counted for credit toward the biology major.

### BIOL 3414 Microbiology

Prerequisites: BIOL 2454, 2455, and 3301

This course is a general survey of the microorganisms and includes the morphology, physiology, and control of the organisms most important to humans. The microbiology of soil, food, water, and disease will be considered. This course includes one semester hour credit for laboratory sessions. (Also offered as BCMB 3414.)

### BIOL 3433 Pathophysiology

Prerequisites: BIOL 2404, 2414 or BIOL 2454, 2455, 3301

A general study of structure and function of human cells including the basic cellular requirements for life. The importance of fluid distribution, fluid volume and fluid balance along with abnormal deviations will be covered. The student will obtain an understanding of the pathology of the cardiovascular system, nervous system, endocrine system, digestive system, excretory system, and musculo-skeletal system. This course includes one semester hour credit for laboratory sessions.

### BIOL 3434 Ecology and Field Biology

Prerequisites: BIOL 2454, 3301 and BIOL 2455 or BIOL 2404, 2414

This course studies ecological concepts concerning ecosystems from a population, interspecific and community perspective. Sampling techniques and field studies will be emphasized. Analysis of populations in their communities will be explored. This course includes one semester hour credit for laboratory sessions.

### BIOL 3444 Genetics

Prerequisites: BIOL 2454, 3301, and BIOL 2455 or BIOL 2404, 2414

This course deals with the molecular and chromosomal basis of inheritance. Topics include Mendelian and non-Mendelian inheritance, population genetics, and molecular genetics. This course includes one semester hour credit for laboratory sessions.

### BIOL 3454 General Physiology

Prerequisites: BIOL 2454, 2455, and 3301.

This course deals with the function of selected organ systems in vertebrates with the major emphasis on humans. Mechanisms of kidney function, circulation, respiration, nerve transmission, muscular contraction, endocrine function, and digestion are discussed in detail. This course includes one semester hour credit for laboratory sessions.

### BIOL 3456 Advanced Human Anatomy

Prerequisite: BIOL 2455, 3301

This is an advanced study of the anatomical structure of the human body. Body structure will be studied by organ systems and will involve a balance between gross anatomical study and histology. Form-function relationships will be emphasized. This course includes one semester hour credit for laboratory sessions.

### BIOL 4181, 4281, 4381, 4481 Special Topics

Prerequisites: BIOL 2454, 2455, and 3301

Topics are selected on basis of students' needs and academic qualifications of staff. This will include such topics as advanced physiology, diet, diseases, cellular physiology, cancer biology, biotechniques, cytogenetics, pharmacology, etc. Laboratory may or may not be included. If regular lectures are not given, a minimum of 30 hours of work for each hour credit must be included.

### BIOL 4272, Integrating the Concepts in Biology

Prerequisites: BIOL 2454, 2455, 3301, 3414, and 3444

This course will integrate the knowledge, theories, and skills expected of a biologist. Topics will encompass and reinforce the material found in the courses of the Biology Core.

### BIOL 4181, 4281, 4381, 4481 Special Topics

Prerequisites: BIOL 2454, 2455, and 3301

Topics are selected on basis of students' needs and academic qualifications of staff. This will include such topics as advanced physiology, diet, diseases, cellular physiology, cancer biology, biotechniques, cytogenetics, pharmacology, etc. Laboratory may or may not be included. If regular lectures are not given, a minimum of 30 hours of work for each hour credit must be included.

BIOL 4297 Research in Biology

Prerequisite: BIOL 3414, 3444

Laboratory research is offered for a student majoring in Biology. At the conclusion of the research, a written paper will be presented to the student's seminar advisor and an oral presentation of the results will be presented.

BIOL 4324 Advanced Cell Biology

Prerequisites: BIOL 2454, 2455, 3301, and 3444

This course provides an in-depth study of selected dynamic processes that occur in living cells. Topics include DNA regulation and expression of genes; DNA repair; protein synthesis and function; protein sorting; vesicular traffic; cell signaling; and control of cell division. (Also offered as BCMB 4324.)

BIOL 4325 Endocrinology

Prerequisites: BIOL 2454, 2455, and 3301

This course provides students with a working knowledge of endocrinology. Topics include the historical development of endocrinology; structure and function of the major hormone groups; models for cell signaling; how hormones influence metabolism; and diseases caused by abnormalities of the endocrine system.

BIOL 4363 Medical Microbiology

Prerequisites: BIOL 2454, 2455, 3301, and 3414

A study of microbial organisms that cause disease in humans. The characteristics of each pathogen are discussed along with its pathogenesis and pathology. (Also offered as BCMB 4363.)

BIOL 4375 Cancer Biology

Prerequisites: BIOL 2454, 2455, 3301, and 3414

This course examines the development of cancer at the cellular and molecular levels. Topics covered include tumor suppressors, oncogenes, cell cycle regulation, apoptosis, telomerase, angiogenesis, and metastasis. Cancer prevention, screen, diagnosis, and treatment will also be introduced.

BIOL 4181, 4281, 4381, 4481 Special Topics

Prerequisites: BIOL 2454, 2455, and 3301

Topics are selected on basis of students' needs and academic qualifications of staff. This will include such topics as advanced physiology, diet, diseases, cellular physiology, cancer biology, biotechniques, cytogenetics, pharmacology, etc. Laboratory may or may not be included. If regular lectures are not given, a minimum of 30 hours of work for each hour credit must be included.

BIOL 4423 Histology

Prerequisites: BIOL 2454, 2455, and 3301

A study of the fine structure of normal human tissue is the principle area of consideration in this course. Tissue techniques will be included in order to afford an appreciation of the types of preparations used in the laboratory. This course includes one semester hour credit for laboratory sessions.

BIOL 4424 Molecular Biology

Prerequisites: BIOL 2454, 2455, 3301, and 3444

This course presents recent developments in biotechnology and genetic engineering. Topics included are recombinant DNA; DNA cloning; DNA sequencing; polymerase chain reaction; monoclonal antibodies; genetic engineering of plants and animals; and the human genome project. This course includes one semester hour credit for laboratory sessions. (Also offered as BCMB 4424.)

BIOL 4425 Drug Action

Prerequisites: BIOL 2454, 2455, and 3301

This course presents the basic concepts and principles of pharmacology as related to the anatomy and physiology of certain body systems. Specific topics include principles of drug receptors; pharmacodynamics and pharmacokinetics; the actions of cholinceptor-activating, cholinesterase-blocking, and cholinesterase-inhibiting drugs; adrenoceptor-activating and adrenoceptor-blocking drugs; and antihypertensive, antidepressant, and chemotherapeutic drugs. This course includes one semester hour credit for laboratory sessions.

BIOL 4433 Embryology

Prerequisites: BIOL 2454, 2455, and 3301

This is a study of the normally developing human from conception through birth. Common congenital defects are briefly discussed. This course includes one semester hour credit for laboratory sessions.

BIOL 4443 Neuroscience

Prerequisites: BIOL 2473, 2474, and 2475

This course surveys the organization and functioning of the human nervous system. Action potentials and synaptic transmissions are emphasized. Sensory systems and movement are also considered along with new models that illustrate the function of memory systems. This course includes one semester hour credit for laboratory sessions.

BIOL 4444 Virology

Prerequisites: BIOL 2454, 2455, 3301, and 3444

This course is an introduction to the principles of animal virology. The classification and replicative cycles of viruses are compared to their pathogenic mechanisms. Viral oncogenes and modern anti-viral chemotherapy and immunization are discussed. This course includes one semester hour credit for laboratory. (Also offered as BCMB 4444.)

BIOL 4464 Immunology

Prerequisites: BIOL 2454, 2455, 3301, and 3444

This course is an introductory study of the biological and clinical approaches to immunology. Discussions center on the mechanisms responsible for various clinical syndromes as well as basic immunological phenomena such as antibody diversity, T cell receptor diversity, antigen presentation, signaling across cellular receptors, and cell activation. This course includes one semester hour credit for laboratory. (Also offered as BCMB 4464.)

BIOL 4181, 4281, 4381, 4481 Special Topics

Prerequisites: BIOL 2454, 2455, and 3301

Topics are selected on basis of students' needs and academic qualifications of staff. This will include such topics as advanced physiology, diet, diseases, cellular physiology, cancer biology, biotechniques, cytogenetics, pharmacology, etc. Laboratory may or may not be included. If regular lectures are not given, a minimum of 30 hours of work for each hour credit must be included.

# Business Administration (BUSA) Course Descriptions

## BUSA 1305, The World of Business

Prerequisite(s): None

A foundations course that emphasizes decision making in an ever-changing world economy. The focus is on building a foundation for key success factors and life skills, including professionalism, communications, global and cultural awareness, team-based decision making, critical thinking, technological competence, and business language. Some emphasis is placed on career guidance, including an appreciation for the functional areas of business. BUSA 1305 is required by all BBA majors and BA-Managerial Studies majors. The course is to be taken by Business majors in their first semester, or within the first 12 hours of matriculating into the School of Business. The course may be taken by non-Business majors who have earned less than 90 credit hours.

## BUSA 2301, Business Math

Prerequisite: MATH 1313 or higher.

This course covers selected topics of one- and multi-variable calculus with applications in business and economics. It will provide business students with the appropriate conceptual and computational mathematical background for future business study and economic analysis.

## BUSA 2311 Quantitative Methods I

Prerequisites: MATH 1313 or higher and Computer Proficiency

Computation of statistical measures and applications to business including averages, dispersion, statistical inferences, linear regression and correlation.

## BUSA 2320 Legal Environment of Business

A study of the legal environment of business, the role of law in society, the judicial process, and government regulation. Emphases are given to the law of contracts, torts, intellectual property, as well as employment law dealing with discrimination and its relation to human resources.

## BUSA 3320 Business Ethics

The goal of the Business Ethics class is to prepare students for success in global business. This will be achieved by helping students develop and apply a framework for identifying the ethical implications of personal, corporate, and social of the various business practices they will encounter in an international market. A balance will be given to universal issues raised when adopting an ethical system and the particular issues involved in applying the ethical system to business issues. Main topics include: philosophical and cultural foundations of Business Ethics, applying ethical principles in the market place, and how to set up and carry out an effective Business Ethics program in an organization. The particular human resources issues of diversity, whistle blowing, recruiting and hiring, and compensation will be discussed as part of the application of ethical principles.

### BUSA 3330, Career Development Strategies

Prerequisite: Completion of 64 hours

This course is designed to introduce students to the principles, methods, and practices of achieving career goals with emphasis on the exploration of career opportunities and paths, identification of strengths, resume development, cover letter composition, interviewing, networking, professional image, employment law (including workplace harassment and workplace privacy), financial security benefits and health care benefits, and the use of technology in achieving career goals.

### BUSA 4301 International Business

This course combines classroom work with international travel and provides the student with direct contact with managers operating in other countries. An international trip is scheduled at the end of the course. Class time will cover basic principles of global business and cross-cultural interaction. It will particularly emphasize cultural and historical differences in the countries the students will visit and how those differences produce different managerial styles and contrasting business practices. In addition, students will do through research, preparation, and presentations on the specific companies they are scheduled to visit. There are no prerequisites for this course. However, students whose advisors wish to allow this course to substitute for one of the required senior seminars must meet the prerequisites for the senior seminars - 80 or more total hours including a minimum of 15 hours in business - in order to receive credit. This class may not be taken in the semester a student intends to graduate.

### BUSA 4320 Business Law

Prerequisite: BUSA 2320

Study of the uniform commercial code applied to commercial documents. Introduction to creditors' rights and bankruptcy, agency and employment, business organizations, and property law.

### BUSA 4340 Internship

Prerequisites: See the School of Business Internship Coordinator for current prerequisite information

The course is an integrating field experience by which students learn actual business practices by undertaking responsible roles in an organization. The students develop interpersonal skills while acquiring practical knowledge in their disciplines. The students are exposed to various work roles and career choices.

### BUSA 4399, Global Business Strategy

Prerequisites: FINA 3320, MGMT 3302, MKTG 3301, and completion of 90 semester hours

Global Business Strategy is a capstone course in business designed to integrate concepts and knowledge from a broad range of core business courses. The course considers the increasingly global context in which firms operate and develops a strategic view of the firm through a variety of management tools, models, and current debates. The capstone experience encourages significant group-based work through use of case studies and a computer simulation with global participants.

# Chemistry (CHEM) Course Descriptions

## CHEM 1404 Introductory Chemistry

This course discusses some of the fundamental concepts in inorganic, organic, and biological chemistry, and explores their social and medicinal relevance. This course includes one semester hour credit for laboratory sessions. This course cannot be applied toward a chemistry major.

## CHEM 1411, Chemistry of Our World

Prerequisite: None

This course introduces the physical environment of our world with emphasis on scientific laws. Students study the forces of nature and apply scientific principles. Topics include rocks, minerals, the chemical composition of the earth, glaciers, the hydrologic cycle, salt water salinity, as well as selected topics from seismology, cartography, oceanography, meteorology, and astronomy. The course includes one semester hour credit for laboratory sessions. This course does not count toward the chemistry major or minor.

## CHEM 2181 Special Topics

Topics are selected on basis of students' need and academic qualifications of staff. Laboratory may not be included.

## CHEM 2281 Special Topics

Topics are selected on basis of students' need and academic qualifications of staff. Laboratory may not be included.

## CHEM 2381 Special Topics

Topics are selected on basis of students' need and academic qualifications of staff. Laboratory may not be included.

## CHEM 2415 General Chemistry I

Prerequisites: MATH 1313 or higher OR 560 SAT Math OR 26 ACT Math OR CHEM 1404 or appropriate math placement score for MATH 1323, 1434, or 1451

This course is for science majors. It is an introduction to chemical reactions, the mole concept, properties and states of matter, atomic structure, periodic properties, chemical bonding and molecular structure. This course includes one semester hour credit for laboratory sessions.

## CHEM 2416 General Chemistry II

Prerequisite: CHEM 2415

This is a continuation of CHEM 2415 with an emphasis on chemical equilibrium, thermodynamics, electrochemistry and kinetics. This course includes one semester hour credit for laboratory sessions that are devoted to qualitative analysis.

## CHEM 2423 Quantitative Analysis

Prerequisite: CHEM 2416

This course is a continuation and extension of CHEM 2415 and 2416 into the study of the basic principles of analytical chemistry, which include stoichiometry, and homogeneous and heterogeneous equilibria. This course includes one semester hour credit for laboratory work that includes both volumetric and gravimetric analysis as well as an introduction to instrumental analysis.

#### CHEM 2481 Special Topics

Topics are selected on basis of students' need and academic qualifications of staff. Laboratory may not be included.

#### CHEM 3043 MODERN ANALYTICAL TECHNIQUES

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Science and Mathematics](#).

#### CHEM 3313 Organic Chemistry I

Prerequisite: CHEM 2416

This is the first lecture course in organic chemistry for science majors. It begins a survey of the structure, reactivity, reactions, reaction mechanisms, and synthesis of compounds containing carbon.

#### CHEM 3333 Organic Chemistry II

Prerequisite: CHEM 3313

This is the second lecture course in organic chemistry for science majors. It continues the survey of the structure, reactivity, reactions, reaction mechanisms, and synthesis of compounds containing carbon that was begun in CHEM 3313.

#### CHEM 3351, Inorganic Chemistry

Prerequisites: CHEM 2415 and 2416

This course provides a survey of the chemistry of the main group elements, transition metals, and organometallic compounds in the context of periodic law.

#### CHEM 3443 Modern Analytical Techniques

Prerequisites: CHEM 2423; CHEM 3132 or 4262; and PHYS 2423

This is an introduction to the basic concepts of applied analytical chemistry. It includes an introduction to instrumentation as applied to routine chemical analysis, including spectroscopy, chromatography and electrochemical methods. This course includes one semester hour credit for laboratory sessions.

#### CHEM 4181 Special Topics

Topics are selected on basis on students' need and academic qualifications of staff. If regular lectures are not given, a minimum of 30 hours of work for each hour credit must be included. Laboratory may or may not be included.

#### CHEM 4190, The Professional Chemist

Prerequisites: Completion of thirty semester hours of chemistry courses.

Discussion of topics from the current chemical literature and the ethical behavior expected of chemists.

#### CHEM 4191, Senior Research Project

Prerequisites: Completion of thirty semester hours of chemistry courses.

Students conduct a laboratory research project, write a research report, and give an oral presentation to the class.

### CHEM 4281 Special Topics

Topics are selected on basis on students' need and academic qualifications of staff. If regular lectures are not given, a minimum of 30 hours of work for each hour credit must be included. Laboratory may or may not be included.

### CHEM 4291 Senior Seminar: Topic Research Project

Prerequisites: Note 9 under Undergraduate Degree Requirements; completion or concurrent enrollment in CHEM 4290

A topic of current research interest in chemistry will be offered each quarter. Each student enrolled in 4291 will select one aspect of this topic for an in-depth study of the significant literature. All students will meet each week with faculty for instruction, guidance and exploration of the topic. A written senior research paper is required.

### CHEM 4324, Physical Chemistry II

Prerequisite: CHEM 4414

This course is a survey of the fundamental aspects of thermodynamics including the First and Second Laws as well as Gibbs and Helmholtz Energy and their applications. Acids and bases, basic quantum mechanics, spectroscopy, photochemistry reactions, and macromolecules are also discussed. A working knowledge of calculus is necessary.

### CHEM 4351, Advanced Inorganic Chemistry

Prerequisites: CHEM 3131, 3132, 3313, 3333, 3351

This course is an introduction to the structure, bonding, and reactivity of organotransition metal compounds. The focus is on physical organometallic chemistry, with an emphasis on the mechanisms of organometallic transformations and methods for their elucidation. The fundamental reaction types of organotransition metal complexes will be covered including: oxidative addition/reductive elimination, migratory insertion, attack on coordinated ligands, and the reactivity of metallocycles, carbenes, and carbynes. Some applications of organotransition metal complexes in catalysis and in organic chemistry will be featured.

### CHEM 4361, Advanced Organic Chemistry

Prerequisites: CHEM 3131, 3132, 3313, and 3313

Study of advanced topics in organic chemistry.

### CHEM 4373 Biochemistry

Prerequisite: CHEM 3333

This course is a study of the more important principles of biochemistry, with emphasis placed on the physical and chemical properties of carbohydrates, lipids, and proteins, the three major components of the living organism.

### CHEM 4374, Biochemistry II

Prerequisites: CHEM 4373

This course is a study of the principles of gene expression, replication, and metabolic pathways. Emphasis is placed on replication, transcription, translation and carbohydrate metabolism. Additional topics will include the citric acid cycle, lipid metabolism, electron transport and oxidative phosphorylation.

### CHEM 4381 Special Topics

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Topics are selected on basis on students' need and academic qualifications of staff. If regular lectures are not given, a minimum of 30 hours of work for each hour credit must be included. Laboratory may or may not be included.

#### CHEM 4414 Introductory Physical Chemistry

Prerequisites: CHEM 2423, PHYS 2413, 2423, MATH 1452

A survey of the fundamental principles which govern chemical phenomena. Emphasis is placed on gases, basic thermodynamics, solutions, chemical equilibria, phase equilibria, chemical kinetics and electrochemical phenomena. A working knowledge of basic calculus is necessary. This course includes one semester hour credit for laboratory sessions.

#### CHEM 4481 Special Topics

Topics are selected on basis on students' need and academic qualifications of staff. If regular lectures are not given, a minimum of 30 hours of work for each hour credit must be included. Laboratory may or may not be included.

# Christianity (CHRI) Course Descriptions

## CHRI 1313 Old Testament

Prerequisite for all Christianity courses except 1323 and 1333.

A course designed to introduce the student to the Old Testament and to provide an understanding of the history, institutions, and theological insights of the Hebrew people. Required for graduation.

## CHRI 1323 New Testament

Prerequisite for all Christianity courses except 1313 and 1333.

A course designed to introduce the student to the New Testament and to an appreciative understanding of the life and teachings of Jesus, the early Christian movement, and the doctrinal concepts and ethical ideals of Christianity. Required for graduation.

## CHRI 2311 Hermeneutics

Prerequisites: CHRI 1313, 1323.

A course designed to introduce students to the basic issues, methods, and history of Biblical interpretation. The course will also explore the application of hermeneutical principles to a selected contemporary topic. (Offered also as PHIL 2311.)

## CHRI 2373, Christian Theology and Tradition

Prerequisites: CHRI 1313; CHRI 1323

A course designed to introduce the student to Christian beliefs on the Old Testament and the New Testament. Beliefs of scholars who have had a significant impact on Christian thought will also be considered. This course can be used to fulfill the nine hour Christianity requirement on Smith College degree plans. This course is a required course for degree plans using the Liberal Arts Core Curriculum.

## CHRI 3301 Old Testament Theology

Prerequisites: CHRI 1313, 1323.

A course designed to investigate the theology of the Old Testament and to survey selected secondary literature on Old Testament themes.

## CHRI 3302 New Testament Theology

Prerequisites: CHRI 1313, 1323.

A course designed to investigate the theology of the New Testament and to survey selected secondary literature on New Testament themes.

## CHRI 3303, Spiritual Formation

Prerequisites: CHRI 1313 and 1323

A study of the perspectives and practices by which Christians become formed in the image of Christ through participation in faith communities. The course will review historic approaches to spiritual formation and encourage personal and congregational disciplines that strengthen faithful living.

CHRI 3311, Hermeneutics

Prerequisites: CHRI 1313, 1323

A course designed to introduce students to the basic issues, methods, and history of Biblical interpretation. The course will also explore the application of hermeneutical principles to a selected contemporary topic. (Offered also as PHIL 3311.)

CHRI 3314 History of Christianity

Prerequisites: CHRI 1313, 1323.

A course designed to introduce Christianity in its historical development.

CHRI 3325, The Christian Vocation

Prerequisites: CHRI 1313, 1323, 2333

This course includes a study of the occupational field of church vocations with emphasis upon the church vocation worker's personal and ministerial identity, ministerial ethics, Baptist denominational history and polity, and the development of basic skills common to ministry. It incorporates the use of professional ministers from a variety of specialization areas who serve as resource personnel and role models for the aspiring church vocation student.

CHRI 3333 Jesus and His Teachings

Prerequisites: CHRI 1313, 1323.

An intensive study of the life and teachings of Jesus.

CHRI 3336 Christian Leadership

Prerequisites: CHRI 1313, 1323

This course reviews theories and literature concerning leadership from a Christian perspective. Students will study the theological and ecclesiological objectives of Christian leadership, the spiritual preparation required of leaders and core practices for leading faithfully and effectively.

CHRI 3344 Paul and His Letters

Prerequisites: CHRI 1313, 1323.

A study of the apostle Paul and his contribution to the progress of early Christianity based upon the book of Acts and the epistles attributed to Paul.

CHRI 3345 The General Letters

PREREQS: CHRI 1313, 1323

A study of the non-Pauline letters of the New Testament (James, 1-2 Peter, 1-3 John, Jude), examining their rhetorical style, contextual meaning, and contribution to Christian theology.

CHRI 3346 Psalms

PREREQS: CHRI 1313, 1323

This course is designed to study the book of Psalms. The study will address the origin, content, setting, literary forms, overall structure and theology of the book. Attention may also be given to important role the book has played in Christian history, liturgy, and spirituality.

CHRI 3353 Homiletics

Prerequisites: CHRI 1313, 1323.

A basic course to introduce the student to the principles of preaching and other ministerial speaking. Attention is given to various types of sermons and their preparation and delivery.

CHRI 3363 Evangelism

Prerequisites: CHRI 1313, 1323.

A general study of the theology and methods of evangelism, including practical preparation and application for a life-style evangelism.

CHRI 3370 Palestinian Archaeology

Prerequisites: CHRI 1313, 1323.

A field-based experience in the archaeology of Palestine through readings, lectures, travel to excavated sites, and participation in the excavation of a selected site.

CHRI 3381 SPECIAL TOPICS/IND STUDY

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Christian Thought](#).

CHRI 4181 Special Topics

Prerequisites: CHRI 1313, 1323.

Guided research involving special projects relating to Christianity and its mission to the world.

CHRI 4281 Special Topics

Prerequisites: CHRI 1313, 1323.

Guided research involving special projects relating to Christianity and its mission to the world.

CHRI 4293 Senior Seminar

Prerequisite: Completion of 80 semester hours; 15 of which must be in the major. Overall GPA of 2.0 or higher.

Directed studies in selected areas of the student's special interests, including opportunities for independent research.

CHRI 4335 Systematic Theology

Prerequisites: CHRI 1313; 1323; and (2333 or 2343 or 2353 or 2363).

A course designed to study the historical, biblical, and systematic approaches to Christian theology.

CHRI 4343 Old Testament Prophets

Prerequisites: CHRI 1313, 1323.

A study of the prophetic movement in Israel and the writings of the canonical prophets.

CHRI 4344 The Gospel of John

PREREQS: CHRI 1313, 1323

A study of the historical setting, literary features, and theological themes of the Gospel of John.

CHRI 4345 Christian Ethics

Prerequisites: CHRI 1313 and 1323

This course provides a comprehensive study of Christian ethics including biblical and theological foundations, historical developments, and contemporary issues of moral concern. The central role of faith communities in moral development and the importance of church engagement with culture will be emphasized.

CHRI 4346 Hebrews

PREREQS: CHRI 1313, 1323

A study of the historical setting, literary features, and theological themes of the letter to the Hebrews.

CHRI 4347 Amos, Hosea

PREREQS: CHRI 1313, 1323

A study of the historical setting, literary features, and theological themes of Amos and Hosea, with a focus on the message to the original hearers and the message to modern readers.

CHRI 4348 Isaiah

PREREQS: CHRI 1313, 1323

A study of the historical setting, literary features, and theological themes of Isaiah, with a focus on the message to the original hearers and the message to modern readers.

CHRI 4349 Luke-Acts

PREREQS: CHRI 1313, 1323

A study of the historical setting, literary features, and theological themes of Luke's two volume work: the Gospel of Luke and the Acts of the Apostles.

CHRI 4350 The Corinthian Letters

PREREQS: CHRI 1313, 1323

This course is designed to introduce students to the New Testament texts of 1 & 2 Corinthians and to guide them towards an appreciative understanding of the material and cultural context of ancient Roman Corinth; the patterns of social life and conflict among early Christians in Corinth; the ethical, social, and theological ideals of Paul; and the place of the Corinthian correspondence in the ongoing life and literature of early Christianity.

CHRI 4351 Apostolic Fathers

PREREQS: CHRI 1313, 1323

This course is designed to introduce students to the corpus of early Christian texts commonly called the Apostolic Fathers; to guide them towards an appreciative understanding of the material, cultural, social, and theological context of the Roman world within which these texts were written; and to situate the Apostolic Fathers in the wider life and literature of early Christianity.

CHRI 4352 Jeremiah

PREREQS: CHRI 1313, 1323

A study of the historical setting, literary and rhetorical features, and theological themes of the prophetic writings of Jeremiah.

CHRI 4354 Exodus

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PREREQS: CHRI 1313, 1323

A study of the historical setting, literary and rhetorical features, and theological themes of the book of Exodus.

CHRI 4355 Trinitarianism

PREREQS: CHRI 1313, 1323

This course addresses the importance of the Trinity for Christian theology. Aspects explored will be the revelation of God as Father, Son, and Holy Spirit, the development of this doctrine, and the relevance and influence this theology has on the life and worship of the church.

CHRI 4356 Luther, Calvin, and the Reformation

PREREQS: CHRI 1313, 1323

This course explores the theological, historical, and social impact of the Protestant Reformation in the life of the Church. A particular focus will be the writings and influence of key figures such as Martin Luther and John Calvin.

CHRI 4363 Philosophy of Religion

Prerequisites: CHRI 1313, 1323, and PHIL 1313.

A critical examination of the nature and validity of religious experience and the place of religion in human life. Consideration is given to religious problems such as the existence and nature of God, the source of religious knowledge, the nature of man, the origin and nature of evil. (Offered also as PHIL 4363.)

CHRI 4381 Special Topics

Prerequisites: CHRI 1313, 1323.

Guided research involving special projects relating to Christianity and its mission to the world.

CHRI 4382, Special Topics

Prerequisites: CHRI 1313 and CHRI 1323.

This course is an upper-level Christianity course. It fulfills requirements for one elective course for a major in Christianity or one elective course required for a minor in Biblical Studies, Theological Studies, or Christian Studies.

CHRI 4383 Baptist History

Prerequisites: CHRI 1313, 1323.

A study of Baptist history and polity with particular emphasis given to Baptist origins, developments, distinctive theological positions, leaders, and current trends. Special attention will be given to Baptist life in America and particularly the Southern Baptist Convention.

CHRI 4391, Romans

Prerequisites: CHRI 1313 and 1323

CHRI 4391 is an upper-level Christianity course. This course fulfills requirements for one elective course required for a minor in Biblical Studies, Theological Studies, or Christian Studies.

#### CHRI 4392, Revelation

Prerequisites: CHRI 1313 and 1323.

CHRI 4392 is an upper-level Christianity course. This course fulfills requirements for one elective course for a major in Christianity or one elective course required for a minor in Biblical Studies, Theological Studies, or Christian Studies.

#### CHRI 5181 SPEC TOP/INDEPENDENT STUDY

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Christian Thought](#).

#### CHRI 5300 Introduction to Biblical Texts and Doctrines

A course designed to engage students in introductory studies in Old Testament, New Testament, and Christian Doctrine.

#### CHRI 5310 Christian Scriptures I

Major issues of Old Testament background and interpretation. The areas of study are the Pentateuch and Wisdom Literature. The study will involve specific literature as well as historical, theological, sociological, canonical, and critical issues of the biblical text.

#### CHRI 5311, Hermeneutics

A course designed to introduce a student to the basic issues, methods, and history of biblical interpretation.

#### CHRI 5315 Christian Scriptures II

The focus of this course of study is on New Testament background and interpretation. The areas of study are the Gospels and Acts. The study will involve specific literature as well as historical, theological, sociological, canonical, and critical issues of the biblical text.

#### CHRI 5330 History of Christianity

In this course, the student will study the history of Christianity in the ancient, medieval, and modern periods. Although the primary focus will be on the development of Western (Latin) Christianity, some consideration will be given to Byzantine (Eastern) Christendom as well as the spread of Christianity throughout the third world. In addition to the basic content of the history of Christianity, attention will be given to the application of a critical historiography in the interpretation of events and movements.

#### CHRI 5340 Biblical and Systematic Theology

The course will focus on twelve areas of doctrinal study. The student will be assigned doctrines to examine from a biblical perspective and from a comparative study of various theologies on the doctrines assigned.

#### CHRI 5350 The Theology of the New Testament

The study concentrates on the theological message of the New Testament as communicated by the various New Testament witnesses.

### CHRI 5360, Old Testament Theology

The study concentrates on the theological message of the Old Testament as communicated by the various Old Testament documents and literature in the discipline of Old Testament studies.

### CHRI 6311 Philosophy and the Christian Faith

The study will introduce students to the general topic of the relationship of theology and philosophy as well as major philosophical inquiries in the area of religion. In particular, students will pursue concentrated investigation among major issues in the field of philosophy of religion such as the nature and existence of God, the nature of religious experience, the nature and understanding of religious language, the source of religious knowledge, the nature of evil, the relationship between Christianity and other reflective disciplines, and Christianity's response to philosophical challenge and discourse.

### CHRI 6312 Church Ministry

Students will study church ministry, pastoral care, and spiritual formation in this course. Church ministry will include areas such as evangelism, church growth, and administration. Pastoral care with practical aspects of the pastoral role in caring for people. Spiritual formation will relate the spiritual life to the tasks of ministry. Students also will conduct interviews with local and state church and denominational leaders for practical aspects of ministry, available resources, and programming helps.

### CHRI 6313 Pastoral Care and Spiritual Formation

This course examines the integration of the life of prayer and the caring tasks of ministry. Classic writings in the area of pastoral care will be used with particular reference to the functions of ministry and the role of the devotional life in the performance of various ministerial duties. The course may also focus on the relationship between the cura animarum of classic pastoral care and the therapeutic approaches of contemporary pastoral counseling.

### CHRI 6314 Missions and Evangelism

This course of study will include the history of missions and the history of great awakenings. Also included would be studies in the church growth movement. Practical applications of evangelistic missions or church growth activities will be part of the requirements for this course.

### CHRI 6315 Christian Scriptures III

This course continues the study of Old Testament background and interpretation. The areas of study are the major and minor prophets. The study will involve specific literature as well as historical, theological, sociological, canonical, and critical issues of the biblical text.

### CHRI 6320 Christian Scriptures IV

This course continues the study of New Testament background and interpretation. The areas of study are Paul's letters, general letters, and Revelation. The study will involve specific literature as well as historical, theological, sociological, canonical, and critical issues of the biblical text.

### CHRI 6330 Christian Readings

Involves selected primary and secondary readings within specific areas as designated by the professor and according to the student's educational needs in their fields of study. Limited to one enrollment.

### CHRI 6333, Historical and Moral Theology

The subject of this course is the historical development of Christian theology and ethics from the second

century to the present. Directed study will focus on the theological and moral ideas in the writings of significant figures of ancient, medieval, and modern Christianity. The student will be required to study each writer as a person of his or her own age by means of a critical analysis of the influences, context, and content of his or her own writings. Additionally, consideration will be given to the matter of how the theology and ethics of the Christian past offer insight into contemporary issues and problems.

#### CHRI 6340 Christian Readings

Involves selected primary and secondary readings within specific areas as designated by the professor and according to the student's educational needs in their fields of study. Limited to one enrollment.

#### CHRI 6350 Christian Readings

Involves selected primary and secondary readings within specific areas as designated by the professor and according to the student's educational needs in their fields of study. Limited to one enrollment.

#### CHRI 6392 Thesis

The thesis component is in lieu of the last six hours in the MATS program. The thesis proposed by the student must be selected under the guidance and approval of the department, and the rendering of the thesis must be in a minimum of 75 pages.

#### CHRI 6393 Thesis

The thesis component is in lieu of the last six hours in the MATS program. The thesis proposed by the student must be selected under the guidance and approval of the department, and the rendering of the thesis must be in a minimum of 75 pages.

# **Computer Information Systems Management (CISM) Course Descriptions**

## **CISM 1321 Introduction to Computer Applications**

This course emphasizes current concepts and techniques for utilizing the microcomputer as an information processor. A practical laboratory component affords hands-on experience with word processing, database management, and spreadsheet programs.

## **CISM 3330 Management Information Systems**

Prerequisite: ACCT 2301

Provides a basic understanding of the value and uses of information systems for business operation, management decision-making, and strategic advantage. Concentrates on providing the tools needed for mastery of the information systems concepts and terms important to non-technical business managers. .

## **CISM 6367 Global Business and Technology Strategies**

Focuses on information technology management issues that must be addressed for a company to succeed in the intensely competitive global marketplace. Specific topics include models and paradigms of global information systems, national information technology infrastructure, technical and managerial information technology issues in different parts of the world, and technology transfer. Graduate Business programs only.

# Classical Greek (CLAS) Course Descriptions

## CLAS 1351 Classical Greek I

Elementary introduction to the fundamentals of Classical, principally Attic, Greek. Topics include alphabet, pronunciation, basic vocabulary, grammar and syntax, and practice in reading elementary Classical Greek. Graded reading material is adapted from classical texts and cultivates an appreciation of Classical literature and culture.

## CLAS 1352 Classical Greek II

Prerequisite: CLAS 1351

Continuation of elementary Classical Greek sequence. Topics include continued study of vocabulary, grammar and syntax, reading more difficult Greek, and gaining greater appreciation of Classical literature and culture.

## CLAS 2351 Classical Greek III

Prerequisite: CLAS 1352

An intermediate course in Classical Greek with three main goals: to develop proficiency in reading Classical Greek; to strengthen command of Classical Greek grammar and vocabulary; and, to explore key features of Greek life and culture. Students read extended selections in original Greek prose. Classroom discussion addresses cultural and historical issues while also reviewing grammar.

# Cinema & New Media (CNMA) Course Descriptions

## CNMA 1301 Cinematic Core Principles

An overview and survey of the cinematic medium and its various forms, with an emphasis on historical foundations and developing opportunities. Includes an in-depth look at the fundamental components of the medium - writing, directing, acting, cinematography, and editing - and synthesizes these various roles so that students can see how these components work together to create the end product. Building off of smaller exercises, students will produce their own short films from start-to-finish.

## CNMA 1302 The Art of Cinema & New Media

A survey of various artistic mediums and their relation to cinema, focusing on what distinguishes cinema as a unique art form and what it holds in common with other mediums. Paired with this, an introduction to aesthetics, beauty, and the moral responsibilities of artists from a Christian foundation. Students will develop a personal philosophy of art and aesthetics, which will be further developed in future courses.

## CNMA 2300 Faith & Culture in Cinema & New Media

Prerequisites: CNMA 1301, 1302

This class explores the role of Christian artists in culture. Students will study how great Christian thinkers have thought about culture and art throughout church history and be challenged to understand their vocation as media creators from a biblical perspective. Students will also develop an understanding of how to live out their faith through their work as they seek to affect the culture around them.

## CNMA 2301 Writing for Cinema & New Media

Prerequisites: CNMA 1301, 1302, 1303

An introduction to the art, technique, and structure of screenplay writing. Through exercises, students will develop their writing abilities and craft their first film or new media script.

## CNMA 2303 Directing for Cinema & New Media

Prerequisites: CNMA 1301, 1302, 1303

An introduction to the art and craft of directing, including an overview of different mediums, styles, and approaches. Throughout the class, students will direct short scenes and videos to practice and apply the techniques they are learning.

## CNMA 2305 Producing for Cinema & New Media

Prerequisites: CNMA 1301, 1302, 1303

An introduction to the work of a producer in cinema and new media. This class includes a detailed look at the pre-production steps that a producer oversees - including budgeting, scheduling, and crewing a production - as well as practical considerations, business realities, and elements of leadership.

## CNMA 2310 Cinematography & Production

Prerequisites: CNMA 1301, 1302, 1303

An introduction to the film set and its key participants, including the cinematographer, gaffer, key grip, assistant director, script supervisor, and sound recordist. Students will explore different production techniques and learn how different scales of crew and budget effect on-set workflow.

## CNMA 2312 Editing & Post-Production

Prerequisites: CNMA 1301, 1302, 1303

An introduction to the post-production workflow with a focus on the art and craft of cinematic editing. The class also guides students through sound, visual effects, color grading, and finishing.

#### CNMA 2316 Production Design & Art Direction

Prerequisites: CNMA 1301, 1302, 1303

An overview of production design for cinema, including conceptual design, sets, props, wardrobe, and lighting. Students will be challenged to develop a strong aesthetic for art direction and will explore the practical challenges associated with executing production design in cinema and new media.

#### CNMA 3110 Cinematography Practicum

Prerequisite: CNMA 2310

Cinematography students work with a mentor to prep and shoot a short film (or equivalent production).

#### CNMA 3112 Sound/Visual Effects Practicum

Prerequisite: CNMA 2312

Post-production students work with a mentor as they complete sound, visual effects, or other post-production work on a short film (or equivalent production).

#### CNMA 3116 Production Design Practicum

Prerequisite: CNMA 2316

Production design students work with a mentor as they conceptualize and execute the art direction on a short film (or equivalent production).

#### CNMA 3120 Special Topics

Directed study of a minimum of 30 clock hours for each hour of credit. Topics and projects are selected based on student interest and need.

#### CNMA 3125 Casting Practicum

Prerequisite: CNMA 1301, 1302, 1303

Students work with an experienced casting director to cast a feature film production (or equivalent production).

#### CNMA 3145 Internship

Prerequisite: 6 hrs. of CNMA 2000 level course work

Credit is awarded for approved professional internships. Opportunities include media related work in the Houston area or summer internships in Austin, Hollywood, or other regions.

#### CNMA 3151 Media Studies: Silent Film

Study the origins of cinema through this comprehensive survey of the first decades of the medium. We'll watch the great early works of Charlie Chaplin, Buster Keaton, Fritz Lang, F. W. Murnau, and more, discussing what makes their groundbreaking films work and endure.

#### CNMA 3152 Media Studies: Directorial Debuts

In this class, we'll study the first films from a number of great filmmakers. Many of these directors went on to have successful careers in Hollywood. Others are known for their independent spirit and artistic merit. In every case though, we'll see how these pioneering artists took advantage of their first filmmaking opportunities, leveraged whatever limitations they may have had, and created great films that would set the trajectory for the rest of their cinematic work.

#### CNMA 3153 Media Studies: Silent Film I

Study the origins of cinema through this comprehensive survey of the first decades of the medium. We'll watch the great early works of Charlie Chaplin, Buster Keaton, Fritz Lang, F. W. Murnau, and more, discussing what makes their groundbreaking films work and endure. (To be taken with Silent Film II)

#### CNMA 3154 Media Studies: Silent Film II

Study the origins of cinema through this comprehensive survey of the first decades of the medium. We'll watch the great early works of Charlie Chaplin, Buster Keaton, Fritz Lang, F. W. Murnau, and more, discussing what makes their groundbreaking films work and endure. (To be taken with Silent Film I)

#### CNMA 3155 Media Studies: Silent Film II

Study the origins of cinema through this comprehensive survey of the first decades of the medium. We'll watch the great early works of Charlie Chaplin, Buster Keaton, Fritz Lang, F. W. Murnau, and more, discussing what makes their groundbreaking films work and endure. (To be taken with Silent Film I)

#### CNMA 3161 Media Studies

These classes are programmed each semester to expose students to a broad range of cinematic styles and approaches. Classes focus on a variety of subjects - for example, a European Film Survey, the complete works of Frank Capra, or a season of Emmy-award-winning television. Other screenings are programmed throughout the semester and could include special guests or a related lecture.

#### CNMA 3162 Media Studies

These classes are programmed each semester to expose students to a broad range of cinematic styles and approaches. Classes focus on a variety of subjects - for example, a European Film Survey, the complete works of Frank Capra, or a season of Emmy-award-winning television. Other screenings are programmed throughout the semester and could include special guests or a related lecture.

#### CNMA 3163 Media Studies

These classes are programmed each semester to expose students to a broad range of cinematic styles and approaches. Classes focus on a variety of subjects - for example, a European Film Survey, the complete works of Frank Capra, or a season of Emmy-award-winning television. Other screenings are programmed throughout the semester and could include special guests or a related lecture.

#### CNMA 3164 Media Studies

These classes are programmed each semester to expose students to a broad range of cinematic styles and approaches. Classes focus on a variety of subjects - for example, a European Film Survey, the complete works of Frank Capra, or a season of Emmy-award-winning television. Other screenings are programmed throughout the semester and could include special guests or a related lecture.

#### CNMA 3197 Media Studies: Independent Study

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With faculty guidance, students choose a media topic of study for the semester to study independently. Course hours count toward the CNMA media Studies requirement.

#### CNMA 3198 Media Studies: Independent Study

With faculty guidance, students choose a media topic of study for the semester to study independently. Course hours count toward the CNMA media Studies requirement.

#### CNMA 3199 Media Studies: Independent Study

With faculty guidance, students choose a media topic of study for the semester to study independently. Course hours count toward the CNMA media Studies requirement.

#### CNMA 3210 Cinematography Practicum

Prerequisite: CNMA 2310

Cinematography students work with a mentor to prep and shoot a short film (or equivalent production).

#### CNMA 3212 Sound/Visual Effects Practicum

Prerequisite: CNMA 2312

Post-production students work with a mentor as they complete sound, visual effects, or other post-production work on a short film (or equivalent production).

#### CNMA 3216 Production Design Practicum

Prerequisite: CNMA 2316

Production design students work with a mentor as they conceptualize and execute the art direction on a short film (or equivalent production).

#### CNMA 3220 Special Topics

Directed study of a minimum of 30 clock hours for each hour of credit. Topics and projects are selected based on student interest and need.

#### CNMA 3225 Casting Practicum

Prerequisite: CNMA 1301, 1302, 1303

Students work with an experienced casting director to cast a feature film production (or equivalent production).

#### CNMA 3245 Internship

Prerequisite: 6 hrs. of CNMA 2000 level course work

Credit is awarded for approved professional internships. Opportunities include media related work in the Houston area or summer internships in Austin, Hollywood, or other regions.

#### CNMA 3301 Advanced Writing

Prerequisite: CNMA 2301

Students apprentice with an experienced screenwriter who mentors them through the writing of a feature film screenplay (or equivalent). Students are also introduced to collaborative writing environments (as would be found in a television or new media production with multiple writers).

### CNMA 3303 Advanced Directing

Prerequisite: CNMA 2303

Students apprentice with an experienced director who mentors them through the direction of a short film. Students will work with the director through each stage of development and planning for their film.

### CNMA 3305 Advanced Producing

Prerequisite: CNMA 2305

Students apprentice with an experienced producer throughout pre-production of a large-scale production. Students will attend production meetings and work with the producer to assemble budgets and schedules, secure locations and permits, and prepare equipment and crews.

### CNMA 3307 Advanced Editing

Prerequisite: CNMA 2312

Students apprentice with an experienced editor who works with them on the editing of a feature film production. Students have the opportunity to edit their own scenes, as well as to collaborate with the editor and director in editorial meetings.

### CNMA 3309 Documentary Filmmaking

Prerequisites: CNMA 1301, 1302, 1303

An overview of the art and craft of documentary filmmaking. Explores various styles, goals, and artistic opportunities. Includes a focus on the technical aspects of documentary production.

### CNMA 3310 Cinematography Practicum

Prerequisite: CNMA 2310

Cinematography students work with a mentor to prep and shoot a short film (or equivalent production).

### CNMA 3312 Sound/Visual Effects Practicum

Prerequisite: CNMA 2312

Post-production students work with a mentor as they complete sound, visual effects, or other post-production work on a short film (or equivalent production).

### CNMA 3316 Production Design Practicum

Prerequisite: CNMA 2316

Production design students work with a mentor as they conceptualize and execute the art direction on a short film (or equivalent production).

### CNMA 3320 Special Topics

Directed study of a minimum of 30 clock hours for each hour of credit. Topics and projects are selected based on student interest and need.

### CNMA 3325 Casting Practicum

Prerequisite: CNMA 1301, 1302, 1303

Students work with an experienced casting director to cast a feature film production (or equivalent production).

### CNMA 3345 Internship

Prerequisite: 6 hrs. of CNMA 2000 level course work

Credit is awarded for approved professional internships. Opportunities include media related work in the Houston area or summer internships in Austin, Hollywood, or other regions.

### CNMA 4151 World-Building & Non-Linear Storytelling

New media opens artists up to a whole new world of storytelling opportunities. This class explores the art of world-building - creating a fictional universe of characters, places, and events that can be explored through art and story - as well as the unique ways that new media allows us to engage with these worlds in non-traditional, non-linear ways.

### CNMA 4152 Developing Technologies

A survey of new technologies that will likely impact cinema and new media creation. Whenever possible, this will be accompanied by demonstrations of new technologies and discussion of how such advancements may change or affect the medium.

### CNMA 4300 Entertainment Business

Prerequisite: 6 hrs. of CNMA 2000 level course work

An overview of the business and legal elements that will affect students' work, whether as independent filmmakers or in industry careers. This class also examines the changing dynamics in the digital economy and trains students in the art of pitching and presentation.

### CNMA 4325 Principles of Acting

Students are taught the elements of acting and directing actors. Key theories and approaches are explored, including method acting and improvisation.

### CNMA 4350 Advanced Film Theory

Prerequisite: 9 hrs. of CNMA 2000 level course work

Building on the ideas explored in earlier classes, this is a rigorous study of cinematic theory, including in-depth examinations of Eisenstein's theories of montage, French auteur theory, and Tarkovsky's notion of sculpting in time.

### CNMA 4390 Senior Project I

Prerequisite: 34 hours of CNMA course work

The capstone experience for each student is a year-long final project. Developed and completed with oversight from a faculty member, these classes offer students the time and space to create a professional-quality project that can be used to kick start their artistic career after graduation.

### CNMA 4395 Senior Project II

Prerequisite: 34 hours of CNMA course work

The capstone experience for each student is a year-long final project. Developed and completed with oversight from a faculty member, these classes offer students the time and space to create a professional-quality project that can be used to kick start their artistic career after graduation.

# Speech Communications (COMM) Course Descriptions

## COMM 1101 Forensic Workshop

Prerequisite: Permission of the instructor

Workshop for students who actively compete in mock trial tournaments. A maximum of four semester hours may be counted toward a degree.

## COMM 1323, Rhetoric and Public Speaking

This course improves communication skills in a variety of contexts and develops an understanding and appreciation of the importance of public rhetoric in a democratic society. Since ancient Greek and Roman times, rhetoric has been taught both as the foundation of a liberal arts education and as an essential skill of democratic citizenship.

## COMM 2101 Forensic Workshop

Prerequisite: Permission of the instructor

Workshop for students who actively compete in mock trial tournaments. A maximum of four semester hours may be counted toward a degree.

## COMM 3101 Forensic Workshop

Prerequisite: Permission of the instructor

Workshop for students who actively compete in mock trial tournaments. A maximum of four semester hours may be counted toward a degree.

## COMM 3323 Communication Theory

Prerequisite: COMM 1313 or COMM 1323

The class provides a comprehensive view of the theoretical traditions that influence our understanding of communication.

## COMM 3324 Legal Communication

Prerequisite: COMM 1313 or COMM 1323.

This course examines the central role that communication occupies in the study, practice, and understanding of the legal process. Students will be introduced to key elements of the communication process relevant in legal settings, learn basic and advanced principles of trial advocacy through participation in a mock trial.

## COMM 3334 Argumentation and Advocacy

Prerequisite: COMM 1313 or COMM 1323.

This course explores the nature, types, effects, and ethical dimensions of argument. Current public policy issues will be considered in classroom discussions, with the goal of teaching students how to express themselves clearly in speaking and writing.

## COMM 4101 Forensic Workshop

Prerequisite: Permission of the instructor

Workshop for students who actively compete in mock trial tournaments. A maximum of four semester hours may be counted toward a degree.

## COMM 4304 Interpersonal Communication

Prerequisite: COMM 1313 or COMM 1323

A study of the theory and practice of person-to-person interaction. Examines such topics as self-

disclosure, trust, emotions, perception and language, intimacy and distance, and conflict resolution.

#### COMM 4314 American Public Address

Prerequisite: COMM 1313 or COMM 1323.

A study of the speakers and speeches that have shaped our history from colonial America to the present. The tools of rhetorical criticism will be developed and applied.

#### COMM 4315 Political Communication

Prerequisite: COMM 1313 or COMM 1323

This course investigates the role of communication in contemporary American politics. Topics to be discussed include speeches, rhetorical artifacts, and political campaigns.

#### COMM 4323 Intercultural Communication

Prerequisite: COMM 1313 or COMM 1323.

A study of the impact of globalization, technology, travel, and immigration on communication. The effects of culture and experience on perception are also studied.

#### COMM 4373 Internship in Speech Communication

Prerequisite: Permission of instructor prior to the beginning of the semester registered

Directed work experience in a variety of public and private organizations. The primary objective of this course is to provide students with opportunities to apply speech communication theory and practice in a career-oriented setting. Also provides students with the opportunity to attain applied research experience.

# Economics (ECON) Course Descriptions

## ECON 2311, Microeconomics

An introduction to microeconomic theory with emphasis on the determination of price and output in the competitive and noncompetitive market structures of American capitalism. Includes applications of price theory to a range of economic issues.

## ECON 2312, Macroeconomics

Prerequisite: ECON 2311 or 2302

An introduction to macroeconomic theory including supply and demand analysis, national income accounting, monetary theory and policy, modern employment theory, and applications of theory to policy.

## ECON 3303, Macroeconomic Theory Intermediate

Prerequisite: ECON 2312 or ECON 2301

An intensive study of the assumptions and concepts which are basic to the theories of income determination and aggregate employment.

## ECON 3304, Microeconomic Theory Intermediate

Prerequisite: ECON 2311 (or ECON 2302); BUSA 2301 or MATH 1451 or higher

An intensive examination of the assumptions and forces which underlie the price system.

## ECON 3315 Security Markets and Financial Institutions

Prerequisite: FINA 3320

An introduction to the US financial system. Topics include interest rate theory, financial markets such as money markets and capital markets including stock and bond markets, and financial institutions such as banks and other depository institutions, finance companies, insurance companies, investment companies, pension funds, securities firms. (Offered also as FINA 3315.)

## ECON 3330 International Finance

Prerequisite: FINA 3320 and WRIT 3310

A study of the theories and practices of international trade and finance, direction and composition of world trade, institutions for facilitating trade, international payments, capital movement, exchange rates. (Offered also as FINA 3330.)

## ECON 4312 Global Economy

Prerequisites: ECON 2311 or 2302; ECON 2312 or 2301

This course examines international trade beginning with an evaluation of the gains of trade, types of restrictions on free trade and their impacts, and policies regarding trade. The effects of the movement of resources across national boundaries are also examined. The discussion of international monetary theory includes balance of payments and the functions and impacts of the foreign-exchange markets. The course is structured around case studies that require the student to analyze and apply knowledge gained from the course.

## ECON 4330 Seminar on Law and Economics

Prerequisites: BUSA 2320; ECON 2311 or 2302; WRIT 3310

This course will provide an analytical framework for studying the relationship between the environment and economic and political systems. Students will cover cost/benefit analysis and economic issues concerning valuation, and then apply the theory to current legislation, case law, and state and federal statutes dealing with air and pollution, waste management, wildlife management, and resource

management.

#### ECON 4335 History of Economic Thought

Prerequisites: ECON 2311 or 2302; ECON 2312 or 2301

A survey of major contributors to economic thought from Adam Smith to Milton Friedman in modern times with emphasis on their impact on contemporary economic thought and analysis. Research papers will be required on selected topics in economic history.

#### ECON 4181, 4281, 4381 Special Topics

Prerequisite: Approval of the Dean of the School of Business

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for economics majors to conduct detailed investigations of selected economic problems.

#### ECON 5260, Economic Principles

A survey course of microeconomic theory combined with an introduction to key macroeconomic concepts. Microeconomic theory will include supply and demand analysis, with emphasis on the determination of price and output in the competitive and noncompetitive market structures of American capitalism. Macroeconomic theory will include gross domestic product, employment, inflation, and business cycles. Graduate Business Programs only.

#### ECON 5361, Survey of Economics for HRM

This course will provide an overview of basic microeconomic and macroeconomic theory.

Microeconomic theory will include how markets function using supply and demand analysis and competitive and noncompetitive market structures of American capitalism. A study of the macroeconomic theory will examine the implications of global markets, economic growth, inflation, unemployment, interest rates, monetary policy, and fiscal policy. MS-HRM Program only.

#### ECON 6353, Global Economy and Institutions

Prerequisite: None

This course provides an overview of global economies, institutions and how macroeconomic factors impact different economies. This will impact the way business leaders manage risks that globalization entails. The course goes beyond the theory and includes a discussion of current global economic events drawing on articles from current publications. Graduate Business Programs only.

# Educational Administration (EDAD) Course Descriptions

## EDAD 5306 Educational Applications of Technology

The goal of this course is to provide a combination of hands-on and student-centered experiences with administrative and instructional technology applications. These experiences will provide students with a working knowledge of electronic systems that manage student data, curriculum, assessment instruments, and on-line resources. (Offered also as EDUC 4306/5306.)

## EDAD 5319 Internet Resource Management

Prerequisite: None

Internet Resource Management is designed to allow participants to experience appropriate uses of technology as a learner, and thus better use technology in teaching and learning. The digital world can produce a management nightmare without the proper tools for resource management. The goal of this course is to provide a combination of hands-on and student-centered experiences that will assist in the management of Internet resources. These experiences will enable participants to search for information, share information, generate materials, and evaluate web-based instructional materials. Instructional strategies will focus on the acquisition, analysis, and synthesis of Internet resources that address appropriate educational needs. Graduate students will create a group of 4 inquiry based Webquest and make it available online for students.

## EDAD 5320 Systems Thinking: Theory and Application

Prerequisites: EDAD 5306

This class will provide an overview, background, and foundation in systems theory and performance technology. This focus will assist in developing a vision of teaching and learning with technology as a major component. Topics covered include performance technology, general systems theory, needs assessment, and change management. A class project, including a needs assessment and final report of potential solutions, is required of all students.

## EDAD 6181 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

## EDAD 6281 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

## EDAD 6291 Internship in the Principalship

Prerequisite: Completion of at least 24 hours in the EDAD program

This course provides for administrative internship at the home campus of the student with the supervision of a campus-based administrator and a university supervisor.

#### EDAD 6292 Internship in the Principalship

Prerequisites: EDAD 6291 and completion of at least 24 hours in the EDAD program

This is the second course in the Internship and is recommended for the summer term. The student shadows an administrator in a summer School session. The internship is scheduled in a district other than the employing district of the student.

#### EDAD 6301 Administrative Theory and Practice

Analysis of administrative behavior and organizational patterns. Study of conceptual models in decision-making. Examination of theory and practice as they relate to continuing problems of School administration.

#### EDAD 6302 Instructional Leadership and Evaluation

Study of major issues, problems, and trends in the K-12 curriculum from an administrative point of view. Analysis of leadership skills required of the principal in the areas of supervision, group processes, organization for School improvement, and staff development techniques. Emphasis on strategies for stimulating, implementing, and evaluating alternatives in curriculum and instruction. Development of skill in use of the Professional Development Appraisal System.

#### EDAD 6303 School Law

Legal basis of education at national, state, and local levels. Major court decisions affecting organization and administration of public and private Schools. Legal rights and responsibilities of School administrators and other School personnel.

#### EDAD 6304 School Business Management and Finance

Study of roles, responsibilities, systems, and procedures in School business matters. Includes budgeting, accounting, data processing, purchasing, personnel, and management of facilities, equipment, and real property. Examination of federal, state, and local programs to finance education.

#### EDAD 6307 Classroom Management

A study of a broad spectrum of approaches to classroom management, including authoritarian, behavior-modification, group-process, instructional, and psycho-emotional-climate orientations. Examination of research regarding effective classroom management. Exploration of multiple strategies for handling common classroom management problems. (Offered also as EDUC 6301.)

#### EDAD 6308 The Role of the Principal

Study of the roles and responsibilities in the administration of elementary, middle, and secondary Schools, with focus on the principal's professional relations with teachers, parents, pupils, educational leaders within the district, and the board of education. Analysis of the role of the principal in curriculum development, organization, and evaluation; School organization; discipline; student behavior; community relations; the teaching/learning process; in-service training; and leadership in teacher growth and evaluation. Emphasis is on the personal qualities of leadership conducive to good human relations.

#### EDAD 6309 The School and Its Instructional Program

Factors influencing School curriculum in grades K-12 are studied. Included are the components of the curriculum: organization of the curriculum; how curriculum is changed; how new curriculum is developed; and the curriculum programs in elementary and secondary Schools.

#### EDAD 6310 Applications of Educational Research

A study of investigations relating to Schooling with applications suitable to the role of the principal. Includes examination of reports from abstracts and original sources, valid research criteria in making written evaluations, and applications in specific field settings. (Offered also as EDUC 6320 and PSYC 6320.)

#### EDAD 6313 School Personnel Leadership

An integration of personnel leadership skills required in the legal, academic, and administrative considerations of regular and special School programs. Included are state and federal regulations.

#### EDAD 6381 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

# Bilingual Education (EDBI) Course Descriptions

## EDBI 3121 Special Topics in Language and Literature

Special topics to be treated are determined by interested students with the approval of the Department Chair. Mexican-American literature, sociolinguistics, grammar for native speakers of Spanish, and field experience in Hispanic language and culture are examples of possible areas of interest.

## EDBI 3221 Special Topics in Language and Literature

Special topics to be treated are determined by interested students with the approval of the Department Chair. Mexican-American literature, sociolinguistics, grammar for native speakers of Spanish, and field experience in Hispanic language and culture are examples of possible areas of interest.

## EDBI 3321 Special Topics in Language and Literature

Special topics to be treated are determined by interested students with the approval of the Department Chair. Mexican-American literature, sociolinguistics, grammar for native speakers of Spanish, and field experience in Hispanic language and culture are examples of possible areas of interest.

## EDBI 3335 Spanish Writing Workshop

This course provides students with strategies to write fluently in Spanish. Techniques emphasize the steps of the writing process. Students use self-editing and peer collaboration to produce a portfolio of their work. (Offered also as SPAN 3335.)

## EDBI 3387 Teaching School Content Areas in the Bilingual Classroom

Prerequisite: Admission to the Teacher Preparation Program; EDUC 4301 or 4311

This course will include the preparation and teaching of lessons and units in Spanish for content area; Spanish vocabulary development and instruction including the multifaceted knowledge of word knowledge; appropriate strategies for before, during and after reading; the role of fluency in comprehension and strategies to improve fluency; evaluation of curriculum materials for the Spanish speaker; familiarization with the state adopted materials written in Spanish; assessment that leads to data informed decisions; comprehension skills in content areas; grouping procedures in a multi-tiered approach; and lesson design that differentiates based on student need. Students apply course content in a field-based practicum in a bilingual classroom.

## EDBI 4293 Senior Seminar: Foundations of Bilingual Education

Prerequisite: EDBI 3387 and 4314 or permission of the instructor.

Students study topics in applied linguistics, psycholinguistics, sociolinguistics, and multilingual, multicultural education. Students prepare written assignments, give oral presentations, and participate in discussion of these topics. Students conduct in-depth research on one of these areas and present their research in a senior seminar paper and in an oral presentation to the class.

#### EDBI 4304 Methods of Teaching English as a Second Language

Prerequisites: Admission to the Teacher Preparation Program; EDUC 4301 or 4311.

This course will enable students to explore theories, pedagogical considerations and current methodology in the teaching of reading, speaking, listening, thinking and writing visualizing, and visually representing for second languages and targeted cultures. The five critical components of reading instruction (phonemic awareness, phonics and word study, fluency, vocabulary, and comprehension) will frame the study of learners of second languages. An emphasis will be placed on developing interpersonal communication skills of the beginning and intermediate ESL students. (Also offered as ENGL 4304 and SPAN 4304)

#### EDBI 4305 Second Language Acquisition

Prerequisite: Admission to the Teacher Preparation Program

This course will introduce students to theories of second language acquisition; comparison of first and second language acquisition; second language acquisition in children and adults and in the bilingual child. Also included in this course is an introduction to sociolinguistic considerations and assessment of language dominance and proficiency to inform instructional decisions. This course will make use of a multi-tiered system of support to provide the necessary differentiation. Student learning will focus on acquisition of English as a second language.

#### EDBI 4306 ESL Theory and Practice

A study of research findings in the teaching of English as a Second Language (ESL) and of legal, cultural, linguistic, and educational consideration for ESL teaching. School-based practicum project.

#### EDBI 4307 Foundations of ESL and Bilingual Education

Survey of the historical, theoretical, and policy foundations of programs which serve English language learners (ELL's); types of programs; research findings related to these programs; and factors in creating an effective multicultural environment for addressing students' affective, linguistic, and cognitive needs.

#### EDBI 4314 Survey of Linguistics

Nature and structure of language. Language variation and change. Language and society. Introduction to contrastive linguistics, with emphasis on English. Languages of the world.

#### EDBI 4343 Hispanic Cultural Perspectives

Prerequisites: Two 3000-level Spanish courses or the equivalent.

A study of the major cultural aspects of Spanish speaking countries, with a special emphasis on literature, art, history, geography and cultural patterns. Not open to students with language proficiency below Intermediate High. (Offered also as SPAN 4343.)

#### EDBI 4344 Hispanic Cultural Perspectives

Prerequisites: Two 3000-level Spanish courses or the equivalent.

A study of the major cultural aspects of Spanish speaking countries, with a special emphasis on literature, art, history, geography and cultural patterns. Not open to students with language proficiency below Intermediate High. (Offered also as SPAN 4344.)

### EDBI 4350 Developing Literacy in the Bilingual Classroom

Prerequisites: Admission to the Teacher Preparation Program; EDUC 4301 or 4311.

This course will include an analysis of the development of reading, speaking, listening, thinking and writing visualizing, and visually representing as it applies to the young bilingual child. The five critical components of reading instruction (phonemic awareness, phonics and word study, fluency, vocabulary, and comprehension) will frame the study of the bilingual learner. The course will also include a theoretical framework for literacy development in the first language of bilingual students using a multi-tiered approach to classroom instruction that involves being able to gather assessment data that will inform instructional decisions and differentiate instruction. This course will also include an exploration of the selection and development of activities that promote literacy acquisition in the first language of bilingual students. This class will be taught primarily in Spanish.

### EDBI 4381 SPECIAL TOPICS/INDEPENDENT ST

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

### EDBI 5304 Methods of Teaching English as a Second Language

Prerequisites: None.

This course will help to prepare learners to function as knowledgeable and effective teachers/scholars of students in a bilingual/ESL classroom. Students will conduct an in-depth study of theories, pedagogical considerations and current methodology in the teaching of listening, speaking, reading and writing skills for second languages and target cultures. Emphasis is on developing interpersonal communication skills of beginning and intermediate ESL students.

### EDBI 5305 Second Language Acquisition

This course will prepare professional educators to function as knowledgeable and effective teachers/scholars of students in a bilingual classroom. Students will explore theories of second language acquisition, comparison of first and second language acquisition, and second language acquisition in children and adults and in the bilingual child. Students will conduct an in-depth study of assessment of language dominance and proficiency with a focus on acquisition of English as a second language.

### EDBI 5306 ESL Theory and Practice

A study of research findings in the teaching of English as a Second Language (ESL) and of legal, cultural, linguistic, and educational consideration for ESL teaching. School-based practicum project.

### EDBI 5314 Survey of Linguistics

Nature and structure of language. Language variation and change. Language and society. Introduction to contrastive linguistics, with emphasis on English. Languages of the world.

### EDBI 5315 Integrating ESL with the Content Areas

Prerequisites: None.

Approaches to teaching English as a Second Language within the context of comprehensible content-area instruction. Sheltered English. Emphasis on developing literacy skills and fostering oral and written student interaction in all subject areas. Understanding of cultural diversity and its implications to classroom climate. Adapting instruction to the diagnosed needs of the LEP student. Fifteen-hour School-based practicum project.

#### EDBI 5335, Spanish Writing Workshop

This course will provide students with techniques for developing writing skills in Spanish. Knowledge and skills developed in the class will be applicable to the teaching of writing in the EC-6 Bilingual/ESL classroom. Their project will involve a compilation of entries with a focus on composing, revising, editing, and publishing a memoir or personal life story.

#### EDBI 5343 Hispanic Cultural Perspectives

A study of the major cultural aspects of Spanish-speaking countries, with a special emphasis on literature, art, history, geography and cultural patterns. This course will be taught in Spanish. Not open to students with language proficiency below ACTFL Intermediate High.

#### EDBI 5344 Hispanic Cultural Perspectives

A study of the major cultural aspects of Spanish-speaking countries, with a special emphasis on literature, art, history, geography and cultural patterns. This course will be taught in Spanish. Not open to students with language proficiency below ACTFL Intermediate High.

#### EDBI 5350 Developing Literacy in the Bilingual Classroom

This course will prepare professional educators to function as knowledgeable and effective teachers/scholars of students in a bilingual classroom. Students will gain an in-depth understanding the theoretical framework for the literacy development in the first language of bilingual students. Students will explore and analyze current methods of teaching reading and writing. Students will develop and evaluate activities that promote literacy acquisition in the first language of bilingual students. This class will be taught primarily in Spanish.

#### EDBI 6181 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected based on student interest and need.

#### EDBI 6281 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected based on student interest and need.

#### EDBI 6304 Applied Linguistics for Bilingual Teaching

Contrastive analysis between English and Spanish. Implications of linguistic considerations for identification of special concerns in the teaching of bilingual literacy and language arts.

#### EDBI 6305 Foundations of Bilingual Education

Rationale for bilingual education. Goals, curriculum, classroom management, and testing in the various types of bilingual programs. Research findings in bilingual education.

#### EDBI 6307 The Teaching of Mathematics, Science and Social Studies in the Bilingual Classroom

Development, utilization, and adaptation of resources and materials for teaching math, science and social studies in the bilingual classroom. Current approaches to teaching the content areas in the bilingual classroom. Vocabulary and fluency development in content areas in Spanish. Program and staffing models. Use of the first and second languages. This course will be taught primarily in Spanish.

#### EDBI 6381 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected based on student interest and need.

# Early Childhood Education (EDEC) Course Descriptions

## EDEC 4181 Special Topics

This course provides opportunities for individual research and development in areas of special interest, current issues, and special problems within the field of education of young children. A minimum of 30 clock hours of directed study is required for each semester hour of credit.

## EDEC 4281 Special Topics

This course provides opportunities for individual research and development in areas of special interest, current issues, and special problems within the field of education of young children. A minimum of 30 clock hours of directed study is required for each semester hour of credit.

## EDEC 4290, Practicum in Early Childhood

Prerequisites: EDEC 4306, 4310, 4311, EDRE 4351, and EDUC 2311 (or permission of the Program Director).

## EDEC 4313, Curriculum and Instruction in Early Childhood Education

Prerequisites: Admission to the Teacher Preparation Program; EDUC 4301 or 4311

This course is focused on the study of research-based curriculum, instruction, and assessment for early childhood. All areas of study are focused on developmentally appropriate practices for children of preschool and kindergarten age and are supported by national standards and state standards-National Association for the Education of the Young Child (NAEYC), Texas Essential Knowledge and Skills (TEKS) and guidelines. Topics include learning about the specific characteristics and expectations for this age group, becoming knowledgeable of early childhood programs, planning learning activities and facilities, developing positive School/home relations, being aware of the diverse needs of the learner, and other aspects of creating and maintaining rich learning experiences.

## EDEC 4381 Special Topics

This course provides opportunities for individual research and development in areas of special interest, current issues, and special problems within the field of education of young children. A minimum of 30 clock hours of directed study is required for each semester hour of credit.

## EDEC 5181 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

## EDEC 5281 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

#### EDEC 5302 Survey of Exceptional Children

Prerequisite: EDUC 5313, 5314, 6302, or 6312 (or teacher certification)

This course is an in-depth study in all areas of exceptionalities. (Offered also as EDSP 5302 and EDUC 5304.)

#### EDEC 5306 Language and Concept Development in Young Children

Prerequisite: permission of the instructor

Study includes the relationship between language and thought; theories of language and learning; changes in the young child's intellectual structure; role of the teacher, and practical application. (Offered also as EDSP 5306.)

#### EDEC 5310 Preschool Curriculum and Instruction

This course is designed to provide an in-depth study of developmentally appropriate curriculum and instruction for three and four year old children. Fieldwork is required.

#### EDEC 5311 Kindergarten Curriculum and Instruction

Prerequisites: EDEC 5306 or permission of the instructor

This course includes the study of and experiences with instructional strategies; planning and evaluation of learning activities; selection and planning of physical facilities; and the skills necessary for management of kindergarten programs.

#### EDEC 5351 Emergent Literacy

Prerequisite: Admission to Teacher Education

In this course students examine emergent literacy and explore ways to encourage the development of initial literacy. A wide variety of topics pertaining to the emergent reader and writer are included. (Offered also as EDRE 5351 and EDSP 5351.)

#### EDEC 5381 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

#### EDEC 6181 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

#### EDEC 6281 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### EDEC 6381 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

# Reading Education (EDRE) Course Descriptions

## EDRE 4301 Advanced Developmental Reading

Prerequisite: EDRE 4310

This course examines developmental reading programs for grades pre-School through College. Skill in recognizing various stages in the development of reading processes and an analysis of the total reading program, emphasizing procedures for improvement, is developed. (Offered also as EDRE 5301.)

## EDRE 4320 Teaching Reading Through Children's Literature

Prerequisites: Admission to Teacher Preparation Program.

Students in this course will be introduced to the best examples in literature for children. The student will gain an in-depth knowledge of the major genres of children's literature, how to critically evaluate books using specific criteria, and how to make use of that knowledge in extending pupil skills in developmental reading as well as the creation of lifetime reading habits. Students also become familiar with the lives and works of major authors and illustrators of works for children.

## EDRE 4330 Teaching Content Area Reading Skills

Prerequisites: Admission to the Teacher Preparation Program

Students in this course will explore methods for teaching reading in the content areas. Topics will include assessment that leads to data informed decisions; comprehension skills in content areas; readability and material suitability; study skills; vocabulary development and instruction, the multifaceted knowledge of word knowledge; appropriate strategies for before, during and after reading; the role of fluency in comprehension and strategies to improve fluency, reading efficiency; grouping procedures in a multi-tiered approach; and lesson design that differentiates based on student need.

## EDRE 4350 Reading and the Language Arts

Prerequisite: Admission to the Teacher Preparation Program; EDRE 4351, Emergent Literacy must be taken simultaneously with EDRE 4360.

Co-requisite: EDRE 4360.

This course includes an analysis of the development of writing and spelling for grades 2-8 and the use of differentiated instruction. The use of assessment and data driven decision making for instruction are covered. The style of instruction will focus on effective teaching: (1) Explicit instruction with modeling, (2) Systematic instruction and scaffolding, (3) Multiple opportunities for independent practice and application, (4) Immediate affirmative & corrective feedback, and (5) On-going progress monitoring and a multi-tiered system of support. Both on-campus and field experiences are included. It must be completed before student teaching.

## EDRE 4351 Emergent Literacy

Prerequisite: Admission to Teacher Education

This course includes an analysis of the development of reading, speaking, listening, thinking and writing visualizing, and visually representing as it applies to the young child. The five critical components of reading instruction (phonemic awareness, phonics and word study, fluency, vocabulary, and comprehension) frame the study of the emergent learner. The course also includes a multi-tiered approach to classroom instruction: being able to differentiate instruction as needed and gather assessment data that will inform instructional decisions.

#### EDRE 4352 Literacy in the Secondary Schools

This course provides students with opportunities to use literacy as a tool to meet a broad range of personal, social, and curricular functions as well as real-world applications. It stresses comprehension strategies, metacognition, reflection and positive attitudes toward literacy. (Offered also as EDRE 5352.)

#### EDRE 4360, Developing and Teaching Literacy

Prerequisite: Admission to the Teacher Preparation Program

Corequisite: EDRE 4350

Included in this course are methods and materials for teaching developmental reading to children in School settings from grades Pre-K to 8. The course emphasizes competence in assessing specific strengths and weaknesses in the reading skills of children, differentiation in instruction, lesson planning in order to prepare learning activities appropriate to children's needs, and interaction with children in such a way that learning is maximized. It includes a multi-tiered approach to meet the various needs of students along with assessment that drives instructional decisions. It builds on the concepts from emergent literacy (EDRE 4351) that stress the 5 critical components of reading instruction and the understanding of effective instruction (5 features). Both on-campus activities and field experiences are included. This course must be completed before student teaching.

#### EDRE 4381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

#### EDRE 5181 Special Topics

This is a service course designed to permit offerings of topics of current interest and special workshops. It may also be used for individual study, in which a minimum of 40 clock hours of directed study are required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

#### EDRE 5182 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

#### EDRE 5301 Advanced Developmental Reading

Prerequisite: EDRE 5310

This course examines developmental reading programs for grades pre-School through College. Skill in recognizing various stages in the development of reading processes and an analysis of the total reading program, emphasizing procedures for improvement, is developed. (Offered also as EDRE 4301.)

#### EDRE 5304 Diagnosis and Correction of Reading Difficulties

Causes of reading difficulties along with the use of diagnostic evaluation to select appropriate instructional materials and strategies for correction are explored. (Offered also as EDRE 4304.)

### EDRE 5305 Literacy Management and Technology

Prerequisites: EDUC 5313 or 6302, and EDRE 5310.

Literacy instructional concerns such as grouping, diversity, portfolios, study skills, and test-taking strategies are addressed along with practical applications for using technology in the classroom. (Offered also as EDRE 4305.)

### EDRE 5310 Reading & Writing for Pre-Adolescents

Prerequisite: None.

Included in this course are methods and materials for teaching developmental reading to children in elementary School settings. The course emphasizes competence in assessing specific strengths and weaknesses in the reading skills of children, lesson planning in order to prepare learning activities appropriate to children's needs, and interacting with children in such a way that learning is maximized. Both on-campus activities and field experiences are included. This course is a prerequisite for student teaching. Students taking this course must simultaneously register for EDRE 4310-L1, except in summer. (Offered also as EDRE 4310.)

### EDRE 5320 Teaching Reading Through Children's Literature

Prerequisite: None.

This course will enable professional educators to construct and evaluate reading programs at all levels. Graduate students taking this course will gain an in-depth knowledge of the major genres of children's literature and how to critically evaluate books using specific criteria. The course will provide educators with the skills and experience necessary to enrich their reading instruction, as well as the creation of lifetime reading habits. Students will explore the lives and works of major authors and illustrators of works for children and their impact on this area of reading education, as well as exploring the use of multicultural literature.

### EDRE 5330 Content Area Reading

Prerequisite: None

This course will introduce professional educators (and those seeking initial certification) to specific methods for teaching reading in content areas. Students will study assessment procedures, comprehension skills in content areas, readability and materials suitability, study skills, vocabulary development, developing reading rate flexibility, reading efficiency, grouping procedures, and lesson design. Using these experiences, students will learn to write formal lesson plans or prepare units of study for content areas that incorporate reading instruction. Students will learn to evaluate the effectiveness of reading strategies and how to make improvements.

### EDRE 5350 Reading and the Language Arts

Prerequisite: Admission to Teacher Education

An analysis of the development of reading, speaking, listening, thinking and writing visualizing, and visually representing abilities. Both on-campus and field experiences are included. Students taking this course must simultaneously register for EDRE 4350-L1, except in summer. (Offered also as EDRE 4350.)

### EDRE 5351 Emergent Literacy

PREREQUISITE: Admission to Teacher Education

In this course students examine emergent literacy and explore ways to encourage the development of initial literacy. A wide variety of topics pertaining to the emergent reader and writer are included. (Offered also as CDEV 4351, EDEC 4351/5351, and EDSP 4351/5351.)

### EDRE 5352 Literacy in the Secondary Schools

This course provides students with opportunities to use literacy as a tool to meet a broad range of personal, social, and curricular functions as well as real-world applications. It stresses comprehension strategies, metacognition, reflection and positive attitudes toward literacy. (Offered also as EDRE 4352.)

### EDRE 5381 Special Topics

This is a service course designed to permit offerings of topics of current interest and special workshops. It may also be used for individual study, in which a minimum of 40 clock hours of directed study are required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### EDRE 6181 Special Topics

This is a service course designed to permit offerings of topics of current interest and special workshops. It may also be used for individual study, in which a minimum of 40 clock hours of directed study are required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### EDRE 6281 Special Topics

This is a service course designed to permit offerings of topics of current interest and special workshops. It may also be used for individual study, in which a minimum of 40 clock hours of directed study are required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### EDRE 6305 Reading: A Linguistic Perspective

This course examines reading within the framework of literacy development. Linguistic and psychological perspectives toward reading as well as their relationship to the comprehensive process are emphasized.

### EDRE 6381 Special Topics

This is a service course designed to permit offerings of topics of current interest and special workshops. It may also be used for individual study, in which a minimum of 40 clock hours of directed study are required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

# Special Education (EDSP) Course Descriptions

## EDSP 4181 Special Topics

Topics of current interest and special workshops. May also be used for individual study, in which a minimum credit of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

## EDSP 4252 Clinical Experiences in Generic Special Education

Prerequisites: Admission to the Teacher Preparation Program; EDSP 4302, 4311, and 4319. Application required.

A field-based practicum which requires fieldwork in a generic special education setting. This course must be completed prior to student teaching.

## EDSP 4281 Special Topics

Topics of current interest and special workshops. May also be used for individual study, in which a minimum credit of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

## EDSP 4302 Survey of Exceptional Children

Prerequisite: Admission to the Teacher Preparation Program

This course provides a survey of populations with exceptionalities. Cognitive, emotional, social, physical, and motivational characteristics as well as educational needs of children with exceptionalities are explored. Knowledge of professional, ethical and legal issues that apply to working with students with exceptionalities is also included. Students apply current and new knowledge regarding instructional planning, assessment and collaboration.

## EDSP 4311 Diagnostic and Prescriptive Teaching for Exceptional Children

Prerequisites: Admission to the Teacher Preparation Program; EDSP 4302.

This course focuses on the diagnostic-prescriptive approach to individualizing instruction which provides educators with a comprehensive method of assessing learning styles, identifying where breakdowns occur in the learning process, and developing appropriate programming related to the specific needs of learners. Key topics include response to intervention (RTI) approaches, the screening process for dyslexia, standardized and informal assessments, and data analysis as well as laws related to eligibility, ethics and parents' rights. Students learn to write Individualized Educational Programs (IEPs) based on the diagnostic-prescriptive approach to individualizing instruction for students with exceptionalities. Further, interviews of experienced educators will be conducted regarding current issues and practices in assessment and intervention.

## EDSP 4319 Teaching Strategies in Special Education

Prerequisites: Admission to the Teacher Preparation Program; EDSP 4302.

All learners possess unique characteristics, interests, and abilities. Special educators are responsible for connecting instructional planning to learner strengths and needs with typical and atypical exceptionalities. In this course, the educator examines research based instructional strategies to ensure student success across the curriculum, according to human growth and development. An investigation of characteristics associated with cross categorical learners, as defined by the Individuals with Disabilities in Education Improvement Act (IDEA, 2004), and how they affect teaching and learning will also be covered. Further, educational implications for students with exceptionalities will also be addressed. The course also explores research-based practices and subject area instructional strategies that result in accommodations and modifications for students with exceptionalities; including the five components mandated by the State

Board for Educator Certification in the screening process for Dyslexia. Also included is the importance of effective and positive collaborative relationships with all stakeholders to support development and educational progress. The educator also applies knowledge of characteristics of students with learning disabilities and how knowledge of professional, ethical, and legal issues applies to working with students. In addition, opportunities are presented in which the teaching professional applies current and new knowledge regarding instructional planning, assessment, and collaboration.

#### EDSP 4325, Educating Gifted Learners

Prerequisite(s): EDUC 4301 or 4311

This course presents an overview of the intellectual and developmental characteristics of the gifted and talented as well as an introduction to identification techniques, instructional approaches, educational programs, and special problems. The course focuses on classroom educational practices designed to meet the unique needs of the gifted and talented students. Historical, legal, and conceptual foundations of gifted education are examined as well as current research relevant to the education of gifted learners.

#### EDSP 4351 Emergent Literacy

Prerequisite: Admission to Teacher Education

In this course students examine emergent literacy and explore ways to encourage the development of initial literacy. A wide variety of topics pertaining to the emergent reader and writer are included. (Offered also as CDEV 4351, EDEC 4351/5351, EDRE 4351/5351, and EDSP 5351.)

#### EDSP 4352, Behavior and Classroom Management

Prerequisites: Admission to the Teacher Preparation Program and EDSP 4302

Promoting positive behavior and effectively responding to misbehavior are critical skills necessary for all educators. This course helps educators create safe, supportive, and respectful learning environments that promote social-emotional development, self-responsibility, and character, in order to optimize learning for all students. Age-appropriate skills and strategies for managing dynamic and flexible grouping structures and for teaching conflict resolution will be presented. Through this course, the educator will also learn the ABC's of behavior, function, and effective strategies for implementing a behavior intervention plan (BIP) for students that exhibit behavior deficits. The course also provides strategies for building positive relationships, fostering motivation, and engaging in effective communication and problem solving with parents and families.

#### EDSP 4353, Field Experiences in Special Education

Prerequisites: Admission to the Teacher Education Program as well as EDSP 4302, 4311, 4319, and 4352

Students will become knowledgeable about various methods of special service delivery to students with exceptionalities as they come in contact with a continuum of service delivery systems ranging from least restrictive (inclusive) to most restrictive (self-contained) environments. Observations, classroom assistance, instructional planning, classroom and individual instruction, and conference activities will be required. Students will create a Teacher Work Sample (TWS), which consists of a project demonstrating mastery of the components of effective instruction and student learning. Successful completion of the TWS is required for program completion.

### EDSP 4381 Special Topics

Topics of current interest and special workshops. May also be used for individual study, in which a minimum credit of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### EDSP 5302 Survey of Exceptional Children

Prerequisite: Admission to the Teacher Preparation Program

Students will determine the goals of instruction according to the needs of the various exceptionalities; they will develop an appropriate curriculum using the essential elements as a base. Students will learn the techniques of managing behavior, how to individualize instruction, how to apply methods of intervention, and how to evaluate adequacy of teaching. The future educator will learn how to arrange classrooms specific to management theories. Students must be computer literate. Fieldwork is required.

### EDSP 5311 Diagnostic and Prescriptive Teaching for Exceptional Children

Prerequisites: EDSP 5302

The learning experiences in this course will contribute to the knowledge and skills of professional educators in developing and assessing programs for students who exhibit learning and behavior difficulties. Students will learn the diagnostic-prescriptive approach to individualized instruction. Students in the course will learn about comprehensive methods of assessing learning styles and to identify where the breakdowns can occur in the learning process. This course will assist educators in developing, administering and evaluating appropriate programming related to specific needs of learners. The screening process for dyslexia mandated by the State Board for Educator Certification is taught in this course.

### EDSP 5319 Teaching Strategies in Special Education

Prerequisites: EDSP 5302 and 5311

This course is designed to enable students to develop the expertise of the professional educator with the needs of the various student exceptionalities. Teachers seeking certification as Educational Diagnosticians will learn to apply specialized techniques of managing behavior, how to individualize instruction, how to apply methods of intervention, and how to evaluate adequacy of teaching. The practicing educator taking this course will be able to develop a comprehensive knowledge about classroom management theories as they relate to special education.

### EDSP 5335 Identification, and Evaluation in Early Childhood

Prerequisite: EDSP 5302 and 5311

This course involves an in-depth study of growth and development of the young child during infancy and early childhood. Additionally, this course emphasizes the acquisition of knowledge and identification of exceptionalities. It will include observations, screen, and assessment of young children, report writing, and identifying appropriate evidence-based interventions.

### EDSP 5345 Student Evaluation Techniques

Prerequisites: Teaching experience and/or a course in instructional design, i.e. EDUC 5313, 5314, 6302, or 6312)

This course is designed to enable the student to improve the design, construction, and validation of teacher-made tests, and to evaluate, select, administer, and interpret standardized tests for all levels of instruction. Also included is brief attention to the organization and management of Schools and legal and ethical aspects of teaching. (Offered also as EDAD 5345 and EDUC 4345/5345)

### EDSP 5351 Emergent Literacy

Prerequisite: EDUC 5313 or 6302 (or teacher certification)

In this course students examine emergent literacy and explore ways to encourage the development of initial literacy. A wide variety of topics pertaining to the emergent reader and writer are included. (Offered also as CDEV 4351, EDEC 4351/5351, EDRE 4351/ 5351, and EDSP 4351.)

### EDSP 5381 Special Topics

A study of topics of current interest. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need and must be approved by the instructor.

### EDSP 6181 Special Topics

A study of topics of current interest. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need and must be approved by the instructor.

### EDSP 6281 Special Topics

A study of topics of current interest. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need and must be approved by the instructor.

### EDSP 6305 Individual Psychological Evaluation

Prerequisite: EDUC 6304

Review of theory underlying individual ability tests. Supervised practice in test administration, scoring, and interpretation. Skills in report preparation are addressed. The Wechsler scales are emphasized. (Offered also as EPSY 6305 and PSYC 6305.)

### EDSP 6315 Practicum in Diagnosis

Prerequisite: EDUC 6305

Each student works under the supervision of a certified Educational Diagnostician five days a week during regular School hours for the length of the term that the course is offered at the university.

### EDSP 6344 Educational Appraisal of Individuals with Exceptionalities

Prerequisites: EDSP 5302, 5311, 5335, and 5319

This course is an introduction to appraisal techniques and instruments used to identify the presence or absence of a specific disability. Administration, scoring, interpretation, preparation of written reports and the development of IEPs will be taught in this course. Students must be computer literate. (Offered also as EPSY 6344.)

#### EDSP 6345 Advanced Assessment in Special Education

Prerequisites: EDSP 5302, 5311, 5319, 5335, 6305, and 6344

This course addresses the explosion of information related to assessment in special education and to the diverse populations served by special education. It examines advanced assessment techniques currently used by educational diagnosticians. The course will focus on developing proficiency in the administration and interpretation of instruments such as the following: The Stanford-Binet Intelligence Scale, the KABC, the Wechsler Achievement Test, the Bender Gestalt, the Test of Nonverbal Intelligence, the Woodcock Johnson Cognitive Battery, the UNIT, the KABC, Adaptive Behavior Scales, and the Vineland Social Maturity Scales. Students must be computer literate.

#### EDSP 6381 Special Topics

A study of topics of current interest. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need and must be approved by the instructor.

# Professional Education (EDUC) Course Descriptions

## EDUC 2320, Learning and Development

This is a comprehensive study of child and adolescent development (cognitive, social, physical, and emotional development) combined with examination and analysis of learning theory and other factors and principles that affect learning. Observation and experience in Schools is included. (Students who wish to enter the Teacher Preparation Program must earn a C or better in this course.)

## EDUC 2330, Foundations of American Educational Thought

This course of study introduces the historical, philosophical, and sociological influences that have shaped the dynamic nature of private and public educational systems in the United States. Emphasis is placed on the Christian influence on education, great educational leaders, as well as examining the future of education. A great variety of selected classical readings are included with authors such as William Penn, Benjamin Franklin, Thomas Jefferson, Noah Webster, Ralph Waldo Emerson, G. Stanley Hall, John Dewey, Booker T. Washington, Jane Addams, W.E.B. DuBois, E.L. Thorndike, and others. An overview of the many facets and issues of teaching are introduced. (Students who wish to enter the Teacher Preparation Program must earn a C or better in this course.)

## EDUC 4000 Student Teacher Seminar

Student teachers meet once a week on campus to discuss and receive instruction with regard to various issues of interest and value to preservice teachers, such as the writing of resumes, interviewing skills, discipline concerns, portfolio preparation, and certification exam preparation. (Offered also as EDUC 5000.)

## EDUC 4100 TExES State Certification Exam Preparation Seminar

Prerequisites: Admission to the Teacher Preparation Program, a degree plan on file in the Registrar's Office, and completion of at least 90 hours of degree-plan specified course work.

This course assists students in understanding the state and federal standards for their chosen certification areas. Students complete intensive reviews for their Pedagogy and Professionalism (PPR) and content area certification exams. They must successfully complete PPR and content area practice exams. This course must be completed prior to entering Student Teaching.

## EDUC 4181 Special Topics

A service course designed to permit the offering of topics of current interest, additional field work and special workshops. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

## EDUC 4281 Special Topics

A service course designed to permit the offering of topics of current interest, additional field work and special workshops. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

## EDUC 4290 CLASSROOM MANAGEMENT

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

## EDUC 4294 Senior Seminar: Classroom Management

This course involves an exploration of means for creating and maintaining optimal learning environments and helping children and adolescents develop into considerate, responsible adults. It includes independent observation which must be completed during student teaching or the CDEV practicum. (Offered also as CDEV 4294, INDC 4294.)

## EDUC 4301 Curriculum and Instruction in the Elementary School

Prerequisite: Admission to the Teacher Preparation Program.

This course is designed to provide an integrated and in-depth understanding of principles of curriculum and instruction, as well as practical experiences in instructional design for elementary School contexts and learners. Multiple approaches to learning, the roles of teachers in the teaching-learning process, as well as current Texas state curriculum requirements and guidelines are explored. The effective use of media/technology is included. Field work is required. This course must be taken with EDUC 4312. (Also offered as EDUC 5313.)

## EDUC 4306 Educational Applications of Technology

Admission to the Teacher Preparation Program

A broad spectrum of technology application is explored including the use of word processing, software evaluation, Internet use, multimedia, and telecommunications. Technology is used for communication, management, teaching, and learning. Software is reviewed and evaluated.

## EDUC 4311 Curriculum and Instruction in the Secondary School

Prerequisite: Admission to the Teacher Preparation Program

This course is designed to provide an integrated and in-depth understanding of principles of curriculum and instruction, as well as practical experiences in instructional design for secondary School contexts and learners. Multiple approaches to learning, the roles of teachers in the teaching-learning process, as well as current Texas state curriculum requirements and guidelines are explored. The effective use of media/technology is included. Field work is required. This course must be taken with EDUC 4312. (Also offered as EDUC 5314.)

## EDUC 4320, Teaching Methodology for Secondary Teachers

Prerequisites: Admission to Teacher Preparation Program; EDUC 4301 or 4311

This course combines campus-based instruction with field-based experiences. Students observe as well as plan and present lessons in their designated content area. An emphasis is placed upon content specific instructional methods, using data to make instructional decisions and application of classroom management skills. This course must be completed before student teaching.

## EDUC 4325, Educating Gifted Learners

Prerequisite(s): EDUC 4301 or 4311

This course presents an overview of the intellectual and developmental characteristics of the gifted and talented as well as an introduction to identification techniques, instructional approaches, educational programs, and special problems. The course focuses on classroom educational practices designed to meet the unique needs of the gifted and talented students. Historical, legal, and conceptual foundations of gifted Houston Baptist University Catalog 2014-2015

education are examined as well as current research relevant to the education of gifted learners.

#### EDUC 4340 Action Research

The Action Research model is explored and students complete an Action Research project. Preparation for certification exams is also a component of the course. Students take this course immediately preceding student teaching or concurrent with student teaching if student teaching in the Fall quarter.

#### EDUC 4381 Special Topics

A service course designed to permit the offering of topics of current interest, additional field work and special workshops. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

#### EDUC 4400, Student Teaching Seminar

Prerequisite: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee

This course is founded on foundational research-based content and best practices in education concerning the topics of classroom management, assessment and professional development. Classroom management is focused on the exploration of means for creating and maintaining optimal learning environments and helping children and adolescents develop into considerate, responsible adults. Other components explored and revisited include classroom assessment, home/School communication and the roles and responsibilities of teaching. Students complete the professional E-Portfolio during this course.

#### EDUC 4461 Student Teaching in Elementary School Spanish

Prerequisites: Approval to Student Teach by the Center for the Preparation of Professional Educators (CPPE)

This course is a field-based student teaching experience in elementary School Spanish for the student preparing for all-level certification. The student teacher works with an experienced teacher in a School setting for one-half of an academic semester. This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

#### EDUC 4462 Student Teaching in Secondary School Spanish

Prerequisites: Approval to Student Teach by the Center for the Preparation of Professional Educators (CPPE)

This course is a field-based student teaching experience in secondary School Spanish for the student preparing for all-level certification. The student teacher works with an experienced teacher in a School setting for one-half of an academic semester. This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

#### EDUC 4471, Student Teaching in the EC-6 Classroom

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4472, Student Teaching in Special Education

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4481 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

EDUC 4484, Student Teaching in Elementary PE

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4485, Student Teaching in Secondary PE

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4486, Student Teaching in the ESL Classroom

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4487, Student Teaching in the Bilingual Classroom

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4489, Student Teaching in Pre-School

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4493, Student Teaching in Elementary Art

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4494, Student Teaching in Elementary School Music

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4495, Student Teaching in Secondary School Subjects

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4496, Student Teaching in Secondary Art

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4497, Student Teaching in Secondary School Choral Music

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4498, Student Teaching in Secondary School Instrumental Music

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course must be taken concurrently with another four-hour student teaching course; this provides a full semester of student teaching experience.

EDUC 4671 Student Teaching in the Bilingual EC-4 Classroom

Prerequisites: demonstration of second language proficiency and approval of the Teacher Education Committee.

This course is a field-based student teaching experience in a bilingual classroom, where instruction is delivered in two languages. A student teacher works with an experienced teacher for twelve weeks. (Offered also as EDUC 5671.)

EDUC 4870, Student Teaching in the EC-4 Classroom

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

EDUC 4871, Student Teaching in the Bilingual EC-4 Classroom

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

EDUC 4872, Student Teaching in All-Level Special Education

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

This course is a field-based student teaching experience in special education classroom for students

preparing for all-level special education certification. A student teacher works with an experienced teacher for an academic semester.

**EDUC 4873, Student Teaching in the EC-6 Classroom**

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

**EDUC 4876, Student Teaching in the Bilingual Classroom**

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

**EDUC 4891, Student Teaching in Secondary School Subjects**

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

**EDUC 4892, Student Teaching in Elementary and Special Education**

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

**EDUC 4893, Student Teaching in the Middle School Grades**

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

**EDUC 4894, Student Teaching in the High School Grades**

Prerequisites: Admission to the Teacher Preparation Program and approval of the Teacher Education Committee.

**EDUC 5000 Student Teacher Seminar**

Student teachers meet once a week on campus to discuss and receive instruction with regard to various issues of interest and value to preservice teachers, such as the writing of resumes, interviewing skills, discipline concerns, portfolio preparation, and certification exam preparation. (Offered also as EDUC 4000.)

**EDUC 5001 ACP Teaching in the Early Childhood-Grade 12 Classroom**

Prerequisites: Must have an ACP plan on file in the COEBS office and be employed in an EC-12 School as a teacher

This course is a non-credit, field-based course required for students in the HBU Alternative Certification Program (ACP). To be enrolled in the course, the student must be employed as a teacher in an EC-12 state-accredited School. HBU faculty will provide regular supervision and support for the student during the quarter to assist the student in becoming a successful and effective teacher. This course must be taken for three consecutive academic quarters (Fall, Winter, and Spring only).

### EDUC 5101, ACP Internship I

Prerequisites: Must have an ACP plan on file in the School of Education office and be employed in an EC-12 School as a teacher.

This is a field-based course required for students in the HBU Alternative Certification Program (ACP). To be enrolled in the course, the student must be employed as a teacher in an EC-12 state-accredited School. HBU faculty will provide regular supervision and support for the student during the semester to assist the student in becoming a successful and effective teacher. (Offered Fall and Spring only.)

### EDUC 5181 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### EDUC 5201, ACP Internship II

Prerequisite: EDUC 5101

This is a field-based course required for students in the HBU Alternative Certification Program (ACP). To be enrolled in the course, the student must be employed as a teacher in an EC-12 state-accredited School and have completed EDUC 5101 in the semester immediately prior (excluding summer). HBU faculty will provide regular supervision and support for the student during the semester to assist the student in becoming a successful and effective teacher. Preparation for the EC-12 Pedagogy and Professional Responsibilities certification exam is provided during this course. (Offered Fall and Spring only.)

### EDUC 5281 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### EDUC 5302 Multimedia Instructional Strategies

This course is part of the introductory sequence of courses designed to introduce and train educators in the appropriate applications of instructional technology. Information acquisition will focus on methodologies and appropriate use of multimedia as an instructional tool. Application of skills will focus on demonstrated proficiency in manipulation of text, graphics, and sound. Problem-solving activities will focus on the integration of multimedia programs as appropriate. Participants will complete the design and development of an individual multimedia project and a group multimedia project, using advanced technical features and multiple sources of media. Participants will learn to use multimedia tools to enhance their own communication, expand their repertoire of instructional strategies, and lead students in creating their own multimedia projects

### EDUC 5305 Technology Enhanced Instructional Design

Prerequisite: EDUC 5306

This course is designed to provide integrated and in-depth understanding of the principles and processes of technology-enhanced instructional design and curriculum development. Learning will be focused on the application of learner, instructional, and resource analyses with an emphasis on technology-enhanced resources, assessment, and computer-based curriculum management.

### EDUC 5306 Educational Applications of Technology

A broad spectrum of technology application is explored including the use of word processing, software

evaluation, Internet use, multimedia, and telecommunications. Technology is used for communication, management, teaching, and learning. Researching the role technology plays in digital natives of today and how that influences teaching and learning will be examined with special emphasis on how to change digital immigrant teachers' methodology and pedagogy. Students will also be exposed to and begin to demonstrate competencies related to the Master Technology Teacher Standards.

#### EDUC 5320, Teaching Methodology for Secondary Teachers

Prerequisite: Teacher Certification

This course combines campus-based instruction with a minimum of 25 clock hours of field-based experience in observation and the planning and presenting of lessons for prospective student teachers or interns. An emphasis is placed upon lesson presentation skills; lesson preparation and planning, using a variety of teaching methods including technology; application of classroom management skills; and research into the teaching of the specific content area for which the student is being certified.

#### EDUC 5325, Educating Gifted Learners

Prerequisite(s): None.

This course presents an overview of the intellectual and developmental characteristics of the gifted and talented as well as an introduction to identification techniques, instructional approaches, educational programs, and special problems. The course focuses on classroom educational practices designed to meet the unique needs of the gifted and talented students. Historical, legal, and conceptual foundations of gifted education are examined as well as current research relevant to the education of gifted learners.

#### EDUC 5331 Mathematics for Pre-Adolescents

This course prepares prospective and practicing preschool, elementary School and middle School teachers to teach mathematics effectively. Students overview all aspects of the PK-6 mathematics curriculum and acquire an in depth knowledge of the content, methods, and materials involved in the development of mathematical processes and of the number and operations strand of preschool, elementary, and middle School mathematics. Classroom use of models and manipulatives is emphasized.

#### EDUC 5335 Clinical Teaching in the 4-8 Classroom

Prerequisites: Admission to the Teacher Preparation Program and the approval of the Teacher Education Committee

This is a field-based student teaching experience in a middle grade (4-8) for students seeking certification in grades 4-8. The student teacher works with an experienced teacher in a School setting each School day for 12 weeks.

#### EDUC 5340 Social Studies for Pre-Adolescents

Prerequisite: EDUC 5313, 5314, 6302, or 6312 (or teacher certification)

This course provides an exploration of social studies content and skills as well as teaching/learning materials and strategies for developing content and skills at preschool through grade 6 levels. Essential knowledge and skills are emphasized. Field-based experiences and technology applications are required. (Offered also as INDC 4340)

#### EDUC 5350 Science for Pre-Adolescents

Prerequisite: None.

This course is an exploration of teaching science for educators in preschool through grade 6. Graduate students will examine a variety of science curricula as well as teaching/learning materials and strategies for developing new content and skills at preschool through grade 6 levels. Applications of knowledge and skills are emphasized. Technology applications are required.

#### EDUC 5360, Essential Elements of Math

Prerequisite: Teacher Certification. Any one Curriculum and Instruction course (EDUC 6202, 6312, or 6322).

This course prepares prospective and practicing preschool, elementary School and middle School teachers to teach mathematics effectively. Students acquire an in-depth knowledge of the content, methods, and materials involved in the development of mathematical processes and in development of the number and operations strand of preschool, elementary, and middle School mathematics. Classroom applications and use of models and manipulatives are emphasized. Fieldwork in which students teach mathematics in an elementary or middle School is required.

#### EDUC 5361 Student Teaching in Elementary School Spanish

Prerequisites: Approval to Student Teach by the Center for the Preparation of Professional Educators (CPPE)

This course is a field-based student teaching experience in elementary School Spanish for the student preparing for all-level certification. The student teacher works with an experienced teacher in a School setting for one-half of an academic semester. This must be combined with another four-hour student teaching course/experience so that the student completes a full semester of student teaching.

#### EDUC 5362 Student Teaching in Secondary School Spanish

Prerequisites: Approval to Student Teach by the Center for the Preparation of Professional Educators (CPPE)

This course is a field-based student teaching experience in secondary School Spanish for the student preparing for all-level certification. The student teacher works with an experienced teacher in a School setting for one-half of an academic semester. This must be combined with another four-hour student teaching course/experience so that the student completes a full semester of student teaching.

#### EDUC 5371 CLINICAL TEACH: EC-6 CLASSROOM

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

#### EDUC 5372 Clinical Teaching in Special Education

This course is a field-based student teaching experience consisting of placement in a special education classroom. (Offered also as EDUC 4372.)

#### EDUC 5373 Clinical Teaching in the 7-12 Classroom

Prerequisites: Admission to the Teacher Preparation Program and the approval of the Teacher Education Committee.

This is a field-based student teaching experience in a secondary grade (8-12) for students seeking certification in grades 7-12. The student teacher works with an experienced teacher in a School setting each School day for 12 weeks.

#### EDUC 5374 Clinical Teaching in EC-6/Special Education EC-12 Classrooms

Prerequisites: Admission to the Teacher Preparation Program and the approval of the Teacher Education Committee. A completed student teaching application must be submitted by the deadline and approved prior to registering for this course.

This is a field-based student teaching experience in both elementary and secondary grades. The student teaching experience is divided between general and special education classes. This experience is for students seeking certification in EC-6 generalist with All-Level Special Education. The student teacher works with an experienced teacher in a School setting each School day for 12 weeks.

#### EDUC 5375 Essential Elements of Fine Arts and PE/Health

This course explores EC-6 fine arts, PE and Health content and methodology. It includes development of knowledge skills, and dispositions identified in the art, music, theatre, PE and Health TEKS (Texas Essential Knowledge and Skills), as well as ways to integrate into learning in other content areas.

#### EDUC 5380, Essential Elements of Social Studies

Prerequisites: EDUC 6302 or 6312.

This course provides an in-depth study of social studies content and skills, as well as teaching/learning materials and strategies for developing content and skills at preschool through grade 12 levels. Teachers will apply content knowledge as they learn to implement and enhance classroom essential knowledge and skills; construct assessments that assess in a differentiated manner using multiple approaches to assessment; and create diagnostic assessment tools. Emphasis is placed on developing a professional perspective and knowledge base designed for service as a teacher leader at campus/district/national levels. Technology integration to enhance instruction is an integral element of the course.

#### EDUC 5381 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

#### EDUC 5384 Clinical Teaching in Elementary Physical Education

This course is a field-based teaching experience in elementary School physical education for the student preparing for all-level physical education certification. The student teacher works with an experienced teacher in a School setting for one-half of an academic quarter. (Offered also as EDUC 4384.)

#### EDUC 5385 Clinical Teaching in Secondary Physical Education

This course is a field-based teaching experience in secondary School physical education for the student preparing for all-level physical education certification. The student teacher works with an experienced teacher for one-half of an academic quarter. (Offered also as EDUC 4385.)

#### EDUC 5386 Clinical Teaching in the ESL Classroom

This course is a field-based student teaching experience in the ESL classroom. The student teacher works with an experienced teacher in the ESL School setting for one-half of an academic quarter. (Offered also as EDUC 4386.)

#### EDUC 5390 Clinical Teaching in Elementary Grades

(Offered also as EDUC 4390.)

#### EDUC 5393 Clinical Teaching in Elementary School Art

This course is a field-based student teaching experience in elementary School art for the student preparing

for all-level certification. The student teacher works with an experienced teacher in a School setting for one-half of an academic quarter. (Offered also as EDUC 4393.)

#### EDUC 5394 Clinical Teaching in Elementary School Music

This course is a field-based student teaching experience in elementary School music for the student preparing for all-level certification. The student teacher works with an experienced teacher in a School setting for one-half of an academic quarter. (Offered also as EDUC 4394.)

#### EDUC 5396 Clinical Teaching in Secondary School Art

This course is a field-based student teaching experience in secondary School art for the student preparing for all-level certification. The student teacher works with an experienced teacher in a School setting for one-half of an academic quarter. (Offered also as EDUC 4396.)

#### EDUC 5397 Clinical Teaching in Secondary School Choral Music

This course is a field-based student teaching experience in secondary School choral music for the student preparing for all-level certification. The student teacher works with an experienced teacher in a School setting for one-half of an academic quarter. (Offered also as EDUC 4397.)

#### EDUC 5398 Clinical Teaching in Secondary School Instrumental Music

This course is a field-based student teaching experience in secondary School instrumental and/or band music for the student preparing for all-level certification. The student teacher works with an experienced teacher in a School setting for one-half of an academic quarter. (Offered also as EDUC 4398.)

#### EDUC 5672 ST TCH: EC-12 SP EDUC CLASSRM

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

#### EDUC 5673 Clinical Teaching in the EC-6 Classroom

#### EDUC 5674 Clinical Teaching in the EC-6 Bilingual Classroom

### EDUC 5691 Clinical Teaching in Secondary School Subjects

Prerequisite: Approval of the Teacher Education Committee

This course is a field-based student teaching experience in a secondary School for students seeking secondary School certification. The student teacher works with an experienced teacher for twelve weeks. (Offered also as EDUC 4691.)

### EDUC 5693 Clinical Teaching in Middle Grades

### EDUC 5694, Clinical Teaching in High School Grades

Prerequisite: Approval of the Teacher Education Committee

This course is a field-based student teaching experience in grades 8-12 for students seeking certification in grades 8-12. The student teacher works with an experienced teacher in a School setting each School day for twelve weeks. (Offered also as EDUC 4694.)

### EDUC 5870 ST TCH: EC-4 CLASSROOM

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

### EDUC 5891 ST TCH: SECONDARY SCH SUBJ

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

### EDUC 5894 ST TCH: HIGH SCHOOL GRADES

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

### EDUC 6181 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### EDUC 5181, 5281, 5381, 6181, 6281, 6381 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### EDUC 6301 Classroom Management

A study of a broad spectrum of approaches to classroom management, including authoritarian, behavior-modification, group-process, instructional, and psycho-emotional-climate orientations. Examination of research regarding effective classroom management. Exploration of multiple strategies for handling common classroom management problems. (Offered also as EDAD 6307.)

### EDUC 6302 Elementary School Curriculum and Instruction

This course provides a study of influencing factors and guiding principles for curriculum and instruction in the elementary School. It includes practical experience in instructional design as well as first-hand teaching experiences.

#### EDUC 6304 Children, Adolescents, and Learning

This course combines a study of learning (including both cognitive and behavioral perspectives), human development (childhood through adolescence), and assessment (traditional and performance; teacher-made and standardized). Related constructs such as motivation and self-esteem are explored.

#### EDUC 6307 Design of Print-Based Media

Prerequisites: EDUC 5306

Information acquisition activities include analysis of graphic and text layout design for various print-based media. Application competencies include creation and evaluation of documents using advanced standards and styles of publishing. Problem-solving activities will focus on matching the appropriate production software.

#### EDUC 6308 Distance Learning

Prerequisites: EDUC 5306

Information acquisition focuses on case studies and research efforts documenting effective and ineffective applications of distance learning technologies. Application of research findings will lead to the development of a distance learning prospectus. By participating in distance learning demonstrations and simulations, students will apply and test instructional strategies appropriate for learners in a remote learning scenario. Problem-solving activities will include delivery system design and program design.

#### EDUC 6312 Secondary School Curriculum and Instruction

This course provides a study of influencing factors and guiding principles for curriculum and instruction in the secondary School. It includes practical experience in instructional design as well as first-hand teaching experiences.

#### EDUC 6315, American Educational Reform

In this course of study the historical, philosophical, sociological and political influences of the past, present, and future issues and trends of American education are examined. Emphasis is placed on interconnectivity and impact on teaching and learning in both private and public venues. Study framed within this context provides opportunity for the professional educator to develop a deeper understanding of the current challenges faced in educational settings. A broad selection of readings range from traditional classical works to current perspectives on challenging issues such as: demographics, diversity, vouchers, charter Schools, home Schooling, accountability, high-stakes testing, special needs, giftedness, bilingual instruction, technology, and more.

#### EDUC 6320 Research Techniques and Procedures

A study of investigations relating to Schooling with applications suitable to the role of the principal. Includes examination of reports from abstracts and original sources, valid research criteria in making written evaluations, and applications in specific field settings. (Offered also as EDAD 6310 and PSYC 6320.)

#### EDUC 6322 Curriculum and Instruction: Grades K-12

This course provides a study of influencing factors and guiding principles for curriculum and instruction in grades K-12. It includes practical experience in instructional design as well as first-hand teaching experiences. It is designed to provide integrated and in-depth understandings of principles and processes for curriculum and instruction, as well as practical experiences in planning and facilitating learning (instructional design, media/technology usage, and classroom teaching). The role of the student and

teacher in the teacher-learning process as well as current Texas curriculum requirements, including Essential Knowledge and Skills, are explored.

#### EDUC 6330 Teaching Methodology for the Professional

Structured to meet the needs of those professionals who must design, organize, and present materials to various target populations, this graduate level course focuses on teaching methods, media, and evaluation of the learning process.

#### EDUC 6370 Critical Issues in Teaching Reading in the Elementary School

An analysis of issues important to effective development of reading abilities during the elementary School years. Emphasis is placed upon teaching comprehension processes and understanding factors which affect comprehension processes.

#### EDUC 6371 Critical Issues in Teaching Reading in the Secondary School

An analysis of issues important to effective development of reading abilities during the secondary School years. Emphasis is placed upon teaching comprehension processes and understanding factors which affect comprehension processes.

#### EDUC 6381 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

# English (ENGL) Course Descriptions

See [Professional Writing \(WRIT\)](#) for writing courses.

## ENGL 1303 Basic Grammar and Composition

A prerequisite course for enrollment in ENGL 1320 for students scoring below 18 on the English section of the ACT or below 480 on the SAT. Students with no available test scores will also be enrolled in ENGL 1303. ENGL 1303 is an introduction to the principles of composition accomplished through the study of grammar, standard English usage, and rhetorical techniques and strategies. This course emphasizes basic grammar and composition and focuses on sentence structure and on organizing and developing the short essay. Students must also register for one writing lab, ENGL 1003 which meets for two hours weekly. ENGL 1303 does not meet the Smith College requirements for either the BA or the BS degree but does carry elective credit.

## ENGL 1320 Writing for Wisdom I

Prerequisite: SAT Essay Subscore 08 or SAT Writing 500 or ACT English 22 or ENGL 1303 with a minimum grade of C

This course teaches the fundamentals of College reading, thinking, and writing from a classical, Christian perspective. Writing for Wisdom grounds students in a deep understanding of and appreciation for proper standards of written English including mechanical skills and forms while using writing as a vehicle for intellectual, emotional, ethical, and spiritual wrestling. It moves past the kinds of fashionable current event topics normally assigned in freshmen Composition classes. Rather, students engage wider issues and questions: Who am I? Why am I here? What is my purpose? How do I know I am of value? Finally, through a close study of a series of classical works from our Greco-Roman and Judeo-Christian heritage, students will explore their status as citizens of a deliberative democracy and seek to define, and manifest in their lives, the nature of the Good, the True, and the Beautiful.

## ENGL 1330 Writing for Wisdom II

Prerequisite: ENGL 1320

This course continues the study of composition and rhetoric introduced in English 1320: Writing for Wisdom I. Students will gain an understanding of why reading literature is deeply important for Christians, learn the conventions of such literary genres as poems, stories, novels, and plays, study methods of literary analysis, interpret literature from a Biblical perspective through the exploration of Biblical archetypes, typology, language constructions, and metaphor in classic works of English literature, and learn to write well-constructed and well-written arguments about literature and life in standard English including the use of research in MLA format and the writing of a fully developed research paper.

## ENGL 2302 CHRI INTELLECTUAL TRAD II

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Humanities](#).

ENGL 2310 Walking to Piraeus: Conversations with Great Minds of the Ancient World

Prerequisite: Admission to Honors College

This course will explore the human intellectual tradition during the Classical Age. Students will examine themes that underscore human experience during a particular historical period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization and community. Students will gain a critical understanding of the literary, philosophical, historical, and socio-cultural traditions that shape our world. (Also offered as HNRS 2310.)

ENGL 2315 Great Works of Literature I

Prerequisite: ENGL 1320, 1330

A reading course in the literary heritage of western civilization. This course includes readings from the Greeks, the Romans, and the Middle Ages.

ENGL 2320 Faith, Reason and Romance: The Struggle for the Medieval Mind

Prerequisite: Admission to Honors College

This course will explore the human intellectual tradition during the Medieval period. Students will examine themes that underscore human experience during a particular historical period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization and community. Students will gain a critical understanding of the literary, philosophical, historical, and socio-cultural traditions that shape our world. (Also offered as HNRS 2320.)

ENGL 2325, Great Works of Literature II

Prerequisite: ENGL 1320, 1330

A reading course in the literary heritage of western civilization. This course includes readings from the 18th century to the present.

ENGL 2353 Continental Literature

Prerequisites: ENGL 1320 and 1330, or their equivalents.

This course acquaints students with the significant literature written in continental Europe. All material read is in English translation. No works written in the Americas or in England are included.

ENGL 2363 Masterworks: Poetry

Prerequisites: ENGL 1320 and 1330.

This course shows students how to read poetry and allows them to increase their abilities to read, understand and enjoy many types of poetry from many periods.

ENGL 2364 Masterworks: Fiction

Prerequisites: ENGL 1320 and 1330.

This course acquaints students with significant masterpieces of short fiction from all over the world, although the majority selected stem from the Western tradition. Students become active and responsive readers and develop insights into the imaginative and intellectual dimensions of shorter fiction.

ENGL 2365 Masterworks: Drama

Prerequisites: ENGL 1320 and 1330.

This course acquaints students with some of the most popular plays, ranging over the entire spectrum of Western literary history. Students learn to identify the aims and techniques of the theater and develop an appreciation of those qualities that produce vital and exiting stage productions.

ENGL 2367 Masterworks: English Literature

Prerequisites: ENGL 1320 and 1330.

This course acquaints students with selected major works of English literature from various periods.

ENGL 2368 Masterworks: American Literature

Prerequisites: ENGL 1320 and 1330.

This course acquaints students with selected major works of American literature.

ENGL 3313 English Literature I

Prerequisites: ENGL 1320 and 1330.

A survey of the historical development of English literature from its beginning through the eighteenth century: historical background and major authors of each period. The course will provide requisite information for advanced study in major periods of English literature. For English majors or by permission of the instructor.

ENGL 3321 Special Topics

Prerequisites: ENGL 1320 and 1330.

Topics are determined by faculty and interested students with the approval of the Department Chair. Ethnic literature, science fiction, and Christ archetypes in literature are examples of possible areas of interest.

ENGL 3323 English Literature II

Prerequisites: ENGL 1320 and 1330.

A survey of the historical development of English literature of the nineteenth and twentieth centuries: historical background and major authors of each period. The course will provide requisite information for advanced study in major periods of English literature. For English majors or by permission of the instructor.

ENGL 3331 American Literature I

Prerequisites: ENGL 1320 and 1330.

This course examines the beginnings of America's literary self-definition in the Colonial Period and covers the rise of American Romanticism and its culmination in writers such as Emerson, Poe, Hawthorne, Melville, Thoreau, and Dickinson. For English majors or by permission of the instructor.

ENGL 3332 American Literature II

Prerequisites: ENGL 1320 and 1330.

This course examines American literary trends after the Civil War, including Realism, Naturalism, and Modernism. Writers under consideration include Twain, S. Crane, Frost, Stevens, Fitzgerald, Hemingway, and Faulkner. For English majors or by permission of the instructor.

ENGL 3334 Literature and Culture of the Southwest

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Prerequisites: 1320 and 1330.

The course addresses the way the American West has shaped American culture and popular culture. It examines the Frontier Myth, Manifest Destiny, Regeneration through Violence, America's cowboy archetype, the "savage" archetype, and the American dream. Students read literature written by authors from a variety of cultures, including Anglo, Mexican-American, and Native American. Students view television shows and films to examine how popular culture has created and enforced stereotypes. The course is designed for non-majors seeking upper level elective credit or to fulfill Smith College requirements.

ENGL 3342, Women's Literature

Prerequisites: ENGL 1320 and 1330.

This course will acquaint students with literature by and about women from the medieval period to the present. Through a study of various literary genres, students will learn that the issues that concern women transcend time, place, race, religion, and ethnicity. This course is designed for non-English majors seeking upper level elective credit or to fulfill Smith College requirements and for persons seeking certification in Language Arts Grades 6-8 and Grades 8-12.

ENGL 3346 Austen and the Brontes

Prerequisites: ENGL 1320 and 1330.

This course covers selected novels of Jane Austen and Charlotte, Emily, and Anne Bronte, influential 19th century writers who wrote of affairs of the heart with insight and passion. Students will study the authors, social and intellectual milieu and discuss their works and compare them to some of the film adaptations of these popular works.

ENGL 3363 Film Studies

Prerequisites: ENGL 1320 and 1330 or their equivalents.

An introduction to the art of film. Students are provided with a methodology and a vocabulary for understanding film and are encouraged to consider how different directors guide and shape our perceptions of reality, how different genres generate their own unique vision of the world and of humanity, how the multi-media aspects of film affect us as viewers, how film provides us with a record of cultural values and cultural change, and how screen writers, actors, directors, and cinematographers translate literary genres into visual terms. This course may not be used as a Humanities selection in the Smith College requirements. It may be used for elective credit.

ENGL 3370 Hispanic Literature

Prerequisites: ENGL 1320 and 1330.

The study of major periods and masterworks of Hispanic literature, read and discussed in English. Introduces literary/cultural figures of medieval and early modern Spain (El Cid, Don Quixote, Don Juan); and includes major 20th-century writers, as well as literary movements that were propagated from Latin America to the rest of the literary world (e.g., magical realism). This course may not be used to fulfill requirements for the Spanish major. (Offered also as SPAN 3370.)

ENGL 3371, Chronicles of Narnia

Prerequisites: ENGL 1320 and 1330

Students complete a close reading of the seven novels that make up the Chronicles of Narnia by C. S. Lewis. Students assess how and to what extent the Chronicles successfully foster spiritual maturity, strength of character, and moral virtue. Special focus will be placed on the Christian allegories that underlie each of the novels.

### ENGL 3372 Multicultural Literature

Prerequisites: ENGL 1320 and 1330.

Students study ethnic literatures, including works by authors from the following cultural voices: North American Indian, African American, Mexican American, Asian American, and Americans of Middle Eastern descent.

### ENGL 3373 Shakespeare

Prerequisites: ENGL 1320 and 1330.

A study of selected tragedies, history plays, and comedies, with emphasis on the major tragedies. Some consideration will be given to the cultural and philosophical characteristics of the Elizabethan Age as they are reflected in the drama of Shakespeare. For English majors or permission of the instructor.

### ENGL 3377, Lord of the Rings

Prerequisites: ENGL 1320, 1330

Students complete readings from Beowulf and selected Arthurian romances and a close reading of The Hobbit and The Lord of the Rings. The course also includes an overview of The Silmarillion and a discussion of how Tolkien was influenced by Norse mythology, Beowulf, Arthurian Romances, his Catholic faith, and his friendship with C. S. Lewis.

### ENGL 3378, The Legacy of Greece

Prerequisites: ENGL 1320, 1330

This course takes students on an exciting journey through the great literary works of Ancient Greece: Homer's Iliad and Odyssey; Aeschylus' Oresteia (Agamemnon, Libation Bearers, Eumenides), Sophocles' Oedipus, Antigone, Women of Trachis, and Philoctetes; Euripides' Medea, Hippolytus and Bacchae. The course examines the nature of the epic and tragic hero and those universal questions we all must answer for ourselves: Who am I?, What is my purpose?, How do I know I am of value? The course will also offer an overview of ancient Greek history and consider Greece's legacy for Western civilization.

### ENGL 3379, The Legacy of Rome

Prerequisites: ENGL 1320, 1330

This course takes students on an exciting journey through the great literary works of Ancient Rome and Medieval Italy: Virgil's Aeneid; Ovid's Metamorphoses, Dante's Divine Comedy: Inferno, Purgatorio, Paradiso. The course examines the nature of the classical and medieval epic hero and those universal questions we all must answer for ourselves: Who am I?, What is my purpose?, How do I know I am of value? The course will also offer an overview of ancient Roman history, consider Rome's legacy for Western civilization, and discuss how Dante, while imitating pagan writers, was able to fashion a Christian epic.

### ENGL 3381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Humanities](#).

### ENGL 3384 Religion in American Literature and Film

Prerequisites: ENGL 1320 and 1330

Students read novels, including Flannery O'Connor's Wise Blood, Davis Grubb's Night of the Hunter (screenplay by James Agee), Sinclair Lewis's Elmer Gantry, and Marilyn Robinson's Gilead. Students also view films based on these and other novels that portray religion in 20th century American society, and learn to analyze both genres for plot, characterization, metaphors, themes and other literary elements.

### ENGL 3385, The Writings of C.S. Lewis

Prerequisite(s): None

C.S. Lewis, the greatest Christian apologist of the 20th century, has challenged three generations of readers to think logically and imaginatively about their faith, their moral behavior, and their view of man, God, and the universe. This class will study closely Lewis' seven major apologetical works (*Mere Christianity*, *The Problem of Pain*, *Miracles*, *Screwtape Letters*, *The Great Divorce*, *The Abolition of Man*, and *A Grief Observed*) and seek to determine why these works have had such a phenomenal and growing impact both on Christians of all denominations and on those of other (or no) religious backgrounds.

ENGL 3386, *The Inklings*

Prerequisite(s): None

Although the late 19th century was a golden age for children's literature, after WWI a more cynical, "realistic" Europe relegated fairy tales to the nursery. A group known as the Inklings—which centered on C.S. Lewis, J.R.R. Tolkien, and Charles Williams—played a major role in revising the reputation of fantastical literature. This class will study Lewis's *Space Trilogy* (*Out of the Silent Planet*, *Perelandra*, *That Hideous Strength*) and *Till We Have Faces*, Tolkien's shorter fairy tales and essay "On Fairy Stories", and one of the spiritual warfare novels of Charles Williams (*Descent into Hell*). The class will also consider how the Inklings were influenced by the faerie stories of George MacDonald (*Phantastes*, *Lillith*), and the imaginative apologetics of G.K. Chesterton (*Orthodoxy*, *The Everlasting Man*).

ENGL 4304, *Methods of Teaching English as a Second Language*

Prerequisites: EDUC 4301 and 4312 or permission of the instructor.

Theories, pedagogical considerations and current methodology in the teaching of listening, speaking, reading, and writing skills for second languages and target cultures. Emphasis on developing interpersonal communication skills of beginning and intermediate ESL students. (Offered as EDBI 4304, FREN 4304, and SPAN 4304.)

ENGL 4311 *Literary Criticism*

Prerequisites: ENGL 1320, 1330 or HNRS 2310, 2340

A survey of literary theory from Plato to Postmodernism. The course provides an understanding of the different theoretical structures, Schools, and methodologies that have influenced our understanding and appreciation of literature. It explores the presuppositions upon which each theoretical system is founded and the special terminology associated with each system. Students planning to pursue a graduate degree are strongly encouraged to take this course.

ENGL 4313 *Periods of English Literature*

Prerequisite: ENGL 1320, ENGL 1330

Intensive study of the major works of one of the following periods: (a) The Middle Ages, (b) The Renaissance, (c) The Seventeenth Century, (d) The Eighteenth Century, (e) The Romantic Age, (f) The Victorian Age, or (g) The Twentieth Century.

ENGL 4314 Periods of English Literature

Prerequisite: ENGL 1320, 1330

Intensive study of the major works of one of the following periods: (a) The Middle Ages, (b) The Renaissance, (c) The Seventeenth Century, (d) The Eighteenth Century, (e) The Romantic Age, (f) The Victorian Age, or (g) The Twentieth Century.

ENGL 4315 Periods of English Literature

Prerequisite: ENGL 1320, 1330.

Intensive study of the major works of one of the following periods: (a) The Middle Ages, (b) The Renaissance, (c) The Seventeenth Century, (d) The Eighteenth Century, (e) The Romantic Age, (f) The Victorian Age, or (g) The Twentieth Century.

ENGL 4316 Periods of English Literature

Prerequisite: ENGL 1320, 1330

Intensive study of the major works of one of the following periods: (a) The Middle Ages, (b) The Renaissance, (c) The Seventeenth Century, (d) The Eighteenth Century, (e) The Romantic Age, (f) The Victorian Age, or (g) The Twentieth Century.

ENGL 4317 Periods of English Literature

Prerequisite: ENGL1320, 1330

Intensive study of the major works of one of the following periods: (a) The Middle Ages, (b) The Renaissance, (c) The Seventeenth Century, (d) The Eighteenth Century, (e) The Romantic Age, (f) The Victorian Age, or (g) The Twentieth Century.

ENGL 4318 Periods of English Literature

Prerequisite: ENGL 1320, 1330

Intensive study of the major works of one of the following periods: (a) The Middle Ages, (b) The Renaissance, (c) The Seventeenth Century, (d) The Eighteenth Century, (e) The Romantic Age, (f) The Victorian Age, or (g) The Twentieth Century.

ENGL 4319 Periods of English Literature

Prerequisite: ENGL 1320, 1330

Intensive study of the major works of one of the following periods: (a) The Middle Ages, (b) The Renaissance, (c) The Seventeenth Century, (d) The Eighteenth Century, (e) The Romantic Age, (f) The Victorian Age, or (g) The Twentieth Century.

ENGL 4323 Periods of American Literature

Prerequisite: ENGL 1320, 1330

Intensive study of the major works of one of the following periods: (a) Age of Romanticism, (b) Age of Realism and Naturalism, or (c) The Twentieth Century.

ENGL 4324 Periods of American Literature

Prerequisite: ENGL 1320, 1330

Intensive study of the major works of one of the following periods: (a) Age of Romanticism, (b) Age of Realism and Naturalism, or (c) The Twentieth Century.

ENGL 4325 Periods of American Literature

Prerequisite: ENGL 1320, 1330

Intensive study of the major works of one of the following periods: (a) Age of Romanticism, (b) Age of Realism and Naturalism, or (c) The Twentieth Century.

ENGL 4381, Special Topics/Independent Study

Prerequisites: ENGL 1320, 1330

# Engineering Science (ENGR) Course Descriptions

## ENGR 1301 Introduction to Engineering

Prerequisites: MATH 1313 and 1323 or the equivalent

An introduction to the engineering profession, including registration, ethics, and an introduction to the different fields of engineering. Topics include: a review of basic mathematical skills required for engineering, including operations with vectors, matrices, and complex numbers; the use of graphing calculators and computer algebra systems; an introduction to engineering analysis and design techniques; and the use of word processors, spreadsheets, and computer-aided-design software in engineering. Includes one semester hour credit for laboratory sessions.

## ENGR 1302, Introduction to Engineering II

Prerequisite: ENGR 1301

A continuation of ENGR 1301. Topics include: explorations of basic mechanics, acoustics, optics, thermodynamics, analog and digital electronics, and computer systems. This course also covers additional mathematical skills required for engineering: numerical techniques, statistics, nonlinear systems, iterative systems, and chaotic behavior. Includes one semester hour credit for laboratory sessions.

# Educational Psychology (EPSY) Course Descriptions

## EPSY 5310 ETHICAL/PROF ISSUES: PSYC/COUN

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

## EPSY 5313, Methods and Techniques in Counseling

This course will introduce the student to those active listening skills which communicate the qualities of empathy, genuineness and unconditional positive regard. The course will include role-playing and videotaped exercises. Other selected interventions will be included.

## EPSY 5323 Theories of Counseling and Psychotherapy

Comprehensive and intensive study of major theoretical orientations in counseling and psychotherapy, stressing implications for research and practice. Includes experiences in micro-counseling and other simulations to develop counseling skills. (Offered also as PSYC 4323/5323.)

## EPSY 5330 Psychology of Learning

A course stressing the contributions of major learning theories to understanding behavior. Particular attention is paid to human learning and the applicability of learning theory to the educational process as well as to goal attainments. (Offered also as PSYC 4330, EDUC 4330, PSYC 5330.)

## EPSY 5363 Principles of Guidance

Introduction to philosophical and historical foundations of guidance and counseling, stressing practical problems of organizing and implementing guidance programs in the secondary and elementary Schools. Consideration is given to professional issues, present and future, as they impact the role and function of the counselor. Includes the design of a guidance and counseling program for an elementary, secondary, or postsecondary institution.

## EPSY 5381 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need. Permission of the department required.

## EPSY 6181 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need. Permission of the department required.

## EPSY 6191 Counseling Practicum

This course includes supervised field experience in counseling with emphasis on methods and techniques and evaluation. Competence in counseling is developed.

### EPSY 6192 Counseling Practicum

This course includes supervised field experience in counseling with emphasis on methods and techniques and evaluation. Competence in counseling is developed.

### EPSY 6281 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need. Permission of the department required.

### EPSY 6301 Principles of Human Development

Intensive study and examination of literature and theory in developmental psychology as it relates to persons through the lifespan from infancy through adulthood. Social and personality development, intellectual development, language acquisition, and developmental expectations are emphasized. The unique concerns of the exceptional child are studied as well as in-depth, case-study skill development. (Offered also as PSYC 6301.)

### EPSY 6302 Measurement and Appraisal

Principles and techniques of psychological measurement are emphasized. Major instruments are surveyed, exclusive of projective measures and individual intellectual measures. The knowledge and skills covered can apply in a variety of settings: agencies, clinics, Schools, and businesses. Uses and critical evaluation of achievement, aptitude, interest, and non-projective personality tests are included, as are experiences in administering and scoring of tests, and ethical standards for uses of tests. (Offered also as PSYC 6302.)

### EPSY 6305 Individual Psychological Evaluation

Prerequisite: EPSY 6302

Review of theory underlying individual ability tests; supervised practice in test administration, scoring, and interpretation. Skills in report preparation are addressed. The Wechsler scales are emphasized. (Offered also as EDSP/PSYC 6305.)

### EPSY 6306 Career Information and Career Counseling

Prerequisite: EPSY 6302

Methods and processes of collecting, organizing, evaluating, and interpreting educational, occupational, and personal-social information. Theories of career development are included as well as the counselor's role in career education. Career interest inventories and other measures are reviewed with reference to their utility in career counseling.

### EPSY 6308 Methods of Group Guidance

Prerequisite: EPSY 5323 or permission of the instructor

Group aspects of student personnel and clinical work for counselors, administrators, and other professionals dealing in services where group counseling is provided. Theory and research relevant to providing group counseling to various populations are emphasized. Didactic and experiential activities are offered. (Offered also as PSYC 6308.)

### EPSY 6310 CLINICAL PSYCHOPATHOLOGY

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

### EPSY 6381 Special Topics

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need. Permission of the department required.

# Finance (FINA) Course Descriptions

## FINA 3315 Security Markets and Financial Institutions

Prerequisite: FINA 3320

An introduction to the US financial system. Topics include interest rate theory, financial markets such as money markets and capital markets including stock and bond markets, and financial institutions such as banks and other depository institutions, finance companies, insurance companies, investment companies, pension funds, securities firms. (Offered also as ECON 3315.)

## FINA 3320 Corporate Finance

Prerequisites: ACCT 2301, BUSA 2311, ECON 2311 or 2302

Introduction to the basic concepts, principles, and analytical techniques of financial management. Topics include financial planning and analysis, risk and return, time value of money, valuation and capital budgeting. The following key aspects of finance will be emphasized: net present value, cash flows, and the tradeoff between risk and return.

## FINA 3322 Introduction to Risk Management

PREREQ: FINA 3320

This course provides an introduction to corporate risk management by combining concepts, tools, and techniques from finance and related disciplines such as economics and statistics. It discusses the identification, measurement, and management of risk from both personal and corporate perspectives. Topics covered include how to characterize and measure risks, compare and price risk, evaluate the effects that risk has upon stakeholder incentives and firm value, etc.

## FINA 3330 International Finance

Prerequisite: FINA 3320

A study of the theories and practices of international trade and finance, direction and composition of world trade, institutions for facilitating trade, international payments, capital movement, exchange rates. (Offered also as ECON 3330.)

## FINA 4307 Investment Principles

Prerequisite: FINA 3320

An introductory investment course designed to teach students how to make investment decisions. It helps prepare students become investment professionals and financial planners. It analyzes different types of investment products and discusses the characteristics of different kinds of investors for purposes of developing an effective investment policy. Topics include debt securities, equity securities, derivative securities, security analysis, and portfolio management. The course provides the first good step for those students who are interested in obtaining the CFP® (Certified Financial Planner) certification or the CFA® (Chartered Financial Analyst) charter. (Offered also as ECON 4307.)

## FINA 4318 Corporate Financial Management

Prerequisite: FINA 3320

This course will examine the theories and practice of corporate finance and provide practical solutions to the problems faced by financial managers and analysts. This course will demonstrate the problems of utilizing financial decision making tools under uncertainty, establish a framework for the analysis of financial problems, and illustrate the breadth of financial decision making.

### FINA 4322 Options and Futures

Prerequisite: FINA 4307

The objective of this course is to give students an understanding of the wide range of derivative financial securities, including options and futures, and better prepare them for the types of careers available in today's complex financial world. Students will learn how these securities are priced and used in risk management and speculative strategies by individuals and companies.

### FINA 4330, Financial Analysis and Modeling

Prerequisite: FINA 4318

This course will introduce students to the fundamentals of financial modeling using the theories, concepts, and tools covered in FINA 3310, Corporate Finance, and FINA 4318, Corporate Financial Management. Extensive application of spreadsheet models incorporating real life financial data is used to familiarize students with the methodology in financial analysis and financial decision-making. Specific emphasis is on the interpretation of financial statements and their forecasts in support of planning, budgeting, and asset, as well as corporate, valuation objectives.

### FINA 4181, 4281, 4381 Special Topics

Prerequisite: Approval of the Dean of the School of Business

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for finance majors to conduct detailed investigations of selected finance problems.

### FINA 5260, Principles of Finance

An introduction to the basic theory and tools of financial management. Topics include financial statement analysis, risk and return, time value of money, and security valuation.

### FINA 6330 Financial Management

Application of current financial analysis techniques within the firm. Topics covered include capital budgeting techniques, investment analysis, capital structure decisions, financial planning, and working capital management. The course includes review of multinational or global corporations and multinational versus domestic financial management. This course also looks at business ethics and social responsibility by firms, including agency problem, management compensation, and executive stock options. Legal aspects are considered throughout the course and involve Securities and Exchange Commission (SEC), bankruptcy, reorganizations, liquidation proceedings, initial offerings (IPOs) and mergers, leveraged buyouts (LBOs), divestitures, and holding companies. Graduate Business programs only.

### FINA 6331 Money, Banking, and Financial Institutions

Prerequisite: FINA 6330

A study of the role of money and financial institutions in the economic system. This includes theories of money and the nature and function of institutions providing financial services. Graduate Business programs only.

### FINA 6332 Investments

Prerequisite: FINA 6330

A detailed analysis of the types of investment media integrated with the basic concepts of portfolio selection, diversification, and risk management. Sophisticated investment techniques and strategy will be utilized. Graduate Business programs only.

### FINA 6333 International Finance

Prerequisite: FINA 6330 or ACCT 5460

Studies of the factors that influence international financial decision making and the institutions and instruments that facilitate international trade and investment. Includes the international payments system, foreign exchange rates, and international capital movements. Graduate Business programs only.

### FINA 6335 Risk Management

Prerequisite: FINA 6330

Decision-making under uncertainty and the management of risk by corporations, recognizing the relationship between risk management and the overall goals of the firm. Emphasis is placed upon the identification, measurement and management of corporate risks. Risk exposures due to complex financial structures are also covered in this course. Graduate Business programs only.

### FINA 6336, Applied Financial Management

Prerequisite: FINA 6330

An active, hands-on class that applies financial theory to real world problems in a case study environment. Students, acting in the role of financial managers, financial consultants, or firm owners, will use financial planning and financial analytical skills to make decisions about capital budgeting, capital structure, dividends, different financing tactics, enterprise valuation, and acquisitions and buyouts. Graduate Business programs only.

### FINA 6338, Financial Management for HRM

This course shows how to apply current financial analysis techniques within the firm. Topics covered include capital budgeting techniques, investment analysis, capital structure decisions, financial planning, and working capital management. The course includes review of financial instruments like preferred stock, bonds, options, and futures. Emphasis is placed on the use of spreadsheets to develop financial models. The course also provides an overview of the major types of Financial Information Systems, such as AIS, EIS, DSS, and ERPs. MS-HRM Program only.

# Freshman Year Seminar (FYS) Course Descriptions

## FYS 1100 FRESHMAN YEAR SEMINAR

For course description and prerequisite(s) for this course, please [contact the Dean of the Smith College of Liberal Arts](#).

## FYS 1300 Freshman Year Seminar

The ultimate purpose of College is student learning. The purpose of the first-year seminar is to help the new student begin exploring how to make his or her education, both in and out of the classroom, relevant and meaningful. Emphasis is on assisting the student in becoming aware of the spectrum of learning opportunities at this university, directing the student to the academic, social, cultural, recreational, and spiritual resources and opportunities to the university and teaching the new student how to effectively utilize and take part in these as a new member of the university community.

# Government (GOVT) Course Descriptions

## GOVT 2313 American and Texas Government

A survey of the structure and operation of the national and Texas governments. This course is required for certification to teach in the public Schools of Texas.

## GOVT 2334, Campaigns and Elections

An analysis of the American electoral system and political campaigns. This course focuses on political parties, campaign strategy, the electoral process, public opinion, and voter turnout.

## GOFT 2343, Public Policy

This course will examine policy issues at the national level including crime, welfare, healthcare, the environment, taxation, immigration, defense, and education. The course will not only emphasize policy content, but also will focus upon the policy process, the influence of various political personalities on shaping public policy, and policy evaluation.

## GOVT 2350, Introduction to Criminal Justice

This course is designed to provide an introduction into criminal justice. It will improve one's basic understanding of crime and the criminal justice systems and familiarize one with the key concepts and terminology utilized in the field by discussing the role of the core elements: police, courts, and corrections. It will force students to examine individual rights protected by the constitution and balance them against a community's need for public safety and public order. It highlights the complexities of the criminal justice discipline and encourages students to think critically and employ ethical reasoning by presenting real-life examples faced by criminal justice practitioners and asking the student to balance values, criminal procedures, and the law when coming up with solutions. (This course is usable under the Public Law Option of the Degree Plan.)

## GOVT 2360 Understanding Politics

This course explores the purpose and function of government from both theoretical and applied perspectives. Students will read various foundational theories of government, understand different ways in which governments can be designed and implemented, and examine the working governments of countries other than the United States.

## GOVT 3340 Legal Aspects of Criminal Justice

This course is designed to provide an in-depth look into the aspects of law which are relevant to and essential for a better understanding of the criminal justice system and its related processes. Laws that govern policing are primarily based upon the United States Constitution, United States Supreme Court decisions, and statutes passed by the United States Congress and state legislatures. This course focuses on these sources but will present the material in a format and in language designed to meet the needs and interests of non-lawyers while preserving the meaning and content of the law as interpreted by the courts. This class will force students to examine individual rights protected by the constitution and balance them against a community's need for public safety and public order. It highlights the complexities of the criminal justice discipline and encourages students to think critically and employ ethical reasoning by presenting real-life examples faced by criminal justice practitioners and asking the student to balance values, criminal procedures, and the law when coming up with solutions. (This course is usable under the Public Law Option of the degree plan.)

#### GOVT 3341 Ethics, Crime, and Criminal Justice

This course is designed to provide a comprehensive study of ethics, crime, and criminal justice by exploring different themes and issues, including concepts such as good vs. evil, right vs. wrong, duty, obligation, virtue, freedom, rationality, and free will. The themes that ethics explores underlie many circumstances we routinely confront as individuals, groups, organizations, communities, and cultures. Ultimately, if the criminal justice aim of ethics is realized, the student will be equipped to adopt more informed beliefs, to make better decisions, to undertake healthier actions, to be a better citizen, and consequently, to live a more rewarding and fulfilling life in the United States or any country on earth. The study into criminal justice ethics concludes by discussing why faith matters and how it could matter more.

#### GOVT 3342 Foundations of Criminal Law

The course will focus on introducing students to the substantive criminal law and the criminal justice system. The course will include a treatment of the origin of laws, the penal code, the definition of law and crime, general principles of criminal responsibility, elements of major crimes, punishments, conditions or circumstances which may excuse one from criminal responsibility or mitigate punishment, and introduce students to the court system. Although the course will familiarize students with federal criminal law, the main emphasis will be on the penal laws of Texas (Texas Penal Code).

#### GOVT 3344, The American Court System

Survey of state and federal court systems, the U.S. Supreme Court, introduction to civil and criminal law, the role of lawyers, judges, and juries in the American court system. This course is basic to pre-law.

#### GOVT 3345 Ancient and Medieval Political Thought

An examination of classic dilemmas and recurrent problems in political theory and how they are dealt with by ancient Greek, Roman, and feudal thinkers. This course will focus on the original writings of philosophers who have made a substantial contribution to political theory, from Plato to Machiavelli.

#### GOVT 3348 American Political Thought

This course covers American political thought from the colonial experience, the Revolution, the drafting of the Constitution, the Civil War, the Civil Rights movement, to the present - an analysis of ideas that shaped the American political system.

#### GOVT 3353, Contemporary Political Thought

A study of the major political doctrines of the present day, with primary emphasis upon Marxism, Fascism, and the doctrines of the modern democratic state.

#### GOVT 3374 The United States Congress

An analysis of the institutional behavior, procedures, and organization of Congress. Special attention paid to the roles of representatives, senators, lobbyists, and the legislative process.

#### GOVT 3384, The Presidency

Analysis of the nation's chief executive, including the origins of the office, electoral process, powers and duties of the office, organization and staffing of the White House, and influence on national and world politics.

#### GOVT 3390, Law and Justice: Great Trials of the Western Legal Tradition

An analysis of the great trials that shaped the Western legal tradition, from ancient Athens to contemporary America. This course focuses on the formation and justification of three principles of justice (reason, autonomy, and consent) which define the natural law jurisprudence underlying the legal

and governmental institutions of England and the United States. This course also examines the horrific consequences of abandoning these principles of justice in three 20th century legal systems: the Soviet Union, Nazi Germany, and the United States. (This course is usable under the Public Law Option of the degree plan.)

#### GOVT 3394, Law and Religion in the United States

This course provides the historical background for the development of the separation of church and state and the subsequent development of secularism. Law and religion is designed to teach students to think in sophisticated ways about religious liberty and the interaction of religion and politics.

#### GOVT 4310, Jurisprudence, Law, and Legal Theory

This course presents an introduction to jurisprudence. It surveys (1) the rudiments of the common law system, (2) the existence conditions (essential elements) of law, and (3) what determines the legal validity (enforceability) of law. These issues necessarily involve a number of fundamental philosophical issues, including: 1) the appropriate relationship between law and morality, 2) the appropriate relationship of the individual to the state, and the appropriate limits and boundaries of governmental coercion, 3) the nature of justice, and the principles of reason, autonomy, and consent, 4) the relationship between individual liberty and the protection of property, freedom of expression, and freedom of religious belief and practice., 5) the appropriate limits and boundaries of judicial discretion, and 6) constitutional interpretation. The course also addresses important substantive issues of tort law, property law, contract law, and constitutional law. The course concludes by examining the recent emergence of the economic approach to law, a judicial philosophy that evaluates the morality of law by its ability to generate profits. (This course will be included in the Political Theory Option of the degree plan.)

#### GOVT 4313, Constitutional Law

A study of judicial review, the political role of the courts, American federalism, the jurisdiction of and the limitations on the judicial branch, the power of taxation, the commerce power, the substantive and procedural rights of the individual, and the powers of the President.

#### GOVT 4333, United States Foreign Policy

A survey of the foundation of foreign policy and the major diplomatic developments from the founding period to the present. Emphasis will be placed on the means and methods by which United States foreign policy is formulated and executed.

#### GOVT 4343, Intelligence and National Security

An analysis of the role played by the American intelligence community (CIA, NSA, DIA, etc.) in the assessment and realization of U.S. national security interests, with special attention to methods, duties, and prerogatives of the various agencies that make up the intelligence community.

#### GOVT 4353, International Relations

A survey of contemporary international political conditions. Along with the analysis of the forces and pressures behind contemporary events, the principles, origin, and development of international law and international organizations will be given consideration.

#### GOVT 4363, Political Economy of Latin America: Revolutions, Reform, and Resistance

This course explores the political dynamics involved in economic decision-making and action in contemporary Latin America. In examining the relationship between politics and economics in the region, the course will focus on issues of dependency and development, neo-liberalism, authoritarian rule and

transition to democracy, and religious and social mobilization in revolution.

#### GOVT 4381 INDIVIDUAL STUDY/SPECIAL TOPIC

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Humanities](#).

#### GOVT 4383, Internship in Political Science

Prerequisite: Permission of Instructor

Directed work experience in a variety of public and private organizations. The primary objective of this course is to provide students with opportunities to apply what they have learned in class in a career-oriented setting. Also provides students with the opportunity to attain applied research experience and develop analytic skills.

#### GOVT 4392, Independent Research Project

Prerequisite: Permission of the instructor.

This course is designed to provide a mentoring experience for students interested in producing a research paper related to government/political science. The instructor will help students develop their research question and then will meet with them periodically throughout the semester to supervise the progress of their papers.

# Greek (GREK) Course Descriptions

## GREK 2312 Greek Grammar I

An introduction to the forms, vocabulary, and grammatical usage of the Koine Greek, designed to give the student the tools necessary for translation and analysis of the Greek New Testament.

## GREK 2322 Greek Grammar

Prerequisite: GREK 2312

A continuation of GREK 2312. An introduction to additional forms, vocabulary, and grammatical usage of Koine Greek designed to give the student the skills necessary for translation and analysis of the Greek New Testament.

## GREK 3311 Greek Syntax and Reading I

Prerequisite: GREK 2312 and 2322.

An intermediate study of Greek syntax with application to the translation and analysis of the Greek New Testament.

## GREK 4351 Greek Reading and Syntax II

Prerequisite: GREK 2312, 2322, 3311

Advanced study of Greek syntax with application to the translation and analysis of the Greek New Testament.

## GREK 4352 Directed Studies in Greek

Prerequisite: GREK 2312, 2322, 3311, and 4351.

Advanced study of Greek literature of the Koine period. This course may not be repeated more than twice.

## GREK 5301 Greek I

Greek I is a study of Koine Greek grammar and syntax for reading the Greek New Testament and selected extrabiblical literature.

## GREK 5302 Greek II

Prerequisite: GREK 5301

Greek II is an advanced study of Koine Greek grammar and syntax for reading and exegesis of the Greek New Testament and other selected literature.

## GREK 6301 Greek Studies I

Prerequisite: Permission of Instructor or completion of GREK 5301 and 5302.

Introductory studies in Greek grammar and syntax of select literature of the Koine period.

## GREK 6303 Greek Studies II

Prerequisite: GREK 6301.

Intermediate studies in Greek grammar, syntax and linguistic approaches to select literature of the Koine period.

## GREK 6351, Greek Studies III

Prerequisite: GREK 6303.

Advanced studies in Greek grammar, syntax, and linguistic approaches to literature of the Koine Period.

GREK 6352, Advanced Directed Studies in Greek

Prerequisites: GREK 6351.

Advanced studies in Greek grammar, syntax, linguistic approaches, and/or text critical theories with application to literature of the Koine Period. Course may be repeated as course content differs.

# Hebrew (HEBR) Course Descriptions

## HEBR 2312, Hebrew Grammar I

An introduction to the forms, vocabulary, and grammatical usage of biblical Hebrew designed to give the student the skills necessary for the translation and analysis of the Hebrew Bible. An introduction to the forms, vocabulary, and grammatical usage of biblical Hebrew designed to give the student the skills necessary for the translation and analysis of the Hebrew Bible.

## HEBR 2322 Hebrew Grammar II

Prerequisite: HEBR 2312

A continuation of HEBR 2312. An introduction to additional forms, vocabulary, and grammatical usage of biblical Hebrew designed to give the student the skills necessary for the translation and analysis of the Hebrew Bible.

## HEBR 3311 Hebrew Reading and Syntax I

Prerequisite: HEBR 2312 and 2322.

An intermediate study of Hebrew syntax with application to the translation and analysis of selected portions of the Hebrew Bible and/or Second Temple literature.

## HEBR 4351, Hebrew Reading and Syntax II

Prerequisite: HEBR 2312 and 2322

Advanced study of Hebrew syntax with application to the translation of selected portions of the Hebrew Bible and/or Second Temple literature.

## HEBR 4352, Directed Studies in Hebrew

Prerequisite: HEBR 2312, 2322, 3311, and 4351.

Advanced study of the Hebrew Bible and/or selected Second Temple literature. This course may not be repeated more than twice.

## HEBR 4393 Senior Seminar

Prerequisite: HEBR 2312, 2322, 3311, and 4351.

Directed studies in the Hebrew Bible and other Second Temple literature.

## HEBR 5301 Hebrew I

Hebrew I is a study of Hebrew grammar and syntax for reading the Hebrew Bible and other Second Temple literature.

## HEBR 5302 Hebrew II

Prerequisite: HEBR 5301.

Hebrew II is an advanced study of Hebrew grammar and syntax for reading the Hebrew Bible and other Second Temple literature.

## HEBR 6301 Hebrew Studies I

Prerequisites: Permission of Instructor or completion of HEBR 5301 and 5302.

Introductory studies in Hebrew grammar and syntax of select literature of the Hebrew Bible and/or Second Temple period.

HEBR 6303 Hebrew Studies II

Prerequisites: HEBR 6301

Intermediate studies in Hebrew grammar, syntax, and linguistic approaches with application to select readings from the Hebrew Bible and/or Second Temple literature.

HEBR 6351, Hebrew Studies III

Prerequisite: HEBR 6303.

Advanced studies in Hebrew grammar, syntax, and linguistic approaches with application to select readings from the Hebrew Bible and/or Second Temple literature.

HEBR 6352, Advanced Directed Studies in Hebrew

Prerequisites: HEBR 6351.

Advanced studies in Hebrew grammar, syntax, linguistic approaches, and/or text critical theories with application to literature of the Hebrew Bible and/or Second Temple literature. Course may be repeated as course content differs.

# History (HIST) Course Descriptions

## HIST 2303, Introduction to Historical Methods

Prerequisite(s): None

This course is designed to introduce students to the approaches and methods involved in the study of history. It will focus on basic tools of historical research and writing, questions about the concept of history, and the fundamental issues involved in studying the past.

## HIST 2311 Western Civilization to 1500

A survey of Western Civilization from the Ancient World to the end of the Middle Ages in Europe.

## HIST 2312, Western Civilization from 1500

A survey of Western Civilization from the Renaissance and Reformation to the present.

## HIST 2313 U.S. History to 1877

A survey of American history from its origins to the close of Reconstruction.

## HIST 2323 U.S. History from 1877

A survey of American history from the close of Reconstruction to the present.

## HIST 2381 Special Topics/Independent Study

## HIST 3311 American Religious History

This course covers the history of American religion from the pre-contact period to the present.

## HIST 3313 Colonial America

An advanced survey of the establishment and development of the British colonies in North America to 1763. Includes the transplanting of English institutions and their modifications in the North American setting.

## HIST 3314 Revolutionary and Early National America

An advanced study of the causes and consequences of the American Revolution and the development of the United States to 1808. Includes the evolution of the political system from Confederation to Federation and the origin of political parties.

## HIST 3323 Civil War and Reconstruction

A study of the rise of sectionalism, the abolition crusade, the secession crisis, United States versus Confederate States, aftermath of the war, reconstruction, economic and social consequences of the war, and emergence of a New South.

## HIST 3333 History of Texas

A survey course from the period of exploration and early colonization to the present. It includes the struggle for independence, the Civil War in Texas, and the growth of the state into an industrialized, urbanized society.

#### HIST 3341, The Old South

This course covers the history of the American South (the Old South) from the pre-contact period to the beginning of the Civil War.

#### HIST 3346 History of Latin America: From Kings to Presidents

This course focuses on Latin America from the Spanish and Portuguese conquest to the twentieth century. Emphasis will be placed on the colonial era, the development of nationalism and independence movements, and the major historical developments in the last 70 years. The course will examine the region's development chronologically, examining the dominant trends across national boundaries, providing students with a framework to understand how current situations are rooted in past historical processes.

#### HIST 3354 History of Britain I - To 1688

The origins and development of political, social, and cultural institutions in the British Isles, including Britain's impact on Europe and the British Empire. HIST 3354 extends from pre-roman times to 1714.

#### HIST 3364 History of Britain II - From 1688

The origins and development of political, social, and cultural institutions in the British Isles, including Britain's impact on Europe and the British Empire. HIST 3364 starts at 1688 and deals with Britain's rise and fall as a colonial world power up to the present day.

#### HIST 3375 Great Texts in History

This course introduces students to a variety of ideas, methods, and texts, and the kinds of genres and sources that compose historical studies. Emphasis is placed on the Great Books of the Western Tradition and other key historical texts that are important to the discipline.

#### HIST 3377, Ancient Greece

This course examines the political, social, and cultural history of the ancient Greek world. Topics include the Archaic, Classical, and Hellenistic periods.

#### HIST 3378, Ancient Rome

This course examines the political, social, religious, and cultural history of the ancient Roman world from the founding of Rome to approximately AD 250. Topics include Republican expansion, transition to Empire, and Pax Romana.

#### HIST 3378, Ancient Rome

This course examines the political, social, religious, and cultural history of the ancient Roman world from the founding of Rome to approximately AD 250. Topics include Republican expansion, transition to Empire, and Pax Romana.

#### HIST 3379, Late Antiquity

Prerequisites: HIST 2311, 2312, 2313, 2323)

This course examines the political, social, religious and cultural history of the Mediterranean world from approximately AD 250 to 600. Topics include the rise of Christianity, the Germanic migrations, and the birth of Islam.

HIST 3380 Blood & Fire: Religion, Science, and Medicine, 1000-1700

This course explores the changes in natural philosophy and scientific thought in Christian Europe and the Muslim world during the medieval and early modern periods, as well as the role of religion in these changes. Particular emphasis is placed on advances in medicine and physics as well as the transition from a medieval to modern view of science.

HIST 3388 Comparative World Civilizations

This course focuses on major world civilizations from ancient times to the present.

HIST 4181 Special Topics

Prerequisite: Permission of the instructor and the Dean of the College of Humanities.

Directed study of a minimum of thirty clock hours for each hour of credit. Projects are selected based on student interest and need. Open to history majors only.

HIST 4281 Special Topics

Prerequisite: Permission of the instructor and the Dean of the College of Humanities.

Directed study of a minimum of thirty clock hours for each hour of credit. Projects are selected based on student interest and need. Open to history majors only.

HIST 4311, Renaissance and Reformation

This course examines the European cultural, religious, and social transformations that occurred between 1350 and 1650--transformations known as the Renaissance and Reformation.

HIST 4314, The Gilded Age and Progressive Era, 1870-1917

An advanced study of the Gilded Age (1870-1890) and Progressive Era (1890-1917) as the formative stage of modern America.

HIST 4330, United States Legal History

This course provides an introduction to the history of American law from the Declaration of Independence in 1776 to the establishment of women's suffrage in 1920.

HIST 4340, Unborn Life in the Western Tradition and American History

This course explores the history of American ideas and practices regarding unborn human life within the context of the philosophical and religious traditions of the West.

HIST 4357 American Experience in Vietnam

This course is a study of the American military experience in Vietnam, 1950-1975.

HIST 4381 Special Topics

Prerequisite: Permission of the instructor and the Dean of the College of Humanities.

Directed study of a minimum of thirty clock hours for each hour of credit. Projects are selected based on student interest and need. Open to history majors only.

HIST 4383 Internship in History

Prerequisites: HIST 2311 or 1314, HIST 2312 or 1324, HIST 2313, HIST 2323

Directed work experience in a variety of public and private organizations. The primary objective of this course is to provide students with opportunities to apply what they have learned in class in a career-oriented setting. Also provides students with the opportunity to attain applied research experience and

develop analytic skills.

HIST 4392 INDEPENDENT RSCH&DIRECTED READ

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Humanities](#).

# Honors College (HNRS) Course Descriptions

## HNRS 1020 Honors Writing I

Prerequisite: Admission to the Honors College

Corequisites: Concurrent enrollment in HNRS 1710 and 1030

A course designed to teach the writing and rhetorical skills needed to complement HNRS 1710.

## HNRS 1030 Honors Lecture I

Prerequisite: Admission to the Honors College

Corequisites: Concurrent enrollment in HNRS 1710 and 1020

A lecture course designed to complement HNRS 1710 by providing information on the texts and authors that students examine in HNRS 1710.

## HNRS 1050 Honors Writing II

Prerequisites: Admissions to the Honors College; HNRS 1710  
Corequisites: Concurrent enrollment in HNRS 1740 and HNRS 1060

A course designed to teach the writing and rhetorical skills need to complement HNRS 1740.

## HNRS 1060 Honors Lecture II

Prerequisites: Admissions to the Honors College; HNRS 1710  
Corequisites: Concurrent enrollment in HNRS 1740 and HNRS 1050

A lecture course designed to complement HNRS 1740 by providing information on the texts and authors that students examine in HNRS 1740.

## HNRS 1710 Walking to Piraeus: The Ancient Greek World

Prerequisite: Admission to the Honors College

Corequisites: Concurrent enrollment in HNRS 1020 and HNRS 1030

This course will explore the human intellectual tradition during the Classical Age. Students will examine themes that underscore human experience during a particular historical period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization and community. Students will gain a critical understanding of the literary, philosophical, historical, theological, and socio-cultural traditions that shape our world. (Also offered as ENGL 2710)

## HNRS 1740 All Roads Lead to Rome: The Ancient Roman & Early Christian Worlds

Prerequisites: Admission to the Honors College; HNRS 1710  
Corequisites: Concurrent enrollment in HNRS 1050 and HNRS 1060

This course will explore the human intellectual tradition during the classical Roman period and the period of the early Christian church. Students will examine themes that underscore human experience during a particular historical period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization, and community. Students will gain a critical understanding of the literary, philosophical, historical, theological, and socio-cultural traditions that shape our world.

## HNRS 2020 Honors Writing III

Prerequisites: Admission to the Honors College; HNRS 1740  
Corequisites: Concurrent enrollment in HNRS 2710 and HNRS 2030

A course designed to teach the writing and rhetorical skills needed to complement HNRS 2710.

## HNRS 2030 Honors Lecture III

Prerequisites: Admission to the Honors College; HNRS 1740  
Corequisites: Concurrent enrollment in

### HNRS 2710 and HNRS 2020

A lecture course designed to complement HNRS 2710 by providing information on the texts and authors that students examine in HNRS 2710.

### HNRS 2050 Honors Writing IV

Prerequisites: Admission to the Honors College; HNRS 2710  
Corequisites: Concurrent enrollment in HNRS 2740 and HNRS 2020

A course designed to teach the writing and rhetorical skills needed to complement HNRS 2740.

### HNRS 2060 Honors Lecture IV

Prerequisites: Admission to the Honors College; HNRS 2710  
Corequisites: Concurrent enrollment in HNRS 2740 and HNRS 2050

A lecture course designed to complement HNRS 2740 by providing information on the texts and authors that students examine in HNRS 2740.

### HNRS 2301 CHRI INTELLECTUAL TRADITION I

For course description and prerequisite(s) for this course, please [contact the Dean of the Smith College of Liberal Arts](#).

### HNRS 2302, The Christian Intellectual Tradition II

Prerequisite: Admission into the Honors College and HNRS 2301

This course will introduce students to the basic beliefs and central developments in the history of the Christian tradition. Through the examination of primary texts in the Christian intellectual tradition, students will be encouraged to develop and put into practice their own theology. Students will read from a collection of Christian writings including The Bible, Clement, Ignatius, Irenaeus, John Chrysostom, Augustine, Thomas Aquinas, Martin Luther, John Calvin, and Dietrich Bonhoeffer.

### HNRS 2310, Walking to Piraeus: Conversations with Great Minds of the Ancient World

Prerequisite: Admission into the Honors College

This course will explore the human intellectual tradition during the Classical Age. Students will examine themes that underscore human experience during a particular historical period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization and community. Students will gain a critical understanding of the literary, philosophical, historical, and socio-cultural traditions that shape our world. (Also offered as ENGL 2310.)

### HNRS 2315 All Roads Lead to Rome: Conversations with Great Minds of the Roman World

Prerequisite: Admission into the Honors College; HNRS 2310.

This course will explore the human intellectual tradition during the classical Roman period. Students will examine themes that underscore human experience during a particular historical period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization, and community. Students will gain a critical understanding of the literary, philosophical, historical, and socio-cultural traditions that shape our world.

### HNRS 2320, Faith, Reason and Romance: The Struggle for the Medieval Mind

Prerequisite: Admission into Honors College and HNRS 2310

This course will explore the human intellectual tradition during the Medieval period. Students will examine themes that underscore human experience during a particular historical period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization and community. Students will gain a critical understanding of the literary, philosophical, historical, and socio-

cultural traditions that shape our world. (Also offered as ENGL 2320.)

HNRS 2330 ARISTOTELIAN LOGIC: FND TRIVIUM

For course description and prerequisite(s) for this course, please [contact the Dean of the Smith College of Liberal Arts](#).

HNRS 2340 Classical Rhetoric: Capstone of the Trivium

Prerequisite: Admission into the Honors College; HNRS 2330

Students in this course will learn how the ancient conceptions of the Good, the True, and the Beautiful shape the classical discipline of Rhetoric. Special attention will be devoted to the three elements of Rhetoric (speaker, audience, and message), the three kinds of persuasive speech (political, legal, and ceremonial), and the three modes of Rhetoric (ethos, logos, and pathos). Primary works by Aristotle, Cicero, and Quintilian will provide the textual foundation for the course.

HNRS 2710 Faith, Reason & Romance: The Medieval & Renaissance Worlds

Prerequisites: Admission to the Honors College; HNRS 1740  
Corequisites: Concurrent enrollment in HNRS 2020 and HNRS 2030

This course will explore the human intellectual tradition during the medieval and Renaissance periods. Students will examine themes that underscore human experience during a particular historical period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization and community. Students will gain a critical understanding of the literary, philosophical, historical, theological, and socio-cultural traditions that shape our world. (Also offered as ENGL 2720)

HNRS 2740 Enlightenment & Modernity: 1600-1900

Prerequisites: Admission to the Honors College; HNRS 2710  
Corequisites: Concurrent enrollment in HNRS 2050 and HNRS 2060

This course will explore the human intellectual tradition during the Enlightenment and Modern periods. Students will examine themes that underscore human experience during a particular period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization and community. Students will gain a critical understanding of the literary, philosophical, historical, theological, and socio-cultural traditions that shape our world.

HNRS 3020, Honors Writing VI

Prerequisites: Admission to the Honors College

Corequisites: Concurrent enrollment in HNRS 3710, 3030, and 3135

A course designed to teach the writing and rhetorical skills needed to complement HNRS 3710.

HNRS 3030, Honors Lecture V

Prerequisites: Admission to the Honors College

Corequisites: Concurrent enrollment in HNRS 3710, 3020, and 3135

A lecture course designed to complement HNRS 3710 by providing information on the texts and authors that students examine in HNRS 3710.

HNRS 3050, Honors Writing I

Prerequisites: Admission to the Honors College; HNRS 3710  
Corequisites: Concurrent enrollment in HNRS 3740 and 3060

A course designed to teach the writing and rhetorical skills needed to complement HNRS 3740.

HNRS 3060, Honors Lecture VI

Prerequisites: Admission to the Honors College; HNRS 3710  
Corequisites: Concurrent enrollment in

### HNRS 3740 and 3050

A lecture course designed to complement HNRS 3740 by providing information on the texts and authors that students examine in HNRS 3740.

### HNRS 3199 Independent Study

Prerequisites: Admission to the Honors College; permission of the instructor

Independent study on a research topic directed by a faculty member. May be repeated for credit only if the research topic differs.

### HNRS 3299 Independent Study

Prerequisites: Admission to the Honors College; permission of the instructor.

Independent study on a research topic directed by a faculty member. May be repeated for credit only if the research topic differs.

### HNRS 3300 Honors Study Abroad: Oxford

Much of the intellectual heritage of western civilization comes to us by way of England. The university system with its roots in the Middle Ages flowered in Oxford. Many of England's greatest writers have lived and studied in Oxford, and some have set their works of literature in the city and the university. This seminar will examine several Oxford writers including C.S. Lewis, J.R.R. Tolkien, Evelyn Waugh, and G.K. Chesterton. Works by William Shakespeare and T.S. Eliot will also be considered. Where possible, lectures on and discussion of the works will take place in venues in and around Oxford that will deepen student appreciation and understanding.

### HNRS 3330, The Rebirth of Man

Prerequisite: Admission into the Honors College and HNRS 2320

This course will explore the human intellectual tradition during the Renaissance. Students will examine themes that underscore human experience during a particular historical period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization, and community. Students will gain a critical understanding of the literary, philosophical, historical, and socio-cultural traditions that shape our world.

### HNRS 3340, Enlightenment and Modernity

Prerequisite: Admission into the Honors College and HNRS 3330

This course will explore the human intellectual tradition during the Enlightenment and the Modern Period. Students will examine themes that underscore human experience during a particular historical period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization and community. Students will gain a critical understanding of the literary, philosophical, historical, and socio-cultural traditions that shape our world.

### HNRS 3350, The Last Fifty Years: Postmodern America

Prerequisite: Admission into the Honors College

This course will examine important dimensions of social experience that have created the environment of change and development that has occurred during the last fifty years in the United States. Dimensions reviewed will include such areas as: family, economy, politics, social class, ethics, health care, religion, technology, sex/gender, race relations, transcultural competence, mass culture and education. This course will help students synthesize aspects of United States trends within a broad context to make learning more meaningful in specialty and career areas.

### HNRS 3370, Exploring Cultures through Art and Music

Prerequisite: Admission into the Honors College

This survey course introduces the student to art and music throughout history. The student will explore the fine arts through observations and experience. The student will learn the basic theories of each fine art form. Examination of art and music throughout history will allow the student to appreciate the fine arts. Emphasis is placed on recognizing the styles and genres by studying original works. Active participation allows the student to experience the arts on a personal level.

HNRS 3371 CEZANNE: LOVE, GEST, PERS VIS ART

For course description and prerequisite(s) for this course, please [contact the Dean of the Smith College of Liberal Arts](#).

HNRS 3399, Independent Study

Prerequisites: Admission to the Honors College; permission of the instructor

Independent study on a research topic directed by a faculty member. May be repeated for credit only if the research topic differs.

HNRS 3404, Imaging the Future: Themes and Ideas in Science

Prerequisite: Admission into the Honors College

This course will examine scientific theory using a thematic approach. Students will read original scientific articles and use both observation and experimental techniques to understand scientific principles. Themes may include Nobel Prize Winners in the sciences, man and the environment, or biological warfare throughout Time. This course includes one semester hour credit for laboratory sessions.

HNRS 3710, The Last One Hundred Years: 1900 to the Present

Prerequisites: Admissions to the Honors College; HNRS 2740  
Corequisites: Concurrent enrollment in HNRS 3020, 3030, and 3135

This course will explore the human intellectual tradition during the last one hundred years. Students will examine themes that underscore human experience during a particular historical period from various academic perspectives. The themes may be chosen from leadership, war, race, ethics, globalization, community, and science. Students will gain a critical understanding of the literary, philosophical, historical, theological, and socio-cultural traditions that shape our world.

HNRS 3740, The Story of Scripture: The Biblical Narrative from Genesis to Revelation

Prerequisite: Admission to the Honors College; HNRS 3710  
Corequisites: Concurrent enrollment in HNRS 3050 and 3060

This course will explore the biblical narrative from the beginning of the Old Testament to the end of the New Testament. Students will examine themes that underscore human experience recorded in the biblical text. The themes may be chosen from leadership, war, race, ethics, globalization, and community. Students will gain a critical understanding of the literary, philosophical, historical, theological, and socio-cultural traditions that shape our world.

#### HNRS 4215, Honors Capstone Experience

Prerequisite: Admission into the Honors College and completion of 27 hours of Honors courses.

This course is designed to provide an opportunity for integration of the ideas and themes of the Honors curriculum with the courses of the student's major. The course is an intensive research study designed to broaden the student's perspectives and knowledge. The course culminates in the completion of a Senior Project to be presented at an Honors Symposium.

#### HNRS 4310, Special Topics

Prerequisites: Admission to the Honors College; HNRS 3740

Topics are selected on the basis of students' needs and academic qualifications of faculty. May be repeated for credit only if course content differs.

#### HNRS 4320, Special Topics

Prerequisites: Admission to the Honors College; HNRS 3740 or permission of the instructor

Topics are selected on basis of students' needs and academic qualifications of faculty. May be repeated for credit only if course content differs.

#### HNRS 4330, Special Topics

Prerequisites: Admission to the Honors College; HNRS 3740 or permission of the instructor

Topics are selected on basis of students' needs and academic qualifications of faculty. May be repeated for credit only if course content differs.

#### HNRS 4340, Special Topics

Prerequisites: Admission to the Honors College; HNRS 3740 or permission of the instructor

Topics are selected on basis of students' needs and academic qualifications of faculty. May be repeated for credit only if course content differs.

#### HNRS 4350, The Last Fifty Years: The Emergence of the Global Village

Prerequisite: Admission into the Honors College and HNRS 3350

This course will explore important dimensions of global human experience during the last fifty years. This contextual learning experience will include dominant events and ideas within the social, economic, political and historical categories. Important events and ideas that will be covered in this course include: the Cold War, modern revolutions, globalization, African genocide, Asian economic boom, global terrorism, and religious conflict. The larger objectives of this course are to help students gain a degree of transcultural competence and build an important context within which to make learning more meaningful. After taking this series of courses, students will be able to make important connections between their learning from the classical texts and their lived experiences in today's world.

#### HNRS 4370, Visual and Performing Arts - Film and Theater

Prerequisite: Admission into the Honors College

This survey course introduces the student to theater and film throughout history. Using observation and experience, the student will learn the basic theories and ideas of each. Examination of original works in theater and film will allow the student to appreciate the performing arts. Emphasis is placed on recognizing the styles and genres that have influenced American and global cultures. Active participation allows the student to experience the arts on a personal level.

#### HNRS 4381 SPECIAL TOPICS/IND STUDY

For course description and prerequisite(s) for this course, please [contact the Dean of the Smith College of Liberal Arts](#).

#### HNRS 4398, Senior Thesis

Prerequisites: Admission to the Honors College; permission of the director

The Senior Thesis is a capstone learning experience in the Honors College. The thesis must be on an original topic, involve significant research and writing, and be defended orally upon its completion. A faculty advisor shall direct the research and writing project.

#### HNRS 4399, Senior Thesis

Prerequisites: Admission to the Honors College; permission of the director

The Senior Thesis is a capstone learning experience in the Honors College. The thesis must be on an original topic, involve significant research and writing, and be defended orally upon its completion. A faculty advisor shall direct the research and writing project.

# Honors Program (HONR) Course Descriptions

## HONR 4399 Senior Honors Thesis

The Senior Honors Thesis is the capstone learning experience in the departmental honors program. The thesis must be at least 35 pages in length, include a one page abstract, be on an original topic, involve significant research, and must be defended orally upon its completion. A faculty thesis advisor shall direct the research and writing project. An approved prospectus is a pre-requisite for registration for this course.

# Interdisciplinary Courses (INDC) Course Descriptions

## INDC 2333 American Heritage Destinations

This course explores various historical and cultural aspects of the nation's heritage in three specific locations: Boston, Philadelphia, and Washington D.C. The first week of the course will be spent in preparation for an academically oriented field trip during the second week. Students may repeat this course for each NEW destination. Only offered during May Fast Term each spring.

## INDC 3310 Essential Elements of Art

Prerequisite: Admission to the Teacher Preparation Program.

This course adds a concentrated focus on art education to an overview of fine arts history and education (including art, music and theatre). It explores the philosophy of preschool and elementary pedagogy based upon Discipline-based Art Education (DBAE) and Texas Essential Knowledge and Skills standards. Practical applications for integrating the arts into a cross-curriculum program are emphasized. Also offered as ART 3310.

## INDC 3315 Cultural Craft for the Pre- Adolescent Student

Prerequisite: Admission to the HBU Teacher Education Program

This course combines a basic multicultural study of classical and traditional craft and creative problems in three-dimensional media for teaching in the pre-adolescent (EC-6) classroom. (Offered also as ART 3315).

## INDC 3316 Cultural Craft for the Adolescent Student

Prerequisite: Admission to the HBU Teacher Education Program

This course encourages expanded multicultural appreciation of classical and traditional craft and includes practical experience and preparation for teaching a variety of fiber arts, printmaking, bookbinding, mosaic and three-dimensional design in the adolescent (6-8 and 9-12) classroom. (Offered also as ART 3316.)

## INDC 3320 Essential Elements of Music

Prerequisite: Admission to the Teacher Education Program

This course adds a concentrated focus on music education to an overview of fine arts history and education (including art, music and theatre). It includes a study of the child voice, rote singing, development of rhythmic and melodic expression, directed listening, and music reading readiness. Basic materials including song text are studied, and simple percussion and melodic instruments are used in creative activities.

## INDC 3381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

#### INDC 4160 Wellness and Fitness for Children

Prerequisites: Admission to the Teacher Preparation Program

This course prepares students to effectively teach health and P.E. in grades PK-6. In addition to PK-6 health content and methodology, it includes exploration of developmentally appropriate movement education methods for PK through grade 6 as well as ways to use movement activities to help children learn academic content areas other than health and P.E. (such as math, science, social studies and language arts).

#### INDC 4181 Special Topics

Prerequisite: Permission of the Instructor

Special course designed to respond to rapidly evolving issues in media and media technology.

#### INDC 4281 Special Topics

Prerequisite: Permission of the Instructor

Special course designed to respond to rapidly evolving issues in media and media technology.

#### INDC 4290 CLASSROOM MANAGEMENT

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

#### INDC 4294 Senior Seminar: Classroom Management

Must be taken during the CDEV practicum. This course involves an exploration of means for creating and maintaining optimal learning environments and helping children and adolescents develop into considerate, responsible adults. It includes independent observation which must be completed during student teaching or the CDEV practicum. (Offered also as CDEV 4294 and EDUC 4294.)

#### INDC 4302: Multimedia Instructional Strategies

This course is designed to develop skills necessary for today's educators in the development and integration of multimedia projects into their curriculum and to explore trends and issues in the use of multimedia tools for communication and instruction.

#### INDC 4305 TECH ENHANCED INSTRUCT DESIGN

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

#### INDC 4319: Internet Resource Management

Internet Resource Management is designed to allow participants to experience appropriate uses of technology as a learner, and thus better use technology in teaching and learning. The goal of this course is to provide a combination of hands-on and student-centered experiences that will assist in the management of Internet resources. These experiences will enable participants to search for information, share information, generate materials, and evaluate web-based instructional materials. Instructional strategies will focus on the acquisition, analysis, and synthesis of Internet resources that address appropriate educational needs.

#### INDC 4340 Social Studies for Pre-Adolescents

Prerequisites: EDUC 4301, 5313 or 6302

This course provides an exploration of social studies content and skills as well as teaching/learning materials and strategies for developing content and skills at preschool through grade 6 levels. Essential knowledge and skills are emphasized. Field-based experiences and technology applications are required. (Offered also as EDUC 5340)

#### INDC 4350 Essential Elements of Science

Prerequisite: Admission to the Teacher Preparation Program; EDUC 4301 or 4311.

This course provides an exploration of science content and skills, as well as teaching/learning materials and strategies for helping preschool through grade six students learn science. It includes an overview of the Texas Essential Knowledge and Skills (TEKS) for science at these grade levels and exploration of discipline specific pedagogy and reading strategies. Technology applications are required.

#### INDC 4360, Essential Elements of Math

Prerequisite: Admission to the Teacher Preparation Program; EDUC 4301 or 4311; MATH 2301; MATH 2302

This math methods course prepares prospective elementary and middle School teachers with knowledge of methods and materials needed to teach math effectively. EC-6 math content is briefly reviewed as students explore research validated ways to develop children's problem solving and reasoning abilities as well as their understanding and use of whole numbers, decimals and fractions. Active learning using models and inquiry is emphasized. Fieldwork in which students teach mathematics in an elementary or middle School is required.

#### INDC 4380, Essential Elements of Social Studies

Prerequisites: Admission to the Teacher Preparation Program; EDUC 4301 or 4311.

This course is an introduction to theories, pedagogical considerations and current methodology, including technology integration, in the teaching of social studies to elementary age children. Students gain experience in applying this knowledge through instructional design projects and simulated teaching experiences. The course includes an overview of PK-8 social studies content including Texas history and world geography and an exploration of discipline specific reading strategies.

#### INDC 4381 Special Topics

Prerequisite: Permission of the Instructor

Special course designed to respond to rapidly evolving issues in media and media technology.

#### INDC 4385 Essential Elements of Fine Arts

This course explores EC-6 fine arts content and methodology. It includes development of knowledge, skills and dispositions identified in the art, music and theatre Texas Essential Knowledge and Skills (TEKS) as well as ways to integrate fine arts into learning in other content areas.

### INDC 4390, Advanced Elements of Social Studies

Prerequisites: Admission to the Teacher Education Program; EDUC 4301 or 4311

This course provides an exploration of social studies content and skills. Social studies content will include World History, Geography, and Texas History. The course will introduce students to teaching/learning materials and strategies for developing concepts and skills for middle to high School students. Integration of technology and interactive learning are integral aspects of this course.

### INDC 6330 Global Political Economy

This course examines the interaction of politics and the economy at the global level. In particular, it evaluates how political and economic decisions of one country or groups of countries affect institutions and life circumstances in others and assesses the causes and consequences of globalization as rooted in political economy. Key topics include major conceptual frameworks for understanding the linkages between international politics and international economics, international monetary and financial relations, international trade, foreign investment and multinational enterprises, key international economic institutions such as the International Monetary Fund, World Trade Organization, and World Bank, the rise of the BRIC economics and the shift of global balance, and global economic governance. Graduate Business programs only.

### INDC 6331, Foreign Cultures

As global corporations span national boundaries, their employees must interact with a wide variety of national cultures, societal structures, and world views. This course adopts the viewpoint of the anthropologist, applying anthropological theory to business situations. This course covers a wide variety of topics, including, but not limited to, the following: the methods of anthropology; issues of culture; issues of language and communication; the economic aspects of anthropology; the role of family and kinship in society; religion and ethics; gender; and issues of ethnicity. It also examines how national cultures affect behaviors in business situations. Graduate Business programs only.

### INDC 6332, International Organizations

As global corporations span national boundaries, they must interact with a large number of international organizations. This course examines the major international institutions that deal with crime, diplomacy, trade, finance, the environment, and human rights, and how these institutions both facilitate and constrain the activities of global corporations. Examples of such organizations are the United Nations, the World Bank and IMF, the World Trade Organization, the World Court, and others. This course deals with a wide variety of issues, including, but not limited to: theoretical frameworks of international organizations; the historical evolution of international organizations; the structure and governance of international organizations; classification of international organizations; and the functions and roles of individual international organizations. Graduate Business programs only.

# Journalism and Mass Communications (JMC) Course Descriptions

## JMC 1313 History of American Journalism

A study of the development of American Journalism, from colonial days to the present in context of social, economic, and political change.

## JMC 1323, The Press and Democracy

Prerequisite: None

Examination of the principles, concepts, theories, and functions of journalism in American society including significant 20th and 21st century journalists.

## JMC 1324 Fundamentals of Broadcasting

The course acquaints the student with the equipment, terminology, and operation of a production studio and field production.

## JMC 1325 Media Writing

Media writing explores the different styles of writing information content, entertaining scripts, advertising copy, and public relations materials for print media, broadcast media, and mobile media. Students will learn how to gather information and various forms content, write for specific audiences, and check for accuracy.

## JMC 2301 Publication Production - Newspaper

Prerequisite: Permission of instructor

This course offers the student the opportunity to prepare news, feature, entertainment, religion, and sports articles for publication in The Collegian. The Collegian newsroom offers students the opportunity to develop desktop publishing skills and to become familiar with software programs such as InDesign, PhotoShop, and Illustrator that are commonly used in multimedia productions. The student serves on the newspaper staff under the direction of The Collegian editor and faculty advisor.

## JMC 2302 Publication Production - Video

Prerequisite: Permission of Instructor.

This course offers the student the opportunity to develop video production techniques by preparing videos for a variety of HBU venues including possible publication on The Collegian Website or the HBU Website. Students will digitally shoot, edit using industry-standard software, render in a variety of digital formats, and upload their videos to a website for grading. The student works under the direction of the course instructor. External hard drive required.

## JMC 2324 Editing News Copy

Introduces the fundamentals of news media copyediting for grammar, punctuation, style rules, condensing, rewriting and headline writing.

### JMC 2414 Reporting and Writing I

Prerequisites: ENGL 1313 and ENGL 1323

Teaches the fundamentals of news reporting and writing. Lectures, discussions and laboratory work provide training in the development and organization of basic news stories and in meeting deadlines. This course includes one semester hour credit for laboratory sessions.

### JMC 3302, Multimedia Production

Prerequisite: JMC 2414 or JOUR 2303

This course will emphasize both traditional journalistic values and skills, while also preparing students to function in a dynamic and evolving multimedia environment. Assignments are designed to help students to work across multiple-media platforms, including broadcast, print, and online journalism. The goal is to develop a range of techniques that includes research, writing, editing, and presentation for news, corporate and strategic communication in print, audio, video and online. Students produce projects that may be distributed and/or entered in competitions.

### JMC 3324 MULTIMEDIA PRODUCTION

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

### JMC 3325 Principles of Public Relations

This course teaches the theory and practice of public relations, how public relations operates in organizations, its impact on publics, and its function in society. The course will also focus on professional development of the field; concepts, issues, and principles in the practice; and models and theories guiding the practice.

### JMC 3326 Understanding Audiences

Fundamentals of research in mass communication with focus on how people are attracted to media. Principles of messages and markets, appropriate strategies for analyzing message effectiveness. Practical training in how to conduct primary and secondary research, understand sampling, questionnaire design, survey, data processing, and analysis.

### JMC 3365, Video Production I

Prerequisite: None

Introduces fundamental single camera/film style production concepts to the Multimedia Production students. This course teaches the theory and practices relative to professional video standards and introduces practical hands-on applications. Studio/Field applications will include cameras, microphones, lighting, audio, graphics, non-linear editing, and switching. Additional lab fee and external hard drive required.

### JMC 3366 Video Production II

Introduces multi-camera studio and field production concepts to the Multimedia Production students. This course teaches the theory and practices relative to professional video standards and introduces practical hands-on applications in situations requiring more than one camera. Advanced applications of video production including scriptwriting, directing and production of live events on campus ranging from operas to athletic activities.

### JMC 3414, Reporting and Writing II

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Prerequisite: JMC 2414

This course is designed to enhance the reporting and writing skills developed in JMC 2414. Interviewing techniques are emphasized. This course includes one semester hour credit for laboratory sessions.

JMC 4314, Feature Writing

Prerequisite: JMC 2414 or permission of the instructor.

This course helps students learn the effective use of dialogue, development of narrative techniques, including vivid description and detail, and comparison and contrast in developing the feature story. Exercises in this course are designed to help students develop techniques to involve the reader emotionally through human interest including drama, pathos, empathy, humor, and curiosity.

JMC 4315 Public Affairs Reporting

Prerequisite: JMC 2414 or permission of the instructor

This course emphasizes public affairs reporting in its traditional role as the staple of American journalism while stressing the increased and evolving role of journalists, working in the age of information, to go beyond gathering, organizing, and presenting facts, to finding ways to present increasingly complicated information in ways that help the public to better understand and manage 21st century issue that dominate the news. Public affairs issues discussed in this course include, but are not limited to, public agencies, law enforcement, courts, local, state, and national government, education, science, the environment, medicine, health, and business, and the global issues of energy, hunger, health, war and terrorism.

JMC 4336 Principles of Advertising

A study of the advertising component of the firm. Emphasizes the interactive coordination and strategy of this promotional tool. Applications necessary for developing target markets, utilization of the mass media, advertising research, and analysis of the complete campaign are stressed. (Also offered as MKTG 4336)

JMC 4367, Non-Linear Editing

Prerequisite: None

This advanced course in video production will offer students experience in non-linear editing using both PC and MAC editing suites. Students will develop projects to be used in a variety of applications from tape to multimedia.

JMC 4373 Internship in Journalism and Mass Communication

Prerequisite: Permission of the instructor prior to the beginning of the semester registered.

Directed work experience at newspaper, radio and television, advertising agencies, public relations firms, and production houses. Students are encouraged to intern in more than one area. A professional portfolio is required.

JMC 4374 Internship in Journalism and Mass Communication

Prerequisite: Permission of the instructor prior to the beginning of the semester registered.

Directed work experience at newspaper, radio and television, advertising agencies, public relations firms, and production houses. Students are encouraged to intern in more than one area. A professional portfolio is required.

JMC 4375 Internship in Journalism and Mass Communication

Prerequisite: Permission of the instructor prior to the beginning of the semester registered.

Directed work experience at newspaper, radio and television, advertising agencies, public relations firms, and production houses. Students are encouraged to intern in more than one area. A professional portfolio is required.

### JMC 4381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

### JMC 4392, Media Law

Prerequisite: JMC 1313 and JMC 1323

Examines legal concepts, including prior restraint, libel, privacy, obscenity, contempt, and access as they relate to print and electronic media.

### JMC 4393 Media Ethics

Prerequisites: JMC 1313, 1323

Examines ethical issues that challenge media professionals by interpreting and applying ethical theory - from the classicists to the contemporary - students will analyze ethical challenges inherent in modern media.

# Kinesiology (KINE) Course Descriptions

## KINE 1310, Basic Health Assessment and Terminology

This course is a study of the basic structure of medical terms, including prefixes, suffixes, roots, and general rules and guidelines. Emphasis is placed on pronunciation, spelling, and application of general rules for translation and composition of medical terms. Commonly used medical terms are presented for each body system. This course also provides the basic knowledge and skills necessary to obtain a detailed health assessment of individuals across the age continuum. Emphasis is placed on obtaining a systematic health history and physical exam using the techniques of inspection, palpation, percussion, and auscultation.

## KINE 2202 Creating a Wellness Lifestyle

Provides information regarding the components of physical fitness: cardiorespiratory endurance, muscular strength and endurance, flexibility, and body composition. In addition, nutrition, disease control, stress management, proper diet and exercise procedures are emphasized. Pre-selected physical activities will be conducted during many of the class sessions to allow the application of principles taught in the lecture sessions. Students are expected to design and implement a wellness plan during the class. Required for all baccalaureate degrees.

## KINE 2304, Athletic Training Internship I

Practical experience supervised by a Texas licensed athletic trainer. The course's emphasis is on learning and mastering clinical skills appropriate to skill level. A minimum of 300 clinical hours must be accumulated for the internship.

## KINE 2305, Athletic Training Internship II

Prerequisite: formal retention within the ATEP or permission of instructor

Practical experience supervised by a Texas licensed athletic trainer. The course's emphasis is on learning and mastering clinical skills appropriate to skill level. A minimum of 300 clinical hours must be accumulated for the internship.

## KINE 2310 Foundations of Kinesiology

Prerequisite: Kinesiology major or minor

Students will study the various areas of kinesiology and will learn basic information concerning each discipline studied. Students will also study the history and philosophy of kinesiology, and will develop their own philosophy or goals regarding the kinesiology field. Field trips, guest speakers, class projects, and lectures are utilized to highlight the different fields such as exercise science, teaching, coaching, sports psychology and sociology, and sports media.

## KINE 2320 Sport Psychology

Prerequisite: PSYC 1313

An introduction to the field of health psychology, which is devoted to understanding how people stay healthy, why they become ill, and how they respond to illness and disease. Topics will be discussed from local, national, and global perspectives and will include the behavioral aspects of the health care system, exercise and nutrition, health-compromising behaviors, stress, AIDS, and the etiology and correlates of health, disease, and dysfunction.

#### KINE 2334 Tests and Measurements in Kinesiology

Introductory course in the area of measurement and evaluation in kinesiology. Fundamental statistics and practical experiences of administering and taking physical education skills tests are included. Students also learn how to construct knowledge tests.

#### KINE 2335 Sports and Fitness Activities

Methods and materials are provided in the areas of teaching team and individual activities to elementary and secondary students, church recreation programs, or summer recreation programs. A variety of activities will be presented such as archery, golf, horseshoes, table tennis, bowling, pickleball, and badminton to name a few. Students will also be required to develop an activity and teach it to the class as well as take tests, and learn the rules of the sport activities that are taught.

#### KINE 2336 Strategies and Principles of Coaching

An overview of strategies and principles involved in coaching are emphasized. In addition, organization and administration of practices and games is discussed. The student will learn to develop drills and teach students in the proper developmental sequences appropriate for both junior and senior high School age students.

#### KINE 2337, Standard First Aid/CPR

Prerequisite: None

Students will be given information that will allow them to recognize when an emergency has occurred, how to follow a plan of action, and how to provide care for injuries or sudden illnesses until professional medical help arrives. Students will learn how to splint, bandage, care for individuals experiencing a diabetic coma, stroke, shock, heat exhaustion, or burns, and administer one person CPR on an infant, child, and adult. Role-playing, and outside class and in-class assignments are used to demonstrate and teach the necessary skills. Certification is received in both CPR and first-aid from the American Red Cross.

#### KINE 2340 Health Psychology

Health Psychology is an introductory course dealing with the major content areas of health psychology. Topics include an overview of the field of health psychology, major body systems, important theoretical models for explaining, promoting, and changing health behaviors, moderators for stress and coping, and an introduction to health services including patient provider relations. The psychosocial aspects of pain, coronary heart disease, hypertension, stroke, diabetes, and other chronic health conditions will be introduced. (Also offered as PSYC 2340)

#### KINE 3210 Exercise Prescription

Prerequisite: KINE 2230 or KINE 1350; Must be taken concurrently with KINE 3393

An upper level required class designed to enhance the student's ability to develop wellness activities appropriate for specific populations, such as senior citizens, preschool students, fitness classes, day care students, or other individuals with special needs.

#### KINE 3232 Wellness for Special Populations

PREREQ: BIOL 2404

Students will be taught wellness concepts and techniques that will enable them to determine body composition, test flexibility, measure muscular strength and endurance, and determine cardiorespiratory capabilities. In addition, on test subjects students will learn the concepts involved in prescribing an

exercise program and how to plan a proper exercise program for specific populations based on information learned and test results.

#### KINE 3301 Prevention and Treatment of Sports Injuries

Prerequisite: KINE 2310

Basic instruction in the prevention, care, and evaluation of athletic injuries through lectures, discussions, and laboratories, for the future trainer, coach, or physical education instructor.

#### KINE 3304, Athletic Training Internship III

Practical experience supervised by a Texas licensed athletic trainer. The course's emphasis is on learning and mastering clinical skills appropriate to skill level. A minimum of 300 clinical hours must be accumulated for the internship.

#### KINE 3305, Nutrition for Health

A course designed to study foods and their effects upon health, development, and performance of the individual. The student will be introduced to concepts of nutrition for optimal health, sports nutrition, and basic essential nutrient dietary needs.

#### KINE 3315, Athletic Training Internship IV

Practical experience supervised by a Texas licensed athletic trainer. The course's emphasis is on learning and mastering clinical skills appropriate to skill level. A minimum of 300 clinical hours must be accumulated for the internship.

#### KINE 3360 Administration in Sports and Kinesiology

Prerequisite: KINE 2310

Students will learn leadership, management, communication, and motivation skills necessary for dealing with sports and kinesiology programs. In addition, the course will cover human resource issues, public relation opportunities, how to develop partnerships and market wellness and sport programs. Other areas also covered are risk management, facility management, finances, transportation, and law issues.

#### KINE 3370 Fieldwork in Sports Administration

PREREQ: KINE 3360

This internship course provides students with real world experience in the area of sport management. Students are placed based on internship site availability.

#### KINE 3393 Physiology of Exercise

Prerequisite: KINE 2230 or KINE 1350, and BIOL 2404 with grade C or better

A course concerning human physiology and its relationship to exercise. All systems in the body are studied with regard to how each system reacts and adapts to the stress of exercise. Must be taken simultaneously with KINE 4293.

#### KINE 3395 Kinesiology/Applied Biomechanics

Prerequisites: KINE 2310 (or 1350 or 2230), KINE 3393 and BIOL 2404

Muscles of the human body and their functions in relation to movement will be studied. Simple examples and analyses of human motion will be studied in an effort to acquaint the student with the reasons for teaching specific sport movements.

#### KINE 3398 Foundations of Health Instruction

Prerequisite: KINE 2230, 1350 or 2310

The class emphasizes the dimensions of wellness and how to teach School age children (K-12) and or adults. Areas that will be covered involve the health components (cardiorespiratory endurance, muscular strength and endurance, flexibility and body composition), proper hygiene, sex education, disease prevention, drug use prevention, mental health stability, environmental health management, and stress management. In addition to learning details about the health components, students will learn how to teach, develop, and present health lessons to a class of students of individual with whom a student is developing a wellness program.

#### KINE 3410, Evaluation of Sports Injuries

Prerequisite: KINE 2337; BIOL 1414 or CHEM 1404; BIOL 2404; formal admission to the athletic training internship program (or instructor's permission).

This course is designed for athletic training students seeking Texas Licensure. This course includes an in-depth inquiry into the anatomical and physiological process associated with the occurrence of injuries to athletes and physically active individuals. By recognizing the signs and symptoms and then interpreting results of special tests, the student will develop techniques and methods with which to accurately evaluate and determine the extent of the injury sustained. This course focuses on the evaluation process for common injuries and conditions sustained by athletes that are related to the upper and lower extremities of the body. This course includes one semester hour credit for laboratory sessions.

#### KINE 3420, Therapeutic Exercise and Rehabilitation

Prerequisite: KINE 2410; BIOL 2404; KINE 3304; formal admittance to the Athletic Training Internship Program; (or instructor's permission)

This course will focus on the theoretical basis of exercise, techniques and specific rehabilitative programs to give the student a basic competency level in designing and implementation of therapeutic exercise programs for the injured athlete. An understanding of the concepts of range of motion, strength, power, endurance, and return to activity will be obtained in this course.

#### KINE 4304, Athletic Training Internship V

Practical experience supervised by a Texas licensed athletic trainer. The course's emphasis is on learning and mastering clinical skills appropriate to skill level. A minimum of 300 clinical hours must be accumulated for the internship.

#### KINE 4305, Athletic Training Internship VI

Practical experience supervised by a Texas licensed athletic trainer. The course's emphasis is on learning and mastering clinical skills appropriate to skill level. A minimum of 300 clinical hours must be accumulated for the internship.

#### KINE 4323 Motor Learning

Prerequisites: BIOL 2404; KINE 2310(or 2230 or KINE 1350); and KINE 3393

A course structured around the basics of human movement and motor performance. Subject matter includes perceptual-motor foundations of physical education with emphasis on the state of the performer and his ability to learn motor skills.

#### KINE 4328 Wellness and Fitness in EC-12 Schools

Prerequisite: KINE 2310 (or 2230 or 1350)

This course is designed to introduce the kinesiology major to practical concepts and programs that are presently being taught in elementary, junior high, and secondary physical education programs. The course includes information on daily and unit lesson plan preparation, class organization, classroom management, and field experience. A big part of this class is devoted to what is going on in the Schools, as well as what is effective and valuable in a modern physical education curriculum. (12-hour practicum included)

#### KINE 4340 Wellness Internship

Prerequisite: KINE 2310 (or 2230 or 1350); KINE 4370; and BIOL 2404 with a grade of C or better; completion of 22 hours of Kinesiology courses (excluding activity courses); senior standing

A field experience in kinesiology involving supervised experiences working in either an on-campus or off-campus setting that must be approved by the Kinesiology Department. This student will be required to complete 200 field experience hours. In addition, the class will complete a portfolio of work assigned by the profession.

#### KINE 4351 Sports Facility and Event Management

PREREQ: KINE 3360

This course will focus on elements of planning, design and management related to maintenance, operations, security, and marketing for successful facility and event management of high School, collegiate, professional and recreational facilities and events. During the semester, students will get hands-on experience through the planning of their own event, and upon completion of the course, students will then be prepared to design, run, and evaluate a key event.

#### KINE 4352 Sports Media and Ethics

PREREQ: KINE 3360

The purpose of this course is to provide students an opportunity to reflect on and discuss ethical and media concerns in athletics. It is designed to allow students the opportunity to examine the concepts of ethics throughout sport without being limited to just considering those competing on the field or court. Topics will include ergogenic aids, exploitation, cheating, genetic enhancement, violence and spectatorship, as well as broadcast and social media.

#### KINE 4353 Sports Law

PREREQ: KINE 3360

This course is designed to enable students to expand their knowledge on laws, rules, and regulations surrounding sport and recreation, including legal issues associated with sports, sporting events, sports-related industries, sports programs, athletic education, recreation management and their constituents. Topics include negligence, property and premises law, risk management, contract law, constitutional law, and sports legislation.

#### KINE 4363 Sports Sociology

Prerequisite: KINE 2310(or 2230 or 1350)

Sport Sociology is designed to thoughtfully examine and analyze the role of sports in modern society. Understanding sports as a part of our American culture is appropriate in analyzing the many subcultures involved in the world of sport.

#### KINE 4370 Research in Kinesiology

Prerequisite: KINE 2310 (or 2230 or 1350); completion of 22 hours of Kinesiology courses (excluding activity courses); and senior standing

Research in current issues of kinesiology will be addressed to provide information regarding the field of kinesiology. Students will write a research paper and give a presentation addressing the issues. Additional research projects will be assigned.

#### KINE 4380 SPECIAL TOP/INDEPENDENT STUDY

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Nursing and Allied Health](#).

# Latin (LATN) Course Descriptions

## LATN 1311 Elementary Latin I

Introduction to the fundamentals of classical Latin. Topics include: pronunciation, basic vocabulary, grammar and syntax, practice in reading basic Latin. Graded reading material is adapted from classical texts and cultivates an appreciation of Latin literature and culture.

## LATN 1312 Elementary Latin II

Prerequisite: LATN 1311

Continuation of elementary Latin sequence. Topics include: continued study of vocabulary, grammar and syntax; reading more difficult Latin; gaining greater appreciation of Latin literature and culture.

## LATN 2311, Intermediate Latin

Prerequisite: LATN 1312

This course has three main goals: to develop proficiency in reading Latin, to strengthen command of Latin grammar and vocabulary, and to explore key features of Roman life and culture. Students read extended selections in the original Latin prose/poetry; and classroom discussion addresses cultural and historical issues while also reviewing grammar, stylistics, and poetics.

## LATN 3301, Classical Mythology

Prerequisite(s): None

This course introduces the major Greek and Roman Myths in translation, analyzes the ways myths function in ancient and modern society, and considers the importance of Classical Myth on the modern world.

## LATN 3302, Cicero

Prerequisite: LATN 2311

Selected Latin readings from Cicero's oratory, philosophy, or letters.

## LATN 3303, Vergil

Prerequisite(s): LATN 2311

Selected Latin readings from Vergil's Aeneid, Georgics, or Eclogues.

## LATN 3304, Horace

Prerequisite(s): LATN 2311

Selected Latin readings from Horace's poetic works.

## LATN 3305, Ovid

Prerequisite(s): LATN 2311

Selected Latin readings from Ovid's poetic works.

## LATN 3306, Plautus and Terrence

Prerequisite(s): LATN 2311

Selected Latin readings from the comedies of Plautus and/or Terrence.

LATN 3307, St. Augustine

Prerequisite(s): LATN 2311

Selected Latin readings from St. Augustine's Confessions, City of God, or other works.

LATN 4301, Latin Letters

Prerequisite(s): LATN 2311

Selected Latin readings from the letters of Cicero, Pliny, Seneaca, or others.

LATN 4302, Roman Satire

Prerequisite(s): LATN 2311

Selected Latin readings from the satires of Horace, Juvenal, Martial, Apuleius, and/or others.

LATN 4303, Roman Philosophical Works

Prerequisite(s): LATN 2311

Selected Latin readings from Roman philosophical works including Cicero, Seneca, and others.

LATN 4304, Roman Historians

Prerequisite(s): LATN 2311

Selected Latin readings from Caesar, Sallust, Livy, Suetonius, or Tacitus.

LATN 4305, Roman Lyric Poetry

Prerequisite(s): LATN 2311

Selected Latin readings from Horace, Catullus, Propertius, Tibullus, and/or others.

LATN 4306, Readings from Christian Latin

Prerequisite(s): LATN 2311

Selected Latin readings from Christian authors from Late Antiquity through the Medieval period.

LATN 4399, Readings from Latin Literature

Prerequisite(s): Consent of instructor

Latin authors to be read are selected to meet the needs of the student. With content changed, this course may be repeated.

# General Linguistics (LING) Course Descriptions

LING 3310, General Linguistics

Prerequisite: GREK 2312 and 2322

An introduction to basic linguistic concepts and applications for biblical languages students as applied to biblical texts.

LING 5310, General Linguistics

Prerequisite: GREK 5301, GREK 5302 or permission of the instructor.

An introduction to basic linguistic concepts and applications for biblical languages students as applied to biblical texts.

# Mathematics (MATH) Course Descriptions

## MATH 1301 Introductory Algebra

Prerequisite: None

The quantitative tools required in a modern society, including a brief review of arithmetic, graphical representation of data, and beginning algebra. This course is offered to aid students with deficiencies in basic mathematical skills. Students who already have credit in a higher-level mathematics course will not be given credit in this course. This course may not be counted as part of the mathematics major.

## MATH 1302 Intermediate Algebra

PREREQS: MATH 1301, MATH SAT score of at least 400 or MATH ACT score of at least 18, or a satisfactory score on a math placement exam

This course is intended for students who have had some previous exposure to algebra, either an introductory algebra course or two years of high School algebra. Topics include: linear equations and inequalities, absolute value, quadratic equations, polynomials, rational functions, algebraic fractions, exponentials and radicals, systems of linear equations, and applications. Students who already have credit for a higher-level mathematics course will not be given credit for this course. This course may not be counted as part of the mathematics major or the mathematical studies major.

## MATH 1304 Introductory Algebra

Prerequisite: A satisfactory score on a placement test given on the first day of class

The quantitative tools required in a modern society, including a brief review of arithmetic, graphical representation of data, and beginning algebra. This course is offered to aid students with deficiencies in basic mathematical skills. Students who already have credit in a higher-level mathematics course will not be given credit in this course. This course may not be counted as part of the mathematics major.

## MATH 1305 Math for Critical Thinking

Prerequisite: MATH 1301 or 1302 or a MATH SAT/ACT score of at least 400/18 or a satisfactory score on a departmental placement exam

Mathematical topics needed for the critical evaluation of quantitative information and arguments, including logic and the critical appraisal of graphs and tables including the use of some simple mathematical models and an introduction to elementary probability, statistics, and finance. This course may not be counted as part of a mathematics major, or a mathematical studies major.

## MATH 1313 College Algebra

Prerequisite: MATH 1302 or a MATH SAT/ACT score of at least 550/25 or a satisfactory score on a departmental placement exam

Evaluating and manipulating algebraic expressions, the laws of exponents, polynomials, factoring, rational expressions, radicals, the quadratic formula, solving equations and inequalities, systems of linear equations, an introduction to graphing, and applications. Students with no previous exposure to algebra should take MATH 1304 before MATH 1313. MATH 1313 may not be counted as part of a mathematics major. It may not be counted as part of a mathematical studies major except by students with a specialization in middle grades.

## MATH 1323 Trigonometry

Prerequisite: MATH 1313 or a satisfactory score on a departmental placement exam

A study of trigonometric functions, exponentials, logarithms, and applications for students needing a more comprehensive background than the accelerated coverage given in MATH 1434. This course may not be counted as part of the mathematics major.

### MATH 1434 Precalculus Mathematics

Prerequisites: MATH 1313 and MATH 1323 or a satisfactory score on a departmental placement exam  
Sets, relations, functions, roots of polynomial equations, trigonometry, and analytic geometry. This course may not be counted as part of the mathematics major. This course includes one semester hour credit for laboratory sessions.

### MATH 1451 Calculus I

Prerequisite: MATH 1434 or a satisfactory score on a placement test

Limits, continuity, differentiation and integration of elementary and transcendental functions, L'Hôpital's Rule. Applications, including rates of change, max/min problems, and area between curves. This course includes one semester hour credit for laboratory sessions.

### MATH 1452, Calculus II

Prerequisite: MATH 1451

A continuation of MATH 1451. Topics include: Techniques and applications of integration, improper integrals, parametric representations of curves, polar coordinates, L'Hopital's Rule, numerical approximation of integrals, an introduction to differential equations, and infinite series. This course includes one semester hour credit for laboratory sessions.

### MATH 2181, 2281, 2381, 2481 Special Topics

Topics are selected on the basis of students needs and the academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit.

### MATH 2201 Foundations of Higher Mathematics

PREREQ: MATH 1451 or consent of the instructor

This course is a mathematically rigorous introduction to fundamental concepts required for higher-level mathematics. Topics include logic, sets, relations, functions, and algebraic structures, with an emphasis on formal mathematical proof techniques. It is required for the mathematics major.

### MATH 2181, 2281, 2381, 2481 Special Topics

Topics are selected on the basis of students needs and the academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit.

### MATH 2302 Foundations of Arithmetic and Numeration

Prerequisite: MATH 1305 or higher level mathematics

A study, from an advanced perspective, of the concepts and skills involved in arithmetic and numeration. Topics include sets, rational numbers (whole numbers and place value, fractions, integers and decimals), number theory, properties and algebraic reasoning, arithmetic operations, percents, ratios, and proportions. Problem solving is emphasized. This course, designed for education majors, may not be counted as part of the mathematics major or minor or meet the Liberal Arts Core Curriculum, math proficiency requirement.

### MATH 2303 Foundations of Geometry, Measurement, Probability & Statistics

Prerequisite: MATH 1305 or higher level mathematics

A study, from an advanced perspective, of the basic concepts and methods of geometry, measurement, probability and statistics. Topics include representation and analysis of data; discrete and conditional probability; measurement; and geometry as approached through similarity and congruence, through coordinates, and through transformations. Problem solving is emphasized. This course, designed for education majors, may not be counted as part of the mathematics major or minor or meet the Liberal Arts Core Curriculum, math proficiency requirement.

#### MATH 2181, 2281, 2381, 2481 Special Topics

Topics are selected on the basis of students needs and the academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit.

#### MATH 2423, Linear Algebra

Prerequisite: MATH 1451

Introduction to linearity in mathematics. Topics include: matrices, determinants, abstract vector spaces, linear dependence, bases, eigenvalues and eigenvectors, and linear transformations. This course includes one semester hour credit for laboratory sessions.

#### MATH 2451, Calculus III

Prerequisite: MATH 1452

A continuation of MATH 1452. Topics include: three-dimensional coordinate systems, quadric surfaces, cylindrical and spherical coordinates, vector calculus in three dimensions, partial derivatives, the total differential, multiple integrals, line integrals, surface integrals, vector fields, Green's Theorem, Stokes' Theorem, the Divergence Theorem, and applications. This course includes one semester hour credit for laboratory sessions.

#### MATH 2181, 2281, 2381, 2481 Special Topics

Topics are selected on the basis of students needs and the academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit.

#### MATH 3302 Foundations of Geometry

Prerequisite: MATH 1451 (or 2434) or consent of instructor

A study of classical Euclidean geometry using both analytic and synthetic techniques, with an emphasis on the formal development of geometry. Topics include axiomatic systems, congruence and similarity, transformations, area and volume, Euclidean construction, finite geometries, and a brief introduction to non-Euclidean geometry. This course is required for the mathematical studies major but may not be counted as part of a mathematics major.

#### MATH 3311, Introduction to Discrete Mathematics and Combinatorics

Prerequisites: MATH 1451; MATH 3301 is highly recommended.

This course introduces students to elements of combinatorics, number theory, and discrete structures. Topics covered include permutations, combinations, prime factorizations, the Euclidean Algorithm, relations, the pigeonhole principles, inclusion and exclusion, and finite state machines. It exposes students to areas of mathematics of current practical interest and involves the use of proof and algorithmic thinking.

#### MATH 3331, Nonlinear Dynamics and Chaos

Prerequisite: MATH 3333

An introduction to dynamical systems. This course develops the theory for normal forms, structural stability of solutions, robust behavior, transversality, and local bifurcations.

### MATH 3333 Ordinary Differential Equations

PREREQS: MATH 1452 and MATH 2423

A first course. Topics include: existence and uniqueness of solutions, initial and boundary value problems, solutions of first order equations, solutions of higher order linear equations with constant coefficients, infinite series solutions, numerical solutions, solutions of linear systems, solutions using Laplace transforms, and applications.

### MATH 3334, Partial differential Equations

Prerequisites: MATH 3333

An introduction to the basic properties of partial differential equations, including ideas and techniques that have proven useful in analyzing and solving them. Topics include vibrations of solids, fluid flow, molecular structure, photon and electron interactions, and radiation of electromagnetic waves, with emphasis on the role of partial differential equations in modern mathematics, especially in geometry and analysis.

### MATH 3353 Modern Abstract Algebra

Prerequisite: MATH 1452, 3301 and 2323

An introduction to algebraic structures. Topics include sets, operations, relations, groups, subgroups, equivalence classes, Lagrange's Theorem, homomorphisms, rings, and ideals.

### MATH 3364, Mathematical Computing

PREREQ: MATH 1451 or consent of instructor

An introductory course in computer programming with applications to mathematics. The programming language used will vary; possible choices include but are not restricted to Java, C++, C#, Maple, and MATLAB. Topics include: design of algorithms, structured programming, data types, control structures, functions and procedures, and mathematical problem solving. This course may be repeated for credit provided a different computer programming language is used.

### MATH 3371, Introduction to Complex Variables (Previously offered as MATH 4333)

Prerequisite: MATH 2451

An introduction to complex analysis and the study of complex-valued functions of a single complex variable. Topics include the complex number system, the Cauchy-Riemann conditions, analytic functions including linear, exponential, logarithmic and trigonometric transformations, differentiation and integration of complex-valued functions, line integrals, and Taylor and Laurent Series expansions.

### MATH 3381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Science and Mathematics](#).

### MATH 3383 Mathematical Methods for Science and Engineering

Prerequisites: Credit for or concurrent enrollment in MATH 3333 and 3414

Advanced techniques in applied mathematics for students of science and engineering, with topics chosen from partial differential equations, Laplace transforms, Fourier series, complex analysis, and vector analysis. (Offered also as PHYS 3383.)

### MATH 3401, Introductory Statistics for the Life Sciences

Prerequisite: MATH 1434 or MATH 1451 or a satisfactory score on a departmental placement examination.

An introduction to elementary probability and statistics with applications to the life sciences. Topics include frequency distributions, measures of central tendency and spread, probability concepts, discrete and continuous distributions, point and interval estimation, hypothesis testing, and an introduction to linear correlation and regression. This course includes one semester hour credit for laboratory sessions. May not be counted as part of a math major or a math studies major. Students may not receive credit for both MATH 3401 and MATH 3404.

### MATH 3404 Probability and Statistics with Computer Applications

Prerequisite: MATH 1451

A mathematical development of the basic concepts of probability and statistics, emphasizing the theory of discrete and continuous random variables, with applications in science and engineering. Topics include descriptive statistics, probability theory, random variables, expected value, probability density functions, probability distributions, correlation and regression, and an introduction to statistical inference. This course includes one semester hour credit for laboratory sessions.

### MATH 4181, 4281, 4381, 4481 Special Topics

Topics are selected on basis of students' needs and the academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

### MATH 4201, Mathematical Topics for Teachers

Prerequisites: 15 hours of mathematics and junior or senior standing

A review of mathematical topics of special interest to students obtaining teacher certification in mathematics, including material from algebra, geometry, probability, statistics, linear algebra, discrete math, and others. This course includes instruction on technology used in teaching mathematics, both graphing calculators and computer software. Required for the mathematical studies major, but may not be counted as part of a mathematics major.

### MATH 4181, 4281, 4381, 4481 Special Topics

Topics are selected on basis of students' needs and the academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

### MATH 4301 Real Variables I

Prerequisites MATH 2451 and MATH 3301

A rigorous introduction to mathematical analysis. Topics covered include the real and complex number systems, basic topology, numerical sequences and series, continuity of functions, and differentiation.

### MATH 4302 Real Variables II

Prerequisite: MATH 4301

A continuation of MATH 4301. Further study of mathematical analysis. Topics covered include Riemann integration, sequences and series of functions, functions of several variables, and integration of differential forms.

### MATH 4310 Advanced Discrete Mathematics and Combinatorics

Prerequisite: MATH 3311

Further study of enumerative techniques and discrete structures including generating functions, recurrence relations, graph theory, spanning trees, optimization, and Boolean Algebras.

### MATH 4311 Topology I

PREREQ: MATH 3353 or MATH 4301

An introduction to topology and its applications. Topics include a review of basic abstract algebra; the definition of a topological space, interior, closure, and boundary of sets; subspace, product, and quotient topologies; continuity and homeomorphisms; metrics and metric spaces; connectedness; and compactness.

### MATH 4312 Topology II

Prerequisite: MATH 4311

A continuation of MATH 4311. Topics include dynamical systems and chaos, homotopy and degree theory, fixed point theorems, embeddings, knots, graphs, and manifolds.

### MATH 4332 Dynamics and Bifurcations

Prerequisites: MATH 3301 and 2451

Introduction to the theory of equilibrium solutions of nonlinear equations. Presentation of the theory of bifurcations includes the analysis of the nonlinear ordinary and algebraic equations that arise from the methods of reduction by projections.

### MATH 4341 Mathematical Biology

Prerequisites: MATH 3333

Introduction to modeling in biology and genetics. Some of the models covered include populations models, host-parasite models, and gene spread models as described by difference equations, differential equations, and partial differential equations. The emphasis of this course will be to familiarize students with the selection of models and predictions based on the models chosen.

### MATH 4353 Advanced Abstract Algebra

Prerequisite: MATH 3353

A continuation of MATH 3353. The focus of this course is on rings, domains, fields, polynomials, Galois theory, Boolean algebra, and modules. Other topics may be covered if time permits.

### MATH 4372 Advanced Complex Variables

Prerequisite: MATH 3371

Further study of differentiable complex-valued functions of a single complex variable. Topics include residue theory and contour integrals, z-transforms, conformal mapping, harmonic functions and their applications, Fourier Series, and Laplace transforms.

### MATH 4380 Differential Geometry

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Prerequisites: MATH 2451 and 2201

An introduction to differentiable manifolds and smooth manifolds. Topics covered include tangent spaces, orientation of manifolds, vector fields, homotopy, and the index of a map.

MATH 4181, 4281, 4381, 4481 Special Topics

Topics are selected on basis of students needs and the academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

MATH 4401 Introduction to Numerical Analysis

Prerequisites: MATH 2451 and either MATH 3364 or consent of the instructor.

An introduction to modern approximation techniques. This course shows how, why, and when numerical techniques can be expected to work and fail. It demonstrates the relevance of numerical analysis to a variety of disciplines and provides ample practice for students. Topics covered include approximating solutions to equation in one variable, interpolation and approximation of polynomials, numerical differentiation and integration, applications to differential equations, and solutions of both linear and nonlinear systems of equations.

MATH 4181, 4281, 4381, 4481 Special Topics

Topics are selected on basis of students needs and the academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

# Master of Fine Arts (MFA) Course Descriptions

## MFA 5311 Graduate Painting I

Graduate painting students will, in this introductory course, use a variety of painting processes including watercolor, oil, acrylic, and mixed media works to establish their central body of creative art. Interdisciplinary activities combining 2-Dimensional and 3-Dimensional processes will be acceptable. Students will be expected to continue their development of a formidable classical ability both in drawing and painting techniques and be prepared to explore thesis content in their painting activities.

## MFA 5312 Graduate Painting II

Graduate painting students will, in this second level course, continue in their use of a variety of painting processes including watercolor, oil, acrylic, and mixed media works to establish their central body of creative art. Interdisciplinary activities combining 2-Dimensional and 3-Dimensional processes will be acceptable. Students will be expected to continue their development of a formidable classical ability both in drawing and painting techniques and be prepared to explore thesis content in their painting activities.

## MFA 5313 Graduate Painting III

Graduate painting students will, in this third level course, become more adept with a variety of painting processes including watercolor, oil, acrylic, and mixed media works to establish their central body of creative art. Interdisciplinary activities combining 2-Dimensional and 3-Dimensional processes will be acceptable. Students will be expected to continue their development of a formidable classical ability both in drawing and painting techniques and be prepared to explore thesis content in their painting activities.

## MFA 5314 Graduate Painting IV

Graduate painting students will use a variety of painting processes including watercolor, oil, acrylic, and mixed media works to establish their central body of creative art. Interdisciplinary activities combining two-dimensional and three-dimensional processes will be acceptable. Students will be expected to continue their development of a formidable classical ability both in drawing and painting techniques and be prepared to explore their thesis content in painting activities. These courses in graduate painting focus the development of the interdisciplinary professional discourse and works of art needed in order to master the fine art of painting. All activities of graduate painting are juxtaposed towards the creation of original works of art, which express the individual. These creative impulses are organized with the student through criticism by the professor, which express critical thoughts towards the implementation of content and processes that lead the artist down the critical and spiritual path of discoveries required of any professional artist.

## MFA 5319 STRUCTURES OF POETRY

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

## MFA 5321 Graduate Drawing I

This course will introduce students to use the processes of wet and dry media, including watercolor, ink, charcoal, pastel, conte combined with new and experimental media including encaustic, rubbing, etc. Students will be expected to continue their development of a formidable classical ability drawing and be prepared to explore thesis content in their painting activities.

## MFA 5322 Graduate Drawing II

This course will continue to introduce students to use the processes of wet and dry media, including watercolor, ink, charcoal, pastel, conte combined with new and experimental media including encaustic, Houston Baptist University Catalog 2014-2015

rubbing, etc. Students will be expected to continue their development of a formidable classical ability drawing and be prepared to explore thesis content in their painting activities.

#### MFA 5323 Graduate Drawing III

Students in this course will begin to become more adept in the use of processes of wet and dry media, including watercolor, ink, charcoal, pastel, conte combined with new and experimental media including encaustic, rubbing, etc. Students will be expected to continue their development of a formidable classical ability drawing and be prepared to explore thesis content in their painting activities.

#### MFA 5324 Graduate Drawing IV

This course will allow students to use the processes of wet and dry media, including watercolor, ink, charcoal, pastel, and conte combined with new and experimental media including encaustic, rubbing, etc. Students will be expected to continue their development of a formidable classical ability drawing and be prepared to explore thesis content in their painting activities.

#### MFA 5328 The Holocaust: After 50 Years

Students read poetry, fiction, personal narratives, and essays that reflect the Holocaust experience. Through their reading and research papers, a visit to the Holocaust Museum, and viewing films, students come to understand the history of anti-Semitism and how it culminated in the greatest crime against humanity of the 20th century. Students also consider subsequent genocides and discuss whether or not the hope Never again can ever be realized.

#### MFA 5331 Graduate Ceramics I

This course in Ceramics will require a high level of traditional skills in building 3-Dimensional clay sculptural forms in addition to traditional ceramic techniques such as throwing, and hand-building. The course will combine experimental processes, glaze variations and clay body recipes for low and high range firing temperatures. Student's work will begin to achieve a thematic focus by the end of the semester.

#### MFA 5332 Graduate Ceramics II

This course in Ceramics will require a high level of traditional skills in building 3-Dimensional clay sculptural forms in addition to traditional ceramic techniques such as throwing, and hand-building. The course will combine experimental processes, glaze variations and clay body recipes for low and high range firing temperatures. Student's work will continue to achieve a thematic focus by the end of the semester.

#### MFA 5333 Graduate Ceramics III

This course in Ceramics will require a high level of traditional skills in building 3-Dimensional clay sculptural forms in addition to traditional ceramic techniques such as throwing, and hand-building. The course will combine experimental processes, glaze variations and clay body recipes for low and high range firing temperatures. Student's work will begin to develop a more mature thematic focus by the end of the semester.

#### MFA 5334 Graduate Ceramics IV

This course combines, through experimental processes, glaze variations and clay body recipes for low and high range firing temperatures. This course will require a high level of traditional skills in building three-dimensional clay sculptural forms in addition to traditional ceramic techniques such as throwing and hand-building. A student's work is expected to achieve a thematic focus by the end of the semester.

#### MFA 5340 Expressionism and the Arts

This course will examine the expressive aspects of the Hellenistic, Baroque, and Romantic eras, but will emphasize the artistic movement of the late nineteenth and early twentieth centuries known as Expressionism. Emphasis will be on the European and American experience.

#### MFA 5341 Graduate Sculpture I

In this graduate sculpture course, students will begin to learn how to translate drawings into 3-Dimensional media such as steel, bronze, assemblage, found objects, wood, plaster, film, and installation including video and audio. Students will be expected to continue their development of a high level of drawing skill and materials and methods of sculpture both subtractive and additive techniques. All techniques used in this course and the resulting projects culminate towards each student's thesis content.

#### MFA 5342 Graduate Sculpture II

In this graduate sculpture course, students will continue to learn how to translate drawings into 3-Dimensional media such as steel, bronze, assemblage, found objects, wood, plaster, film, and installation including video and audio. Students will be expected to continue their development of a high level of drawing skill and materials and methods of sculpture both subtractive and additive techniques. All techniques used in this course and the resulting projects culminate towards each student's thesis content.

#### MFA 5343 Graduate Sculpture III

In this graduate sculpture course, students will begin to become more adept in learning how to translate drawings into 3-Dimensional media such as steel, bronze, assemblage, found objects, wood, plaster, film, and installation including video and audio. Students will be expected to continue their development of a high level of drawing skill and materials and methods of sculpture both subtractive and additive techniques. All techniques used in this course and the resulting projects culminate towards each student's thesis content.

#### MFA 5344 Graduate Sculpture IV

In this graduate sculpture course, students will begin to become more adept in learning how to translate drawings into 3-Dimensional media such as steel, bronze, assemblage, found objects, wood, plaster, film, and installation including video and audio. Students will be expected to continue their development of a high level of drawing skill and materials and methods of sculpture both subtractive and additive techniques. All techniques used in this course and the resulting projects culminate towards each student's thesis content.

#### MFA 5350 Study and Studio Abroad

This course meets during an HBU School of Art Study Abroad Trip and includes touring important artistic, architectural and religious venues. Students are expected to produce artistic works during their trip as well as gather information which will inspire future artistic creativity upon their return.

#### MFA 5351 Graduate Printmaking I

This course will allow a student to begin to explore in new ways one or more of the following drawing and printmaking techniques: etching, silkscreen, woodblock printing, intaglio, mono printing in the traditional and digital processes. Students will discover a personal voice in preparation for the development of their thesis content. Students are expected to have a working knowledge of printmaking techniques before enrolling.

#### MFA 5352 Graduate Printmaking II

This course will allow a student to explore in new ways one or more of the following drawing and

printmaking techniques: etching, silkscreen, woodblock printmaking, intaglio, mono printing in the traditional and digital processes. Students will discover a personal voice in preparation for the development of their thesis content.

#### MFA 5353 Graduate Printmaking III

This course will allow a student to continue to explore in new ways one or more of the following drawing and printmaking techniques: etching, silkscreen, woodblock printing, intaglio, mono printing in the traditional and digital processes. Students will discover a personal voice in preparation for the development of their thesis content.

#### MFA 5354 Graduate Printmaking IV

This course will allow a student to begin to explore in new ways one or more of the following drawing and printmaking techniques: etching, silkscreen, woodblock printing, intaglio, mono printing in the traditional and digital processes. Students will discover a personal voice in preparation for the development of their thesis content. Students are expected to have a working knowledge of printmaking techniques before enrolling.

#### MFA 5381 INDEPENDENT STUDY/SP TOPIC

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

#### MFA 5382 The Greek World

This course introduces students to the world of Ancient Greece. The goals of the course are to read the foundational texts of the Archaic, Classical, and Hellenistic periods, to place them in their historical, philosophical, and archaeological contexts, and to consider their impact on western civilization. Authors read in this class may include: Homer, Aeschylus, Sophocles, Euripides, Aristophanes, Plato, Aristotle and Thucydides.

#### MFA 5383, The Roman World

This course introduces students to the world of Ancient Rome. The goals of the course are: to read the foundational texts of the Republican and Imperial periods, to place them in their historical, philosophical, and archaeological contexts, to understand the interrelationship between the Greek and Roman worlds, to discuss the emergence of Christianity in its classical context, and to consider the impact of Ancient Rome on western civilization. Authors read in this class may include: Vergil, Cicero, Lucretius, Horace, Plautus, Terrence, Suetonius, Tacitus, and Pliny.

#### MFA 5384 The Medieval World

This course introduces students to the Medieval World. The goals of the course are: to read the foundational texts of the Medieval period, to place them in their historical, philosophical, and architectural contexts, to understand the relationship between the Classical Antiquity and the emergence of Christian Europe, and to consider the impact of the Medieval period on western civilization. Authors read in this class may include: Boethius, Augustine, Aquinas, Dante, Bede and Chaucer.

#### MFA 5385 The Renaissance and Reformation

This course introduces students to the period of the Renaissance and Reformation. The goals of the course are: to read the foundational texts of the Reformation period, to place them in their historical, philosophical, and religious contexts, to understand the relationship between the Classical Antiquity, the middle ages, and the emergence of early modern Europe, and to consider the impact of the Renaissance and Reformation on western civilization. Authors read in this class may include: Luther, Calvin,

Machiavelli, Erasmus, Petrarch, Shakespeare, Milton and Donne.

#### MFA 5386 The Enlightenment

This course introduces students to the period of the Enlightenment. The goals of the course are: to read the foundational texts of the Enlightenment period, to place them in their historical, philosophical, scientific and religious contexts, to understand the relationship between the Classical Antiquity, the scientific revolution, and the emergence of representative democracy, and to consider the impact of the Enlightenment on western civilization. Authors read in this class may include: Locke, Hobbes, Pope, Swift, Austen, Voltaire, Rousseau and Kant.

#### MFA 5387 The Modern World

This course introduces students to the period of Romanticism and Modernity. The goals of the course are: to read the foundational texts of Romanticism and Modernism, to place them in their historical, philosophical, scientific, and religious contexts, to understand the relationship between the Romanticism and Modernism, and to consider the impact of these movements on the post-modern world. Authors read in this class may include: Goethe, Wordsworth, Nietzsche, Eliot, Einstein and Beckett.

#### MFA 5388 The Last Fifty Years

This course introduces students to recent developments in western civilization. Special attention will be given to postmodernism and how has it influenced American culture. The goals of the course are: to examine the critical moral, political, economic, and social questions of the 20th century, and to understand the connection between this period and those that have preceded it. Special attention will be given to primary source readings.

#### MFA 5390 Western Culture and Human Experience

These courses are a core component of the MLA program and offer a broad overview of history, politics, art, and philosophy. MLA 5390 will cover the years from the time of classical Greece through the medieval period; MLA 5391 will cover the Renaissance, Reformation, and Early Modern period; MLA 5392 will cover from the French revolution through Modern times.

#### MFA 5391 Western Culture and Human Experience II

This course offers a broad overview of history, politics, art, and philosophy. MFA 5391 will cover the Renaissance, Reformation, and Early Modern periods.

#### MFA 5392 Western Culture and Human Experience II

MFA 5392 offers a broad overview of history, politics, art, and philosophy. The course will cover the period from the French revolution through Modern times.

#### MFA 6315 Graduate Painting V

Graduate painting students will use a variety of painting processes including watercolor, oil, acrylic, and mixed media works to establish their central body of creative art. Interdisciplinary activities combining two-dimensional and three-dimensional processes will be acceptable. Students will be expected to continue their development of a formidable classical ability both in drawing and painting techniques and be prepared to explore their thesis content in painting activities. These courses in graduate painting focus the development of the interdisciplinary professional discourse and works of art needed in order to master the fine art of painting. All activities of graduate painting are juxtaposed towards the creation of original works of art, which express the individual. These creative impulses are organized with the student through criticism by the professor, which express critical thoughts towards the implementation of content and processes that lead the artist down the critical and spiritual path of discoveries required of any professional

artist.

#### MFA 6316 Graduate Painting VI

Graduate painting students will use a variety of painting processes including watercolor, oil, acrylic, and mixed media works to establish their central body of creative art. Interdisciplinary activities combining two-dimensional and three-dimensional processes will be acceptable. Students will be expected to continue their development of a formidable classical ability both in drawing and painting techniques and be prepared to explore their thesis content in painting activities. These courses in graduate painting focus the development of the interdisciplinary professional discourse and works of art needed in order to master the fine art of painting. All activities of graduate painting are juxtaposed towards the creation of original works of art, which express the individual. These creative impulses are organized with the student through criticism by the professor, which express critical thoughts towards the implementation of content and processes that lead the artist down the critical and spiritual path of discoveries required of any professional artist.

#### MFA 6317 Graduate Painting VII

Graduate painting students will use a variety of painting processes including watercolor, oil, acrylic, and mixed media works to establish their central body of creative art. Interdisciplinary activities combining two-dimensional and three-dimensional processes will be acceptable. Students will be expected to continue their development of a formidable classical ability both in drawing and painting techniques and be prepared to explore their thesis content in painting activities. These courses in graduate painting focus the development of the interdisciplinary professional discourse and works of art needed in order to master the fine art of painting. All activities of graduate painting are juxtaposed towards the creation of original works of art, which express the individual. These creative impulses are organized with the student through criticism by the professor, which express critical thoughts towards the implementation of content and processes that lead the artist down the critical and spiritual path of discoveries required of any professional artist.

#### MFA 6318 Graduate Painting VIII

Graduate painting students will use a variety of painting processes including watercolor, oil, acrylic, and mixed media works to establish their central body of creative art. Interdisciplinary activities combining two-dimensional and three-dimensional processes will be acceptable. Students will be expected to continue their development of a formidable classical ability both in drawing and painting techniques and be prepared to explore their thesis content in painting activities. These courses in graduate painting focus the development of the interdisciplinary professional discourse and works of art needed in order to master the fine art of painting. All activities of graduate painting are juxtaposed towards the creation of original works of art, which express the individual. These creative impulses are organized with the student through criticism by the professor, which express critical thoughts towards the implementation of content and processes that lead the artist down the critical and spiritual path of discoveries required of any professional artist.

#### MFA 6324 The Art of Being Human

This course is an introduction to the humanities. It reaffirms the liberal arts tradition that maintains that the humanities constitute the best and brightest expressions of all people. The emphasis is on the interaction between the arts, religion, and philosophy, and on the humanities, believing that this approach helps us to see artists and philosophers at work, trying to solve real problems that we all know about.

#### MFA 6325 Graduate Drawing IV

This course will allow students to use the processes of wet and dry media, including watercolor, ink, Houston Baptist University Catalog 2014-2015

charcoal, pastel, and conte combined with new and experimental media including encaustic, rubbing, etc. Students will be expected to continue their development of a formidable classical ability drawing and be prepared to explore thesis content in their painting activities.

#### MFA 6326 Graduate Drawing VI

This course will allow students to use the processes of wet and dry media, including watercolor, ink, charcoal, pastel, and conte combined with new and experimental media including encaustic, rubbing, etc. Students will be expected to continue their development of a formidable classical ability drawing and be prepared to explore thesis content in their painting activities.

#### MFA 6327 Graduate Drawing VII

This course will allow students to use the processes of wet and dry media, including watercolor, ink, charcoal, pastel, and conte combined with new and experimental media including encaustic, rubbing, etc. Students will be expected to continue their development of a formidable classical ability drawing and be prepared to explore thesis content in their painting activities.

#### MFA 6328 Graduate Drawing VIII

This course will allow students to use the processes of wet and dry media, including watercolor, ink, charcoal, pastel, and conte combined with new and experimental media including encaustic, rubbing, etc. Students will be expected to continue their development of a formidable classical ability drawing and be prepared to explore thesis content in their painting activities.

#### MFA 6335 Graduate Ceramics V

This course combines, through experimental processes, glaze variations and clay body recipes for low and high range firing temperatures. This course will require a high level of traditional skills in building three-dimensional clay sculptural forms in addition to traditional ceramic techniques such as throwing and hand-building. A student's work is expected to achieve a thematic focus by the end of the semester.

#### MFA 6336 Graduate Ceramics VI

This course combines, through experimental processes, glaze variations and clay body recipes for low and high range firing temperatures. This course will require a high level of traditional skills in building three-dimensional clay sculptural forms in addition to traditional ceramic techniques such as throwing and hand-building. A student's work is expected to achieve a thematic focus by the end of the semester.

#### MFA 6337 Graduate Ceramics VII

This course combines, through experimental processes, glaze variations and clay body recipes for low and high range firing temperatures. This course will require a high level of traditional skills in building three-dimensional clay sculptural forms in addition to traditional ceramic techniques such as throwing and hand-building. A student's work is expected to achieve a thematic focus by the end of the semester.

#### MFA 6338 Graduate Ceramics VIII

This course combines, through experimental processes, glaze variations and clay body recipes for low and high range firing temperatures. This course will require a high level of traditional skills in building three-dimensional clay sculptural forms in addition to traditional ceramic techniques such as throwing and hand-building. A student's work is expected to achieve a thematic focus by the end of the semester.

#### MFA 6345 Graduate Sculpture V

In this graduate sculpture course, students will begin to become more adept in learning how to translate drawings into 3-Dimensional media such as steel, bronze, assemblage, found objects, wood, plaster, film, and installation including video and audio. Students will be expected to continue their development of a

high level of drawing skill and materials and methods of sculpture both subtractive and additive techniques. All techniques used in this course and the resulting projects culminate towards each student's thesis content.

#### MFA 6346 Graduate Sculpture VI

In this graduate sculpture course, students will begin to become more adept in learning how to translate drawings into 3-Dimensional media such as steel, bronze, assemblage, found objects, wood, plaster, film, and installation including video and audio. Students will be expected to continue their development of a high level of drawing skill and materials and methods of sculpture both subtractive and additive techniques. All techniques used in this course and the resulting projects culminate towards each student's thesis content.

#### MFA 6347 Graduate Sculpture VII

In this graduate sculpture course, students will begin to become more adept in learning how to translate drawings into 3-Dimensional media such as steel, bronze, assemblage, found objects, wood, plaster, film, and installation including video and audio. Students will be expected to continue their development of a high level of drawing skill and materials and methods of sculpture both subtractive and additive techniques. All techniques used in this course and the resulting projects culminate towards each student's thesis content.

#### MFA 6348 Graduate Sculpture VIII

In this graduate sculpture course, students will begin to become more adept in learning how to translate drawings into 3-Dimensional media such as steel, bronze, assemblage, found objects, wood, plaster, film, and installation including video and audio. Students will be expected to continue their development of a high level of drawing skill and materials and methods of sculpture both subtractive and additive techniques. All techniques used in this course and the resulting projects culminate towards each student's thesis content.

#### MFA 6350 Study and Studio Abroad

This course meets during an HBU School of Art Study Abroad Trip and includes touring important artistic, architectural and religious venues. Students are expected to produce artistic works during their trip as well as gather information which will inspire future artistic creativity upon their return.

#### MFA 6352 GRADUATE DRAWING V

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

#### MFA 6355 Graduate Printmaking V

This course will allow a student to begin to explore in new ways one or more of the following drawing and printmaking techniques: etching, silkscreen, woodblock printing, intaglio, mono printing in the traditional and digital processes. Students will discover a personal voice in preparation for the development of their thesis content. Students are expected to have a working knowledge of printmaking techniques before enrolling.

#### MFA 6356 Graduate Printmaking VI

This course will allow a student to begin to explore in new ways one or more of the following drawing and printmaking techniques: etching, silkscreen, woodblock printing, intaglio, mono printing in the traditional and digital processes. Students will discover a personal voice in preparation for the development of their thesis content. Students are expected to have a working knowledge of printmaking techniques before enrolling.

#### MFA 6357 Graduate Printmaking VII

This course will allow a student to begin to explore in new ways one or more of the following drawing and printmaking techniques: etching, silkscreen, woodblock printing, intaglio, mono printing in the traditional and digital processes. Students will discover a personal voice in preparation for the development of their thesis content. Students are expected to have a working knowledge of printmaking techniques before enrolling.

#### MFA 6358 Graduate Printmaking VIII

This course will allow a student to begin to explore in new ways one or more of the following drawing and printmaking techniques: etching, silkscreen, woodblock printing, intaglio, mono printing in the traditional and digital processes. Students will discover a personal voice in preparation for the development of their thesis content. Students are expected to have a working knowledge of printmaking techniques before enrolling.

#### MFA 6361 Graduate Gallery and Museum Practices I

This Gallery and Museum Practices course will begin to introduce the MFA student to a conceptual and practical understanding of art exhibitions and their importance in the careers of visual artists, as well as their contributions to contemporary society. Visitations to Houston area museums and galleries will be an important component of this course. Lectures will be offered on the history of fine art venues from the late 19th century to the present. At the time of graduation, the graduate student will also be offered the opportunity of exhibiting their MFA work in Houston Baptist University's UAC Gallery.

#### MFA 6362 Graduate Gallery and Museum Practices II

This Gallery and Museum Practices course will provide the MFA student with a conceptual and practical understanding of art exhibitions and their importance in the careers of visual artists, as well as their contributions to contemporary society. Visitations to Houston area museums and galleries will be an important component of this course. Lectures will be offered on the history of fine art venues from the late 19th century to the present. At the time of graduation, the graduate student will also be offered the opportunity of exhibiting their MFA work in Houston Baptist University's UAC Gallery.

#### MFA 6363 Graduate Gallery and Museum Practices III

This Gallery and Museum Practices course will provide the MFA student with a more sophisticated conceptual and practical understanding of art exhibitions and their importance in the careers of visual artists, as well as their contributions to contemporary society. Visitations to Houston area museums and galleries will be an important component of this course. Lectures will be offered on the history of fine art venues from the late 19th century to the present.

#### MFA 6364 Graduate Gallery and Museum Practices IV

This Gallery and Museum Practices course will provide the MFA student with a more sophisticated conceptual and practical understanding of art exhibitions and their importance in the careers of visual artists, as well as their contributions to contemporary society. Visitations to Houston area museums and galleries will be an important component of this course. Lectures will be offered on the history of fine art venues from the late 19th century to the present. At the time of the graduation, the graduate student will also be offered the opportunity of exhibiting their MFA work in Houston Baptist University's UAC Gallery.

#### MFA 6375 Van Gogh and the Post Impressionist Movement

The course deals with the major formative phase of the modern movement in art. Both Impressionist and Post Impressionist styles and artists will be examined. The focus of the course is concerned with the expressive and lively paintings of this modern master. His style will be traced from his early days in his native Holland, through his contact with the Impressionists in Paris, to his final days in Southern France.

#### MFA 6376 Michelangelo and Leonardo

This course is concerned with a study of the art of two of the great masters of the High Renaissance in Italy--Michelangelo Buonarroti and Leonardo da Vinci. These two great individuals, who have had a tremendous impact in western culture from their own times through our own era, will be studied through a variety of their works.

#### MFA 6377 Contemporary Art Movements

This course is designed to provide an overview of the major visual art movements of the 20th century and to extend an investigation into the current art scene. An introduction will begin with study of the influence of late 19th century movements such as Impressionism, Post Impressionism, and Art Nouveau.

#### MFA 6378 The Gothic Cathedral

This course examines the architectural development of the Christian Basilica from the middle of the twelfth through the sixteenth century. The Gothic Cathedral is an enduring symbol of the Middle Ages and provides one of the most important links between ancient and modern times.

#### MFA 6381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

#### MFA 6385 Modern Architecture

This course is designed to provide an overview of the major developments of architecture of the 20th century pioneers. The study will include the following: the innovations of the tall buildings in America, the Bauhaus in Germany, the development of major masters of the 20th century, and new forms from new materials. An important objective of the course is to explore current architects and their contemporary

efforts, and a substantial part of the course will include an investigation of the architecture of the metropolitan Houston area.

#### MFA 6386 Art Impressionism

This course is designed to cover the movement of Impressionism in art during the latter part of the 19th century. It is recognized as the beginning point of the modern era in art. Works by the major artists of the group to be examined include Degas, Monet, Manet, Renoir, and Pissaro.

#### MFA 6388 Writing About Art

The Master of Fine Arts course Writing About Art explores written documents and taped interviews by modern and contemporary artists and critics. This course differs from those that explore art historical movements, in that a primary focus is on the written and verbal statements by individual artists whether or not they agree with art historical canons. The writings are an extension of the visual artist's studio life, with the course being organized to explore the artist as; correspondent, aesthetic statesman, critic, and collaborator. MFA students will be required to keep a journal of their own writings, as well as participate in the seminar style discussions of the assigned readings.

#### MFA 6392 Modern Masters - Picasso

This course consists of a thorough study of the life and art of the twentieth-century master artist, Pablo Picasso. His long and productive career is studied in the context of the complex arena of twentieth century art.

#### MFA 6399 Graduate Thesis/ Portfolio Development

All MFA graduate studio majors will, in this course, coordinate their thesis writing and body of art created during their MFA period of study preparing both for their Thesis MFA professional exhibition. Each student will work with their graduate committee chair, as primary instructor for this final seminar course during a full semester prior to his or her exhibition and planned graduation of the MFA program. The professor and candidate will work together to ensure the best possible portfolio development. Though not mandatory it is advised that this course be taken in one's last semester of study prior to the MFA thesis lecture and solo exhibition. Work that has already been started relating to the student's individual Thesis writing and creative Oeuvre will be coordinated and edited during the duration of this course. Satisfactory approval of both the instructor and the UAC Gallery director are needed prior to any MFA thesis exhibition, public MFA presentation lecture and oral thesis defense.

# Management (MGMT) Course Descriptions

## MGMT 3302, Principles of Management

Prerequisite: None

This course provides background in the theory and practice of management principles centered around leading, controlling, planning and organizing for a more effective workplace. Students will learn the historical underpinnings of current management practice in the areas of organization design, theory, strategy and planning, team building, motivation, leadership and decision-making, among others. Heavy emphasis is placed upon application in the modern organization.

## MGMT 3305 Organization Behavior and Management

Prerequisites: One of the following: MGMT 2341 or MGMT 3302

An introduction to problems and decision making processes of organizations from a behavioral theory viewpoint. The level of analysis of the material is that of the individual manager and groups within the organizations. Topics include personality, motivation and attitude effects on organizational effectiveness, decision making models, leadership traits and behaviors, stress management, and group and team behavior. The integration of these concepts occurs within the organizational structures and processes. Emphasis is on effective management leading to effective organizations.

## MGMT 3316, Innovation and New Offering Development

Prerequisite: MGMT 3302

This course deals with the critical issues in the management of highly innovative enterprises and the way they create value through innovation. Innovation can be applied at all levels of the value chain and in the areas of research and development, manufacturing, marketing, and new offering development and support. The concept of innovation in the area of new offering development will be examined in great detail and the students will become familiar with how some of the best-in-class companies create products and services much more quickly and effectively than the rest of the industry.

## MGMT 3322, Human Resources Management

Prerequisite: MGMT 3302

Study of all phases of the human resources management (HRM) function from recruitment to retirement of the employee. Included are employment strategic planning, recruitment, selection, training and development, compensation, discipline, and the various laws under which employers must operate. Emphasis is on improving organizational effectiveness through the HRM function.

## MGMT 3336 Organizational Theory

Prerequisite: MGMT 3302

This course provides the student with a foundation in the area of organizational theory. The focus of the course is on the structure of organizations and the interrelationship of organizations and their environments. Emphasis will be given to theoretical development, comparison of theoretical foundations, the assessment of empirical support for the theories, current perspectives of management, and current frontiers in organizational research. Applications of the theoretical perspectives to management and to current organizational events will be discussed.

## MGMT 4315 Power and Negotiation

Prerequisite: MGMT 2341 or MGMT 3305 or MGMT 3302

This course examines the art and science of management negotiation. The use of power to affect outcomes is explored. Students are exposed to cooperation theory, as well as multiple perspectives and analytical skills, in power management with a firm and between firms. Labor relations negotiations are also

discussed. The course heavily depends upon cases that stimulate decision-making in the real business setting.

#### MGMT 4323, Transformational Leadership and Change

Prerequisite: MGMT 3302

In-depth overview of the behaviors and characteristics of an effective leader conducted through current readings from experts on management, leadership, and business and through the study of the habits of visionary companies. Emphasizes the importance of innovation while studying various ways of leading people and organizations to become innovative. Examines common misconceptions about leadership and provides a practical understanding of leadership by analyzing great leaders and their organizations.

#### MGMT 4335, Managing the Global Enterprise

Prerequisite: MGMT 3302

Focuses on general management and integration of functional area skills needed to compete in a complex international business environment. Case material addresses strategic issues, operational practices, and governmental relations of multinational companies. Key topics include identifying, developing, and defending an international competitive advantage; evaluating the international environment; and, organizing to become a successful global competitor.

#### MGMT 5260, Decision Making Techniques for Managers

This course will provide a sound knowledge of many quantitative methods used by managers in the decision making process - linear programming, multi-objective decision making, analytic hierarchy process, decision making under uncertainty, decision trees and simulations. The course will integrate modeling into many functional areas of business, including Finance, Management, Marketing and Economics. Students will get hands-on modeling experience in the Microsoft Excel environment. Basic principles of probability and statistics are also explored. Graduate Business programs only.

#### MGMT 5261, Management Principles

This course provides background in the theory and practice of management principles centered around leading, controlling, planning and organizing for a more effective workplace. Students will learn the fundamental and historical underpinnings of current management practice in the areas of human resources management, motivation, leadership operations, and decision-making, among others. Graduate Business Program Only

#### MGMT 5262, Organizational Principles

This course introduces students to fundamental organizational concepts. Students will learn the elements and advantages of various organizational structures and processes. Further, students will be introduced to the most current thinking and practices in the management of organizational operations, both in manufacturing and services. Graduate Business Program only

#### MGMT 5263, Legal Environment of Business

A study of the legal environment of business, the role of law in society, the judicial process, and government regulation. Emphases are given to the law of contracts, torts, intellectual property, as well as employment law dealing with discrimination and its relation to human resources. Graduate Business Program Only

#### MGMT 5340 Internship: MBA

Prerequisites: current enrollment in MBA Program, completion of 12 hours in the MBA Program, good academic standing

An opportunity or experience by which students learn by undertaking responsible roles in organizations where the business practices of the enterprise will be studied. The students will have the opportunity to develop interpersonal skills while acquiring practical knowledge in their disciplines. The students will be exposed to various work roles and career choices.

#### MGMT 5348, Organizational Behavior for HRM

This course investigates the impact that individuals, groups and structure have on behavior within organizations. Special attention is paid to the functions of the HR department and Production and Operations Management. This knowledge will be developed and applied using frameworks provided by a conventional text and a compilation of theoretical and practical research. MS-HRM Program only.

#### MGMT 5360 Decision Making Techniques for Managers

This course will provide a sound knowledge of many quantitative methods used by managers in the decision making process; linear programming, multi-objective decision making, analytic hierarchy process, decision making under uncertainty and decision trees. Topics include simplex method, sensitivity analysis, transportation and scheduling models, inventory models and other widely used quantitative methods. This course will integrate modeling into many functional areas of business, including Finance, Marketing and Operations Management. Students will get hands-on modeling experience in a Microsoft Excel environment. Basic principles of probability and statistics are also explored. This course must be taken within the first 12 semester hours in the Program. Graduate Business programs only.

#### MGMT 5361 Staffing and Performance Management

Examines strategic approaches for determining staffing requirements. Focuses on the overall staffing process including identifying non-traditional innovative recruiting sources, labor and supply and demand impacts, candidate evaluation/selection methods, legal framework, interviewing techniques and marketing strategies for attracting the best candidates. Development of knowledge and skills in contemporary performance management processes, and coaching methods. Graduate Business programs only.

#### MGMT 5362 Human Resources Information Technology

Examines the application of technology to human resource administrative processes and management information requirements. Applications include resume management, training, interviewing and selection, performance management, compensation administration, governmental reporting, payroll and benefits administration. The theory is reinforced through a series of real-world exercises using current software technologies. Topics also include defining technology needs based on business requirements, selecting technology vendors, outsourcing and preparing cost/benefit analyses for proposed projects. Graduate Business programs only.

#### MGMT 5363, Decision-Making Tools for HRM

This is a survey course on basic quantitative methods. The course will provide sound knowledge of basic business statistics and quantitative tools used by management in decision-making process. Topics include measures of central tendency and variation, sampling distributions, hypothesis testing, regression analysis and forecasting, single and multi objective decision-making techniques, decision-making under uncertainties, simulations. Students will get extensive hands-on modeling and decision-making experience in the Microsoft Excel environment. MS-HRM program only.

#### MGMT 6181 SPEC TOP/INDEPENDENT STUDY

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Business](#).

#### MGMT 6307, International Law

As global corporations span national boundaries, they must interact with a large number of national legal systems, international agreements, and international organizations. This course deals with a wide variety of international legal issues which affect the conduct of business, including, but not limited to, the following: the evolution of international law; laws and regulations that concern international trade; organizations that regulate and promote international trade, such as WTO, NAFTA, and the EU; employment law; criminal law for business fraud; laws for the protection of IP-patents, copyrights, and trade secrets; environmental laws and organizations; issues of personal privacy and confidentiality; and laws that govern property rights and the resolution of ownership. Graduate Business programs only.

#### MGMT 6310 Legal and Ethical Environment of Business

This course is a functional study of the legal environment of business, examining the role of law in the business environment. Emphasis is given to the legal process and substantive legal areas of torts, strict liability, product liability; business related crimes, contracts, agency and employment law. Graduate Business programs only.

#### MGMT 6319, Legal and Ethical Environment of Business for HRM

This course is a functional study of the legal environment of business, examining the role of law in the business environment. Emphasis is given to the legal process and substantive legal areas of torts, strict liability, product liability, business-related crimes, contracts, agency and employment law. Ethical considerations are addressed throughout. MS-HRM Program only.

#### MGMT 6328, Executive Communication and Information Strategies

This course has two related but separate components – executive communications and information strategies. Overall, the fundamentals of communicating, sharing, storing, and protecting organizational ideas and information will be examined. Communicating ideas and information, both orally and in writing, is a major part of the course. Students will examine different genres of written communication appropriate for managers and executives. Similarly, they will examine the different genres of oral communications expected of business leaders. In examining information strategies, the course deals with a manager's use of information resources for decision making and explores best practices for managing the acquisition and operation of information systems. Students will learn the role of information technology in various business processes. Finally, the course examines the processes and technologies involved in protecting information and privacy of the organization and all of its stakeholders.

#### MGMT 6331 Compensation and Benefits

This course provides an in-depth understanding of total rewards including compensation and benefits. The content of the course considers the role of total rewards within the larger context of human resources management and business strategy with an emphasis on the theories, principles, design, implementation and administration of total rewards programs. Topics include internal and external pay relationships, job analysis, job evaluation, compensation models, performance appraisals, salary structures, short and long-term incentives, benefit designs and cost management. Graduate Business programs only.

#### MGMT 6332, Managing the HR Function

This course introduces students to the tools and techniques to manage human resource functions. The context of the course will emphasize the implementation of human resource functions as projects and includes a discussion of organizational behavior and project management. The course focuses on various aspects of organizational behavior including culture, performance and reward systems, ethics, organizational change and teams. Applications include the methodology, tools and techniques used to design, track, and manage human resource functions as projects. The focus of the course will include the knowledge and skills necessary to manage the challenges of implementing human resource functions. MS-HRM Program only.

#### MGMT 6333 Human Resources Management

Provides a strategic overview and integrated perspective of all the primary human resources functions. Emphasis is on the integration of HR practices and programs with the business strategy and culture of the organization. Topics include formulating HR strategy, staffing, performance management, strategic compensation, managing change, benefits, policy development, embracing diversity, employee development and HR technology. Graduate Business programs only.

#### MGMT 6334 Legal Challenges in HR Management

This course explores the legal aspects of the employee/employer relationship from a functional standpoint- beginning with the recruiting and selecting of employees, through their development and growth in the organization and ultimately, in some cases, their departure. Emphasis is on limiting employer liability through effective and sound interviewing processes, documentation of employee performance, execution and the ultimate handling of employee/employer conflict, including but not limited to labor relations and discrimination issues such as harassment, disability, etc. Graduate Business Programs only.

#### MGMT 6335 History of Management, Human Resources, and Employment Relations

Tracing the evolution of managerial thought from the Industrial Revolution to contemporary theory, this course provides background in the theory and practice of management and human resources. Principles of scientific management, the human relations movement, and the modernization of personnel to the modern models of human resource management will be examined. Concomitantly, employee relations will be examined both as a by-product of management systems and socio-cultural pressures.

#### MGMT 6338, Human Resource Management for HR Professionals

The course provides a strategic overview and integrated perspective of all the primary human resources functions. Emphasis is on the integration of HR practices and programs with the business strategy and culture of the organization. Topics include formulating HR strategy, staffing, performance management, strategic compensation, managing change, benefits, policy development, embracing diversity, employee development, and HR technology. Since students are HR professionals, the course is structured to draw upon their work experience. MS-HRM Program only.

### MGMT 6338, Human Resource Management for HR Professionals

The course provides a strategic overview and integrated perspective of all the primary human resources functions. Emphasis is on the integration of HR practices and programs with the business strategy and culture of the organization. Topics include formulating HR strategy, staffing, performance management, strategic compensation, managing change, benefits, policy development, embracing diversity, employee development, and HR technology. Since students are HR professionals, the course is structured to draw upon their work experience. MS-HRM Program only.

### MGMT 6341 Operations Management

This course explores the design, management and improvement of productive processes, systems and projects associated with services, manufacturing and public sector organizations. Continuous improvement processes, time-based competition, work design and project management are described. Attention is given to global supply chain and e-Procurement, inventory management, six sigma and service operations. This course emphasizes a value-based management process. Graduate Business programs only.

### MGMT 6346, Global Supply Chain Management

This course presents a methodology that links all the organizations involved with a company's global supply-chain in an integrated two-way communication system to manage high-quality inventory in the most effective and efficient manner. It examines the multitude of policies, procedures, and organizational structures that are required to do this. It presents the evolution of the Purchasing function into Supply Management, examining such issues as buyer-supplier relationship, cross-functional teams, total cost of ownership, quality management, and others. It further presents the whole process of product development. Other management issues include outsourcing, strategic sourcing, strategic cost management, and pricing. In addition, the course examines legal and ethical issues, government procurement, and institutional supply management. Graduate Business programs only.

### MGMT 6352, Organizational Behavior

This course deals with the basic concepts of management from a behavioral viewpoint. The behavior of individuals and groups in an organizational setting as well as the dynamics of the organization as the aggregate of individual behaviors are emphasized. Organizational theory and human resource management are discussed. Production operations management will be introduced. Graduate Business programs only.

### MGMT 6357, Project Management

This course will introduce students to project management by providing an overview of project management activities. The focus of the course is to execute a standardized body of knowledge that can be used to handle projects in various industries and institutions including engineering, construction, business, and education. Additionally, the students will obtain knowledge and skills necessary to manage the challenges of human resources.

### MGMT 6364 Training and Development

Focuses on creating learning designs and delivery approaches to meet employee development needs and business priorities. Topics include training needs analysis, methods of instruction, consulting skills to determine performance issues and potential training solutions, audio-visual hardware, educational software, validation and evaluation. Students are exposed to new learning technologies and authoring tools and the broader issues of employee development, including career planning and succession

management. Graduate Business programs only.

#### MGMT 6374, Global Business Strategy

This course deals with the management of global enterprises in their pursuit to maximize value provided to their respective stakeholders. It examines the evolution from international to global competition and how this affects a variety of industry types. It also looks at the different competitive structures that have appeared in the global area--alliances, partnerships, and acquisitions. Related to this, it presents the resulting organizational structures and business models. It further examines many issues of global management, such as global marketing, global risk management, global supply chains, global R&D, global knowledge management, and others. Graduate Business programs only.

#### MGMT 6376 Business Strategy and Policy

This course focuses on strategic management from a value-based perspective. The corporate level of decision-making is emphasized. Various models of the strategic process from formulation, to implementation, to evaluation are discussed. How resources, including such intangible assets as knowledge, are used to implement strategic decisions is evaluated. Graduate Business programs only.

#### MGMT 6378 Management of Global Human Resources

Examines the human resources issues facing multi-national organizations and joint venture. Areas covered include the process of expanding internationally, the process of understanding culture and applying human resource management concepts in a multinational environment. Provides an understanding of organizational design in multinational corporations. The course will develop skills in gathering information on the business, economic, legal and cultural environment in various regions and countries around the world. Graduate Business programs only.

#### MGMT 6380, Seminar: Selected Topics

Directed study. Involves specification and approval of a study design; development of data; and analysis and reporting results. Graduate Business programs only.

#### MGMT 6381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Business](#).

#### MGMT 6382 Strategic Planning and HRM Challenges

Focuses on the integration of business strategy and human resources strategy. Prepares students to understand the linkages and impact of HR programs on the successful execution of business strategy and to develop HR strategies that are aligned with business strategy, culture and employee motivation. Includes examination of contemporary political, social and economic and environmental issues that impact the development of HR strategy. Graduate Business programs only.

#### MGMT 6386, Organizational Problems, Diagnostics, and Solutions

Prerequisites: Completion of 15 credit hours of core courses in the program

This course focuses on the role of the manager as a problem-solver, including the processes involved in anticipating, recognizing, diagnosing, and generating solutions for large-scale organizational problems. Students are exposed to the proper methodologies and are given the tools to go beyond events and “patterns of events” to the underlying systemic structures responsible for organizational and other problems. In addition to the managerial role in organizational problem-solving, the course will explore the possible roles of business in addressing large-scale social and global problems. Such problems represent legitimate business opportunities and threats and, thus, the role of business in solving them is explored in

terms of emerging business and social models. Graduate Business Programs only.

#### MGMT 6389, Value Creation through Innovation and Entrepreneurship

This course explores the critical role that knowledge and innovation play in corporate entrepreneurship and intrapreneurship. Entrepreneurial thinking and innovative processes are vital for gaining and maintaining advantages in the marketplace. Topics include entrepreneurial processes, the types and management of knowledge assets, knowledge management processes, innovation processes, and protection of an organization's intellectual resources. Graduate Business Programs only

#### MGMT 6392, Transformational Leadership and Ethics in Business

This course focuses on integrating leadership theory, ethical frameworks, current events, and experiential practice to help students become leaders who are grounded in ethical foundations. While a breadth of Leadership models will be explored and discussed, special attention will be given to the transformational leadership that becomes necessary in the midst of organizational change. The course will further emphasize the importance of ethical behavior in leadership, strategic thinking, leading transformational change, and shaping organizational culture to nurture leadership development. Graduate Business Programs only.

#### MGMT 6393 Global Enterprise Management

The multinational enterprise must deal with a variety of institutions, forces, and problems that extend far beyond those faced by the organization which operates in only one economy. Effective management of the multinational requires solving a set of problems that differ intrinsically from those faced by the manager in a single economy. This course addresses the nature of these problems and their effective solutions. Graduate Business programs only.

#### MGMT 6395 International Management Experience

This course combines classroom work with international travel and provides the student with direct contact with managers operating in another country. A weeklong international trip (scheduled at the end of the term) is a part of the course. Topical coverage in class sessions emphasizes cultural and historical differences in countries that produce different managerial styles and contrasting business practices. Graduate Business programs only

# Management Information Systems (MIS) Course Descriptions

MIS 3330 Information Systems and Business Analytics

PREREQS: BUSA 2301, 2311

This course provides students with basic knowledge of Information Systems and Business Analytics and their use for business operations, managerial decision-making, and strategic advantage. The computer hardware, software, and networks are discussed. The development and use of databases and data warehouses are addressed. Various tools and techniques for data interrogation, visualization, presentation, data mining, and predictive analytics are examined. Data analysis and spreadsheet modeling are addressed. Students will gain hands-on experience and develop skills necessary for working with large data sets from various business areas.

# Marketing (MKTG) Course Descriptions

## MKTG 3301 Principles of Marketing

Prerequisite: ECON 2311 or 2302

The fundamental marketing concepts and functions are analyzed and interpreted within the framework of the competitive, legal, economic, and social environments.

## MKTG 3310 Consumer Behavior

Prerequisite: MKTG 3301

A study of human behavior in the market place. Attention is focused on applying concepts from the social sciences to understanding the consumer decision processes and buying patterns.

## MKTG 3313 Social Media Marketing

A study of social media marketing and the various strategies that promotes successful usage of this promotion and consumer engagement tool. Marketing's role in e-commerce, Web-design, and Internet advertising principles are also explored. Students, through a real-world project/case, apply the functions of marketing to a social media marketing problem situation/case.

## MKTG 3333 Sports, Entertainment, & Event Marketing

A study of the sports, entertainment, and event sectors of the economy. Marketing strategies used in these three venues are emphasized. Real-life projects are used in each of the three areas to enhance learning experiences and reinforce knowledge acquisition. Marketing and management problem-solving techniques guide student-generated marketing plans.

## MKTG 3360 Professional Sales

Prerequisite: MKTG 3301

A study of the principles and techniques of personal selling using a behavior approach.

## MKTG 3380 Online Marketing

Prerequisite: MKTG 3301

A study of marketing on the Internet. Emphasizes marketing's role in e-commerce. Applications for effective web site design, Internet advertising principles, proper usage of information technology in designing and implementing marketing strategy, and how to do marketing research via the Internet are demonstrated and discussed.

## MKTG 4330 International Marketing

Prerequisite: MKTG 3301

A study of the problems and procedures of marketing in foreign countries, including the effects of cultural dynamics in assessing world markets.

## MKTG 4336 Principles of Advertising

Prerequisite: Junior or senior standing

A study of the advertising component of the firm. Emphasizes the interactive coordination and strategy of this promotional tool. Applications necessary for developing target markets, utilization of the mass media, advertising research, and analysis of the complete campaign are stressed.

#### MKTG 4340 Internship

Prerequisites: See the School of Business Internship Coordinator for current prerequisite information

The course is an integrating field experience by which students learn actual business practices by undertaking responsible roles in an organization. The students develop interpersonal skills while acquiring practical knowledge in their disciplines. The students are exposed to various work roles and career choices.

#### MKTG 4350 Marketing Research

Prerequisites: MKTG 3301

Studies the methodology and procedures used to meet the information needs of marketing management.

#### MKTG 4360 Marketing Strategy

Prerequisite: senior standing

A comprehensive course designed to study marketing strategy using case histories. This is a capstone course and requires the basic knowledge the student has acquired in earlier marketing courses.

#### MKTG 4381 Special Topics

Prerequisite: Approval of the Dean of the School of Business

Directed study of a minimum of thirty clock hours for each hour of credit. Provides the marketing major the opportunity to conduct a detailed investigation of selected marketing problems.

#### MKTG 5260, Marketing Principles

This course provides background in the theory and practice of marketing principles. Marketing concepts and functions are presented within the framework of the competitive, legal, economic, and social environments.

#### MKTG 6310 Marketing Management

An inquiry into marketing decision-making. Emphasis is placed on strategic planning and analytical procedures for marketing decisions. The course integrates all areas of marketing management and relates marketing activities to the other functional areas of the firm. This course culminates with the presentation of a comprehensive marketing plan to a panel of venture capitalists. Graduate Business programs only.

#### MKTG 6311, Marketing Management for HRM

An inquiry into marketing decision-making. Emphasis is placed on strategic planning and analytical procedures for marketing decisions. The course integrates all areas of marketing management and relates marketing activities to the other functional areas of the firm. The course culminates with the presentation of a comprehensive marketing plan to a panel of venture capitalists. MS-HRM Program only.

#### MKTG 6333 International Marketing Seminar

Prerequisite: MKTG 6310

The study of marketing structures, organization, policies, and procedures as applied to the international environment. This course examines competition, strategies, and technology in the global market place. Graduate Business programs only.

MKTG 6334 Marketing Strategy Seminar

Prerequisite: MKTG 6310

A comprehensive course that studies strategy formulation, planning procedures and challenges present in today's marketplace. This course uses case analysis to illustrate contemporary issues and decision making. Graduate Business programs only.

MKTG 6373 Changing Markets and Organizations

This course is designed to provide insight into how new markets are formed. Study centers around new business paradigms created by organizations to respond to these new and changing markets. Insights into how marketing management strategies are formulated with respect to diverse market segments, e-commerce, and innovations are also provided. Information technology from a marketing perspective is tied to the newly emerging business structures. Graduate Business programs only.

# Master of Liberal Arts (MLA) Course Descriptions

## MLA 5301 The Trivium in the Western Tradition

This course explores the historical and practical importance of the Trivium as a fundamental part of teaching and learning. It incorporates the basic elements of the Western tradition and the liberal arts, focusing them around the disciplines of grammar, logic, and rhetoric.

## MLA 5302, Logic and the Great Texts

This course introduces students to the study of logic in the Western tradition, with particular emphasis on Aristotelian and classical forms of logic from the ancient Greeks to the modern world. Particular emphasis will be placed on logic as it is applied to classical education and the Great Books of the Western tradition.

## MLA 5303, Classics and Christianity

This course is a broad survey of the history, literature, philosophy, religion, art, archaeology and politics of the Ancient Graeco-Roman World with the purpose of focusing on specific elements that shed light on our understanding of the Bible and the development of Christianity.

## MLA 5311 Islam: Resurrection of Empire

This course will address the question of whether Islamic fundamentalism is becoming a more potent force on the current world stage.

## MLA 5314 THE NATURE OF BIOGRAPHY

For course description and prerequisite(s) for this course, please [contact the Dean of the Smith College of Liberal Arts](#).

## MLA 5315 The Vietnam Experience

This course will focus on the collective American experience during the Vietnam War era from 1954-1976. Through various media and first hand experience, the class will examine the impact of the war on the United States and the generation of men and women who fought for American ideals at home and abroad.

## MLA 5318 Texas Culture

The purpose of this course is to view the Texas experience from a variety of angles, including the history of the Lone Star State, and how Texas fits in the national, social and political mosaic.

## MLA 5319 Structures of Poetry

Structures of Poetry teaches students to read poetry thoughtfully, accurately, and wisely. Students who are experienced with reading poetry will emerge from this course as capable readers. Students who have read much poetry will emerge from this course with a much fuller understanding of the way a poem functions.

## MLA 5321 Victorian Fiction

This course will serve as an introductory course on Victorian Fiction that will bridge MLA 6338, Great Detectives; MLA 6355, Gothic Novels; and MLA 6369, Charles Dickens. Victorian Fiction will be a survey of the major Victorian novelists from Dickens to Hardy.

#### MLA 5322 Fictional History

This course will be a survey of historical fiction from Sir Walter Scott to the present day with an emphasis on those works that have shaped popular concepts of history.

#### MLA 5323 Tolkien and the World of Fantasy

Critical interest in the study of fantasy has grown because of the vast popularity of J.R.R. Tolkien and C.S. Lewis. This course will include the relationship of fantasy to medieval literature, fairy tales, fables and folklore, but emphasis will be on works since 1800.

#### MLA 5326 The Conquest of the Americas

In The Conquest of the Americas students will examine the three major pre-Columbian cultures in Latin America (Maya, Aztec, and Inca). Documents recording the encounter of the Old and New Worlds will be read (in English): diaries, letters, and histories plus hieroglyph/pictograph histories.

#### MLA 5328 HOLOCAUST: AFTER 50 YEARS

For course description and prerequisite(s) for this course, please [contact the Dean of the Smith College of Liberal Arts](#).

#### MLA 5329 Hildegard von Bingen and Her Music

The purpose of this course is to study and become familiar with the musical works of Hildegard von Bingen, placing them within the history, environment and thought of the time. Students will become familiar with earlier forms of worship music and the contemporary Christian music of her day.

#### MLA 5335 Egypt: Pharaohs and Pyramids

This course will provide a survey of Egyptian history from the earliest pharaohs through the Roman occupation; it will also examine the literature, mythology, art, architecture, and science of Egypt as well as the West's rediscovery of the Egyptian culture.

#### MLA 5336 Romanticism and Revolution: Art and Literature

This course will study the impact of the French and American revolutions with emphasis on the visual arts. This survey of the Romantic Era will include a brief review of the major English poets, composers who based their major works on Romantic literary works, and artists of the Romantic Era.

#### MLA 5338 World Religions: Hinduism and Buddhism in India and Southeast Asia

This course will examine Hinduism and Buddhism through readings in works such as the Vedic Hymns, the Bhagavad-Gita, and the Ramayana which link classical and popular Asian religion. Numerous examples of religious architecture, geography, and myth will further illustrate subject matter.

#### MLA 5341 Three Cities of the Revolution

This class will enhance the student's critical understanding of the American republic through studies and readings in Revolutionary War perspectives presented by Williamsburg, Boston, and Philadelphia.

#### MLA 5343 African-American Literature

Students will study slave narratives, spirituals and gospel music, folk tales, sermons, speeches, poetry, drama and fiction and analyze the literature as it relates to and reflects the periods in which it was written.

#### MLA 5345 Faulkner

Students read novels and short stories by William Faulkner and relate his themes and style to American Modernism.

#### MLA 5349 THE EPIC: HOMER AND VIRGIL

For course description and prerequisite(s) for this course, please [contact the Dean of the Smith College of Liberal Arts](#).

#### MLA 5351 Great Books in Ancient and Medieval Political Theory

This course is an examination of the classic dilemmas and recurring problems in political theory and how they are dealt with by ancient Greek, Roman, and Medieval thinkers. Central to the course is a discussion of the nature of man, the meaning of life, and how best to achieve it.

#### MLA 5352 Dangers and Dilemmas in Democracy

By examining classic texts in democratic theory, students will develop greater insight into the dangers and dilemmas of democracy, how they might be resolved, and how our own nation might overcome some of these same obstacles.

#### MLA 5353 Southern Women Writers

Students will examine the literature of writers of the American South that reflect issues peculiar to that region as it comes to terms with slavery and its legacy. The reading list will include selected works of Kate Chopin, Harper Lee, Ellen Gilchrist and Eudora Welty.

#### MLA 5354 Law and Lawyers in Literature, Film and Video

A study of the ways in which lawyers have been viewed in literature, cinema, and television.

#### MLA 5355, THE AMERICAN CONSTITUTIONAL EXPERIENCE

This course examines the American constitution from a historical and philosophical perspective, approaching the American constitutional experience as a battle of ideas and words. The course relies on historical documents such as the Declaration of Independence, Federalist Papers, and the US Constitution.

#### MLA 5357 Voices of the Civil War

The American Civil War as it is related by the participants themselves, through the interpretation of the most influential historians of the 20th century, and on to the visions of today's filmmakers and novelists. Each class session gives us an opportunity to read, view, and discuss memoirs, novels, histories, movies, and TV programs that illuminate the Civil War experience. Students will be asked to read and view these materials in the context of the times in which they were created. This will allow us to see the development of Civil War themes across the years since the conflict. Finally, students will be able to better articulate the meaning of the war in today's society.

#### MLA 5358 Women of Tudor England

This course will study women during the Tudor Era (1485-1603). Even though women during this era were exhorted to be silent and obedient, ironically, for the first time in English history several women ruled as queens in their own right and numerous other women had a significant impact on history. Some famous women of the era were the six wives of Henry VIII, Bloody Mary, Mary Queen of Scots, Lady Jane Grey, and Bess of Hardwick. Special emphasis will be on the exceptional reign of Elizabeth I, who survived both to rule as an unmarried woman and become, by many standards, the most successful monarch in English history. This course will also explore the lives of the common women of Tudor England and trace cultural, social, and economic changes impacting their lives.

#### MLA 5359 Utopia, Dystopia and the Literature of Technology

This course will cover literature that portrays societies that are utopian and/or dystopian in nature, and feature the use or misuse of technology. The course will begin with Sir Thomas More's *Utopia* (1516), then proceed chronologically through the 19th and 20th centuries. We will end by exploring a new literary genre, hypertext fiction, which is not only produced but also consumed using technology, since it can only be read on a computer screen. Students will analyze the works using selected 20th century critical theories.

#### MLA 5360, Mythology in Literature and the Arts

This course provides an overview of the major myths, the archetypes based on those myths, and their use in literature and the arts. It emphasizes the Greco-Roman, Norse, and Celtic myths, but also covers other mythologies. Coverage will include major stories from the Old and New Testaments.

#### MLA 5361, Understanding the Greeks: Socrates, Plato, Aristotle

This course investigates the lasting impact of Greek thought on Western Civilization. The course provides a look at ancient Greek civilization including origins, religion, gender roles, daily life, theater, war, mythology, and politics. The primary focus of the course is tracing the intellectual contributions of the Greeks to Western Civilization and the way we view the world today.

#### MLA 5364 Chaucer and the Fourteenth Century

Examines the fourteenth century as a turning point in English and European culture: the end of the High Middle Ages and the beginnings of the pre-Renaissance. The course emphasizes the rise of vernacular languages as literary languages, particularly in Italy and England, and the role of Geoffrey Chaucer as the father of English poetry.

#### MLA 5365 Milton

This course considers the thought and works of John Milton, with special attention devoted to *Paradise Lost*. Through examination of Milton's poetry and his major prose writings as well as their historical context and influence, students will explore the artistic, religious, political, and philosophical contributions of this key intellectual figure.

#### MLA 5382, The Greek World

This course introduces students to the world of Ancient Greece. The goals of the course are to read the foundational texts of the Archaic, Classical, and Hellenistic periods, to place them in their historical, philosophical, and archaeological contexts, and to consider their impact on western civilization. Authors read in this class may include Homer, Aeschylus, Sophocles, Euripides, Aristophanes, Plato, Aristotle, and Thucydides.

#### MLA 5383, The Roman World

This course introduces students to the world of Ancient Rome. The goals of the course are to read the foundational texts of the Republican and Imperial periods, to place them in their historical, philosophical, and archaeological contexts, to understand the interrelationship between the Greek and Roman worlds, to discuss the emergence of Christianity in its classical context, and to consider the impact of Ancient Rome on western civilization. Authors read in this class may include Vergil, Cicero, Lucretius, Horace, Plautus, Terrence, Suetonius, Tacitus, and Pliny.

#### MLA 5384, THE MEDIEVAL WORLD

This course introduces students to the Medieval World. The goals of the course are to read the foundational texts of the Medieval period, to place them in their historical, philosophical, and architectural contexts, to understand the relationship between the Classical Antiquity and the emergence of Christian Europe, and to consider the impact of the Medieval period on western civilization. Authors read in this class may include Boethius, Augustine, Aquinas, Dante, Bede and Chaucer.

#### MLA 5385, The Renaissance and Reformation

This course introduces students to the period of the Renaissance and Reformation. The goals of the course are to read the foundational texts of the Reformation period, to place them in their historical, philosophical, and religious contexts, to understand the relationship between the Classical Antiquity, the middle ages, and the emergence of early modern Europe, and to consider the impact of the Renaissance and Reformation on western civilization. Authors read in this class may include Luther, Calvin, Machiavelli, Erasmus, Petrarch, Shakespeare, Milton, and Donne.

#### MLA 5386, The Enlightenment

This course introduces students to the period of the Enlightenment. The goals of the course are to read the foundational texts of the Enlightenment period, to place them in their historical, philosophical, scientific and religious contexts, to understand the relationship between the Classical Antiquity, the scientific revolution, and the emergence of representative democracy, and to consider the impact of the Enlightenment on western civilization. Authors read in this class may include Locke, Hobbes, Pope, Swift, Austen, Voltaire, Rousseau and Kant.

#### MLA 5387, The Modern World

This course introduces students to the period of Romanticism and Modernity. The goals of the course are: to read the foundational texts of Romanticism and Modernism, to place them in their historical, philosophical, scientific, and religious contexts, to understand the relationship between the Romanticism and Modernism, and to consider the impact of these movements on the post-modern world. Authors read in this class may include: Goethe, Wordsworth, Nietzsche, Eliot, Einstein and Beckett.

#### MLA 5388, The Last Fifty Years

This course introduces students to recent developments in western civilization. Special attention will be given to postmodernism and how it has influenced American culture. The goals of the course are: to examine the critical moral, political, economic, and social questions of the 20th century, and to understand the connection between this period and those that have preceded it. Special attention will be given to primary source readings.

#### MLA 5390 Western Culture and Human Experience

These courses are a core component of the MLA program and offer a broad overview of history, politics, art, and philosophy. MLA 5390 will cover the years from the time of classical Greece through the medieval period; MLA 5391 will cover the Renaissance, Reformation, and Early Modern period; MLA 5392 will cover from the French revolution through Modern times.

#### MLA 5391 Western Culture and Human Experience

These courses are a core component of the MLA program and offer a broad overview of history, politics, art, and philosophy. MLA 5390 will cover the years from the time of classical Greece through the medieval period; MLA 5391 will cover the Renaissance, Reformation, and Early Modern period; MLA 5392 will cover from the French revolution through Modern times.

#### MLA 5392 Western Culture and Human Experience

These courses are a core component of the MLA program and offer a broad overview of history, politics, art, and philosophy. MLA 5390 will cover the years from the time of classical Greece through the medieval period; MLA 5391 will cover the Renaissance, Reformation, and Early Modern period; MLA 5392 will cover from the French revolution through Modern times.

#### MLA 5399, Thesis

This course is for the research, writing, and defense of a faculty-approved Master of Liberal Arts thesis. Course may be taken twice for credit.

#### MLA 6301 Science and the Common Understanding

This course will include readings and discussions concerning the great scientific discoveries of the past, the historical context from which they arose, and the conflicts that resulted during their eventual resolution.

#### MLA 6304 Scientists: Their Philosophy, Their Essays

This course studies scientific essays, some of historical significance - most from the modern world in which we live, most in written form but some in the form of video - all composed by scientists/essayists. No scientific or mathematical background is assumed or expected; instead, the approach is that of the seeker of knowledge and understanding, the aesthetic looking for beauty in content and style, and the critic viewing all with a skeptical eye.

#### MLA 6310, Unborn Life in the Western Tradition and American History

Through a close study of great texts as well as individual scholarly research, this graduate-level course explores the history of ideas, attitudes, and practices regarding unborn life in the Western Tradition. The course pays special attention to American history as an expression of that tradition and to Christian reflection on the unborn from antiquity to the present.

#### MLA 6312 The French Enlightenment

This course focuses on the cosmopolitan popularization of ideas and rhetorical strategies for their dissemination that became not only characteristics of the major philosophies of the French Enlightenment but also compelling and normative models for nearly all subsequent philosophical, critical, and scientific thought in the Modern Age.

#### MLA 6315 Critical Approaches to Literature: Don Quixote

This course uses the Cervantes masterpiece *Don Quixote de la Mancha* as a springboard for the study of literary theory that may, in turn, be applied to other literary texts. Contemporary theories such as psychological, mythological-archetypal, formalist, structuralist, and poststructuralist methodologies will be examined and applied to *Quixote*.

#### MLA 6317 The Graying of America

This course is designed to provide the student with sociological approaches to the study of aging. An examination of the emergence of aging as a problem in industrial nations will be undertaken. Consideration of specific problems and programs related to aging will also be addressed.

#### MLA 6318 Church and State in Early Modern England

This course examines the relationship between the church and the state as a fundamental aspect of early modern English history (c.1500-170). Events of the period such as the Reformation, the Wars of Religion, the Enlightenment, and the Scientific Revolution deeply impacted church-state relations and the development of the modern nation-state. Particular attention will be paid to the opinion-shaping influence of early printed books, including: Bibles, devotional manuals, sermons, plays, printed images, and other literature. The course also will provide an introduction to early modern paleography and historiography.

#### MLA 6324 The Art of Being Human

This course is an introduction to the humanities. It reaffirms the liberal arts tradition that maintains that the humanities constitute the best and brightest expressions of all people. The emphasis is on the interaction between the arts, religion, and philosophy, and on the humanities, believing that this approach helps us to see artists and philosophers at work, trying to solve real problems that we all know about.

#### MLA 6331 Jane Austen and the Brontes

The Jane Austen and the Brontes course is significant in its juxtaposition of both canonical and non-canonical early female novelists who represent both enlightenment and romantic literary and social values. The aim of this course is for the student to develop an appreciation of the authors' contributions to the development of the novel, and to fully understand the cultural periods that influence these novels.

#### MLA 6344 American Popular Culture

A study of the development and impact of the mass media and society with an emphasis on the 20th century. Materials to be studied include dime novels, pulp magazines, comic books, and paperback books as well as their relationships to other mass media, particularly radio, television, and motion pictures. Other aspects include the production, marketing and distribution of popular culture as well as the sociological and psychological implications.

#### MLA 6345 SHAKESPEARE: GOODLY FRAME EARTH

For course description and prerequisite(s) for this course, please [contact the Dean of the Smith College of Liberal Arts](#).

#### MLA 6346 King Arthur in History and the Arts

This course examines the major literary, musical, and artistic works inspired by the legends of King Arthur and the Knights of the Round Table. The course will cover the historical roots of the legends, their use by major historians, and their influence on European and English literature.

#### MLA 6354 MYTH OF THE WEST IN FILM

For course description and prerequisite(s) for this course, please [contact the Dean of the Smith College of Liberal Arts](#).

#### MLA 6358 OUR TIMES/ OUR LITERATURE

For course description and prerequisite(s) for this course, please [contact the Dean of the Smith College of Liberal Arts](#).

#### MLA 6359 The Rhetoric of Social Change

This course will explore the evolution of social movements from a rhetorical perspective. Special attention will be given to how public opinion is manipulated by both agents of change and agents of control. Topics to be studied will include civil rights, women's liberation, Vietnam, and the new right.

#### MLA 6363 Men's Visions in Literature and Art

This course will examine a variety of 20th century male perceptions, values, visions, and art forms. Western world literature celebrates the courage, competitions, and conquests of men in conflict with one another, nature, God, and themselves. Men who lose such conflicts consider themselves failures, and the literature about them is tragic. But when a man wins those conflicts, he often destroys, damages, or diminishes his antagonists, the natural world, his God and his own humanity, dignity, satisfaction and joy.

#### MLA 6366 Alexander the Great and the Hellenistic Period

This course will focus on the life of Alexander, his impact on the Greek and Eastern Mediterranean world, and the forces which he unleashed in the Hellenistic Period.

#### MLA 6368 Power in the Middle Ages

The question of what power is and who should wield it became particularly acute in the disorder of the Middle Ages. After the collapse of the Roman Empire kings, nobles, and the church all attempted to maintain or expand their authority, and women and intellectuals carved their own niche in the life of the time. This course examines how their battles for power and the solutions they worked out in the heat of the moment not only built their institutions of government but also laid the foundations for our own government and some of the ideas of liberty we hold most dear today.

#### MLA 6369 The World of Charles Dickens

This course will provide an overview of the life, world, and work of Charles Dickens, the Shakespeare of the English novel. His development as a writer will be traced through his major novels: *Oliver Twist*, *David Copperfield*, *Dombey and Son*, *Little Dorrit*.

#### MLA 6371 Music in the Theatre

The major emphasis of this course will be a presentation of the characteristics and differences between the Operetta and the Broadway show. Discussion of the components of the operetta will use as illustrations Lehar, Strauss, and Victor Herbert; the section on Broadway shows will feature standard composers such as Rodgers and Hammerstein and Lerner and Loewe; and including, finally, the contemporaries such as Bernstein, Bacharach, Herman, and Sondheim.

#### MLA 6374, Travel: The Italian Renaissance

A tour of the three cities most associated with the Renaissance: Rome, Florence, and Venice. It will also include other significant sites such as Pisa, Ravenna, Verona, and Milan.

#### MLA 6375 Van Gogh and the Post Impressionist Movement

The course deals with the major formative phase of the modern movement in art. Both Impressionist and Post Impressionist styles and artists will be examined. The focus of the course is concerned with the expressive and lively paintings of this modern master. His style will be traced from his early days in his native Holland, through his contact with the Impressionists in Paris, to his final days in Southern France.

#### MLA 6376 Michelangelo and Leonardo

This course is concerned with a study of the art of two of the great masters of the High Renaissance in Italy - Michelangelo Buonarroti and Leonardo da Vinci. These two great individuals, who have had a tremendous impact on western culture from their own times through our own era, will be studied through a variety of their works.

#### MLA 6377 Contemporary Art Movements

This course is designed to provide an overview of the major visual art movements of the 20th century and to extend an investigation into the current art scene. An introduction will begin with study of the influence of late 19th century movements such as Impressionism, PostImpressionism, and Art Nouveau.

#### MLA 6378 The Gothic Cathedral

This course examines the architectural development of the Christian Basilica from the middle of the twelfth through the sixteen centuries. The Gothic Cathedral is an enduring symbol of the Middle Ages and provides one of the most important links between ancient and modern times.

#### MLA 6381 A World in Transition

The transition from the classical world to a world is divided into three successor states, the Byzantine Empire, the Germanic kingdoms of the Latin West, and the Islamic Caliphates. This course examines a number of different sources, historical, literary, and artistic, to trace the evolution of these various forces.

#### MLA 6386 Art Impressionism

This course is designed to cover the movement of Impressionism in art during the latter part of the 19th century; it is recognized as the beginning point of the modern era in art. Works by the major artists of the group to be examined include Degas, Monet, Manet, Renoir, and Pissaro.

MLA 6387 Music of Paris, 1870-1930

This course is a survey of music composed, performed, and experienced in Paris at the turn of the century and through World War I. The survey will include a study of influences shared by the arts & visual, literary, ballet, opera, and other musical genre.

MLA 6391 Three Auteurs of the Cinema: Bergman, Fellini, Truffaut

Student will examine three films each of these universally recognized masters of the post-World War II cinema. Their vision of movies as art will be emphasized.

MLA 6392 Modern Masters: Picasso

This course consists of a thorough study of the life and art of the twentieth-century master artist, Pablo Picasso. His long and productive career is studied in the context of the complex arena of twentieth century art.

MLA 6397 Shakespeare: History and Film

The purpose of this course is to introduce students to William Shakespeare's plays about the Wars of the Roses; to examine those plays in the contexts of Shakespeare's era and our own; to analyze his use and misuse of his sources for dramatic and political purposes; and to study the major modern cinematic and televised adaptations of the plays.

# Military Science (MSCI) Course Descriptions

## MSCI 1125 PHYSICAL READINESS TRAINING

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston](#).

## MSCI 1126 PHYSICAL READINESS TRAINING

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston](#).

## MSCI 1131 INTERMEDIATE PHYSICAL FITNESS

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston](#).

## MSCI 1210 INTRODUCTION TO LEADERSHIP

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston](#).

## MSCI 1211 INTRO-LEADERSHIP (NON-MAJORS)

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston](#).

## MSCI 1220 SURVIVAL/UNARMED SELF-DEFENSE

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston](#).

## MSCI 1221 INTRO-LEADERSHIP (NON-MAJORS)

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston](#).

## MSCI 2210 FOUNDATIONS OF LEADERSHIP

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston](#).

## MSCI 2211 FOUNDATION-LEADERSHIP (NON-MJR)

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston](#).

## MSCI 2220 MILITARY SCIENCE II

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston](#).

## MSCI 2221 FOUND-LEADERSHIP II (NONMAJORS)

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston](#).

MSCI 3239 SPECIAL PROBLEMS

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston.](#)

MSCI 3310 ADAPTIVE TEAM LEADERSHIP

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston.](#)

MSCI 3311 ADAPTIVE TEAM LDRSHP (NON-MJR)

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston.](#)

MSCI 3320 ADV MILITARY SCIENCE

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston.](#)

MSCI 3321 APPLIED LEADERSHIP (NON-MAJORS)

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston.](#)

MSCI 3398 SPECIAL PROBLEMS

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston.](#)

MSCI 4310 ADAPTIVE LEADERSHIP

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston.](#)

MSCI 4311 ADAPTIVE LEADERSHIP (NON-MJR)

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston.](#)

MSCI 4320 ADVANCED MILITARY SCIENCE

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston.](#)

MSCI 4321 LEADERSHIP/COMPLEX WORLD (NMJR)

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston.](#)

MSCI 4398 SPECIAL PROBLEMS

For course description and prerequisite(s) for this course, please [contact the Military Science department at University of Houston.](#)

# Music (MUSI) Course Descriptions

## MUSI 0001, Forum/Recital Attendance

Prerequisite: Declared Music Majors or Minors

Music majors must enroll in this course to document forum and recital attendance each semester. Grades on a pass/fail basis. For credit, attendance at six (6) recitals is required and a maximum of two (2) Forum absences is permitted. Students admitted to the School of Music are required to register for this course (unless enrolled in EDUC 4494, EDUC 4497, or MUSI 4090). Recital credit is not granted for a student performing on all/part of a concert or recital. Transfer students should review current School of Music Handbook policies for specific details.

## MUSI 0002, Piano Proficiency

Prerequisite: Declared Music Major

All School of Music students (except Bachelor of Music piano majors) must enroll in Class Piano 1143, 1144, 1145, or 1146 until this proficiency is passed. Music majors must enroll in this course in order to take the piano proficiency exam, which is grades on a pass/fail basis. Students who pass Piano Proficiency upon entrance audition must enroll during their first semester. Transfer students should review current School of Music Handbook policies for specific details.

## MUSI 0003, Sophomore Review

Prerequisites: MUSI 2323 and 2123, or concurrent enrollment in both. To be taken in the spring semester of the Sophomore year or just prior to completing 60 credit hours.

Includes an essay, performance, interview, and the Theory I-IV Cumulative Exam. Two failed attempts to pass all four sections will result in the student being advised toward the Music Minor and an alternative major. All Music Majors MUST file a degree plan upon passing MUSI 0003, Sophomore Review, at which point they will become eligible to enroll in MUSI 3000 and 4000 level courses. Transfer students should review Current School of Music Handbook policies for specific details.

## MUSI 0222, Fundamentals of Music Theory

Prerequisite(s): Audition Theory Placement Exam

A basic course designed only for conditional admit students to the School of Music who do not meet the minimum level score required on the Audition Theory Placement Exam for entrance into Music Theory I (MUSI 1322). MUSI 0222 is not applicable to degree requirements for a music major or minor. Students placed in MUSI 0222 will continue on with MUSI 1322, Theory I, and MUSI 1122, Theory I Lab, only after they pass this course. It will be only offered in the summer at HBU. As another option, conditional admit students may choose to enroll in and pass an approved Fundamentals of Music Theory on-line course or elsewhere with written permission from the Director of the School of Music or the Office of the Dean of the College of Arts and Humanities. An official transcript for the course (whether taken on-line or elsewhere) must also be sent to and received in the Office of the Registrar prior to full School of Music admission and scholarship eligibility.

## MUSI 1111, Husky Band

Prerequisite: Permission of the Instructor/Band Director

An instrumental ensemble rehearsing 3-4 hours per week, performing primarily for University basketball games and other HBU functions. Course may be repeated for credit. Open to non-music majors.

MUSI 1113, University Singers

Prerequisite: Permission of the Area Coordinator, Choral Music

Rehearsal and performance of the finest music written for choral ensembles. Course may be repeated for credit. Open to non-music majors.

MUSI 1114, Guitar Ensemble

Prerequisite: Permission of the Instructor.

Group guitar performance of classical guitar literature. Course may be repeated for credit.

MUSI 1119, Opera Workshop Ensemble

Prerequisite: Permission of the Area Coordinator, Vocal Studies

Basic technical preparation and performance of individual scenes or complete operas, including dramatic exercises, improvisations, and the integration of music, acting, and opera staging, allowing students to experience all facets of production technique. Course may be repeated for credit.

MUSI 1143, Class Piano I

Prerequisite: Declared Music Major or Minor

Basic keyboard instruction for music majors and minors whose applied instrument is not piano.

MUSI 1144, Class Piano II

Prerequisites: Declared Music Major or Minor; MUSI 1143, Class Piano I, with a grade of C or higher.

Continued basic keyboard instruction for non-piano majors.

MUSI 1145, Class Piano III

Prerequisites: Declared Music Major or Minor; MUSI 1144, Class Piano II, with a grade of C or higher.

Intermediate instruction in keyboard skills for non-piano majors.

MUSI 1146, Class Piano IV

Prerequisites: Declared Music Major or Minor; MUSI 1145, Class Piano III, with a grade of C or higher.

Corequisite(s): MUSI 0002, Piano Proficiency

Advanced keyboard instruction directed toward demonstrated completion of Piano Proficiency requirements. Must be taken concurrently with MUSI 0002, Piano Proficiency.

MUSI 11B1, Horn

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11B2, Trumpet

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11B3, Trombone

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11B4, Euphonium

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11B5, Tuba

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11C1, Composition

One half-hour private lesson per week in music composition.

MUSI 11G1, Classical Guitar

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11H1, Harp

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11K1, Piano

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11K2, Organ

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11K3, Harpsichord

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11P1, Percussion

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11S1, Harpsichord

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11S2, Viola

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11S3, Cello

One half hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11S4, Double Bass

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11V1, Voice

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11W1, Flute

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11W2, Oboe

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11W3, Clarinet

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11W4, Bassoon

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 11W5, Saxophone

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

MUSI 1256, English/Italian Diction

Prerequisite: None.

Introduction to the speech sounds and rhythms of the English and Italian languages as applied to vocal literature.

MUSI 1257, French/German Diction

Prerequisite(s): None.

Introduction to the speech sounds and rhythms of German and French languages as applied to vocal literature.

MUSI 12B1, Horn

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

MUSI 12B2, Trumpet

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

MUSI 12B3, Trombone

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum one annually is required.

MUSI 12B4, Euphonium

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

MUSI 12B5, Tuba

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

MUSI 12C1, Composition

One hour private lesson per week in music composition.

MUSI 12G1, Classical Guitar

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

MUSI 12H1, Harp

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

MUSI 12K1, Piano

One hour private lesson per week. A minimum of two hours per day of individual practice and solo

performance on School of Music Forum one annually is required.

#### MUSI 12K2, Organ

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

#### MUSI 12K3, Harpsichord

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

#### MUSI 12P1, Percussion

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

#### MUSI 12S1, Violin

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on the School of Music Forum once annually is required.

#### MUSI 12S2, Viola

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

#### MUSI 12S3, Cello

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

#### MUSI 12S4, Double Bass

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

#### MUSI 12V1, Voice

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

#### MUSI 12W1, Flute

One half-hour private lesson per week. A minimum of one hour per day of individual practice is required.

#### MUSI 12W2, Oboe

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

#### MUSI 12W3, Clarinet

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

#### MUSI 12W4, Bassoon

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

#### MUSI 12W5, Saxophone

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance on School of Music Forum once annually is required.

#### MUSI 1322, Theory I

Prerequisites: Acceptable Audition Theory Placement Exam score, or MUSI 0222, Fundamentals of Music Theory, or an approved online Fundamentals of Music Theory course. Corequisite: Concurrent enrollment in MUSI 1122, Theory Lab I.

An integrated course involving analysis and elementary composition of melody, two-part, three-part, and four-part homophonic textures, binary and ternary forms, tonal harmony through secondary dominant chords, and near-related modulations. It may not be taken out of sequence.

#### MUSI 1323, Theory II

Prerequisite: MUSI 1322, Theory I; Corequisite: MUSI 1123, Theory II Lab

An integrated course involving more in-depth analysis and elementary composition of melody, two-part, three-part, and four-part homophonic textures, binary and ternary forms, tonal harmony through secondary dominant chords, and near-related modulations. It may not be taken out of sequence.

#### MUSI 1331, Music Appreciation

Prerequisite(s): None (a Liberal Arts Core requirement)

A required entry level music course for all non-music majors, surveying a variety of musical styles. No music reading skills are required. May serve as a preparatory course to MUSI 2331, History I, and MUSI 2332, Music History II.

#### MUSI 1422 Theory I

Prerequisite(s): Acceptable Audition Theory Placement Exam score; MUSI 0222 Fundamentals of Music Theory (C or higher); or an approved on-line Fundamentals of Music Theory course. Corequisite(s): Concurrent enrollment in MUSI 1022 Theory I Lab

An integrated course involving analysis and elementary composition of melody, two-part, three-part, and four-part homophonic textures, binary and ternary forms, tonal harmony through secondary dominant chords, and near-related modulations. It may not be taken out of sequence.

#### MUSI 1423 Theory II

Prerequisite(s): MUSI 1422 Theory I. Corequisite(s): Concurrent enrollment in MUSI 1023 Theory II Lab

An integrated course involving more in depth analysis and elementary composition of melody, two-part, three-part and four-part homophonic textures, binary and ternary forms, tonal harmony through secondary dominant chords, and near-related modulations. It may not be taken out of sequence.

MUSI 2111, Schola Cantorum

Prerequisite: Audition and Permission of the Area Coordinator, Choral Activities

A select chamber ensemble which may be divided into smaller groups of quartets, sextets, and octets, studying and performing chamber choral literature. Course may be repeated for credit. Open to non-music majors.

MUSI 2112, Chamber Music Ensemble

Prerequisite(s): Permission of Instructor and the Area Coordinator, Keyboard Studies

The study and performance of the major chamber music literature written for combinations of instruments including the piano. May be repeated for ensemble credit. Open to non-music majors.

MUSI 2181, Instrumental Techniques: Brass

Prerequisite(s): MUSI 0003 Sophomore Review.

The study of technical problems, teaching materials, and basic performance problems of brass instruments. Teaching each instrument at the elementary level is included.

MUSI 2182, Instrumental Techniques: Percussion

Prerequisite(s): MUSI 0003 Sophomore Review

The study of technical problems, teaching materials, and basic performance problems of percussion instruments. Teaching each instrument at the elementary level is included.

MUSI 2183, Instrumental Techniques: Strings

Prerequisite(s): MUSI 0003 Sophomore Review

The study of technical problems, teaching materials, and basic performance problems of string instruments. Teaching each instrument at the elementary level is included.

MUSI 2184, Instrumental Techniques: Woodwinds

Prerequisite(s): MUSI 0003 Sophomore Review.

The study of technical problems, teaching materials, and basic performance problems of woodwind instruments. Teaching each instrument at the elementary level is included.

MUSI 2249, Class Piano Pedagogy

Prerequisite(s): Piano Major Corequisite(s): Concurrent enrollment in MUSI 0002, Piano Proficiency  
Devoted to the development of keyboard skills covered in Class Piano I-IV including improvisation, harmonization, realization of figured bass, transposition, sight-reading, accompanying, and basic score reading. Observation and guided field experience is included.

MUSI 2322, Theory III

Prerequisite(s): MUSI 1323, Theory II. Corequisite(s): Concurrent enrollment in MUSI 2122, Theory III Lab

This course examines the rudiments of analysis of larger 17th-19th Century forms, Chromatic Harmony (altered and borrowed harmony in particular) integrated with analysis and basic composition techniques. It includes Theme and Variations (Cantus Firmus or Continuous Variations) and Sectional Theme and Variations. Course must be taken in sequence.

#### MUSI 2323, Theory IV

Prerequisite(s): MUSI 2322, Theory III. Corequisite(s): Concurrent enrollment in MUSI 2123, Theory IV Lab.

This course includes the study of chromatic harmony/remote modulation techniques, large-scale form analysis (Sonata-Allegro and Sonata-Rondo), and comprehensive analysis with attention to thematic growth processes. Course must be taken in sequence.

#### MUSI 2331, Music History I

Prerequisite(s): MUSI 1322, Theory I, and MUSI 1122, Theory I Lab (or concurrent enrollment in both).

A survey of Western music from Antiquity through the Renaissance. Course will include representative works, analytical listening, genres/forms, and composition recognition. Music History courses must be taken consecutively.

#### MUSI 2332, Music History III

Prerequisite(s): MUSI 1323, Theory II (or concurrent enrollment); MUSI 1123, Theory II Lab (or concurrent enrollment); MUSI 2331, Music History I.

A survey of Western Music from the Baroque through the Classical period. Course will include representative works, analytical listening, genres/forms, and composition recognition. Music History courses must be taken consecutively.

#### MUSI 2341, Vocal Accompanying

Prerequisite(s): Piano must be primary Applied Instrument; MUSI 1323, Theory II; and, MUSI 1123, Theory II Lab

Techniques for collaboration with singers are taught through the exploration of repertoire for piano and voice. Additionally, students learn rehearsal and vocal coaching techniques through performance and individualized instruction in a performance class setting.

#### MUSI 2381, Foundations of Music Education

Prerequisite(s): Music Education (BME) Majors

An introductory survey course for music teacher certification candidates designed to present philosophical, historical, and psychological foundations for music education. Field experience is required. This course is a prerequisite for Elementary Music Methods (MUSI 4382) and Secondary Music Methods (MUSI 4383).

#### MUSI 2422 Theory III

Prerequisite(s): MUSI 1423 Theory II. Corequisite(s): Concurrent enrollment in MUSI 2022 Theory III Lab

This course examines the rudiments of analysis of larger 17th-19th Century forms, Chromatic Harmony (altered and borrowed harmony in particular) integrated with analysis and basic composition techniques. It includes Theme and Variations (Cantus Firmus or Continuous Variations) and Sectional Theme and Variations. Course must be taken in sequence.

#### MUSI 2423 Theory IV

Prerequisite(s): MUSI 2422 Theory III. Corequisite(s): Concurrent enrollment in MUSI 2023 Theory IV Lab

This course includes the study of chromatic harmony/remote modulation techniques, large-scale form analysis (Sonata-Allegro and Sonata-Rondo), and comprehensive analysis with attention to thematic growth processes. Course must be taken in sequence.

#### MUSI 3090, Performance Recital

Prerequisite(s): MUSI 0003, Sophomore Review

A solo recital of at least thirty minutes but not more than forty minutes of music usually performed at the end of the sixth semester of study. Required of all students majoring in music. A pre-recital hearing must be passed at least two weeks prior to the performance date.

#### MUSI 3140, Studio Accompanying

Prerequisite(s): MUSI 0003, Sophomore Review, and MUSI 2341, Vocal Accompanying

Guided practical experience in Collaborative Arts for Piano Majors through assigned studio accompaniment and performance. May be repeated for credit.

#### MUSI 3180, Performance Recital

Prerequisite(s): MUSI 0003, Sophomore Review

The exploration of techniques for understanding and developing the young voice, including a survey of literature and other resources for teachers and directors working with young voices.

#### MUSI 31B1, Horn

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31B2, Trumpet

One half hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31B3, Trombone

One half hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31B4, Euphonium

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

MUSI 31B5, Tuba

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

MUSI 31C1, Composition

One half hour private lesson per week in music composition. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music.

MUSI 31G1, Classical Guitar

One half hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

MUSI 31H1, Harp

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

MUSI 31K1, Piano

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

MUSI 31K2, Organ

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

MUSI 31K3, Harpsichord

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

MUSI 31P1, Percussion

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

MUSI 31S1, Violin

One half hour private lesson per week. The course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31S2, Viola

One half hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31S3, Cello

One half hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31S4, Double Bass

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31V1, Voice

One half hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31W1, Flute

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31W2, Oboe

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31W3, Clarinet

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31W4, Bassoon

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 31W5, Saxophone

One half hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 3260 Introduction to Conducting

Prerequisite(s): MUSI 0003, Sophomore Review, and Junior Standing (64 hrs)

The course seeks to develop skill in conducting small and larger works for chorus and orchestra and to develop the necessary conducting grammar to accomplish this task.

#### MUSI 3262 Advanced Conducting

Prerequisite(s): MUSI 0003, Sophomore Review; MUSI 3260, Introduction to Conducting; Junior Standing (64 hrs)

The course continues to develop skill in conducting smaller and larger works for chorus and orchestra and to develop the necessary conducting grammar to accomplish the task.

#### MUSI 3263, Choral Conducting

Prerequisite(s): MUSI 0003, Sophomore Review

The conducting of choral groups, including a study in basic technique, style, and interpretation.

#### MUSI 3264, Advanced Choral Conducting

Prerequisite(s): MUSI 0003, Sophomore Review; MUSI 3263, Choral Conducting

The conducting of choral groups, including a study in advanced techniques, style, and interpretation as it applies to conducting choruses.

#### MUSI 3265, Choral Arranging

Prerequisite(s): MUSI 0003, Sophomore Review

The course provides practical study of the techniques needed for arranging choral music. Includes setting music for worship, secular situations, choral counterpoint, chorale textures, and study of varying accompanimental styles.

#### MUSI 3281 INDEPENDENT STUDY/SPEC TOPIC

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

#### MUSI 32B1, Horn

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32B2, Trumpet

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32B3, Trombone

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32B4, Euphonium

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32B5, Tuba

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32C1, Composition

One hour private lesson per week in music composition.

#### MUSI 32G1, Classical Guitar

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32H1, Harp

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32K1, Piano

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32K2, Organ

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32K3, Harpsichord

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32P1, Percussion

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32S1, Violin

One half hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 32S2, Viola

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32S3, Cello

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32S4, Double Bass

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32V1, Voice

One hour private lesson per week. A minimum of two hours per day of individual practice and solo

performance of a required recital before graduation is required.

#### MUSI 32W1, Flute

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32W2, Oboe

One half-hour private lesson per week. This course is eligible only for fulfilling degree requirements with permission of the Area Coordinator and the Director of the School of Music. A minimum of one hour per day of individual practice is required.

#### MUSI 32W3, Clarinet

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32W4, Bassoon

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32W5, Saxophone

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduation is required.

#### MUSI 32W5, Saxophone

One hour private lesson per week. A minimum of two hours per day of individual practice and solo performance of a required recital before graduating is required.

#### MUSI 3322, Theory V: Contemporary Theory

Prerequisite(s): MUSI 0003, Sophomore Review

This course is a study of new compositional materials and analytical techniques in the 20th Century and includes intensive work in aural skills and sight singing. It is a continuation of skills and techniques introduced in MUSI 2322 and MUSI 2323. It may not be taken out of sequence.

#### MUSI 3323, Theory VI: Counterpoint

Prerequisite(s): MUSI 0003, Sophomore Review

A polyphonic study of eighteenth through twentieth century writing, including forms and composition of shorter contrapuntal forms. The course also includes intensive work in aural skills.

#### MUSI 3324 Instrumentation

Prerequisite(s): MUSI 0003 Sophomore Review

An introduction to the principles of instrumentation and orchestration.

#### MUSI 3325, Scorereading

Prerequisite(s): MUSI 0003, Sophomore Review

The practical application of analysis skills and score reading skills for Theory/Composition majors. May include aspects of instrumentation.

#### MUSI 3326, Advanced Analysis

Prerequisite(s): MUSI 0003, Sophomore Review; successful completion of MUSI 3322, Theory V; and,

Permission of the Instructor.

An advanced study of analytical techniques for Theory/Composition majors.

MUSI 3327, Instrumental Techniques

Prerequisite(s): MUSI 0003, Sophomore Review

The study of ranges, tonal possibilities, technical limitations, and necessary transpositions for orchestral and band instruments.

MUSI 3333, Music History III

Prerequisite(s): MUSI 0003, Sophomore Review

A survey of Western music in the Romantic period. Course will include representative works, analytical listening, genres/forms and composition recognition. Music History courses must be taken consecutively.

MUSI 3334, Music History II

Prerequisite(s): MUSI 0003, Sophomore Review, MUSI 3333

A survey of Western music in the Contemporary period, including 20th and 21st century music. Course will include representative works, analytical listening, genres/forms and composition recognition. Music History courses must be taken consecutively.

MUSI 3340, Instrumental Accompanying

Prerequisite(s): MUSI 0003, Sophomore Review; Piano must be Primary Applied Instrument; and, Permission of the Area Coordinator, Keyboard Studies.

Through the exploration of repertoire for piano and other instruments, this course encompasses techniques for collaboration with instrumentalists. Rehearsal and instrumental coaching techniques are developed through performance and individualized instruction in a performance class setting.

MUSI 3356, Vocal Literature

Prerequisite(s): MUSI 0003, Sophomore Review; Permission of the Area Coordinator, Vocal Studies

A survey study of solo song literature from approximately 1400-present.

MUSI 3371, Sacred Music Literature

Prerequisite(s): MUSI 0003, Sophomore Review

A survey of music used for congregational worship spanning from Gregorian chant to the present focusing on texts and music from a historical and cultural perspective, including recent trends. Examination of the evolution of liturgical song from the chorale through the anthem, cantata, and oratorio. Methods for building a library of hymns and anthems for weekly use based on the seasons of the church year may be included.

MUSI 3374, Church Music Practicum

Prerequisite(s): MUSI 0003, Sophomore Review; Sacred Music Major

Includes specialized topics pertaining to the sacred music ministry such as church leadership, development of service outlines, and contemporary worship considerations, in addition to required on-site class participation in worship services.

MUSI 3381 INDEPENDENT STUDY/SPEC TOPIC

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

MUSI 4090, Senior Recital

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Prerequisite(s): MUSI 0003, Sophomore Review; MUSI 3090, Performance Recital; Permission of Applied Professor.

A solo recital of at least fifty minutes of music, usually performed at the end of the eighth semester of study. A pre-recital hearing must be passed at least two weeks prior to the performance date.

MUSI 4273, Technical Church Musician Skills

Prerequisite(s): MUSI 0003, Sophomore Review

This course assists students in developing competencies for the vast array of technical skills required for today's church musician. Areas explored may include the church organ, hand bells, keyboards, multi-media computer technology including music notation and sequencing software, sound reinforcement systems, and microphone techniques. Visiting consultants will augment instruction.

MUSI 4299, Senior Capstone

Prerequisite(s): MUSI 0003, Sophomore Review; successful completion of at least 110 credit hours

An advanced study, critical analysis, and/or research-oriented course required for all BM majors covering one or more of the following rotating special topics/areas: history, musical works, sacred music, or notable composers. Should be taken during the final year of a student's undergraduate music program.

MUSI 4341, Piano Literature

Prerequisite(s): MUSI 0003, Sophomore Review; Piano Major

A general survey of music written for the piano and its predecessors. It includes a substantial aural component.

MUSI 4343, Piano Pedagogy

Prerequisite(s): MUSI 0003, Sophomore Review; Piano Major

Covers aspects of piano pedagogy including instruction for beginning and advanced students, as well as business considerations needed for private studio instruction. Field experience is included.

MUSI 4355, Vocal Pedagogy

Prerequisite(s): MUSI 0003, Sophomore Review

A historical and practical approach to the art of teaching voice. Emphasis is on research, writing, and observation, involving some student teaching as directed by the instructor.

MUSI 4382, Elementary Music Methods

Prerequisite(s): MUSI 0003, Sophomore Review; MUSI 2381, Foundations of Music Education; BME major degree plan filed

Develops competencies necessary for implementing music learning and skill development for pre-adolescents, in addition to surveying important methodologies used in elementary general music teaching for the music specialist. Observation and practical experience is included.

MUSI 4383, Secondary Music Methods

Prerequisite(s): MUSI 0003, Sophomore Review; MUSI 2381, Fundamentals of Music Education; BME major degree plan filed

Develops competencies necessary for implementing musical learning and skill development for students at the secondary School level. Examines principles and strategies relevant to successful music production in the junior and senior high student in Schools. Observation and practical teaching experience is included.

## **Music: Music Theory (MUTH) Course Descriptions**

MUTH 0000 THEORY CUMULATIVE

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

MUTH 4332 Instrumentation

Prerequisite: MUTH 2232.

An introduction to the principles of instrumentation and orchestration.

# Naval Science (NAVA) Course Descriptions

## NAVA 101 NAVAL ORIENTATION

For course description and prerequisite(s) for this course, please [contact the Navy ROTC at Rice University](#).

## NAVA 102 NAVAL ENGINEERING

For course description and prerequisite(s) for this course, please [contact the Navy ROTC at Rice University](#).

## NAVA 201 NAVAL WEAPONS-SHIP SYSTEMS II

For course description and prerequisite(s) for this course, please [contact the Navy ROTC at Rice University](#).

## NAVA 202 SEA POWER AND MARITIME AFFAIRS

For course description and prerequisite(s) for this course, please [contact the Navy ROTC at Rice University](#).

## NAVA 301 NAVIGATION I

For course description and prerequisite(s) for this course, please [contact the Navy ROTC at Rice University](#).

## NAVA 302 NAVAL OPERATIONS/SEAMANSHIP

For course description and prerequisite(s) for this course, please [contact the Navy ROTC at Rice University](#).

## NAVA 401 LEADERSHIP MANAGEMENT

For course description and prerequisite(s) for this course, please [contact the Navy ROTC at Rice University](#).

## NAVA 402 LEADERSHIP AND ETHICS

For course description and prerequisite(s) for this course, please [contact the Navy ROTC at Rice University](#).

# Nursing (NURS) Course Descriptions

## NURS 2222 Perspectives on Health Care Delivery Systems

Prerequisites: Formal acceptance to the Nursing Program, and GPA of 3.0. Pre or Corequisites: NURS 2323, 2404, 2309

Students analyze the trends that influence the health care system and methods of health care delivery in the United States. The class discusses agencies, initiatives, and roles for promoting quality improvement in the health outcomes. The practicum experiences provide opportunities to assess health service organizations and world health care delivery systems in order to determine their effectiveness in promoting health consistent with cultural beliefs. This is a two-semester hour course that includes 18 practicum hours. 3

## NURS 2309, Pharmacology

Prerequisites: Formal acceptance to the Nursing Program, and GPA of 3.0. Pre or Corequisites: NURS 2323, 2404, 2222

A course designed to assist students in preparing for clinical experiences by applying concepts of assessment, pathophysiology, pharmacology, diagnostic and laboratory testing analysis, and therapeutic interventions to specific clinical situations. The course involves didactic and experiential teaching methods and active learning experiences. In addition to preparing for clinical experiences, the course is designed to promote the development of critical and creative thinking, problem-solving, and time management skills.

## NURS 2323 Health Assessment

Prerequisites: Formal acceptance to the Nursing Program, and GPA of 3.0. Pre or Corequisites: NURS 2222, 2404, 2309

Assessment of the individuals across the lifespan is taught within the context of growth and development. The student should be able to differentiate between normal findings, normal variations and abnormal findings in individuals when performing assessments in a variety of settings. Assessment, as the first step of the nursing process, is the foundation for a systematic approach to care of the individual. The student will organize and analyze data to select appropriate NANDA Nursing Diagnoses for health promotion. This is a three-semester hour course, including 67.5 clinical hours.

## NURS 2404 Art and Science of Nursing

Prerequisites: Formal acceptance to the Nursing Program, and GPA of 3.0. Pre or Corequisites: NURS 2323, 2222, 2309

Students learn systematic approaches, basic skills, and professional attitudes for providing care and therapeutic interventions used to promote health in clients across the lifespan and assist these clients with activities of daily living. This course incorporates knowledge of humans in health and illness, aesthetic perception of human experiences, personal understanding of self and others, and the capacity to make legal and ethical choices. Emphasis is placed on critical thinking and legal and ethical decision-making. The course incorporates the principles learned in NURS 2323. This is a four-semester hour course, including 90 clinical hours.

## NURS 3222 Perspectives on Health Care Delivery Systems

Prerequisites: Formal acceptance to the Nursing Program, and GPA of 3.0. Pre or Corequisites: NURS 3323 (2323), 3408 (2404), 3309 (2309)

Students analyze the trends that influence the health care system and methods of health care delivery in the United States. The class discusses agencies, initiatives, and roles for promoting quality improvement in the health outcomes. The practicum experiences provide opportunities to assess health service

organizations and world health care delivery systems in order to determine their effectiveness in promoting health consistent with cultural beliefs. This is a two-semester hour course that includes 18 practicum hours.

#### NURS 3309, Pharmacology

Prerequisites: Formal acceptance to the Nursing Program, and GPA of 3.0. Pre or Corequisites: NURS 3323 (2323), 3408 (2404), 3222 (2222)

A course designed to assist students in preparing for clinical experiences by applying concepts of assessment, pathophysiology, pharmacology, diagnostic and laboratory testing analysis, and therapeutic interventions to specific clinical situations. The course involves didactic and experiential teaching methods and active learning experiences. In addition to preparing for clinical experiences, the course is designed to promote the development of critical and creative thinking, problem-solving, and time management skills.

#### NURS 3323 Health Assessment

Prerequisites: Formal acceptance to the Nursing Program, and GPA of 3.0. Pre or Corequisites: NURS 3222 (2222), 3408 (2404), 3309 (2309)

Assessment of the individuals across the lifespan is taught within the context of growth and development. The student should be able to differentiate between normal findings, normal variations and abnormal findings in individuals when performing assessments in a variety of settings. Assessment, as the first step of the nursing process, is the foundation for a systematic approach to care of the individual. The student will organize and analyze data to select appropriate NANDA Nursing Diagnoses for health promotion. This is a three-semester hour course, including 67.5 clinical hours.

#### NURS 3404 and 3424 Care of Individuals I and II

Prerequisites: NURS 2323, 2222, 2309, 2404; GPA of 2.5 or higher, and successful completion of the Novice Level Curriculum Checkpoint. Co-requisites: BIOL 3433 may be taken concurrently with this course

This is a four-semester hour course, including 90 clinical hours. It is the first in a series of three courses that focuses on nursing care of individuals. These courses must be taken in order. The dimensions of health are assessed in individuals experiencing health problems. Students apply concepts of case management and continuity of care to individuals across the lifespan, including care during perioperative experiences. Students are expected to be able to provide care in a variety of acute care settings.

#### NURS 3408 Art and Science of Nursing

Prerequisites: Formal acceptance to the Nursing Program, and GPA of 3.0. Pre or Corequisites: NURS 3323 (2323), 3222 (2222), 3309 (2309)

Students learn systematic approaches, basic skills, and professional attitudes for providing care and therapeutic interventions used to promote health in clients across the lifespan and assist these clients with activities of daily living. This course incorporates knowledge of humans in health and illness, aesthetic perception of human experiences, personal understanding of self and others, and the capacity to make legal and ethical choices. Emphasis is placed on critical thinking and legal and ethical decision-making. The course incorporates the principles learned in NURS 3323. This is a four-semester hour course, including 90 clinical hours.

#### NURS 3414 Pathophysiology for Health Care

Prerequisites: CHEM 1404, NURS 3212, 2323 and 2404, and GPA of 2.5 or higher

Students describe the pathology of health conditions and use concepts of pathophysiology for applying caring/healing practices to designing health care plans for promoting fullness in living across the lifespan. The manifestations of pathology form a basis for health assessment. Synthesis of pathophysiology with levels of health promotion and prevention provides rationale for case management priorities. Three semester hours, including 14 laboratory hours.

#### NURS 3404 and 3424 Care of Individuals I and II

Prerequisites: NURS 2222, 2309, 2323, 2404, 3404, BIOL 3433; GPA of 2.5 or higher, and successful completion of the Novice Level Curriculum Checkpoint.

This is a four-semester hour course, including 90 clinical hours. It is the second in a series of three courses that focuses on nursing care of individuals. These courses must be taken in order. The dimensions of health are assessed in individuals experiencing health problems. Students apply concepts of case management and continuity of care to individuals across the lifespan, including care during perioperative experiences. Students are expected to be able to provide care in a variety of acute care settings.

#### NURS 3434 Care of Individuals III

Prerequisites: GPA of 2.5 or higher, and NURS 3424

This is the third in a series of three courses that focus on nursing care of individuals. The dimensions of health are assessed in individuals experiencing major and/or life-threatening health problems. Upon successful completion of the course, students are expected to be able to apply concepts of case management and continuity of care across the lifespan and use a systematic approach to provide care for individuals with major and/or life-threatening health problems. Students provide care in a variety of critical care units. The course is four semester hours, including 90 clinical hours.

#### NURS 4412, Care of Vulnerable Populations

Co-Requisites: NURS 3404, BIOL 3444. A GPA of 2.5 is required to progress in the curriculum. Novice Level Checkpoint: Passed.

This course is one of four courses for the Baccalaureate Nursing program that focuses on care of groups, populations, and communities. Students apply concepts of epidemiology to determine the factors that contribute to vulnerability in groups, communities, and populations. Students examine research methodologies and approaches that are employed to improve health outcomes for vulnerable populations. The levels of prevention serve as a basis for analyzing recommendations for health programming for the vulnerable populations. The course is four semester hours, including 45 clinical hours.

#### NURS 4414 Care of Families with Mental Health Problems

Prerequisite: NURS 2404, GPA of 2.5 or higher, and successful completion of the Advanced Beginner Curriculum Checkpoint. Pre or corequisite: NURS 3404, 4412

This is one of three courses that focus on specialty care of individuals and their families. In this course, the dimensions of health are assessed in families dealing with mental health problems. Students apply concepts of care to case management and continuity of care of families with mental health problem in the home, community, and specialized environments. Students are expected to be able to use a systematic approach to provide care for families with mental health problems. This course is four semester hours, including 90 clinical hours.

#### NURS 4424 Nursing in the Community and Nursing the Community

Prerequisites: NURS 4412, and 4494; and a GPA of 2.5 or higher

This course is one of four courses for the Baccalaureate Nursing program that focus on care of groups, populations, and communities. Students analyze historical trends and characteristics and factors that have impacted community health nursing and contributed to community health issues. Students compare and contrast the professional nursing roles in the community and apply theories, models, and principles to community health nursing practice. Opportunities are provided to use systematic approaches to identify health needs to groups and populations and promote health in the community. This is a four-semester hour course, including 90 clinical hours.

NURS 4434 Care of Childbearing Families

Corequisites: NURS 3434, GPA of 2.5 or higher, and successful completion of the Advanced Beginner Level Curriculum Checkpoint

This is one of three courses that focus on specialty care of individuals and their families. The dimensions of health are assessed in childbearing families requiring specialized care. Students apply concepts of care to case management and continuity of care of childbearing families. Students use a systematic approach to providing care for childbearing families, in the community and in specialty care units such as labor and delivery, neonatal intensive care units, pre-natal and postpartum units. This is a four-semester hour, including 90 clinical hours.

NURS 4444 Care of Families with Children

Prerequisites: NURS 3434, GPA of 2.5 or higher, and successful completion of the Advanced Beginner Level Curriculum Checkpoint

This is one of three courses that focus on specialty care of individuals and their families. The dimensions of health are assessed in families with children and adolescents. Students are expected to be able to apply concepts of care to case management and continuity of care of families with children and adolescents in the community and in pediatric health care environments. Students use a systematic approach to provide care for families with children and adolescents. This course is four semester hours, including 90 clinical hours.

NURS 4494, Senior Seminar: Applied Nursing Research and Externship

Prerequisites: Completion of all prerequisite courses for entry into nursing, and it is recommended that students have completed: Computer competency or CISM 1321; Humanities (15 hours); Fine Art (3 hours); CHRI (9 hours); KINE 2202. College of Nursing prerequisites: NURS 2222; NURS 3202; NURS 2323; Math for Meds competency or NURS 2111; NURS 2309; NURS 2404; NURS 3404; NURS 3414 and NURS 4412; NURS 3434; a GPA of 2.5 is required to progress in the curriculum; Novice Level Checkpoint: Passed; Advanced Beginner Level Checkpoint: Required completion at the end of NURS 3434; NURS 3434; NURS 4434 and have passed the proficiency for any of these courses. A GPA of 2.5 is required to progress in the curriculum. Honors College students will take HNRS 4215 in lieu of NURS 4494. Novice Level Checkpoint: Passed; Advanced Beginner Level Checkpoint: Passed. See checkpoint policy and procedure for those not successful on the checkpoint.

This course focuses on professional issues in nursing and the research process and on the transition from student to professional role and applying the research process to clinical practice. Students practice nursing at the level of advanced beginner in specified environments and address clinical practice quality improvement issues via research methods appropriate for the baccalaureate prepared nurse. Upon successful completion of this course, students are expected to be able to address current issues in nursing and health care delivery; relate philosophical perspectives to nursing theories, research and practice; analyze nursing as a career and profession; and evaluate the professional role in developing health policy and regulation. In addition, students should be able to analyze and resolve ethical dilemmas in health care situations by applying critical thinking skills and ethical theories and principles. Students should also be able to apply research findings to Performance Improvement in health care delivery system. The course is

four semester hours (30 didactic hours and 90 practicum/externship hours).

#### NURS 4564, Professional Issues and Nurse Leadership

Prerequisite: 66 semester hours of the general studies requirements and prerequisites for nursing, including the following courses: ENGL 1313 and 1323; BIOL 1414, 2404, 2414, and CHEM 1404; PSYC 1313, 2301, and 3313; social science elective (SOCI 1313, POLS 2313, ECON 2311 or 2312); MATH 1305 or higher; CHRI 1313, 1323, and elective; 18 semester hours of Humanities; 3 semester hours of Fine Arts; and CISM 1321. School of Nursing and Allied Health Requirements: Completion of all prior nursing courses: NURS 2222; NURS 2323; NURS 2404; NURS 3303; NURS 3202; NURS 3212; NURS 3404; NURS 3424; NURS 3434; NURS 4392; NURS 3414 or BIOL 2433; NURS 4212; NURS 4294; NURS 4414; NURS 4424; NURS 4434; NURS 4444. A GPA of 2.5 is required to progress in the curriculum.

This course focuses on professional issues in nursing, nursing management and the use of research in clinical practice as well as the study of health administration and leadership from the nurse's perspective. Students apply leadership and management behaviors and skills to providing care for a group of patients and promoting positive consumer relationships; and analyze effectiveness and efficiency of care delivery systems promoting positive health outcomes. The course is five semester hours, including 108 clinical hours.

# Philosophy (PHIL) Course Descriptions

## PHIL 1300 Introduction to Philosophical Dialogue

This course introduces students to principles of philosophical discourse by means of Socratic dialogue, basic epistemology seminars, scholarly cultural analysis, and study of philosophical texts. Students are taught to recognize and avoid informal fallacies in discussion, and to strive for intellectual precision and logical soundness as they search for truth.

## PHIL 1310 Logic

Logic has long been part of the core of a liberal arts education. In this course, students will learn to become better thinkers and communicators; mastering skills in symbolic logic, fallacy identification, and the philosophy of language. Topics in the history of philosophy and other disciplines will be studied to illustrate the role of logic in the liberal arts and to provide an opportunity for students to use their skills in diverse contexts.

## PHIL 1313 Introduction to Philosophy

A foundational course designed to familiarize the student with the meaning and relevance of philosophy through a study of its main problems and the principal theories that have been proposed as solutions to them.

## PHIL 3323, Ancient and Medieval Philosophy

A study of the historical development of Western philosophy from its early beginnings in Greece to the end of the Middle Ages.

## PHIL 3334, Philosophical Foundations for a Christian Worldview (Apologetics)

Prerequisite: PHIL 1313

An in-depth study of the philosophical foundations for Christian belief and practice, including engaging philosophical criticisms of basic Christian beliefs and teaching.

## PHIL 3344 Modern/Contemporary Philosophy

A continuation of PHIL 3323, beginning with the Renaissance and ending with the more important philosophers of recent times.

## PHIL 3350 Philosophy of Tragedy

An analysis and evaluation of the tragic worldview as expressed in classic literature and philosophies of life. Topics considered could include the role of fate, free will, luck, and providence in moral responsibility, virtue, and happiness. Works considered could include the philosophies of Aristotle, Hegel, Schopenhauer, Kierkegaard, and Nietzsche, alongside the dramas of Sophocles and Shakespeare. Special attention will be paid to the problem of evil and the question of whether tragedy is compatible with the Christian worldview.

### PHIL 3360 Medical Humanities

A course designed to introduce students to medical humanities. The course is an interdisciplinary approach to looking at medical ethics and culture that will focus on the humanities and especially philosophy. Subjects to be covered may include the concept of personhood at the beginning and end of life, the arts and medicine, the historical development of medicine, theology of medicine, and the philosophy of science and medicine.

### PHIL 3365 Medical Ethics

This course will look at debates in medical ethics. Topics may include abortion, euthanasia, medical testing and research, scarcity and distribution of health care, genetics, privacy, and reproductive technology.

### PHIL 4181 SPEC TOPIC/INDEPENDENT STUDY

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Christian Thought](#).

### PHIL 4323 Ethics

A course in which the major ethical systems and their theories of value and conduct are studied critically and evaluated from a Christian point of view.

### PHIL 4333, Aesthetics

Prerequisite: PHIL 1313

Examination of texts from the history of philosophy focusing on the questions of beauty, appropriateness, and value of both art and nature.

### PHIL 4334, Metaphysics

Prerequisite: PHIL 1313

Metaphysics is the study of the nature of reality. Topics to be discussed may include freedom of the will, causation, being, the nature of universals, possibility and necessity, space and time, philosophical anthropology and some philosophical theology. This class will provide a survey of these topics as it surveys views of the nature of reality over many different philosophical genres.

### PHIL 4335 Epistemology

Prerequisite: PHIL 1313

Considers questions such as the following: Can I have knowledge of anything outside my own mind - for example, physical objects or other minds? Or is the skeptic's attack on my commonplace claims to know unanswerable? What is knowledge?

### PHIL 4336 Philosophy of Science

Prerequisite: PHIL 1313

Examination of the philosophical foundations for the natural sciences, as well as conceptual issues surrounding the nature and extent of scientific inquiry.

PHIL 4358, Analytic Philosophy

Prerequisite: PHIL 1313

Readings from post-Idealist Anglo-American philosophers who pursue clarity, precision, and formalized logical argument as the best means to engage recurring philosophical questions.

PHIL 4359, Political Philosophy

Prerequisite: PHIL 1313

Examination of texts from the history of philosophy focusing on the relationship between the individual and collective neighbor. In this course, the great philosophers guide us as we wrestle with questions concerning the polis, state, just and unjust government, and the law.

PHIL 4363 Philosophy of Religion

A critical examination of the nature and validity of religious experience and the place of religion in human life. Consideration is given to religious problems such as the existence and nature of God, the source of religious knowledge, the nature of man, the origin and nature of evil. (Offered also as CHRI 4363.)

PHIL 4381 Special Topics

Prerequisite: PHIL 1313

Careful study of a few topics in the history of philosophy - either one philosopher's treatment of several philosophical problems or several philosophers' treatments of one or two closely related problems. Examples: selected topics in Aristotle, theories of causation in early modern philosophy, and Kant's reaction to Hume.

PHIL 4390, Great Philosophers and Their Works

Prerequisite: PHIL 1313

This course will closely study one or more philosophical texts from an important philosophical thinker. Examples include a study of Kierkegaard, a seminar on the Critique of Pure Reason, a close look at The Republic and the secondary literature surrounding it, and the writings of Al Plantinga.

PHIL 5181 INDEPENDENT STUDY/SPECIAL TOP

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Christian Thought](#).

PHIL 5300 Fundamentals of Apologetics

This course will cover the fundamentals of classic Christian apologetics. Topics such as arguments for God's existence, the problem of evil, and the epistemology of religious belief will be covered.

PHIL 5310, Logic

Prerequisites: None

This course will cover basic logic, including traditional logic, but focusing on modern symbolic logic. In addition to sentence logic and predicate logic, it will include probability and basic modal logic.

PHIL 5320, Philosophy of Religion: Faith and Reason

This course will deal with basic issues in philosophy of religion, such as arguments, the problem of evil, the relationship between faith and reason, miracles, and life after death. Also offered as APOL 5320.

PHIL 5330, Metaphysics

Prerequisites: None

This course will examine fundamental issues such as the nature of ultimate reality or being, the mind body problem, and the nature of freedom and its relationship to determinism. Particular attention will be given to the role of God in metaphysics and to the difference his existence makes for various issues.

PHIL 5340, Epistemology

Prerequisites: None

This course will examine and assess different accounts of warranted belief and grounds for claims to knowledge. It will give attention to religious epistemology and the impact of theistic belief on epistemic theory.

PHIL 5350, Ethics

Prerequisite: None

This course will focus on the nature of the good and the right, and various accounts of these fundamental aspects of moral philosophy, both classical and contemporary. Attention will be given to theistic and Christian accounts of morality, such as natural law theory and divine command theory.

PHIL 5360, History of Philosophy: Ancient and Medieval

Prerequisite: None

This course will survey major figures, issues and ideas in the history of philosophy from the period of the pre-Socratic philosophers through the middle ages. Particular attention will be given to development of Christian thought in these time periods.

PHIL 5370, History of Philosophy: Modern

Prerequisites: None

This course will survey major figures, issues, movements, and developments from Descartes in the beginning of the modern period to the early twentieth century. Particular attention will be given to the period of the enlightenment and other movements that have affected Christianity, either positively or negatively.

PHIL 5381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Christian Thought](#).

PHIL 6310, Aesthetics

Prerequisite: None

This course will analyze and assess theories of beauty, value and the nature and meaning of art. Particular attention will be given to the role that belief in God has in the creative process and the meaning and motivation for artistic creation.

PHIL 6320, Science and Faith

This course will explore the history of the relationship between science and religion, including the alleged hostility between the two. It will examine various accounts of the compatibility between the two and ways they can be understood as mutually enriching. Other topics in the philosophy of science and how they interact with theism may be considered. Also offered as APOL 6320.

PHIL 6330, Philosophy of C. S. Lewis

Prerequisite: None

This course will critically examine the main philosophical and religious writings of C. S. Lewis. It will assess the value and ongoing significance of his work for Christian philosophy and apologetics.

PHIL 6340, Church and State

Prerequisites: None

This course is a survey of some of the different views of church-state relations that have been developed in western philosophy and in the Christian tradition over the last two thousand years. Its focus is on contemporary thinkers and also on the political philosophies of the major philosophers in the canon. It includes studies of monarchy, two-kingdom theory, religious toleration, distributive justice, democracy, establishment and disestablishment, and citizenship, among other topics. Upon completion of the course, students will be familiar with the major theories of the relationship between church and state, and will be able to articulate and defend their own views of church-state interaction.

PHIL 6350, The Problem of Evil

This course will examine the problem of evil as a challenge to theistic and Christian belief, and explore different responses to the challenge, both classic and contemporary.

PHIL 6360, Philosophy of History

This course explores topics in both substantive and critical philosophy of history. These topics may include the nature of historical explanation and narrative, the relation of history to other disciplines, and the way in which scholars have viewed historical progress. Of interest will be the way in which the Philosophy of History can inform our theological beliefs, and in particular, our understanding of the life of Christ.

PHIL 6380 Thesis Research

This is a course for students writing a Master's thesis. Requirements and readings will be set by consultations with a student's advisor and the Director of Graduate Studies.

PHIL 6381 SP TOPICS/INDEPENDENT STUDY

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Christian Thought](#).

# Physics (PHYS) Course Descriptions

## PHYS 1001 PHYSICS FOR THE LIBERAL ARTS

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Science and Mathematics](#).

## PHYS 1401 Physics for the Liberal Arts Mind

Prerequisite: MATH 1313 or a higher level mathematics course or permission of the instructor

A descriptive course designed for non-science majors with no previous knowledge of physics. Traces the development of our current understanding of physics with emphasis on conceptual understanding. This course includes one semester hour credit for laboratory sessions. This course does not count towards a physics major.

## PHYS 1403 Physics of Sound

Prerequisite: MATH 1313 or permission of the instructor. Basic knowledge of musical notation is recommended

This course is an introduction to the physical principles behind sound and music. Topics include the fundamental theory of vibration, sound waves and propagation, diffraction and interference, free, coupled and driven oscillations, resonance and oscillation modes. The anatomy and psychophysics of the ear are also covered as well as musical scales, and the nature of sound from the musical instruments. The course includes one semester hour credit for laboratory experiments. This course does not count towards a physics major.

## PHYS 1411 Astronomy and the Universe

Prerequisite: MATH 1313 or permission of the instructor

Designed for non-science majors, this course is an overview of the solar system, astronomical instruments, the origin and evolution of stars, galaxies, black holes, quasars, cosmology, and the structure and origin of the universe. Concepts and critical thinking are strongly emphasized. The course includes one semester hour credit for laboratory investigations consisting of computer work and observation sessions. This course does not count towards a physics major.

## PHYS 1416 General Physics I

Prerequisite: MATH 1434 or MATH 1451 or a satisfactory score on a departmental placement exam.

A precalculus-based introduction to Newton's laws of motion, gravitation, fluids, and sound. This course includes one semester hour credit for laboratory sessions. This course may not be counted as part of the physics, chemistry, or biochemistry/molecular biology major.

## PHYS 1417, General Physics II

Prerequisite PHYS 1416

A precalculus-based introduction to the general principles of thermodynamics, electricity, magnetism, and geometric wave optics. This course includes one semester hour credit for laboratory sessions. This course may not be counted as part of the physics, chemistry, or biochemistry/molecular biology major.

#### PHYS 2181, 2281, 2381, 2481 Special Topics

Topics are selected based on students' needs and academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

#### PHYS 2181, 2281, 2381, 2481 Special Topics

Topics are selected based on students' needs and academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

#### PHYS 2343 Introductory Theoretical Physics

Prerequisite: PHYS 2423, concurrent enrollment in MATH 1452, or consent of the instructor

Designed as an introduction to mathematical methods used in classical mechanics, electromagnetism and quantum mechanics. Topics include separation of variables and solving Laplace's equation, special functions, differential and integral vector calculus.

#### PHYS 2181, 2281, 2381, 2481 Special Topics

Topics are selected based on students' needs and academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

#### PHYS 2413 Principles of Physics I

Prerequisite: MATH 1451

An introduction to Newton's laws of motion, gravitation, fluids, and sound. This course includes one semester hour credit for laboratory sessions.

#### PHYS 2423 Principles of Physics II

Prerequisite: PHYS 2413

An introduction to the physical principles of thermodynamics, kinetic theory, electricity, magnetism, simple AC and DC circuits, and geometric wave optics. This course includes one semester hour credit for laboratory sessions.

#### PHYS 2181, 2281, 2381, 2481 Special Topics

Topics are selected based on students' needs and academic qualifications of the staff. A minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

#### PHYS 3313 Mechanics

Prerequisites: PHYS 2343 and MATH 1452

Topics include single-particle Newtonian mechanics, oscillations, gravitation, calculus of variations, Lagrangian and Hamiltonian dynamics, central-force motion and dynamics of system of particles.

### PHYS 3323 Electricity and Magnetism

Prerequisites: PHYS 2343 and MATH 1452

Topics include solving Laplace's and Poisson's equations, the method of images, multi-pole expansion, electrostatics and magnetostatics in the presence of matter, Maxwell's equations, electromagnetic waves and radiation.

### PHYS 3383 Mathematical Methods for Science and Engineering

Prerequisites: Credit for or concurrent enrollment in MATH 3333, 3414

Advanced techniques in applied mathematics for students of science and engineering, with topics chosen from partial differential equations, Laplace transforms, Fourier series, complex analysis and vector analysis. Fourier series. (Also offered as MATH 3383.)

### PHYS 3413 Modern Physics I

Prerequisite: PHYS 2343 or consent of the instructor

An introduction to special relativity, pre-quantum physics and basic concepts of quantum mechanics and atomic structure. This course includes one semester hour credit for laboratory sessions designed as investigations of optical phenomena and fundamental constants.

### PHYS 3423 Modern Physics II

Prerequisite: PHYS 3413

A continuation of PHYS 3413. Topics include many-electron atoms, molecules, solid state, nuclear structure, and elementary particles. This course includes one semester hour credit for laboratory sessions.

### PHYS 3433, The Art of Electronics

Prerequisite: PHYS 2423, 3413, or consent of instructor

The Art of Electronics consists of basic electronics and solid state physics theories and experiments. Topics include the fundamentals of direct and alternating current circuits involving applications of Ohm's Law and Kirchhoff's Laws. Students learn semiconductor physics to understand the operation of diodes, transistors and op amps. In the laboratory section, students build and test circuits while developing skills in the operation of power supplies, function generators, oscilloscopes and spectrum analyzers.

### PHYS 3443, Computational Physics

Prerequisites: PHYS 3313, 3413, 3323 (or concurrent enrollment), or consent of instructor

Students learn computational techniques useful for solving problems in advanced dynamics, electromagnetism and quantum mechanics. Advanced dynamics topics include the study of deterministic chaos solving systems of ordinary differential equations. Students apply finite element method electromagnetic modeling to calculate static electric and magnetic fields, solve time dependent magnetic problems, and calculate current flow. Quantum dynamics problems are analyzed by solving the time dependent Schrodinger equation. In the laboratory, students gain hands-on experience using mathematical software to solve problems in advanced dynamics, electromagnetism, and quantum mechanics.

### PHYS 3481 INDEPENDENT STUDY/SPECIAL TOP

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Science and Mathematics](#).

### PHYS 4181, 4281, 4381, 4481 Special Topics

Topics are selected on the basis of students' need and academic qualifications of the staff. If regular lectures are not given, a minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

### PHYS 4221, Undergraduate Research Experience in Physics I

Prerequisite: At least 29 hours of Physics completed

Senior physics majors will investigate a topic of current research interest with physics faculty. The course will involve problem identification, literature search, and start of research (building the necessary background or setting up the necessary experiment(s) to solve the research problem, development of the solution of the problem). All students will meet with faculty twice a week for instruction, guidance and exploration of the topic.

### PHYS 4222, Undergraduate Research Experience in Physics II

Prerequisite: PHYS 4221

This course is a continuation of PHYS 4221. The course will involve the further development of the solution of the research problem; finding applications; acquisition of new results; completion of research; writing of research paper; preparation and delivery of oral presentation; application, preparation and presentation at the annual HBU Celebration of Scholarship Symposium. All students will meet with faculty twice a week for instruction, guidance and exploration of the topic.

### PHYS 4181, 4281, 4381, 4481 Special Topics

Topics are selected on the basis of students' need and academic qualifications of the staff. If regular lectures are not given, a minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

### PHYS 4323 Thermodynamics and Statistical Mechanics

Prerequisite: PHYS 2343

Energy in Thermal Physics, The Second Law of Thermodynamics, Thermal Interactions.

### PHYS 4343 Introduction to Quantum Mechanics I

Prerequisites: PHYS 2343, 3413, and MATH 1452

Foundations of quantum mechanics, Schroedinger's equation with applications such as the square well, harmonic oscillator, hydrogen atom, and electron spin.

### PHYS 4344 Introduction to Quantum Mechanics II

Prerequisite: PHYS 4343

Continuation of PHYS 4343 covering quantum mechanics of identical particles, time-independent perturbation theory, the variational principle, WKB approximation, and time-dependent perturbation theory.

PHYS 4181, 4281, 4381, 4481 Special Topics

Topics are selected on the basis of students' need and academic qualifications of the staff. If regular lectures are not given, a minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

PHYS 4181, 4281, 4381, 4481 Special Topics

Topics are selected on the basis of students' need and academic qualifications of the staff. If regular lectures are not given, a minimum of 30 hours of study is required for each semester hour of credit. Up to one semester hour credit for laboratory sessions may be included.

# Psychology (PSYC) Course Descriptions

## PSYC 1313 General Psychology

An introductory course dealing with the major content areas in psychology. Topics may include heredity and environment, emotions and motivation, perception, learning, personality, and intelligence. This course may be taken to meet Smith College requirements and as an elective by non-psychology majors. It is required for psychology majors.

## PSYC 2181 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

## PSYC 2301 Introductory Statistics for the Behavioral Sciences

Prerequisite: MATH 1305, 1313 or equivalent

The course provides an introduction to descriptive and inferential statistics, correlation, probability, and regression-with applications in behavioral sciences. (Offered also as SOCI 2301.)

## PSYC 2311 Schools and Learning

A study of philosophical, cultural, and psychological constructs as well as ethical principles which influence education, Schooling, and learning. Observation and experience in Schools is combined with intensive analyses and applications of principles from philosophy, sociology, psychology, and ethics (as they apply to education and Schooling). This course does not count toward a psychology major. (Offered also as EDUC 2311 and SOCI 2311.)

## PSYC 2325 Dating and Intimate Relationships

This is an introductory course understanding close relationships. It will cover the research on relationships from dating through family formation. This course will survey the scientific research about how people are attracted to each other and the processes of establishing and maintaining a dating relationship. The effects of cohabiting will be examined and its relationship on children. How this intimacy develops into a health marital relationship and how the stresses of marriage can threaten this intimacy is covered. The causes of divorce and the special challenges of single-parenting and intimacy are addressed.

## PSYC 2330 Human Sexuality

Prerequisite: None

This is an introductory course about human sexuality. It will survey a variety of topics from biological to psychological to social aspects of human sexuality. This course will provide a scientific understanding of the historical, biological, psychological and social/cultural influences on human sexuality and its expression. Information about human sexuality across the lifespan will be included. This course provides information about sexual identity, orientation, and how changing sexual attitudes are influencing the culture. This course also provides information about the prevention and treatment of sexually transmitted infections. Information about the biological and psychological causes of sexual dysfunction and their treatments will also be covered.

## PSYC 2340 Health Psychology

Prerequisite: None

Health Psychology is an introductory course dealing with the major content areas of health psychology. Topics include: an overview of the field of health psychology, major body systems, important theoretical models for explaining, promoting, and changing health behaviors, and moderators for stress and coping. The psychosocial aspects of pain, coronary heart disease, hypertension, stroke, diabetes, and other chronic

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health conditions will also be introduced. (Offered also as KINE 2340)

#### PSYC 2364 Abnormal Psychology

Prerequisite: PSYC 1313

A study of normal and abnormal psychological functioning, psychological disorders, behavioral disorders, psychosomatic illnesses, and substance abuses. May be taken by non-psychology majors as an elective. Recommended for majors in nursing, education, and areas which deal with problems of persons.

#### PSYC 2381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

#### PSYC 3303 Research Methods

Prerequisites: PSYC 2301 and WRIT 2306 or 3304 or permission of instructor

This is an applied research course for psychology majors. Students are introduced to research design and methods for behavioral sciences to include experiments and correlational studies. Applied projects include using library databases, reading and critically reviewing current empirical literature, proposing original research, writing hypotheses, and discerning appropriate data analyses and statistics. (Offered also as SOCI 3303.)

#### PSYC 3305 Psychology of Personality

Prerequisites: PSYC 1313

This course reviews the major theories of personality as they relate to explanations of human behavior, mental processes, and development. Issues of formal theory development and evaluation of formal theories are addressed. May be used as an advanced elective by psychology majors.

#### PSYC 3313 Human Growth and Development

Prerequisite: PSYC 1313

An upper level psychology elective, this course is designed to emphasize the continuity of human development throughout the life span. The interrelationships among physical, cognitive and psychosocial development will be emphasized.

#### PSYC 3343 Experimental Psychology

Prerequisites: PSYC 1313, 2301, and WRIT 2306 or 3304

This is an applied research course for psychology majors. Research design for experiments, co-relational studies and more complex research projects are studied. Actual projects are performed with formal project and laboratory reports filed for each such completed study. Quantitative methods and their applications are emphasized, including the use of descriptive, inferential and multivariate statistics.

#### PSYC 3410 Experimental Psychology

Prerequisite: PSYC 1313, PSYC 2301 or SOCI 2301

Experimental psychology is an applied research course for psychology majors. Basic research methods and terminology will be presented and practiced in the classroom and these principles then applied in a computer lab. Research design for experiments, correlational studies, and more complex research projects will be critically reviewed. Students will be expected to participate in the early stages of designing a quantitative research study to include a critical review of the literature, formulating testable hypotheses, choosing an appropriate research design and outlining the methods and analyses. Applied statistical analyses will be reviewed and then practiced with SPSS software in the lab.

### PSYC 4181 Special Topics

A service course designed to permit the offerings of topics of current interest. May also be used for individual study in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Advanced reading, testing, and projects involving research are included. Departmental approval required.

### PSYC 4281 Special Topics

A service course designed to permit the offerings of topics of current interest. May also be used for individual study in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Advanced reading, testing, and projects involving research are included. Departmental approval required.

### PSYC 4292 Senior Seminar in Experimental Psychology

Prerequisites: PSYC 2301, 3343, WRIT 2306 or 3304, and 15 hours in psychology

In this course the student designs an original research project, preparing a proposal which describes the problem, the hypotheses, the review of literature, techniques to be used, and other components normally found in research proposals. See Note 9 under Undergraduate Degree Requirements.

### PSYC 4295 Senior Seminar in Experimental Psychology

Prerequisite: PSYC 4292

The student conducts an approved research project and prepares a report which includes findings and conclusions. See Note 9 under Undergraduate Degree Requirements.

### PSYC 4310 History and Theoretical Systems in Psychology

Prerequisites: PSYC 1313 and at least 64 credit hrs

This course surveys current systems of thought in psychology and reviews the major philosophical and historical underpinnings of the discipline. Relevant material from scientific research, including the biological and physical sciences, will be included.

### PSYC 4316 Child Psychopathology

Prerequisites: PSYC 1313, WRIT 2306 or 3304 or permission of instructor

This course will focus on major forms of atypical development in childhood and adolescence. Course material will include disorders of behavior, disorders of emotion, developmental and learning problems, and problems related to mental health. Child and adolescent disorders will be discussed in terms of defining characteristics, associated features, possible causes, theoretical formulations, research evidence, and current approaches to intervention and prevention. The possible developmental course of each disorder will be presented to show how biological, psychological and socio-cultural factors interact with the child's environment to determine the expression of atypical development. (Offered also as PSYC 5316.)

### PSYC 4322, Cognitive Psychology

Prerequisites: PSYC 1313; at least 64 credit hours, and any BIOL course

Cognitive psychology is the study of the mind, how we perceive the world, remember, reason, think, and learn. This course will present an overview of cognitive psychology, its findings, theories, and approach. Topics covered will include pattern recognition, attention, memory, imagery, concepts and categorization, and problem solving.

### PSYC 4323 Theories of Counseling and Psychotherapy

Prerequisites: PSYC 1313, WRIT 2306 or 3304, or permission of the instructor

Comprehensive and intensive study of major theoretical orientations in counseling and psychotherapy, stressing implications for research and practice. Includes experiences in micro-counseling and other simulations to develop counseling skills. (Offered also as EPSY 5323 and PSYC 5323.)

#### PSYC 4326 Psychology of Dying, Bereavement, and Counseling

Prerequisite: WRIT 2306 or 3304 or permission of instructor

A course dealing with the process of dying and grief of the survivors. The psychological adjustments of the individual, family, and professional are examined. How to facilitate grief as well as therapeutic issues are discussed. (Offered also as PSYC 5326 and EPSY 5326.)

#### PSYC 4330 Psychology of Learning

Prerequisites: None

A course stressing the contributions of major learning theories to understanding behavior. Particular attention is paid to human learning and the applicability of learning theory to the educational process as well as to goal attainments. (Offered also as EDUC 4330, PSYC 5330, and EPSY 5330.)

#### PSYC 4332 Social Psychology

Prerequisites: At least 64 credit hrs

Contemporary approaches to social behavior are considered. Cultural influences, prejudice, persuasion, conformity, attribution theories, and social cognitions are some of the topics addressed. (Offered also as PSYC 5332 and SOCI 4332.)

#### PSYC 4333 MEASUREMENT AND EVALUATION

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

#### PSYC 4334 Psychology of Religion

Prerequisite: CHRI 1313, 1323 and at least 64 credit hrs

The insights of psychology as a science are used to inspect and evaluate the religious dimensions of life. How religion effects religious development, health, experience, and relationships in the church, family, and marriage will be covered. (Offered also as CHRI 4334 and PSYC 5334.)

#### PSYC 4353 Physiological Psychology

Prerequisites: PSYC 1313; BIOL 1404 or 2404 or 2475 or 2414; and WRIT 2306 or 3304

A study of the physiological bases of behavior, with emphasis on learning the relationships between the functioning of the brain and nervous system with observable behavior. Neurodevelopment, the effects of drugs, and the biological basis of psychopathology will be some of the topics covered.

#### PSYC 4360, Cultural Psychology

Prerequisites: PSYC 1313 and at least 64 credit hours

The course will introduce counseling relationships and processes. Included in the study are theories of multicultural counseling, dimensions of worldviews, racial/cultural identity development, counseling ethnic minorities, bicultural/biracial minorities, women, and sexual minorities. The main focus of the course will be gaining practical knowledge and skills necessary to work effectively with ethnically and culturally diverse clients in North America.

#### PSYC 4381 Special Topics

A service course designed to permit the offerings of topics of current interest. May also be used for individual study in which a minimum of 30 clock hours of directed study is required for each semester

hour of credit. Advanced reading, testing, and projects involving research are included. Departmental approval required.

#### PSYC 4390 Psychology Capstone Course

Prerequisite: PSYC 3410, Senior standing

This course is the culminating experience for the psychology major. Students will incorporate the essential core concepts of psychology into one of two domains. Domain I will focus on an in-depth original research project written according to American Psychological Association guidelines. Domain II will focus on an internship at an approved site.

#### PSYC 5181 Special Topics

A service course designed to permit the offerings of topics of current interest. May also be used for individual study in which a minimum of thirty (30) clock hours of directed study is required for each semester hour of credit. Advanced reading, testing, and projects involving research are included. Permission of instructor required.

#### PSYC 5281 Special Topics

A service course designed to permit the offerings of topics of current interest. May also be used for individual study in which a minimum of thirty (30) clock hours of directed study is required for each semester hour of credit. Advanced reading, testing, and projects involving research are included. Permission of instructor required.

#### PSYC 5300 General Psychology

An introductory course dealing with the major content areas in psychology. Topics may include heredity and environment, emotions and motivation, perception, learning, personality, and intelligence. An examination of how introductory principles are applied in licensure programs is addressed. This course is taken by students fulfilling the leveling requirement for a master's degree in psychology or counseling.

#### PSYC 5301 Introductory Statistics for the Behavioral Sciences

This provides an intermediate level introduction to descriptive and inferential statistics, correlation, probability, and regression with applications in behavioral sciences. This course is taken by students fulfilling the leveling requirement for a Master's degree in psychology or counseling.

#### PSYC 5302 Abnormal Psychology

A study of normal and abnormal psychological functioning, psychological disorders, psychosomatic illnesses, and substance abuses. May be taken by non-psychology majors as an elective. This course is taken by students fulfilling the leveling requirement for a Master's degree in psychology or counseling.

#### PSYC 5310 Ethical and Professional Issues in Psychology and Counseling

A seminar format will provide the student with opportunities to study ethical standards and applications in psychology.

#### PSYC 5312 Marriage, Couple, and Family Counseling Theories

This course is an introduction to the field of couples and family therapy. It will feature theory and practice in the treatment of dyadic relationships, marriages, and families (including families with children). Students will develop an understanding of the prominent theories, including emphasis on systems theories that form the basis of relevant therapy approaches, and will develop basic skills in utilizing therapeutic interventions with couples and families.

#### PSYC 5313 Methods and Techniques in Counseling

This course will introduce the student to those active listening skills which communicate the qualities of empathy, genuineness and unconditional positive regard. The course will include role-playing and videotaped exercises. Other selected interventions will be included.

#### PSYC 5314 Methods and Techniques in Christian Counseling

This course is designed to introduce graduate students to basic techniques, methods, and theories behind the practice of Christian counseling and to integrate established psychotherapeutic techniques into the practice Christian counseling.

#### PSYC 5315 Christian Integration Seminar I

The purpose of this course is to help the student begin a path to effectively integrate their Christian faith with psychology and counseling. Theological backgrounds of counseling, major theories of Christian integration with counseling and the role of the Christian counselor in society will be examined. The student will formulate their own Christian integration perspective based on activities and readings in the course. This course is to be taken in the student's first year in the MACC program.

#### PSYC 5316 Child Psychopathology

This course will focus on major forms of atypical development in childhood and adolescence. Course material will include disorders of behavior, disorders of emotion, developmental and learning problems, and problems related to mental health. Child and adolescent disorders will be discussed in terms of defining characteristics, associated features, possible causes, theoretical formulations, research evidence, and current approaches to intervention and prevention. The possible developmental course of each disorder will be presented to show how biological, psychological and socio-cultural factors interact with the child's environment to determine the expression of atypical development. (Offered also as PSYC 4316.)

#### PSYC 5323 Theories of Counseling and Psychotherapy

Comprehensive and intensive study of major theoretical orientations in counseling and psychotherapy, stressing implications for research and practice. Includes experiences in micro-counseling and other simulations to develop counseling skills. (Offered also as PSYC 4323 and EPSY 5323.)

#### PSYC 5326 Psychology of Dying, Bereavement, and Counseling

A course dealing with the process of dying and grief of the survivors. The psychological adjustments of the individual, family, and professional are examined. How to facilitate grief as well as therapeutic issues are discussed. (Offered also as PSYC 4326, EPSY 5326.)

### PSYC 5330 Psychology of Learning

A course stressing the contributions of major learning theories to understanding behavior. Particular attention is paid to human learning and the applicability of learning theory to the educational process as well as to goal attainments. (Offered also as EDUC 4330, PSYC 4330, and EPSY 4330.)

### PSYC 5332 Social Psychology

Contemporary approaches to social behavior are considered. Cultural influences, prejudice, persuasion, conformity, attribution theories, and social cognitions are some of the topics addressed. (Offered also as PSYC 4332 and SOCI 4332.)

### PSYC 5334 Psychology of Religion

The insights of psychology as a science are used to inspect and evaluate the religious dimensions of life. How religion effects religious development, health, experience, and relationships in the church, family, and marriage will be covered. (Offered also as CHRI 4334 and PSYC 4334.)

### PSYC 5353 Physiological Psychology

A study of physiological bases of behavior with an emphasis on mental disorders, behaviors, and emotions.

### PSYC 5360, Cultural Psychology

This course is designed to strengthen diversity and multicultural awareness among counselors, and other mental health providers. The course will strengthen counseling relationships and processes. Included in the study are theories of multicultural counseling, dimensions of worldviews, racial/cultural identity development, counseling ethnic minorities, bicultural/biracial minorities, women, and sexual minorities. The main focus of the course will be on gaining practical knowledge and skills necessary to work effectively with ethnically and culturally diverse clients in North America.

### PSYC 5363 PRINCIPLES OF GUIDANCE

For course description and prerequisite(s) for this course, please [contact the Dean of the College of Education and Behavioral Sciences](#).

### PSYC 5381 Special Topics

A service course designed to permit the offerings of topics of current interest. May also be used for individual study in which a minimum of thirty (30) clock hours of directed study is required for each semester hour of credit. Advanced reading, testing, and projects involving research are included. Permission of instructor required.

### PSYC 6101 Licensed Specialist in School Psychology Internship

This course is designed for students who have completed the Masters of Arts in Psychology degree and the additional hours required for the LSSP. The internship experience is a minimum of 1200 contact hours, of which 600 must be in a public School supervised by an individual qualified in accordance with state requirements. A licensed psychologist must supervise the non-School experience. The student must complete the internship in less than two years and in no more than two sites. The student must have direct, systematic supervision with experiences that include assessment, intervention, behavior management, and consultation for children representing a range of ages, populations, and needs. This course meets on campus when the student is involved in an off-campus internship assignment.

### PSYC 6102 Licensed Specialist in School Psychology Internship

This course is designed for students who have completed the Masters of Arts in Psychology degree and the additional hours required for the LSSP. The internship experience is a minimum of 1200 contact hours, of which 600 must be in a public School supervised by an individual qualified in accordance with state requirements. A licensed psychologist must supervise the non-School experience. The student must complete the internship in less than two years and in no more than two sites. The student must have direct, systematic supervision with experiences that include assessment, intervention, behavior management, and consultation for children representing a range of ages, populations, and needs. This course meets on campus when the student is involved in an off-campus internship assignment.

#### PSYC 6103 Licensed Specialist in School Psychology Internship

This course is designed for students who have completed the Masters of Arts in Psychology degree and the additional hours required for the LSSP. The internship experience is a minimum of 1200 contact hours, of which 600 must be in a public School supervised by an individual qualified in accordance with state requirements. A licensed psychologist must supervise the non-School experience. The student must complete the internship in less than two years and in no more than two sites. The student must have direct, systematic supervision with experiences that include assessment, intervention, behavior management, and consultation for children representing a range of ages, populations, and needs. This course meets on campus when the student is involved in an off-campus internship assignment.

#### PSYC 6104 Licensed Specialist in School Psychology Internship

This course is designed for students who have completed the Masters of Arts in Psychology degree and the additional hours required for the LSSP. The internship experience is a minimum of 1200 contact hours, of which 600 must be in a public School supervised by an individual qualified in accordance with state requirements. A licensed psychologist must supervise the non-School experience. The student must complete the internship in less than two years and in no more than two sites. The student must have direct, systematic supervision with experiences that include assessment, intervention, behavior management, and consultation for children representing a range of ages, populations, and needs. This course meets on campus when the student is involved in an off-campus internship assignment.

#### PSYC 6105 Licensed Specialist in School Psychology Internship

This course is designed for students who have completed the Masters of Arts in Psychology degree and the additional hours required for the LSSP. The internship experience is a minimum of 1200 contact hours, of which 600 must be in a public School supervised by an individual qualified in accordance with state requirements. A licensed psychologist must supervise the non-School experience. The student must complete the internship in less than two years and in no more than two sites. The student must have direct, systematic supervision with experiences that include assessment, intervention, behavior management, and consultation for children representing a range of ages, populations, and needs. This course meets on campus when the student is involved in an off-campus internship assignment.

#### PSYC 6106 Licensed Specialist in School Psychology Internship

This course is designed for students who have completed the Masters of Arts in Psychology degree and the additional hours required for the LSSP. The internship experience is a minimum of 1200 contact hours, of which 600 must be in a public School supervised by an individual qualified in accordance with state requirements. A licensed psychologist must supervise the non-School experience. The student must complete the internship in less than two years and in no more than two sites. The student must have direct, systematic supervision with experiences that include assessment, intervention, behavior management, and consultation for children representing a range of ages, populations, and needs. This course meets on campus when the student is involved in an off-campus internship assignment.

### PSYC 6181 Special Topics

A service course designed to permit the offerings of topics of current interest. May also be used for individual study in which a minimum of thirty (30) clock hours of directed study is required for each semester hour of credit. Advanced reading, testing, and projects involving research are included. Permission of instructor required.

### PSYC 6191 Counseling Practicum

Supervised laboratory experiences in individual and group counseling with emphasis upon methods and techniques. Competence in counseling with varied types of human concerns is developed. All practicum students must be involved in counseling activities and must exhibit skills in evaluation as well. This course meets on campus when the student is involved in an off-campus practicum assignment.

### PSYC 6192 Counseling Practicum

Supervised laboratory experiences in individual and group counseling with emphasis upon methods and techniques. Competence in counseling with varied types of human concerns is developed. All practicum students must be involved in counseling activities and must exhibit skills in evaluation as well. This course meets on campus when the student is involved in an off-campus practicum assignment.

### PSYC 6193 Counseling Practicum

Supervised laboratory experiences in individual and group counseling with emphasis upon methods and techniques. Competence in counseling with varied types of human concerns is developed. All practicum students must be involved in counseling activities and must exhibit skills in evaluation as well. This course meets on campus when the student is involved in an off-campus practicum assignment.

### PSYC 6194 Counseling Practicum

Supervised laboratory experiences in individual and group counseling with emphasis upon methods and techniques. Competence in counseling with varied types of human concerns is developed. All practicum students must be involved in counseling activities and must exhibit skills in evaluation as well. This course meets on campus when the student is involved in an off-campus practicum assignment.

### PSYC 6199 Thesis Defense

PREREQ: PSYC 6324 and the successful completion of 30 hrs of course work in the MPA-General Program

This course is for students in the MAP-General program who have successfully completed the research project requirement for PSYC 6324. Students will select an advisory committee to prepare for formal manuscript preparation and the oral defense of the thesis.

### PSYC 6281 Special Topics

A service course designed to permit the offerings of topics of current interest. May also be used for individual study in which a minimum of thirty (30) clock hours of directed study is required for each semester hour of credit. Advanced reading, testing, and projects involving research are included. Permission of instructor required.

### PSYC 6301 Principles of Human Development

Intensive study and examination of literature and theory in developmental psychology as it relates to persons through the lifespan from infancy through adulthood. Social and personality development, intellectual development, language acquisition, and developmental expectations are emphasized. The unique concerns of the exceptional child are studied as well as in-depth, case-study skill development. (Offered also as EPSY 6301.)

### PSYC 6302 Measurement and Appraisal

Principles and techniques of psychological measurement are emphasized. Major instruments are surveyed, exclusive of projective measures and individual intellectual measures. The knowledge and skills covered can apply in a variety of settings; agencies, clinics, Schools, and businesses. Uses and critical evaluation of achievement, aptitude, interest, and non-projective personality tests are included, as are experiences in administering and scoring of tests, and ethical standards for uses of tests. (Offered also as EPSY 6302.)

### PSYC 6305 Individual Psychological Evaluation

Prerequisite: EPSY/PSYC 6302 or permission of instructor

Review of theory underlying individual ability tests; supervised practice in test administration, scoring, and interpretation. Skills in report preparation are addressed. The Wechsler scales are emphasized. (Offered also as EPSY 6305 and EDSP 6305.)

### PSYC 6306 Career Information and Career Counseling

Prerequisite: EPSY 6302 OR PSYC 6302

Methods and processes of collecting, organizing, evaluating, and interpreting educational, occupational, and personal-social information. Theories of career development are included as well as the counselor's role in career education. Career interest inventories and other measures are reviewed with reference to their utility in career counseling.

### PSYC 6308 Methods of Group Process

Prerequisite: PSYC 5323

This is a course in learning how to lead out-patient psychotherapy groups. Mock groups are conducted which allow students opportunities to practice group leadership. Feedback is provided by classmates and the professor. (Offered also as EPSY 6308.)

### PSYC 6310 Clinical Psychopathology

Prerequisite: 24 graduate semester hours in psychology or permission of instructor

A course that examines the etiology, symptoms, diagnosis, prognosis and therapeutic methods applicable to the major psychological disorders. Emphasis is placed on being able to differentiate one disorder from the other.

### PSYC 6311 Addictions and Compulsive Disorders

This course examines a variety of models for the etiology and treatment of addictions with an emphasis on the biopsychological perspective. Students are encouraged to integrate empirically based intervention into Christian counseling settings.

### PSYC 6315 Christian Integration Seminar II

Prerequisites: PSYC 5315 and at least 21 hours completed since taking PSYC 5315 or permission of the instructor

This course is an advanced survey course in the field of Christian Counseling. Students will learn how to apply the prominent theories that form the basis of Christian Counseling and develop a working knowledge of the special ethical and cultural considerations unique to the Christian counselor.

### PSYC 6320 Research Techniques and Procedures

A study of a spectrum of research methods related to psychological and educational research. The course is designed to develop research knowledge and skills. Included are theory, techniques, designs, evaluation of research, and integration of findings into professional decision-making. (Offered also as EDUC 6320 and EDAD 6310.)

### PSYC 6324 Research Seminar

Prerequisite: PSYC 6320

The student conducts an approved research project and prepares a report of findings of sufficient quality to be submitted for professional publication.

### PSYC 6343 Personality Assessment

Prerequisites: PSYC/EPSY 6302, PSYC/EPSY 6305, and PSYC 6310 or permission of instructor

This course is an introduction to projective and objective psychological testing techniques used in the evaluation of people exhibiting mental, emotional, and/or behavioral disturbances. Report writing skills are addressed.

### PSYC 6381 Special Topics

A service course designed to permit the offerings of topics of current interest. May also be used for individual study in which a minimum of thirty (30) clock hours of directed study is required for each semester hour of credit. Advanced reading, testing, and projects involving research are included.

Permission of instructor required.

# Sociology (SOCI) Course Descriptions

## SOCI 1313 Principles of Sociology

A study of the nature of social relations, social institutions, and social processes, and of the products of these relationships. The nature of culture, communications, socialization, mobility, social control and other sociological concepts are considered. It is strongly recommended that this course be taken prior to all other sociology courses.

## SOCI 2301 Introductory Statistics for the Behavioral Sciences

Prerequisites: MATH 1305, 1313 or equivalent.

The course provides an introduction to descriptive and inferential statistics, correlation, probability, and regression-with applications in behavioral sciences. (Offered also as PSYC 2301.)

## SOCI 3320 Social Change

Prerequisites: SOCI 1313; WRIT 2306 or 3304

This course critically examines the most contemporary social issues related to the practice of medicine, educational reform, and social structures such as mass media, religion, and the political process within a framework of historical change. This course is designed to develop an awareness, appreciation and critical evaluation of cultural transformations influencing the social world.

## SOCI 3323 History of Sociological Thought

A study of the development of social thought, including a critical analysis of theories of leading social thinkers.

## SOCI 3327 Criminology

Prerequisites: WRIT 2306 or 3304

This course critically examines contemporary social issues related to social norms, norm violations, and social sanctions. Specifically the content of the course will address crime and violence, juvenile delinquency, and the criminal justice system.

## SOCI 3374 Urban Sociology

Prerequisites: None

A social systems approach to the analysis of the emerging problems of urban-suburban areas, with special consideration of the development of alternative solutions for these problems and strategies of intervention.

## SOCI 3393 Sociology of Childhood and Adolescence

Prerequisite: WRIT 2306 or 3304

Analysis of social class, ethnic influences and sex-role socialization on childhood and adolescence; the socializing agents in these age groups will be examined.

## SOCI 4181 Special Topics

A service course designed to permit the offering of topics of current interest. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and demand. Permission of department required.

#### SOCI 4281 Special Topics

A service course designed to permit the offering of topics of current interest. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and demand. Permission of department required.

#### SOCI 4332 Social Psychology

Prerequisites: SOCI 1313

Contemporary approaches to social behavior are considered. Language development, cultural influences, prejudice, persuasion, conformity, and attraction are some of the topics addressed. (Offered also as PSYC 4332 and PSYC 5332.)

#### SOCI 4373 The American Family

Prerequisite: None

An in-depth examination of current research related to the family as a dynamic component of American culture. Recent trends reflected in research data will be carefully examined within the context of sociological theory. Selected concepts and theories of the institutions of marriage and the family and factors and forces of society which impact on self-understanding, relationships, human development, life cycles, mate selection, alternative life styles, feminine and masculine roles, marital adjustments, parenting, and family crises will be addressed.

#### SOCI 4381 Special Topics

A service course designed to permit the offering of topics of current interest. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and demand. Permission of department required.

# Spanish (SPAN) Course Descriptions

## SPAN 1314 Elementary Spanish I

Focus is on achieving beginning proficiency in Spanish, developing the skills of listening, speaking, reading, writing, viewing, and showing in the interpersonal, interpretive and presentational modes. Students learn to use and understand the language necessary for expressing basic needs, wants, and courtesies. Vocabulary and structures for meeting immediate survival needs are practiced. Students begin to gain insights into Hispanic cultural values and patterns of daily life. Not open to students with more than two years of high school Spanish or with proficiency level above Novice.

## SPAN 1324 Elementary Spanish II

Prerequisite: SPAN 1314 or permission of the instructor

The focus of this course is on elementary proficiency in Spanish, continuing to develop the skills of listening, speaking, reading, writing, viewing, and showing in the interpersonal, interpretive and presentational modes. Students learn to use and understand the language necessary for expressing basic needs, wants, and courtesies. Vocabulary and structures for meeting immediate survival needs are practiced. Students begin to gain insights into Hispanic cultural values and patterns of daily life.

## SPAN 2314 Intermediate Spanish I

Prerequisites: SPAN 1324 or permission of the instructor.

The focus of this course is on intermediate proficiency in Spanish using the skills of listening, speaking, reading, writing, viewing, and showing in the interpersonal, interpretive and presentational modes. Students ask and answer questions on everyday topics, initiate and respond to simple statements, and maintain basic conversations. Students learn to comprehend utterances in areas of immediate need and in situations where context aids understanding. Students gain insights into culture and civilization through interactive activities and through discussions and readings in the language.

## SPAN 2324 Intermediate Spanish II

Prerequisites: SPAN 2314 or permission of the instructor.

The focus of this course is on advanced proficiency in Spanish using the skills of listening, speaking, reading, writing, viewing, and showing in the interpersonal, interpretive and presentational modes. Students ask and answer questions on everyday topics, initiate and respond to simple statements, and maintain basic conversations. Students learn to comprehend utterances in areas of immediate need and in situations where context aids understanding. Students gain insights into culture and civilization through interactive activities and through discussions and readings in the language.

## SPAN 3305 Individualized Spanish Proficiency

Prerequisites: SPAN 1314 and 1324.

Focus is on increasing proficiency in Spanish using the skills of listening, speaking, reading, writing, viewing, and showing in the interpersonal, interpretive and presentational modes and on acquiring a more comprehensive knowledge and understanding of the cultures of the Spanish speaking world. Students develop individual language proficiencies while using Spanish to complete a series of projects where they make connections with other subject areas and participate in Spanish speaking communities. Not open to students with proficiency above Intermediate.

### SPAN 3306 Individualized Spanish Proficiency

Prerequisites: SPAN 1314 and 1324.

Focus is on increasing proficiency in Spanish using the skills of listening, speaking, reading, writing, viewing, and showing in the interpersonal, interpretive and presentational modes and on acquiring a more comprehensive knowledge and understanding of the cultures of the Spanish speaking world. Students develop individual language proficiencies while using Spanish to complete a series of projects where they make connections with other subject areas and participate in Spanish speaking communities. Not open to students with proficiency above Intermediate.

### SPAN 3307 Individualized Spanish Proficiency

Prerequisites: SPAN 1314 and 1324.

Focus is on increasing proficiency in Spanish using the skills of listening, speaking, reading, writing, viewing, and showing in the interpersonal, interpretive and presentational modes and on acquiring a more comprehensive knowledge and understanding of the cultures of the Spanish speaking world. Students develop individual language proficiencies while using Spanish to complete a series of projects where they make connections with other subject areas and participate in Spanish speaking communities. Not open to students with proficiency above Intermediate.

### SPAN 3308 Business Spanish

Prerequisites: SPAN 1314, 1324, 2314, and 2324 or the equivalent (an intermediate knowledge of written and spoken Spanish).

Students develop the communication skills needed to succeed in a business environment where Spanish is spoken by studying the various forms of business communications, including Spanish-language business publications, letters, memos, reports, and resumes. They practice the interpersonal skills of negotiating, persuading, defending, and hypothesizing. They study the effects of culture and experience on perception. They increase their knowledge about the countries where Spanish is spoken.

### SPAN 3314 Advanced Grammar

Prerequisites: SPAN 2314 and 2324 or the equivalent.

Focus is on increasing proficiency in Spanish using the skills of listening, speaking, reading, writing, viewing, and showing in the interpersonal, interpretive and presentational modes and on increasing knowledge of the cultures of Spain and the Spanish speaking world. Topics which may be included are literature, the arts, history, and work and leisure activities. Students review the grammar of Spanish as needed to increase proficiency.

### SPAN 3321 Special Topics

Special topics are determined by interested students with the approval of the Department Chair. Spanish-language literature in the United States, the contemporary Latin American short story and Spanish Golden Age comedia are examples of possible areas of interest.

### SPAN 3324 Introduction to Hispanic Literature

Prerequisites: SPAN 2314 and 2324 or the equivalent.

Focus is on increasing proficiency in Spanish using the skills of listening, speaking, reading, writing, viewing, and showing in the interpersonal, interpretive and presentational modes and on developing cultural knowledge. Students increase their expertise in the analysis and interpretation of the literature of Spain and the Spanish speaking world.

### SPAN 3335 Spanish Writing Workshop

This course provides students with strategies to write fluently in Spanish. Techniques emphasize the steps of the writing process. Students use self-editing and peer collaboration to produce a portfolio of their work. (Offered also as EDBI 3335.)

### SPAN 3345 Peninsular Literature

Discussions, readings, and writing practices center on major historical periods and canonical authors from Spain, with a deep view toward preparation for the Spanish majors and minors. The course may include readings from classical texts such as Cervantes's *Don Quixote* and the selected poetry of Gustavo Adolfo Becker.

### SPAN 3346 Latin-American Literature

This course centers on the deep analysis of masterpieces of the literature of Latin America. The course may include selected texts from Nobel Prize literature laureats Gabriel Garcia Marquez, Mario Vargas Llosa and Pablo Neruda among other authors. The learning activities will highlight the significance of the Latin-American literary movement and the ongoing influence of these authors.

### SPAN 3347 The Art of Translation

The art of Translation is centered on discussions of the history and theory of literary translation and other written text; provides the student with the specific vocabulary and cultural insight to effectively interpret the message intended in translating Spanish/English or English/Spanish. Emphasis is on the practice of translating and the acquisition of specialized knowledge in translation.

### SPAN 3348, Medical Spanish I: Communication and Culture

Prerequisite: SPAN 2324 or equivalent

This course is designed to provide the student with the specific vocabulary, structure, and cultural awareness to effectively communicate with the growing Spanish-speaking patients in an international medical setting. The knowledge and skills developed in this course will benefit future health care majors and minors by preparing them to adequately convey, produce, evaluate and mediate oral and written health messages in Spanish.

### SPAN 3350 Spanish for Health Care Professionals

Prerequisite: None

This online course is a focused Spanish language and culture course designed to enhance effective communication between patients and their healthcare professional as related to their daily activities. The course emphasizes vocabulary with a focus on the healthcare environment. The course will highlight building the patient-practitioner relationship, understanding patient's symptoms, taking medical history, giving vital instructions, collecting medical information, etc. Oral proficiency is the primary goal of this course. There is no prerequisite knowledge of Spanish required for this class. This class does not count towards the SPAN major or minor. Students pursuing a SPAN major or minor should take SPAN 3348, *Medical Spanish I*.

### SPAN 3360 Spain in the Americas

Prerequisite: SPAN 3314 or 3324.

This course presents historical and cultural information about the three dominant cultures in South America at the time of the first encounter with Spain—the Mayas, Aztecs, and Incas—and the events and perspectives of that initial encounter between two worlds, as recorded by eyewitnesses. Course is taught in Spanish.

### SPAN 3365 Don Quixote

This course will cover the classic and first contemporary novel of the Spanish language, *Don Quixote*, by Miguel de Cervantes Saavedra. The course will facilitate the literary analysis and close reading of *Don Quixote*, selected plays and exemplary novels written by Cervantes. The course will highlight the relevance of *Don Quixote* and the artistic and cultural impact that *Don Quixote* continues to have in modern times.

### SPAN 3370 Hispanic Literature

Prerequisites: ENGL 1313 and 1323.

The study of major periods and masterworks of Hispanic literature, read and discussed in English. Introduces literary/cultural figures of medieval and early modern Spain (*El Cid*, *Don Quixote*, *Don Juan*); and includes major 20th-century writers, as well as literary movements that were propagated from Latin America to the rest of the literary world (e.g., magical realism). The course may be used to fulfill Smith College humanities/literature requirements but not to fulfill requirements for the Spanish/English major. (Offered also as ENGL 3370.)

### SPAN 3372, Spanish Film Studies

Prerequisites: SPAN 1314, 1324, 2314, and 2324, or the equivalent (an intermediate knowledge of written and spoken Spanish).

Students view important films in Spanish from one or more major periods and Spanish speaking countries, study the role of the movie directors and actors, consider how the multi-media aspects of film affects them as viewers, and study the films as a record of cultural values and cultural change. Further development of language proficiency in understanding, speaking, reading, and writing is emphasized. Theme or topic may vary as determined by instructor and student interest.

### SPAN 3374, Hispanic Popular Music

Students study the text of lyrics to important Hispanic popular music. They analyze the structure and various levels of meaning and learn to recognize the literary complexity. Students are introduced to the music that accompanies the lyrics. Vocabulary acquisition is emphasized. Class discussions and all written work will be in Spanish. At the end of the semester the students will be able to comprehend and appreciate the Spanish language in lyrics and have knowledge of the major musical trends and cultural traditions in Latin-American countries.

### SPAN 3376, Hispanic Women Writers

Students study significant literature by women writers in the form of narrative and poetry and explore the issues facing contemporary women. Discussions, readings, and writing practice center on major historical periods and authors, with a view toward preparation for the Spanish majors. Further development of language proficiency in understanding, speaking, reading, and writing is emphasized.

#### SPAN 3378 Hispanic Fantastic Literature

Prerequisites: SPAN 1314, 1324, 2314, 2324, 3314, 3324, or the equivalent.

Discussions, readings and writing practices center on masterpieces of the narrative of fantastic literature from Spain and Latin America. Students explore the emergence of magical realism in Latin America and the use of fantastic and supernatural elements. They also study the history, politics and culture of Hispanic countries to analyze the use of the fantastic elements in the text and compare societal conflicts of the present with those expressed in the readings. Further development of language proficiency in understanding, speaking, reading and writing is emphasized.

#### SPAN 3380 Contemporary Drama

Prerequisites: Spanish 1314, 1324, 2314, 2324, 3314, 3324 or the equivalent.

This course focuses on masterpieces of twentieth century dramatic texts from Spain and Latin American. The students dramatize the texts in class and interchange characters to do readings in a role-playing format. Deep literary analysis is an integral part of the course. Students learn to interpret the dramatic texts and understand the culture, history and politics of the time. The students compare societal conflicts embedded in the dramatic text with modern day troubles. The students will be exposed to audio and video of live theater performances. At the end of the class the students give a live theater performance of one of the plays.

#### SPAN 4305 Masterworks of Hispanic Literature and Culture

Discussions, readings, and writing practices center on major historical periods and authors, with a view toward preparation for the Senior Seminars. Further development of language proficiency in understanding, speaking, reading, and writing is emphasized. Theme or topic may vary as determined by instructor and student interest. Don Quixote or Latin American short story are examples of possible topics.

#### SPAN 4306 Masterworks of Hispanic Literature and Culture

Discussions, readings, and writing practices center on major historical periods and authors, with a view toward preparation for the Senior Seminars. Further development of language proficiency in understanding, speaking, reading, and writing is emphasized. Theme or topic may vary as determined by instructor and student interest. Don Quixote or Latin American short story are examples of possible topics.

#### SPAN 4307 Masterworks of Hispanic Literature and Culture

Discussions, readings, and writing practices center on major historical periods and authors, with a view toward preparation for the Senior Seminars. Further development of language proficiency in understanding, speaking, reading, and writing is emphasized. Theme or topic may vary as determined by instructor and student interest. Don Quixote or Latin American short story are examples of possible topics.

#### SPAN 4324 Contemporary Spanish-American Literature

A study of the selected works of the foremost contemporary Spanish-American writers.

#### SPAN 4343 Hispanic Cultural Perspectives

A study of the major cultural aspects of Spanish speaking countries, with a special emphasis on literature, art, history, geography and cultural patterns. Not open to students with language proficiency below Intermediate High. (Offered also as EDBI 4343, 4344.)

#### SPAN 4344 Hispanic Cultural Perspectives

A study of the major cultural aspects of Spanish speaking countries, with a special emphasis on literature, art, history, geography and cultural patterns. Not open to students with language proficiency below Intermediate High. (Offered also as EDBI 4343, 4344.)

#### SPAN 4385 Work Internship in Spanish

Prerequisites: SPAN 3314 or the equivalent.

Students use their oral and written proficiency in a supervised setting in (a) business or consulates, (b) health care, or (c) education or church work. To be eligible, students must be classified as a junior or senior, must be working towards a major in Spanish at Houston Baptist University, and must have at least a 3.0 QPA in Spanish. Interested students must take an oral proficiency test with a member of the Spanish faculty and receive a score of Intermediate High or higher. Students must also submit an application to the Intern Selection Committee at least one quarter in advance of the scheduled internship. If accepted by the committee, the applicant must also be interviewed and accepted by the supervisor in the internship setting.

#### SPAN 4386 Work Internship in Spanish

Prerequisites: SPAN 3314 or the equivalent.

Students use their oral and written proficiency in a supervised setting in (a) business or consulates, (b) health care, or (c) education or church work. To be eligible, students must be classified as a junior or senior, must be working towards a major in Spanish at Houston Baptist University, and must have at least a 3.0 QPA in Spanish. Interested students must take an oral proficiency test with a member of the Spanish faculty and receive a score of Intermediate High or higher. Students must also submit an application to the Intern Selection Committee at least one quarter in advance of the scheduled internship. If accepted by the committee, the applicant must also be interviewed and accepted by the supervisor in the internship setting.

#### SPAN 4387 Work Internship in Spanish

Prerequisites: SPAN 3314 or the equivalent.

Students use their oral and written proficiency in a supervised setting in (a) business or consulates, (b) health care, or (c) education or church work. To be eligible, students must be classified as a junior or senior, must be working towards a major in Spanish at Houston Baptist University, and must have at least a 3.0 QPA in Spanish. Interested students must take an oral proficiency test with a member of the Spanish faculty and receive a score of Intermediate High or higher. Students must also submit an application to the Intern Selection Committee at least one quarter in advance of the scheduled internship. If accepted by the committee, the applicant must also be interviewed and accepted by the supervisor in the internship setting.

# Theatre (THEA) Course Descriptions

## THEA 1100 Performance and Production

In this laboratory course, students participate in a significant HBU theater production as a performer or assist in some other major aspect of theater production (e.g., scenery, lighting, design, stage crew, or directing). After auditions and assignments, the class is composed of the students in the College-produced play. This course may be taken up to six times. This course will be pass/fail.

# Professional Writing (WRIT) Course Descriptions

## WRIT 3121, 3221, 3321 Special Topics

Prerequisites: ENGL 1313 and 1323.

Topics are determined by the needs and interests of students in the areas of advanced and specialized writing. They include topics not covered in creative or professional writing courses such as advanced creative writing, advanced rhetoric, advanced expository writing, advanced argumentative and persuasive writing, and writing for specific markets.

## WRIT 3121, 3221, 3321 Special Topics

Prerequisites: ENGL 1313 and 1323.

Topics are determined by the needs and interests of students in the areas of advanced and specialized writing. They include topics not covered in creative or professional writing courses such as advanced creative writing, advanced rhetoric, advanced expository writing, advanced argumentative and persuasive writing, and writing for specific markets.

## WRIT 3303 Elements of Professional Writing

Prerequisites: ENGL 1313, 1323.

This course offers students an overview of different types of writing and the role writing plays in the modern work place. Students evaluate examples of professional writing and selections from mass media, identify fallacious reasoning, use and recognize correct grammatical usage, write and revise a variety of papers. Each student compiles a portfolio representing his or her best work. Each student also interviews a person who writes on the job. NOTE: Students may select this course for credit towards the Professional Writing Specialization in Technical Writing or Rhetoric, and for elective credit towards the Professional Writing Specialization in Creative Writing.

## WRIT 3121, 3221, 3321 Special Topics

Prerequisites: ENGL 1320 and 1330.

Topics are determined by the needs and interests of students in the areas of advanced and specialized writing. They include topics not covered in creative or professional writing courses such as advanced creative writing, advanced rhetoric, advanced expository writing, advanced argumentative and persuasive writing, and writing for specific markets.

## WRIT 3334 Life Writing

Prerequisites: ENGL 1313 and 1323.

An introduction to the writing of personal history. Students read individual journals, autobiography and autobiographical fiction by a variety of authors from different time periods and of different nationalities, genders, and races. In their own expository writing students incorporate advanced techniques in the areas of description, narration, and analysis and compile a collection of their best works. Students may select this course for elective credit towards the Professional Writing Specialization in Creative Writing and in Rhetoric.

## WRIT 3345 Technical Writing

Prerequisites: ENGL 1313, 1323.

This course trains students to write effectively in the modern workplace. Students study audience analysis, document design, graphics and web design. They apply what they have learned by creating a variety of written documents, including email messages, memos, letter, resumes, and reports. Some group work is required as students need to practice collaborative writing and peer review. Students may select this course for credit towards the Professional Writing Specialization in Technical Writing and for elective

credit towards the Professional Writing Specialization in Creative Writing.

#### WRIT 3350, Creative Writing Non-Fiction

Prerequisites: ENGL 1313 and 1323.

This course explores non-fiction prose and its rhetorical elements. Students both read and write creative non-fiction, compiling a reading journal and a writing portfolio of their own essays.

#### WRIT 3354, Creative Writing - Poetry

Prerequisites: ENGL 1320 and 1330.

An introduction to poetry writing, accomplished through the study and analysis of reputable literary models, followed by production of original poems and discussion of those poems in a workshop format. Note: WRIT 3354 fulfills Smith College credit under Humanities and may be used for the Professional Writing Specialization.

#### WRIT 3355, Creative Writing - Fiction

Prerequisites: ENGL 1313 and 1323.

An introduction to fiction writing, accomplished through the study and analysis of reputable literary models, followed by production of original short stories and discussion of those stories in a workshop format. Note: WRIT 3355 fulfills Smith College credit under Humanities and may be used toward the Professional Writing Specialization.

#### WRIT 3356, Playwriting and Screenwriting

Prerequisites: ENGL 1320 and 1330

An introduction to writing for the stage and screen, accomplished through the study and analysis of appropriate models, followed by production of original works and discussion of those works in a workshop format. NOTE: WRIT 3356 fulfills Smith College credit under Humanities. Students may also select this course for credit toward the Professional Writing Specialization, the Writing Major, or the English Major.

#### WRIT 3381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

#### WRIT 3383 Advanced Grammar and Writing

Prerequisites: ENGL 1313 and 1323.

The course includes and overview of the history of the English language. It emphasizes descriptive grammar using sentence diagramming and analysis. The course includes the in-depth study of construction, forms, and usage of words, phrases, clauses, and sentences. Required for teacher certification in Language Arts grades 4-8 and 8-12.

#### WRIT 4101, 4201, 4301 Writing Internship

Prerequisites: ENGL 1313, 1323; at least 3 hours from WRIT 3303 or 3345; at least a 3.0 GPA in English, an application, and two letters of recommendation to the Intern Selection Committee at least one semester in advance.

Students who excel in English may also enroll at the discretion of the Director of the Writing Specialization Program. This course provides students the opportunity to apply the principles of effective and correct written and oral communication in a professional or academic environment. Students will design, write and edit various documents while working in an approved position on or off campus. Students must complete 40 hours per credit hour.

#### WRIT 4101, 4201, 4301 Writing Internship

Prerequisites: ENGL 1313, 1323; at least 3 hours from WRIT 3303 or 3345; a 3.0 GPA in English, an application, and two letters of recommendation to the Intern Selection Committee at least one semester in advance.

Students who excel in English may also enroll at the discretion of the Director of the Writing Specialization Program This course provides students the opportunity to apply the principles of effective and correct written and oral communication in a professional or academic environment. Students will design, write and edit various documents while working in an approved position on or off campus. Students must complete 40 hours per credit hour.

#### WRIT 4281 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

#### WRIT 4101, 4201, 4301 Writing Internship

Prerequisites: ENGL 1313, 1323; at least 3 hours from WRIT 3303 or 3345; at least a 3.0 GPA in English, an application, and two letters of recommendation to the Intern Selection Committee at least one semester in advance.

Students who excel in English may also enroll at the discretion of the Director of the Writing Specialization Program This course provides students the opportunity to apply the principles of effective and correct written and oral communication in a professional or academic environment. Students will design, write and edit various documents while working in an approved position on or off campus. Students must complete 40 hours per credit hour.

#### WRIT 4353, 4354, 4355, 4356, 4357, 4358 Advanced Creative Writing Workshop

Prerequisites: ENGL 1313 & ENGL 1323

These courses are designed for advanced students of creative writing and will stress individual instruction and work on creative manuscripts such as a collection of poems or short stories, a novel or full-length play, screenplays, and radio and television scripts. NOTE: WRIT 4353, 4354, 4355, 4356, 4357, and 4358 do not satisfy requirements for the English major.

#### WRIT 4353, 4354, 4355, 4356, 4357, 4358 Advanced Creative Writing Workshop

Prerequisites: ENGL 1313 & ENGL 1323

These courses are designed for advanced students of creative writing and will stress individual instruction and work on creative manuscripts such as a collection of poems or short stories, a novel or full-length play, screenplays, and radio and television scripts. NOTE: WRIT 4353, 4354, 4355, 4356, 4357, and 4358 do not satisfy requirements for the English major.

#### WRIT 4353, 4354, 4355, 4356, 4357, 4358 Advanced Creative Writing Workshop

Prerequisites: ENGL 1313 & ENGL 1323

These courses are designed for advanced students of creative writing and will stress individual instruction and work on creative manuscripts such as a collection of poems or short stories, a novel or full-length play, screenplays, and radio and television scripts. NOTE: WRIT 4353, 4354, 4355, 4356, 4357, and 4358 do not satisfy requirements for the English major.

#### WRIT 4353, 4354, 4355, 4356, 4357, 4358 Advanced Creative Writing Workshop

Prerequisites: ENGL 1313 & ENGL 1323

These courses are designed for advanced students of creative writing and will stress individual instruction

and work on creative manuscripts such as a collection of poems or short stories, a novel or full-length play, screenplays, and radio and television scripts. NOTE: WRIT 4353, 4354, 4355, 4356, 4357, and 4358 do not satisfy requirements for the English major.

#### WRIT 4353, 4354, 4355, 4356, 4357, 4358 Advanced Creative Writing Workshop

Prerequisites: ENGL 1313 & ENGL 1323

These courses are designed for advanced students of creative writing and will stress individual instruction and work on creative manuscripts such as a collection of poems or short stories, a novel or full-length play, screenplays, and radio and television scripts. NOTE: WRIT 4353, 4354, 4355, 4356, 4357, and 4358 do not satisfy requirements for the English major.

#### WRIT 4358, Advanced Creative Writing Workshop

Prerequisites: ENGL 1313 and 1323

These courses are designed for advanced students of creative writing and will stress individual instruction and work on creative manuscripts such as a collection of poems or short stories, a novel or full-length play, screenplays, and radio and television scripts. NOTE: WRIT 4358 does not satisfy requirements for the English major.

#### WRIT 4364 Advanced Poetry Writing

Prerequisite: WRIT 3354 or 3355, or permission of the instructor.

This advanced poetry writing course is designed to build upon the groundwork established in WRIT 3354. Class time is spent in the analysis of models - works from the tradition and more recent works in experimental veins - and intensive discussion of student poems. Students may select this course for credit toward the Professional Writing Specialization.

#### WRIT 4365 Advanced Fiction Writing

Prerequisites: ENGL 1313 and 1323.

This advanced fiction writing course is designed to build upon the groundwork established in WRIT 3355. Class time is spent in the analysis of models - works from the tradition and more recent work in experimental veins - and intensive discussion of student short stories or chapters from novels or novellas. Students may select this course for credit toward the Professional Writing Specialization.

#### WRIT 4370 Grant Writing

Prerequisites: ENGL 1313 and 1323.

This course examines the conventions for researching and writing grant proposals, specifically for educational and non-profit organizations.

#### WRIT 4373 The Critical Essay and Review Writing

PREREQS: ENGL 1320, 1330

An examination of the basic elements of the critical essay, the review essay, the review, and the short notice.

#### WRIT 4374, Rhetoric for Professional and Technical Writers

Prerequisites: ENGL 1313 and 1323

This course provides students with an overview of classical and modern rhetoric from ancient Greece to the 20th century, with an emphasis on written documents. Students will read excerpts from the writings of Plato, Aristotle, Cicero, Quintilian, Descartes, Locke, Hume, Kant, Bakhtin, Wittgenstein, Lyotard, and others. Students will also analyze professional and technical documents in light of classical and contemporary rhetorical theories. Students may select this course for credit towards the Professional Writing Specialization in Technical Writing or Rhetoric, and for elective credit towards the Professional Writing Specialization in Creative Writing.

#### WRIT 4376, Promotional and Persuasive Writing

Prerequisites: ENGL 1313 and 1323

This course provides students with an introduction to and an overview of persuasive and promotional writing. Students will read, analyze, and produce several types of persuasive and promotional documents in the following categories: proposal writing, political writing, non-profit/fundraising writing, religious writing, and sales/promotional writing. Students may select this course for credit towards the Professional Writing Specialization in Technical Writing or Rhetoric, and for elective credit towards the Professional Writing Specialization in Creative Writing.

#### WRIT 4381 SPECIAL TOPICS

For course description and prerequisite(s) for this course, please [contact the Dean of the School of Fine Arts](#).

#### WRIT 4391, Senior Seminar: Creative Writing in Poetry

Prerequisite: WRIT 3354 or permission of the instructor

This seminar is designed to build upon the groundwork established in WRIT 3354. Class time is spent in the analysis of model-works from the tradition and more recent works in experimental veins--and intensive discussion of student poems. Students also present and monitor their progress on the research project and share final results with the class.

#### WRIT 4392, Senior Seminar: Creative Writing in Fiction

Prerequisite: WRIT 3355 or permission of the instructor

This seminar is designed to build upon the groundwork established in WRIT 3355. Class time is spent in the analysis of models-works from the tradition and more recent works in experimental veins--and intensive discussion of student short stories or chapters from novels or novellas. Students also present and monitor their progress on the research project and share final results with the class.

# Deans of the Colleges & School

## **Boyleston, Matthew, PhD**

Dean, School of Fine Arts; Assistant Professor of English and Writing

- BA in English and Philosophy, Furman University
- MFA in Creative Writing, University of South Carolina
- PhD in Literature and Creative Writing, University of Houston

## **Green, Jeffrey, PhD**

Dean, School of Christian Thought; Assistant Professor of Philosophy

- BA in History and Philosophy, Southern Methodist University
- MA in Philosophy, University of Notre Dame
- PhD in Philosophy, University of Notre Dame

## **Hammons, Christopher, Ph.D.**

Dean, School of Humanities; Professor of Government

- BA in Government, University of Texas at Austin
- MA in Political Science, University of Houston
- PhD in Political Science, University of Houston

## **Hinze, Jodey, JD**

Dean, Smith College of Liberal Arts; Assistant Professor of Business

- Doctor of Jurisprudence, cum laude, University of Houston Law Center
- Master of Arts in Philosophical Theology, summa cum laude, Criswell College
- Bachelor of Arts, cum laude, Criswell College

## **Kuruvilla, Mohan, Ph.D.**

Dean, School of Business; Herman Brown Chair of Business & Economics; Associate Professor of Accounting

- MBA in Finance, University of Houston
- PhD in Accountancy, University of Houston
- Certified Public Accountant (CPA)
- Chartered Accountant (ACA)

**Schumann, Renae, PhD, RN**

Dean, School of Nursing and Allied Health; Associate Professor of Nursing

- BS in Nursing, The University of Texas Health Science Center at Houston School of Nursing
- MS in Nursing, The University of Texas Health Science Center at Houston School of Nursing
- PhD in Nursing Science, Texas Woman's University

**Simpson, Cynthia, PhD**

Dean, College of Education and Behavioral Sciences; Professor of Education

Dean, The Graduate School

- BS in Interdisciplinary Studies, Elementary Education, Texas State University
- MEd in Elementary Education, emphasis in Special Education and Diagnostics, Sam Houston State University
- PhD in Educational Human Resource Development, Texas A&M University

**Warren, Doris, PhD**

Dean; Professor of Chemistry

- BS in Chemistry, Baylor University
- MS in Chemistry, Baylor University
- PhD in Analytical Chemistry, University of Houston

# University Faculty Listing

## **Barksdale, W. Kevin, PhD**

Professor in Management; Director, Master of Science, Human Resources Management

- BBA, Georgia State University
- Ph.D., Georgia State University

## **Bell, Shonta, RN, MSN**

Assistant Professor of Nursing

- BSN, Union University
- MSN, Union University

## **Benitez-Gucciardi, Barbara, PhD**

Assistant Professor of Mathematics

- BA in Mathematics, University of Houston
- MS in Mathematics, University of Houston
- PhD in Mathematics, University of Houston

## **Bermejo, Encarna, PhD**

Assistant Professor of Spanish

- BA in Business Administration, National Louis University
- MA in Spanish Linguistics, University of Houston
- PhD in Applied Spanish Linguistics (in progress), University of Houston

## **Blackwell, Ben, PhD**

Interim Chair, Department of Theology; Director, Master of Arts in Theological Studies; Assistant Professor of Christianity

- PhD, New Testament and Historical Theology, Durham University (England)
- ThM, Historical Theology and Pastoral Ministries, Dallas Theological Seminary
- MBA, Henderson State University
- BA, Biblical Languages, Ouachita Baptist University
- BA, Accounting, Ouachita Baptist University

**Blado, Gardo, PhD**

Professor of Physics

- BS Physics, University of the Philippines
- MS Physics, Purdue University
- PhD in Physics, Purdue University

**Blair, Joseph, ThD**

Professor of Christianity

- BS, Louisiana Tech University
- BD, Theology, New Orleans Baptist Theological Seminary
- ThD in New Testament, New Orleans Baptist Theological Seminary

**Boyleston, Matthew, PhD**

Dean, School of Fine Arts; Assistant Professor of English and Writing

- BA in English and Philosophy, Furman University
- MFA in Creative Writing, University of South Carolina
- PhD in Literature and Creative Writing, University of Houston

**Brezger, Jennifer, MN, RN**

Assistant Professor of Nursing

- BSN - Duquesne University
- MN - University of Pittsburgh

**Brookins, Tim, PhD**

Assistant Professor of Classics

- B.S. in Communications, James Madison University
- M.Div. in Biblical Languages, Southeastern Baptist Theological Seminary
- Post-Bacc in Classics, University of North Carolina-Chapel Hill
- Ph.D. in Religion, minor in Classics, Baylor University

**Brooks, Jr., John R. (Rusty), DBA**

Associate Dean, Undergraduate Programs in Business; Professor of Marketing

- BBA in Advertising, Texas Technological College

- MBA in Marketing, Texas Tech University
- DBA in Marketing, Texas Tech University

**Brownlee, Avin, PhD**

Professor of Biology

- BS in Biology, West Texas State University
- MCS in Biology and Chemistry, University of Mississippi
- PhD in Biology, University of Mississippi

**Brupbacher, Linda, EdD**

Chair, Department of Curriculum and Instruction; Professor of Education

- BA in Elementary Education and Sociology, HBU
- MEd in Elementary Education, Stephen F. Austin University
- EdD in Curriculum and Instruction, The University of Houston

**Busby, James, MFA**

Associate Professor of Art; Artist-in-Residence

- BA in Art, Sam Houston State University
- MA in Art, New Mexico Highlands University

**Busiek, Kaye, EdD**

Assistant Professor of Education

- BA, Houston Baptist University
- MEd, Arizona State University
- EdD in Curriculum and Instruction, Northern Arizona University

**Bussell, Valerie, PhD**

Associate Professor of Psychology

- BS in Art Education, TX all level certification, University of Houston
- MA in Social Psychology, University of Houston
- PhD in Social Psychology, University of Houston

**Capes, David, PhD**

Professor of Christianity; Thomas Nelson Research Professor

- BA in Religion, Mercer University
- MDiv, Southwestern Baptist Theological Seminary
- PhD in New Testament, SWBTS

**Casebier, K. Diane, MLS**

Assistant Professor of Library Science

- BA in Communication, University of Texas at Arlington
- Masters of Library Science, University of North Texas-Denton

**Clardy, Ellen, PhD**

Assistant Professor of Economics

- BA in Economics, Trinity University
- MA in Economics, Rice University
- PhD in Economics, Rice University

**Claycomb, James, PhD**

Associate Professor of Physics

- BS in Physics University of Houston
- MS in Physics University of Houston
- PhD in Physics University of Houston

**Collins, Michael, MFA**

Chair, Department of Visual Arts; Artist-in-Residence; Director, Master of Fine Arts; Associate Professor of Art

- BFA in Art, University of Houston, 1978
- MFA in Art-Painting, Southern Methodist University, Dallas, TX. Recipient of the Meadow Scholarship and Teaching Assistantship. 1996-98.

**Cook, Susan, PhD**

Director, Health Profession Programs; Professor of Biology

- BS in Biology, University of Texas at Arlington
- PhD in Microbiology, Baylor College of Medicine
- Post-Doctoral Fellowship funded by the National Kidney Foundation, Baylor College of Medicine

**Cox, Donna, RN, MS**

Assistant Professor of Nursing

- Bachelor of Science in Nursing, McKendree College, Lebanon, Illinois
- Master of Science in Community Health Nursing, State University of New York at Binghamton
- Additional studies at Frontier School of Midwifery and Family Health and Case Western University

**Craig, William Lane, PhD, DTheol, DLitt**

Professor of Philosophy

- BA in Communications, Wheaton College
- MA in Philosophy of Religion, Trinity Evangelical Divinity School
- MA in Church History, Trinity Evangelical Divinity School
- PhD in Philosophy, University of Birmingham, England
- D. Theol, Universität München, Germany

**Crider, Bonita, MLS**

Assistant Professor of Library Science

- BA in Radio and Television, University of Houston
- MLS (Masters of Library Science), University of North Texas

**Dauids, Peter, PhD**

Visiting Professor of Christianity

- B.A. in Psychology, Wheaton College
- M.Div., Trinity Evangelical Divinity School
- Ph.D., University of Manchester

**Davis, David J., PhD**

Director of MLA; Assistant Professor of History

- BGS, University of Texas at Tyler
- MA, Cardiff University
- PhD, University of Exeter

**Delaquis, Esther, MFA**

Assistant Professor of Art

- BFA in Painting, Kwame Nkrumah University of Science and Technology, Ghana. West Africa
- MFA, Major in Painting, Minor in printmaking from Texas Tech University, Lubbock, Texas

**Dixon, Rosemary, RN, MSN**

Testing Coordinator

- BSN from University of the Incarnate Word in San Antonio, TX
- MSN (nursing education and administration) from University of Texas Health Science Center in Houston, TX

**Dominguez, Patricia, RN, MSN**

Assistant Professor of Nursing

- BS in Nursing, University of Texas, Houston
- MSN in Nursing, University of Texas, Houston

**Edwards, James, MFA**

Gallery Director-Curator, UAC; Artist/Curator-in-Residence; Associate Professor of Art

- BFA, MFA in Painting, San Francisco Art Institute, San Francisco, Ca.
- Rockefeller Fellowship in Museum Education and Community Studies, Fine Arts

**Elliott, Barbara, DLitt**

Assistant Professor of Liberal Studies

- PhD, Great Books Honors College, Faulkner University, in progress
- DLitt, Dominican School of Philosophy and Theology
- MA, Theology, University of St. Thomas
- BA, English Literature and Fine Arts, Ohio Wesleyan University

**Ellis, Stephanie, PhD**

Chair, Department of Educational Leadership and Counseling; Assistant Professor of Psychology

- Ph.D., Counseling Psychology; Louisiana Tech University
- M.A., Counseling and Guidance; Louisiana Tech University
- B.A., Psychology & Speech Communication; Texas A&M University

**Estrada, Miguel, PhD**

Chair, Department of English and Modern Languages; Associate Professor of Spanish

- BA in Secondary Education and Spanish, The University of Texas at El Paso
- MA in Spanish, The University of New Mexico
- MA in School Administration, Houston Baptist University
- PhD in Spanish American Literature, The University of New Mexico

**Fabre, Taiya, PhD**

Professor of Chemistry

- BS in Chemistry, Xavier University of Louisiana
- PhD in Chemistry, Louisiana State University

**Fance, Kristin, MLIS**

Associate Professor of Library Science

- BA in Plan II Honors Program and English, University of Texas at Austin
- Masters in Library and Information Science, University of Texas at Austin

**Flores-Mejorado, Dina, EdD**

Assistant Professor of Education

- B.A. in *Business Administration/Finance*, Texas A&I University
- M.A. in *Counseling*, Prairie View A&M University
- EdD in *Educational Leadership*, Sam Houston State University

**Fontenot, Charlotte, EdD**

Assistant Professor of Special Education

- BS in Education, Curriculum and Instruction; Elementary Self Contained and Elementary Math, Texas Southern University
- MEd in Generic Special Education, Texas Southern University
- MEd in Education Administration, Prairie View A & M University
- EdD in Educational Leadership, Sam Houston State University

**Frear, Sara, PhD**

Assistant Professor of History

- BA in East Asian Studies, Yale University, 1982
- MA in Early American History, Auburn University, 2007
- PhD in Early American History, Auburn University, 2007

**Furr, Rhonda, DMA**

Professor in Music

- BSEd in Music, Western Carolina University
- MMEd, Western Carolina University
- DMA, Southern Seminary, Louisville, KY

**Garbarino, Collin, PhD**

Assistant Professor of History

- PhD in History, Louisiana State University
- MA in History, Louisiana State University
- MDiv in Biblical and Theological Studies, The Southern Baptist Theological Seminary
- BA in History, Louisiana Tech University

**George, Jessie, CPA**

Assistant Professor of Accounting

- BBA in Accounting, Texas A&M University
- MS in Management Information Systems, Texas A&M University
- Certified Public Accountant (CPA)
- Certified Information Systems Auditor (CISA)

**Getz, Evan, PhD**

Assistant Professor of Literature

- BA in Philosophy, University of California, San Diego
- MA in Philosophy, Baylor University
- PhD in English, Baylor University

**Gilson, Suzanne, RN, MSN**

Assistant Professor of Nursing

- BSN, University of Central Oklahoma, May, 1996
- MSN, University of Houston-Victoria, May 2012

**Gordon, Bruce, PhD**

Associate Professor of History and Philosophy of Science

- Ph.D., History and Philosophy of Science (Physics), Northwestern University
- M.A.R., Systematic Theology and Apologetics, Westminster Theological Seminary
- M.A., Analytic Philosophy, University of Calgary
- B.Sc., Applied Mathematics, University of Calgary
- A.R.C.T., Piano Performance, Royal Conservatory of Music, University of Toronto

**Green, Jeffrey, PhD**

Dean, School of Christian Thought; Assistant Professor of Philosophy

- BA in History and Philosophy, Southern Methodist University
- MA in Philosophy, University of Notre Dame
- PhD in Philosophy, University of Notre Dame

**Halton, Charles, PhD**

Assistant Professor of Theology

- PhD, Bible and Ancient Near Eastern Studies with Emphasis in Cuneiform Studies, Hebrew Union College-Jewish Institute of Religion
- M.Phil, Hebrew and Cognate Studies, Hebrew Union College-Jewish Institute of Religion
- M.Div, Biblical and Theological Studies, Southern Seminary
- B.B.A., Marketing, Texas A&M University

**Hammons, Christopher, Ph.D.**

Dean, School of Humanities; Professor of Government

- BA in Government, University of Texas at Austin
- MA in Political Science, University of Houston
- PhD in Political Science, University of Houston

**Hartenburg, Gary, PhD**

Director of the Honors College; Assistant Professor of Philosophy

- PhD in Philosophy, University of California–Irvine
- MA in Philosophy, University of California–Irvine
- MA in Philosophy of Religion and Ethics, Biola University
- BA in Bible and Theology, Moody Bible Institute

**Hatchett, Randy, PhD**

Professor of Christianity

- BA in Religion and Philosophy, Dallas Baptist College, 1978.
- Masters of Div. at Southwestern Baptist Theological Seminary, 1982.
- PhD Philosophy of Religion at Southwestern Baptist Theological Seminary, May 1989.

**Hawley, Darby, PhD**

Assistant Professor of Psychology

- Ph.D., Development and Cognitive Neuroscience, University of Houston
- M.A., Development and Cognitive Neuroscience, University of Houston
- B.A. in Biopsychology, Randolph-Macon College

**Hayrapetyan, Levon, PhD**

Professor of Business

- BS in Applied Mathematics, Yerevan State University, Armenia
- MS in Applied Mathematics, Yerevan State University, Armenia
- PhD in Computer Science, Kiev State University, Ukraine.

**Hemati, Russell, PhD**

Chair, Department of Philosophy; Assistant Professor of Philosophy

- BA in Philosophy, Dallas Baptist University
- MA in Philosophy, Baylor University
- Ph.D in Philosophy, Baylor University

**Henderson, Curtis, PhD**

Associate Professor of Biology

- BS in Biology and Chemistry, Howard Payne University
- PhD in Biology, Texas Tech University

**Hinze, Jodey, JD**

Dean, Smith College of Liberal Arts; Assistant Professor of Business

- Doctor of Jurisprudence, cum laude, University of Houston Law Center
- Master of Arts in Philosophical Theology, summa cum laude, Criswell College
- Bachelor of Arts, cum laude, Criswell College

**Hopp, Rachel, PhD**

Professor of Biology; Academic SACSCOC Officer

- BS in Zoology, Miami University, Oxford, Ohio
- PhD in Cellular and Structural Biology, The University of Texas Health Science Center at San Antonio

**Horn, Jacqueline Peltier, PhD**

Chair, Department of Biology; Professor of Biology; Athletics Certification Officer

- AS in Sciences, Alvin Community College
- BS in Biochemistry, Texas A&M University, College Station, Texas
- PhD in Biomedical Sciences, University of Texas Graduate School of Biomedical Sciences

**Hughes, Eloise, EdD**

Professor of Education

- BSE in English, Speech Communications and Education, Abilene Christian University
- MEd in Curriculum and Instruction, Houston Baptist University
- EdD in Curriculum and Instruction, Teacher Education, University of Houston

**Jones, Steven L., PhD**

Chair, Department of Classics and Biblical Languages; Director, Master of Arts in Biblical Languages;  
Assistant Professor of Classics

- PhD in Classics, The University of Texas at Austin
- MA in Greek, Latin, and Classical Studies, Bryn Mawr College
- BA in Greek/Latin, Baylor University

**Joseph, Anthony, PhD**

Associate Professor of History

- BA in Plan II Honors Program, University of Texas at Austin
- PhD in History, Princeton University

**Kennedy, Tom, EdD**

Associate Professor of Psychology

- Ed.D. in Counseling, Texas Tech University
- M.R.E. in Counseling, Southwestern Baptist Theological Seminary
- M.Div. in Theology, Southwestern Baptist Theological Seminary

**Kramlich, Daniel L., DMA**

Professor of Music

- B.A. (Piano performance) Lebanon Valley College
- MM with distinction (Music Theory major, piano minor) Indiana University
- DMA (Composition major, Music Theory minor) University of Houston
- PhD course work completed (Music Theory major, Piano and Comp. minors) Indiana Univ.

**Kuruvilla, Mohan, Ph.D.**

Dean, School of Business; Herman Brown Chair of Business & Economics; Associate Professor of Accounting

- MBA in Finance, University of Houston
- PhD in Accountancy, University of Houston
- Certified Public Accountant (CPA)
- Chartered Accountant (ACA)

**Lewis, Sharon, EdD**

Associate Professor of Education

- BA in Education, Louisiana State University
- MS in C&I-Reading, Texas A & M
- EdD in C&I - Reading, University of Houston

**Lewis, Jr., Paul W., PhD**

Assistant Professor of Mathematics

- BS in Mathematics, University of Tennessee
- PhD in Mathematics, University of Tennessee

**Liang, Ernest, PhD**

Associate Professor of Finance; Director, Center for Christianity in Business

- MBA, Ph.D., The University of Chicago

**Licona, Mike, PhD**

Associate Professor of Theology

- M.A. in Religious Studies, Liberty University
- PhD. in New Testament Studies, University of Pretoria

**Llizo, Robert, PhD**

Associate Professor of History

**Llizo, Robert, PhD**

Associate Professor of History

- PhD, History (Medieval and Early Modern Studies), Claremont Graduate School
- MA, History (Medieval and Renaissance), California State University
- BA, History, Biola University

**Luketich, Sharon, RN, MSN, CNE**

Chair, Department of Undergraduate Nursing, Assistant Professor of Nursing

- BS in Nursing, University of Texas Medical Branch
- MS in Nursing, University of Texas at Tyler

**Markos, Louis, PhD**

Robert H. Ray Chair of Humanities; Scholar-in-Residence; Professor of English,

- BA in English and History from Colgate University (Hamilton, NY)
- MA and PhD in English from the University of Michigan (Ann Arbor, MI)

**Marshall, Phillip, PhD**

Assistant Professor of Christianity

- Undergraduate Studies in Russian Language, Linguistics, and Soviet Politics, Georgetown University
- B.A. in Biblical Studies, The Master's College
- M.Div., Westminster Theological Seminary in California
- Ph.D. in Old Testament Studies, The Southern Baptist Theological Seminary

**Martinez, Richard J., PhD**

Chair, Department of Management, Marketing, and Business; Associate Professor of Management

- B.S. Political Science, Arizona State University
- MBA, Baylor University
- PhD in Management, Texas A&M University

**Massanova, Heather, MAT**

Instructor of Kinesiology

- BS, Athletic Training and Physical Education, University of West Alabama
- MAT, Physical Education and Exercise Science, University of West Alabama

**Mater, Marie A., PhD**

Associate Professor of Speech Communications

- BA in Communication Studies & Political Science, Washburn University
- MA in Rhetorical Studies, University of Iowa
- PhD in Sociology, University College Cork-National University of Ireland

**Mattix, Micah, Ph.D.**

Assistant Professor of English; Review Editor, The City

- B.A. in Economics, North Carolina State University
- M.A. in English, North Carolina State University
- Dr. des lettres. English, University of Fribourg

**McGaughey, Carol, EdD**

Chair, Department of Special Populations; Professor of Education

- BS in Education, Illinois State University
- MEd in Education, Counseling and Guidance, University of Miami
- EdD in Curriculum and Instruction, Technology in the Classroom, Baylor University

**McNeil, Cheryl, RN, MSN, MBA**

Assistant Professor of Nursing

- ADN, Eastern Kentucky University
- BSN, UT Health Science Center, Houston
- MBA, Houston Baptist University
- MSN (Leadership), Regis University, CO

**Molzberger, Hans, MFA**

Assistant Professor of Art

- BFA equivalency for professional art activities in Germany.
- MFA, Houston Baptist University

**Moore, Brenda, RN, MSN**

Assistant Professor of Nursing

- MSN, Michigan State University, May, 2009
- BSN, University of Alabama, August, 2006
- ASN, Houston Community College, May, 1988

**Moore, Patrick, MM**

Assistant Professor of Music; Director of Bands; Director of Instrumental Studies

- BM, University of Arkansas
- MM, Texas Tech University

**Morton-King, Karen S., PhD**

Assistant Professor of Management

- BBA in Management, The University of Texas at Austin
- MBA, University of Houston at Clear Lake
- PhD in Organizational Behavior, Support Area Public Administration, Florida State University

**Neill, Jeremy, PhD**

Assistant Professor of Philosophy

- BA in English and Philosophy, Wheaton College (IL)
- PhD in Philosophy, Saint Louis University

**Nero, Renata, PhD**

Chair, Department of Psychology; Director, Graduate Studies in Psychology; Professor of Psychology

- BA in Psychology, Fisk University
- MA in Afro-American Studies, University of California at Los Angeles
- MS and PhD in Clinical Psychology, University of Massachusetts at Amherst

**Noble, Ann, MLS**

Director, Moody Library, Professor of Library Science

- BA in History, Baylor University
- Masters of Library Science, University of Texas, Austin

**Ordway, Holly, PhD**

Chair, Department of Apologetics; Director, Master of Arts in Apologetics; Professor of English

- BA in English, University of Massachusetts Amherst
- MA in English, University of North Carolina at Chapel Hill
- MA in Christian Apologetics, Biola University
- PhD in English, University of Massachusetts Amherst

**Painter, Jared, PhD**

Assistant Professor of Mathematics

- BS in Mathematics, University of Texas at Tyler
- MS in Mathematics, University of Texas at Tyler
- PhD in Mathematics, University of Texas at Arlington

**Pearcey, Nancy, MA**

Director of the Francis Schaeffer Center for Worldview and Culture; Scholar in Residence; Professor of Apologetics

- BA Iowa State University
- MA in Biblical Studies, Covenant Theological Seminary, St. Louis
- Additional study at the Institute for Christian Studies, Toronto

**Potter, Evelyn, PhD**

Assistant Professor of Mathematics

- BS, Mathematics, Texas Lutheran University
- MS, Mathematics, Iowa State University
- PhD, Applied Mathematics, Iowa State University

**Priest, Susan, MSN, RN, CNS**

Assistant Professor of Nursing

- BSN, University of Texas Health Science Center
- MSN with a focus in Emergency Nursing, University of Texas Health Science Center

**Pyle, Ernest, PhD**

Chair, Department of Mathematics and Physics; Director, Pre-Engineering Program; Professor of Mathematics

- BA in Mathematics, Southern Arkansas University (formerly Southern State College)
- MS in Mathematics, The University of Texas at Austin
- PhD in Mathematics, The University of Texas at Austin

**Reed, Dianne, EdD**

Professor of Education

- BS in Education, Prairie View A&M University
- MA in Education, Prairie View A&M University
- EdD in Education, Texas A&M University

**Rexilius, Ronald J., PhD**

Chair, Department of History and Classics; Associate Professor of History

- BA in History, Crown College
- MA in History, University of Nebraska-Lincoln
- PhD in History, University of Nebraska-Lincoln

**Reynolds, John Mark, PhD**

University Provost; Professor of Philosophy

**Riefkohl, Roxanne (Roxy), PhD**

Assistant Professor of Education

- BA in Education, Sam Houston State University
- MA in Counseling, Prairie View A&M University
- PhD in Counselor Education, Sam Houston State University

**Riley, Dean, MALS**

Professor of Library Science

- BME, University of Texas at San Antonio
- MA, Southwestern Baptist Theological Seminary
- MALS, University of Missouri-Columbia

**Schneider, Susan, RN, MSN**

Assistant Professor of Nursing

- BSN – Mankato State University - Mankato, MN
- MSN – UT El Paso – Medical/Surgical Nursing with an emphasis in Teaching

**Schumann, Renae, PhD, RN**

Dean, School of Nursing and Allied Health; Associate Professor of Nursing

- BS in Nursing, The University of Texas Health Science Center at Houston School of Nursing
- MS in Nursing, The University of Texas Health Science Center at Houston School of Nursing
- PhD in Nursing Science, Texas Woman's University

**Serrato, Darlene, PhD**

Associate Professor of Accounting; Program Coordinator, Accounting

- BS in Math, University of Houston-Central
- MBA, University of Houston-Central
- PhD in Accounting, University of Houston-Central

**Sharp, Mary Jo, MA**

Assistant Professor of Apologetics; Director, Social Media, School of Christian Thought

- BME, University of Oklahoma
- MA in Apologetics, Biola University

**Short, Kylee J., PhD**

Assistant Professor of Kinesiology

- B.S. in Health and Sports Studies, Miami University
- M.A. in Sport and Exercise Humanities, The Ohio State University
- PhD in Sport and Exercise Humanities, The Ohio State University

**Sikora, Joshua,**

Director of Cinema & New Media Arts; Assistant Professor of Cinema & New Media Arts

- BA in Film / Television / Radio, Biola University
- MFA in Studio Art, Houston Baptist University, in progress

**Simpson, Cynthia, PhD**

Dean, College of Education and Behavioral Sciences; Professor of Education

- BS in Interdisciplinary Studies, Elementary Education, Texas State University
- MEd in Elementary Education, emphasis in Special Education and Diagnostics, Sam Houston State University
- PhD in Educational Human Resource Development, Texas A&M University

**Sloan, Jr., Robert B., PhD**

University President; Professor of Theology

**Snell, Micah, MDiv**

Instructor of English

- PhD, Theology, University of St. Andrews, St. Mary's College, The Institute for Theology, Imagination and the Arts, in progress
- MDiv, Nashotah House Theological Seminary
- PBC, Classics, University of California Los Angeles
- BA, Humanities (Magna Cum Laude), Biola University

**Sorgwe, Felisi, Ph.D.**

Associate Professor of Christianity; Director, Center for Exploring Ministry Careers

- B.S.Ch.E. (Chemical Engineering), University of Washington (Seattle, WA), 1978
- B.A. (Math), University of Washington (Seattle, WA), 1978
- Master of Divinity, Southwestern Baptist Theological Seminary, 1981
- M.A.R.E. (Religious Education), Southwestern Baptist Theological Seminary, 1982
- Ph.D. (Religion, Biblical Studies), Baylor University, 1991

**Speller, Emily, PhD**

Assistant Professor of Literature

- BA in English, Hillsdale College
- MA in English, University of Dallas
- PhD in Literature, University of Dallas

**Stacey, Robert, PhD**

Associate Provost; Associate Professor in Government

**Strobel, Lee, MS**

Professor of Christian Thought

- University of Missouri: Bachelor of Journalism degree.
- Yale Law School: Master of Studies in Law degree.

**Thompson, Betty, PhD**

Professor of Biology

- BS in Biology, Texas Tech University
- PhD in Molecular Biology and Biochemistry, University of California, Irvine
- She completed postdoctoral work at University of California, San Francisco in Molecular Biology and at Children's Hospital Medical Center in Oakland, California, in Developmental Biology, Physiology and Enzymology.

**Towery, Robert, PhD**

Professor in Chemistry

- BS in Chemistry, Belhaven College
- PhD in Analytical Chemistry, The University of Southern Mississippi

**Travis, Melissa, MA**

Assistant Professor of Apologetics

- BS in Biology, Campbell University
- MA in Science and Religion, Biola University

**Trevino, Elizabeth (Polly), PhD**

Director, Online Programs, CoEBS; Assistant Professor of Education

- BA in English, Texas A&M University
- MEd in Educational Psychology, emphasis in Bilingual Education, Texas A&M University
- PhD in Educational Psychology, emphasis in Bilingual Education, Texas A&M University

**Trevino, Saul, PhD**

Assistant Professor of Chemistry

- BS in Biochemistry, Texas A&M University
- PhD in Medical Sciences (emphasis in protein chemistry), Texas A&M University System Health Science Center

**Tyler, Jr., John O., PhD**

Associate Professor of Government

- BA in Philosophy, *Summa Cum Laude*, Texas A&M University (1975)
- JD in Law, SMU Law School (1978)
- PhD in Philosophy, Texas A&M University (2012)

**Upton, Stacey, RN, MSN**

Assistant Professor of Nursing

- Bachelor of Science in Nursing – University of Texas at Austin
- Master of Science with an emphasis on Nursing Education – Texas Woman’s University, Houston, TX

**Van Caemelbecke, Eric, PhD**

Professor of Chemistry

- BS from l'Ecole Nationale Supérieure de Chimie et Physique de Bordeaux, France (engineering School)
- PhD in Chemistry, The University of Houston

**Walls, Jerry, PhD**

Professor of Philosophy; Scholar-in-Residence

- BA in Religion and Philosophy, Houghton College
- MDiv, Princeton Seminary
- STM, Yale Divinity School
- PhD in Philosophy, Notre Dame

**Ward, Michael, PhD**

Professor of Apologetics

- BA, English Language and Literature, University of Oxford
- MA, English Language and Literature, University of Oxford
- MA, Theology, University of Cambridge
- PhD, Divinity, University of St Andrews

**Warren, Doris, PhD**

Dean; Professor of Chemistry

- BS in Chemistry, Baylor University
- MS in Chemistry, Baylor University
- PhD in Analytical Chemistry, University of Houston

**Whaley, Brenda, PhD**

Professor of Biology

- BS in Biology and Chemistry, Houston Baptist University
- MS in Chemistry, Georgia Institute of Technology
- PhD in Biochemistry, University of Texas Graduate School of Biomedical Sciences - Houston

**Wilson, D.R. (Randy), PhD**

Chair, Department of Law and Society; Professor of Sociology

- BA in Religion, Baylor University
- MA in Educational Psychology, University of Texas at San Antonio
- PhD in Sociology, The University of North Texas

**Wilson, Dawn, EdD**

Associate Professor of Education; Director, Master of Education, Cohort Operations; Director, Master of Education, HBU Campus

- BS in Education, Baylor University
- MA in Curriculum and Instruction, Specialization in Instructional Technology, Houston Baptist University
- EdD in Curriculum and Instruction in the area of Instructional Technology

**Wilson, Doni, PhD**

Professor of English

- Baylor University, BA in History
- University of North Carolina at Chapel Hill, MA & PhD in English

**Wingate, Hannah, PhD**

Assistant Professor of Biology

- BS in Biology, University of New Mexico
- MS in Immunology, University of Texas-Houston Health Science Center
- PhD in Cancer Biology, University of Texas-Houston Health Science Center

**Wiseman, Melissa, PhD**

Chair, Department of Accounting, Economics, and Finance; Associate Professor of Economics

- BBA in Finance, University of Texas at El Paso
- MA in Economics, University of Texas at El Paso
- PhD in Economics, Texas Tech University

**Woods, Treacy, PhD**

Chair, Department of Chemistry; Professor of Chemistry

- BS in Chemistry, Mankato State College
- BS in Mathematics, Mankato State College
- Graduate Course work in Chemistry, Iowa State University
- PhD in Chemistry, Rice University

**Yan, Allen, PhD**

Associate Professor of Finance; Program Coordinator, Finance

- BA in Business Education, Xuzhou University, China
- MBA, University of Alaska Fairbanks
- PhD in Business Administration-Finance, University of Houston

**Yarrington, John, DMA**

Chair, Department of Music; Area Coordinator, Choral Music; Faculty Athletics Representative; Professor of Music

- BMus Ed, University of Oklahoma
- MSM, Union Theological Seminary
- DMA, University of Oklahoma

**Yatsenko, Yuri, PhD**

Professor of Business

- MS in Physics, Kiev State University (Kiev, Ukraine)
- PhD in Computer Sciences, Kiev State University (Kiev, Ukraine)
- Dr.Sci. in Mathematics, Presidium of the Academy of Sciences of USSR (Moscow)



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF BUSINESS ADMINISTRATION (BBA)  
ACCOUNTING MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	GOVT 2313 American and Texas Government I	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1315 Introduction to Philosophy	3	*MATH 1313 College Algebra (required)	3
ENGL 2315 Great Works of Literature I <i>or</i> ENGL 2325 Great Works of Literature II	3	PSYC 1315 General Psychology <i>or</i> SOC 1313 Principles of Sociology	3	ART 2343 Art Appreciation <i>or</i> MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ACCT 2301	Principles of Accounting I	3
ACCT 2303	Principles of Accounting II (prerequisite ACCT 2301)	3
BUSA 1305	The World of Business	3
BUSA 2301	Business Math (prerequisite MATH 1313 or equivalent)	3
BUSA 2311	Quantitative Methods I (prerequisite MATH 1313 or equivalent)	3
BUSA 2320	Legal Environment of Business	3
BUSA 3320	Business Ethics	3
ECON 2311	Micro Economics	3
ECON 2312	Macro Economics (prerequisite ECON 2311)	3
FINA 3320	Corporate Finance (prerequisite ACCT 2301, BUSA 2311, ECON 2311)	3
MIS 3330	Information Systems and Business Analytics (prerequisite BUSA 2301, BUSA 2311)	3
MGMT 3302	Principles of Management	3
MKTG 3301	Principles of Marketing (prerequisite ECON 2311)	3
BUSA 4399	Global Business Strategy (prerequisite FINA 3320, MGMT 3302 & MKTG 3301)	3
	<b>Total BBA Core Hours</b>	<b>42</b>
ACCT 3303	Cost Accounting	3
ACCT 3304	Individual Income Tax	3
ACCT 3311	Intermediate Accounting I	3
ACCT 3312	Intermediate Accounting II	3
ACCT 3317	Accounting Information Systems	3
ACCT 4301	** Advanced Accounting	3
ACCT 4302	** Auditing	3
ACCT 4305	Government and Nonprofit Accounting	3
ACCT 4314	** Taxation for Corporations and Other Entities	3
ACCT 4322	** Advanced Auditing Issues	3
BUSA 4320	Business Law – Required only if accepted to enter the Master of Accountancy Program.	
	** If approved to enter the Master of Accountancy program these courses will be taken at the Masters level.	
	<b>Total Hours in Major</b>	<b>72</b>
	<b>Elective Hours Required</b>	<b>1</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF BUSINESS ADMINISTRATION (BBA)  
FINANCE MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	GOVT 2313 American and Texas Government I	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	*MATH 1313 College Algebra (required)	3
ENGL 2315 Great Works of Literature I or ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology or SOC 1313 Principles of Sociology	3	ART 2343 Art Appreciation or MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ACCT 2301	Principles of Accounting I	3
ACCT 2303	Principles of Accounting II (prerequisite ACCT 2301)	3
BUSA 1305	The World of Business	3
BUSA 2301	Business Math (prerequisite MATH 1313 or equivalent)	3
BUSA 2311	Quantitative Methods I (prerequisite MATH 1313 or equivalent)	3
BUSA 2320	Legal Environment of Business	3
BUSA 3320	Business Ethics	3
ECON 2311	Micro Economics	3
ECON 2312	Macro Economics (prerequisite ECON 2311)	3
FINA 3320	Corporate Finance (prerequisite ACCT 2301, BUSA 2311, ECON 2311)	3
MIS 3330	Information Systems and Business Analytics (prerequisite BUSA 2301, BUSA 2311)	3
MGMT 3302	Principles of Management	3
MKTG 3301	Principles of Marketing (prerequisite ECON 2311)	3
BUSA 4399	Global Business Strategy (prerequisite FINA 3320, MGMT 3302 & MKTG 3301)	3
	<b>Total BBA Core Hours</b>	<b>42</b>
FINA 3315	Security Markets and Financial Institutions	3
FINA 3322	Introduction to Risk Management	3
FINA 3330	International Finance	3
FINA 4307	Investment Principles	3
FINA 4318	Corporate Financial Management	3
FINA 4330	Financial Analysis and Modeling	3
ACCT 3311	Intermediate Accounting I	3
ACCT 4336	Financial Statement Analysis and Valuation	3
	<b>Total Hours in Major</b>	<b>68</b>
	<b>Elective Hours Required</b>	<b>7</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>125</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - FINANCE**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
ECON 2311	Principles of Microeconomics	3
ACCT 2301	Principles of Accounting I	3
BUSA 2311	Quantitative Methods I (MATH 1313 or equivalent)	3
FINA 3315	Security Markets and Financial Institutions (FINA 3320)	3
FINA 3320	Corporate Finance (ACCT 2301, ECON 2311, BUSA 2311)	3
FINA 3330 or FINA 4318	International Finance (FINA 3320) OR Corporate Financial Management (FINA 3320)	3
FINA 4307	Investment Principles (FINA 3320)	3
	<b>Total Hours in Minor</b>	<b>21</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - GENERAL BUSINESS**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
ECON 2311	Principles of Microeconomics	3
ACCT 2301	Principles of Accounting I	3
BUSA 2311	Quantitative Methods I (MATH 1313 or equivalent)	3
BUSA 2320	Legal Environment of Business	3
FINA 3320	Corporate Finance (ACCT 2301, BUSA 2311, ECON 2311)	3
MGMT 3302	Principles of Management	3
MKTG 3301	Principles of Marketing (ECON 2311)	3
<b>Total Hours in Minor</b>		<b>21</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF BUSINESS ADMINISTRATION (BBA)  
INTERNATIONAL BUSINESS MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	*MATH 1313 <i>College Algebra (required)</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <i>or</i> ENGL 2325 <i>Great Works of Literature II</i>	3	PSYC 1313 <i>General Psychology</i> <i>or</i> SOC 1313 <i>Principles of Sociology</i>	3	ART 2343 <i>Art Appreciation</i> <i>or</i> MUSI 1331 <i>Music Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ACCT 2301	Principles of Accounting I	3
ACCT 2303	Principles of Accounting II (prerequisite ACCT 2301)	3
BUSA 1305	The World of Business	3
BUSA 2301	Business Math (prerequisite MATH 1313 or equivalent)	3
BUSA 2311	Quantitative Methods I (prerequisite MATH 1313 or equivalent)	3
BUSA 2320	Legal Environment of Business	3
BUSA 3320	Business Ethics	3
ECON 2311	Micro Economics	3
ECON 2312	Macro Economics (prerequisite ECON 2311)	3
FINA 3320	Corporate Finance (prerequisite ACCT 2301, BUSA 2311, ECON 2311)	3
MIS 3330	Information Systems and Business Analytics (prerequisite BUSA 2301, BUSA 2311)	3
MGMT 3302	Principles of Management	3
MKTG 3301	Principles of Marketing (prerequisite ECON 2311)	3
BUSA 4399	Global Business Strategy (prerequisite FINA 3320, MGMT 3302 & MKTG 3301)	3
	<b>Total BBA Core Hours</b>	<b>42</b>
MKTG 4330	International Marketing	3
BUSA 4301	International Business Trip Course	3
MGMT 4335	Managing the Global Enterprise	3
MGMT 4315	Power & Negotiation	3
FINA 3330	International Finance	3
ECON 4312	Global Economy	3
	Choose 6 hrs in either Foreign Language or GOVT 4333, GOVT 4363, BU8A 4340	6
	<b>Total Hours in Major</b>	<b>68</b>
	<b>Elective Hours Required</b>	<b>7</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
MINOR - INTERNATIONAL BUSINESS**

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
ACCT 2301	Principles of Accounting I	3
ECON 2311	Principles of Microeconomics	3
ECON 4312	Global Economy (ECON 2311, ECON 2312)	3
MKTG 3301	Principles of Marketing (ECON 2311)	3
MGMT 3302	Principles of Management	3
MGMT 4335	Managing the Global Enterprise (MGMT 3302)	3
MKTG 4330	International Marketing (MKTG 3301)	3
ELECTIVE:	Choose 1 course (3 hrs) from the following: GOVT 4353, BUSA 4301 or BUSA 4340	3
<b>Total Hours in Minor</b>		<b>24</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF BUSINESS ADMINISTRATION (BBA)  
MARKETING MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*EWGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	GOVT 2313 American and Texas Government I	3
*EWGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	*MATH 1313 College Algebra (required)	3
EWGL 2315 Great Works of Literature I <i>or</i> EWGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology <i>or</i> SOCJ 1313 Principles of Sociology	3	ART 2343 Art Appreciation <i>or</i> MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ACCT 2301	Principles of Accounting I	3
ACCT 2303	Principles of Accounting II (prerequisite ACCT 2301)	3
BUSA 1305	The World of Business	3
BUSA 2301	Business Math (prerequisite MATH 1313 or equivalent)	3
BUSA 2311	Quantitative Methods I (prerequisite MATH 1313 or equivalent)	3
BUSA 2320	Legal Environment of Business	3
BUSA 3320	Business Ethics	3
ECON 2311	Micro Economics	3
ECON 2312	Macro Economics (prerequisite ECON 2311)	3
FINA 3320	Corporate Finance (prerequisite ACCT 2301, BUSA 2311, ECON 2311)	3
MIS 3330	Information Systems and Business Analytics (prerequisite BUSA 2301, BUSA 2311)	3
MGMT 3302	Principles of Management	3
MKTG 3301	Principles of Marketing (prerequisite ECON 2311)	3
BUSA 4399	Global Business Strategy (prerequisite FINA 3320, MGMT 3302 & MKTG 3301)	3
	<b>Total BBA Core Hours</b>	<b>42</b>
MKTG 3301	Principles of Marketing (prerequisite ECON 2311)	(BBA CORE)
MKTG 3310	Consumer Behavior	3
MKTG 3313	Social Media Marketing* (no pre-req)	3
MKTG 3333	Sports, Entertainment & Event Marketing* (no pre-req)	3
MKTG 4330	International Marketing (MKTG 3301)	3
MKTG 4336	Principles of Advertising (no pre-req)	3
MKTG 4340	Marketing Internship (MKTG 3301)	3
MKTG 4350	Marketing Research (MKTG 3301)	3
MKTG 4360	Marketing Strategy (MKTG 3301)	3
	<b>Total Hours in Major</b>	<b>66</b>
	<b>Elective Hours Required</b>	<b>7</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>125</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - MARKETING**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
ECON 2311	Principles of Microeconomics	3
ACCT 2301	Principles of Accounting I	3
MKTG 3301	Principles of Marketing (ECON 2311)	3
MKTG 3310	Consumer Behavior (MKTG 3301)	3
MKTG 4380	Marketing Strategy	3
ELECTIVES:	BUSA 4301 + Any 1 MKTG class (3 hrs)	6
	<b>Total Hours in Minor</b>	<b>21</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF BUSINESS ADMINISTRATION (BBA)  
MANAGEMENT MAJOR**

CATALOG YEAR: **2014-2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	*MATH 1313 <i>College Algebra (required)</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <b>cc</b>	3	PSYC 1313 <i>General Psychology</i> <b>cc</b>	3	ART 2343 <i>Art Appreciation</i> <b>cc</b>	3
ENGL 2325 <i>Great Works of Literature II</i>	3	SOCI 1313 <i>Principles of Sociology</i>	3	MUSI 1331 <i>Music Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ACCT 2301	Principles of Accounting I	3
ACCT 2303	Principles of Accounting II (prerequisite ACCT 2301)	3
BUSA 1305	The World of Business	3
BUSA 2301	Business Math (prerequisite MATH 1313 or equivalent)	3
BUSA 2311	Quantitative Methods I (prerequisite MATH 1313 or equivalent)	3
BUSA 2320	Legal Environment of Business	3
BUSA 3320	Business Ethics	3
ECON 2311	Micro Economics	3
ECON 2312	Macro Economics (prerequisite ECON 2311)	3
FINA 3320	Corporate Finance (prerequisite ACCT 2301, BUSA 2311, ECON 2311)	3
MIS 3330	Information Systems and Business Analytics (prerequisite BUSA 2301, BUSA 2311)	3
MGMT 3302	Principles of Management	3
MKTG 3301	Principles of Marketing (prerequisite ECON 2311)	3
BUSA 4399	Global Business Strategy (prerequisite FINA 3320, MGMT 3302 & MKTG 3301)	3
	<b>Total BBA Core Hours</b>	<b>42</b>
MGMT 3305	Organizational Behavior	3
MGMT 3316	Innovation & New Offering Development	3
MGMT 3322	Human Resources Management	3
MGMT 3336	Organizational Theory	3
MGMT 4323	Transformational Leadership and Change	3
MGMT 4335	Managing the Global Enterprise	3
MGMT 4315	Power and Negotiation	3
	Choose 3 hrs from the following: BUSA 4301, BUSA 4340 or any upper level Business elective	3
	<b>Total Hours in Major</b>	<b>66</b>
	<b>Elective Hours Required</b>	<b>7</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - MANAGEMENT**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
ECON 2311	Principles of Microeconomics	3
ACCT 2301	Principles of Accounting I	3
MGMT 3302	Principles of Management	3
MGMT 3305	Organizational Behavior (MGMT 3302)	3
MGMT 3322	Human Resources Management (MGMT 3302)	3
MGMT 4323	Transformational Leadership & Change	3
ELECTIVE:	Choose 1 course (3 hrs) from the following: BUSA 4301, BUSA 4340 or any upper level Business elective	3
<b>Total Hours in Minor</b>		<b>21</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**Master of Accountancy Degree Plan**  
 Concurrent with Bachelor of Business Administration Degree with  
 Single Major in Accounting

CATALOG YEAR: **2014/2015**

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**Program Requires 30 Hours**

Degree Requirements		HOURS
ACCT 5302	Auditing – substitute for ACCT 4302 BBA-Acct Degree	3
ACCT 5314	Taxation for Corporations & Other Entities - substitute for ACCT 4314 BBA-Acct Degree	3
ACCT 5322	Advanced Auditing Issues - substitute for ACCT 4322 BBA-Acct Degree	3
ACCT 5311	Advanced Accounting - substitute for ACCT 4301 BBA-Acct Degree	3
ACCT 6313	International Accounting Issues	3
ACCT 6352	Accounting for Managers	3
CISM 6387	Global Business and Technology Strategies	3
MGMT 6382	Transformational Leadership & Ethics in Bus	3
	Two Graduate Courses (6 semester hours) approved by the Associate Dean of the School of Business Graduate Programs	6
	<b>TOTAL HOURS</b>	<b>30</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**Master of Business Administration**  
**(MBA) Degree Plan**

CATALOG YEAR: **2014/2015**

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To earn a Master of Business Administration, 33-54 semester hours are required, depending on the undergrad degree.

Degree Requirements		HOURS
Foundation Requirements (For students entering without a BBA degree)		
ACCT 5260	Accounting Principles	2
ECON 5260	Economic Principles	2
FINA 5260	Principles of Finance	2
MKTG 5260	Marketing Principles	2
MGMT 5260	Decision-Making Techniques for Managers	2
MGMT 5261	Management Principles	2
MGMT 5262	Organizational Principles	2
MGMT 5263	Legal Environment of Business	2
	<b>Total</b>	<b>16</b>
Core Required Courses (33 hours)		
MGMT 6352	Organizational Behavior	3
MGMT 6328	Executive Communications and Information Strategies	3
FINA 6330	Financial Management	3
ACCT 6352	Accounting for Managers	3
MGMT 6389	Value Creation Through Innovation and Entrepreneurship	3
MGMT 6392	Transformational Leadership and Ethics in Business	3
MKTG 6310	Marketing Management	3
MGMT 6376	Business Strategy and Policy	3
MGMT 6395 or MGMT 6393	International Management Experience or Global Enterprise Management	3
ECON 6353	Global Economy and Institutions	3
MGMT 6386	Organizational Problems, Diagnostics and Solutions	3
	<b>Total</b>	<b>33</b>
<b>Specialization Option Courses (9 hours)</b>		



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**Master of International Business**  
**(MIB) Degree Plan**

CATALOG YEAR: **2014/2015**

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To earn a Master of International Business, either 36 or 52 semester hours are required, depending on the undergrad degree.

Degree Requirements		HOURS
<b>Foundation Requirements (For students entering without a BBA degree)</b>		
ACCT 5260	Accounting Principles	2
ECON 5260	Economic Principles	2
FINA 5260	Principles of Finance	2
MKTG 5260	Marketing Principles	2
MGMT 5260	Decision-Making Techniques for Managers	2
MGMT 5261	Management Principles	2
MGMT 5262	Organizational Principles	2
MGMT 5263	Legal Environment of Business	2
	<b>Total</b>	<b>16</b>
<b>Core Requirements</b>		
ACCT 6313	International Accounting Issues	3
CISM 6367	Global Business & Technology Strategies	3
FINA 6333	International Finance	3
INDC 6330	Global Political Economy	3
INDC 6331	Foreign Cultures	3
INDC 6332	International Organizations	3
MGMT 6374	Global Strategy	3
MGMT 6346	Global Supply Chain Management	3
MGMT 6307	International Law	3
MGMT 6395	International Management Experience	3
MGMT 6378	Management of Global HR	3
MKTG 6333	International Marketing Seminar	3
	<b>TOTAL HOURS</b>	<b>36</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Science**  
**In Human Resources Management**  
**(MS-HRM) Degree Plan**

CATALOG YEAR: **2014/2015**

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**To earn a Master of Science in Human Resources Management, 48 semester hours are required.**

Degree Requirements		HOURS
ACCT 5361	Survey of Accounting for HRM	3
ECON 5361	Survey of Economics for HRM	3
FINA 6338	Financial Management for HRM	3
MGMT 5348	Organizational Behavior for HRM	3
MGMT 5361	Staffing and Performance Management	3
MGMT 5362	HR Information Technology	3
MGMT 5363	Decision Making Tools for HRM	3
MGMT 6319	Legal and Ethical Environment of Business for HRM	3
MGMT 6331	Compensation & Benefits	3
MGMT 6332	Managing the HR Function	3
MGMT 6334	Legal Challenges in HR Management	3
MGMT 6338	Human Resource Management for HR Professionals	3
MGMT 6364	Training & Development	3
MGMT 6378	Management of Global HR	3
MGMT 6382	Strategic Planning and HRM Challenges	3
MKTG 6311	Marketing Management for HRM	3
<b>TOTAL HOURS</b>		<b>48</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Science**  
**In Human Resources Management**  
**(MS-HRM) Degree Plan**

CATALOG YEAR: **2014/2015**

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To earn a Master of Science in Human Resources Management, 33 semester hours are required.

Degree Requirements		HOURS
Foundation Requirements (For students entering without a BBA degree)		
ACCT 5260	Accounting Principles	2
ECON 5260	Economic Principles	2
FINA 5260	Principles of Finance	2
MKTG 5260	Marketing Principles	2
MGMT 5260	Decision-Making Techniques for Managers	2
MGMT 5261	Management Principles	2
MGMT 5262	Organizational Principles	2
MGMT 5263	Legal Environment of Business	2
<b>Total</b>		<b>16</b>
MGMT 5361	Staffing and Performance Management	3
MGMT 6331	Compensation & Benefits	3
MGMT 6334	Legal Challenges in HR Management	3
MGMT 6335	History of Management, Human Resources and Employment Relations	3
MGMT 6338	Human Resource Management for HR Professionals	3
MGMT 6364	Training & Development	3
MGMT 6378	Management of Global HR	3
MGMT 6382	Strategic Planning and HRM Challenges	3
MGMT 6386	Organizational Problems, Diagnostics and Solutions	3
MGMT 6392	Transformational Leadership and Ethics	3
INDC 6331	Foreign Cultures	3
<b>TOTAL HOURS</b>		<b>33</b>





**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**BIBLICAL LANGUAGES MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	*MATH 1306 Math for Critical Thinking or higher	3
ENGL 2316 Great Works of Literature I	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3
ENGL 2326 Great Works of Literature II <i>(only 1 Great Works course must be taken at HBU)</i>	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1323 New Testament	3	HIST 2311 Western Civilization I	3	<u>One Foreign Language (must be HEBR 2312 &amp; 2322)</u>	6
		HIST 2312 Western Civilization II	3	<b>Total Hours in Liberal Arts Core</b>	<b>61</b>

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
HEBR 3311	Hebrew Reading & Syntax I	3
HEBR 4351	Hebrew Reading & Syntax II	3
HEBR 4393	Senior Seminar: Advanced Reading	3
LING 3310	General Linguistics	3
GREK 2312	Greek Grammar I	3
GREK 2322	Greek Grammar II	3
GREK 3311	Greek Reading & Syntax I	3
GREK 4351	Greek Reading & Syntax II	3
	Two (2) additional courses approved by advisor.	6
	<b>Total Hours in Major</b>	<b>30</b>
	<b>Elective Hours Required</b>	<b>34</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - BIBLICAL LANGUAGES**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
HEBR 2312	Hebrew Grammar I	3
HEBR 2322	Hebrew Grammar II	3
GREK 2312	Greek Grammar I	3
GREK 2322	Greek Grammar II	3
<b>ELECTIVES:</b>	<b>Choose any 2 courses (6 hrs) from the following:</b>	<b>6</b>
HEBR 3311	Hebrew Reading and Syntax I	
GREK 3311	Greek Reading and Syntax I	
HEBR 4351	Hebrew Reading and Syntax II (Prerequisite: Hebrews Reading & Syntax I)	
GREK 4351	Greek Reading and Syntax II (Prerequisite: Greek Reading & Syntax I)	
<b>Total Hours in Minor</b>		<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**CLASSICS MAJOR**

CATALOG YEAR: **2014/2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	*MATH 1305 Math for Critical Thinking or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
ENGL 2315 Great Works of Literature I	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3
ENGL 2325 Great Works of Literature II	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
(only 1 Great Works course must be taken at HBU)		HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	One Foreign Language in Greek, Hebrew or Latin	6
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	<b>Total Hours in Liberal Arts Core</b>	<b>61</b>

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
CLAS 1351/1352 or GREK 2312/2322	Beginning Greek	6
LATN 2311	Intermediate Latin	3
CLAS 2311 or GREK 3311	Classical Greek III or Greek Reading and Syntax I	3
LATN 3000-4000, CLAS 3000-4000 or GREEK 4000	Three (3) Upper Level Latin or Greek Classes	9
HIST 3377 or 3378	Ancient Greece or Ancient Rome	3
	Four (4) additional elective classes approved by the advisor. Some examples of these would be: Any LTN, CLAS, GREK course HIST 3377 Ancient Greece (if not already taken) HIST 3378 Ancient Rome (if not already taken) HIST 3379 Late Antiquity PHIL 3323 Ancient and Medieval Philosophy PHIL 3350 Philosophy of Tragedy PHIL 4390 Great Philosophers and Their Words GOVT 3345 Ancient/Medieval Political Thought LING 3310 General Linguistics ENGL 2366 Masterworks: The Epics CHRI 3311 Hermeneutics CHRI 3301 New Testament Theology CHRI 3310 Introduction to Judaism CHRI 3314 History of Christianity CHRI 3333 The Teachings of Jesus CHRI 3344 Paul and His Letters	12
	<b>Total Hours in Major</b>	<b>36</b>
	<b>Elective Hours Required</b>	<b>28</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**MINOR – CLASSICS**

CATALOG YEAR: **2014/2015**

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Student must take LATN 1311 & 1312 or CLAS 1351 & 1352 or GREK 2312 & 2322 as part of the Liberal Arts Core. If the student's major does not include foreign language as part of their Liberal Arts Core, then these classes must be taken in addition to the classes below.

**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
LATN 2311, CLAS 2311 or GREK 3311	Intermediate Latin or Classical Greek III or Greek Reading and Syntax I	3
LATN 3000-4000, CLAS 3000-4000 or GREEK 4000	Two (2) Upper Level Latin or Greek Classes	6
	Three (3) additional elective classes approved by the advisor. Some examples of these would be: Any LTN, CLAS, GREK course HIST 3377 Ancient Greece (if not already taken) HIST 3378 Ancient Rome (if not already taken) HIST 3379 Late Antiquity PHIL 3323 Ancient and Medieval Philosophy PHIL 3350 Philosophy or Tragedy PHIL 4390 Great Philosophers and Their Words POLS 3345 Ancient/Medieval Political Thought LING 3310 General Linguistics ENGL 2366 Masterworks: The Epics CHRI 3311 Hermeneutics CHRI 3301 New Testament Theology CHRI 3310 Introduction to Judaism CHRI 3314 History of Christianity CHRI 3333 The Teachings of Jesus CHRI 3344 Paul and His Letters	9
<b>Total Hours in Minor</b>		<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**MINOR - LATIN**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

**Student must take LATN 1311 & LATN 1312 as part of their Liberal Arts core in addition to the classes below. If the student's major does not include foreign language as part of their Liberal Arts Core, then LATN 1311 & LATN 1312 must be taken in addition to the classes below.**

COURSE NO.	COURSE NAME	HOURS
LATN 2311	Intermediate Latin	3
	Additional 3 LATN 3000-4000 courses (excluding LATN 3301)	9
<b>ELECTIVES:</b>	<b>Choose 2 courses (6 hrs) from the following list:</b>	<b>6</b>
	Any LATN 3000-4000 course (including LATN 3301)	
	CHRI 3301 New Testament Theology	
	CHRI 3310 Introduction to Judaism	
	CHRI 3311 Hermeneutics	
	CHRI 3314 History of Christianity	
	CHRI 3333 The Teachings of Jesus	
	CHRI 3344 Paul and His Letters	
	ENGL 2388 Masterworks: The Epics	
	GOVT 3345 Ancient / Medieval Political Thought	
	HIST 3377 Ancient Greece	
	HIST 3378 Ancient Rome	
	HIST 3379 Late Antiquity	
	LING 3310 General Linguistics	
	PHIL 3323 Ancient and Medieval Philosophy	
	PHIL 3350 Philosophy of Tragedy	
	PHIL 4390 Great Philosophers and Their Works	
	<b>Total Hours in Minor</b>	<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**PHILOSOPHY MAJOR**

CATALOG YEAR: **2014/2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	*MATH 1306 Math for Critical Thinking or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
ENGL 2315 Great Works of Literature I	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3
ENGL 2325 Great Works of Literature II (only 1 Great Works course must be taken at HBU)	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1323 New Testament	3	HIST 2311 Western Civilization I	3	One Foreign Language	6
		HIST 2312 Western Civilization II	3	Total Hours in Liberal Arts Core	61

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
PHIL 3323	Ancient & Medieval Philosophy	3
PHIL 3344	Modern & Contemporary Philosophy	3
PHIL 4323	Ethics	3
PHIL 4333	Aesthetics	3
PHIL 4334	Metaphysics	3
PHIL 4335	Epistemology	3
	UPPER LEVEL ELECTIVES: Choose 18 hrs (6 courses) from Upper Level PHIL.	18
	Total Hours in Major	36
	Elective Hours Required	28
	TOTAL HOURS IN DEGREE	125



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - PHILOSOPHY**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
PHIL 3323	Ancient and Medieval Philosophy	3
PHIL 3344	Modern and Contemporary Philosophy	3
ELECTIVES:	Any 4 Additional Upper Level PHIL courses (3000 or 4000) at 3 hrs each from PHIL	12
	<b>Total Hours in Minor</b>	<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**CHRISTIANITY MAJOR**

CATALOG YEAR: **2014/2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	*MATH 1305 Math for Critical Thinking or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
ENGL 2315 Great Works of Literature I	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3
ENGL 2325 Great Works of Literature II (only 1 Great Works course must be taken at HBU)	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1323 New Testament	3	HIST 2311 Western Civilization I	3	One Foreign Language in Greek, Hebrew or Latin	6
		HIST 2312 Western Civilization II	3	<b>Total Hours in Liberal Arts Core</b>	<b>61</b>

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
CHRI 3311	Hermeneutics	3
CHRI 3301	Old Testament Theology	3
CHRI 3302	New Testament Theology	3
CHRI 3314	History of Christianity	3
CHRI 4335	Systematic Theology	3
<b>ELECTIVES:</b> (Courses listed represent a sample of those offered & not every possible option is listed.)	<b>18 hours (6 classes) made up from the following:</b> Choose 6 hrs from the following (Biblical Studies): CHRI 3333, 3344, 4343 OR 4381 Choose 6 hrs from the following (Theological Studies): CHRI 4345, 4353, 4361, 4382, 4383, 4391 or 4392 Choose 6 additional hrs from any of the above or from those listed below (Practical Studies/Biblical Languages): CHRI 3303, 3325, 3336, 3353, 3363, 3371, 3377, 3378, 4333, 4334, 4361, 4382 GREK 2212, 2322, 3311 HEBR 2312, 2322, 3311	18
CHRI 4293	Senior Seminar: Heart of Christianity	2
	<b>Total Hours in Major</b>	<b>35</b>
	(If approved to enter the Accelerated MATH Program, elective hours = 14) <b>Elective Hours Required</b>	<b>29</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>125</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR – CHRISTIANITY**  
**BIBLICAL STUDIES**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
CHRI 3311	Hermeneutics	3
CHRI 3301 or CHRI 3302	Old Testament Theology OR New Testament Theology	3
CHRI 3314 or CHRI 4335	History of Christianity OR Systematic Theology	3
CHRI XXXX	Choose any 3 CHRI courses in Biblical Studies (3 hrs each) Biblical Studies include but are not limited to the following: CHRI 3333 Jesus and His Teachings – prerequisite CHRI 1313, 1323 CHRI 3344 Paul and His Letters – prerequisite CHRI 1313, 1323 CHRI 4343 Old Testament Prophets -- prerequisite CHRI 1313, 1323 CHRI 4381 Special Topics	9
<b>Total Hours in Minor</b>		<b>18</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR – CHRISTIANITY**  
**CHRISTIAN STUDIES**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

<b>COURSE NO.</b>	<b>COURSE NAME</b>	<b>HOURS</b>
CHRI 3311	Hermeneutics	3
CHRI 3301 or CHRI 3302	Old Testament Theology OR New Testament Theology	3
CHRI 3314 or CHRI 4335	History of Christianity OR Systematic Theology	3
CHRI XXXX	Choose any 3 Additional Upper Level (3000 or 4000) CHRI courses at 3 hours each	9
	<b>Total Hours in Minor</b>	<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**MINOR – CHRISTIANITY**  
**PRACTICAL THEOLOGY**

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

<b>COURSE NO.</b>	<b>COURSE NAME</b>	<b>HOURS</b>
CHRI 3311	Hermeneutics	3
CHRI 3301 or CHRI 3302	Old Testament Theology OR New Testament Theology	3
CHRI 3314 or CHRI 4335	History of Christianity OR Systematic Theology	3
CHRI XXXX	<b>Choose any 3 upper level CHRI courses in Practical Theology (3 hrs each)</b> Practical Theology includes, but are not limited to the following: CHRI 3303 Spiritual Formation CHRI 3325 The Christian Vocation CHRI 3336 Christian Leadership CHRI 3353 Homiletics CHRI 3363 Evangelism CHRI 3371 Christian Worship and Music CHRI 3377/3378 Supervised Ministry Practicum (church / hospital) CHRI 4333 Sociology of Religion CHRI 4334 Psychology of Religion CHRI 4381 Special Topics	9
<b>Total Hours in Minor</b>		<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**MINOR – CHRISTIANITY**  
**THEOLOGY**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
CHRI 3311	Hermeneutics	3
CHRI 3301 or CHRI 3302	Old Testament Theology OR New Testament Theology	3
CHRI 3314 or CHRI 4335	History of Christianity OR Systematic Theology	3
CHRI XXXX	<b>Choose any 3 CHRI courses in Theology Studies (3 hrs each)</b> Theology Studies include but are not limited to the following: CHRI 3310 Introduction to Judaism – prerequisite CHRI 1313, 1323 CHRI 4320 The Bible and Religion in America – prerequisite CHRI 1313, 1323 CHRI 4345 Christian Ethics - prerequisite CHRI 1313, 1323 CHRI 4353 World Religion - prerequisite CHRI 1313, 1323 CHRI 4383 Baptist History - prerequisite CHRI 1313, 1323 CHRI 4381 Special Topics	9
<b>Total Hours in Minor</b>		<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**Master of Arts Degree Plan**  
**In Apologetics**

CATALOG YEAR: **2014/2015**

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**To earn a Master of Arts in Apologetics, emphasis in Cultural Apologetics, 36 semester hours are required.**

Degree Requirements		HOURS
APOL 5310	Apologetics Research & Writing	3
APOL 6310	Apologetics Communication	3
APOL 5320	Philosophy of Religion: Faith and Reason	3
APOL 5330	Ancient Philosophy and Culture	3
APOL 5340	Medieval Philosophy and Culture	3
APOL 5350	Modern and Post-Modern Culture	3
APOL 5360	Film, the Visual Arts, and Apologetics	3
APOL 5370	CS Lewis and Imaginative Apologetics	3
APOL 6370	Literature and Apologetics	3
APOL 6380	"Mere Christian" Theology & Apologetics Implications	3
APOL 6380	Scripture & Apologetics Implications	3
APOL 6050	Spiritual Formation I*	0
APOL 6060	Spiritual Formation II*	0
APOL 6050	Spiritual Formation III*	0
APOL 6060	Spiritual Formation IV*	0
Electives: Students will choose one of the following courses:		3
APOL 6320	Science and Faith	
APOL 6330	World Religions	
APOL 6340	Eastern Philosophy and Culture	
APOL 6390	Thesis **	
<b>TOTAL HOURS</b>		<b>36</b>

\*Spiritual Formation I – IV is a required course sequence to be taken in parallel with a student's academic coursework. Full-time students will take one course each semester. Part-time students must take the courses in sequence, no more than one at a time. Since these courses are practical in nature, no credit hours are assigned and students receive either a Pass or Fail grade.

\*\*Students opting to write a Master's thesis should select this research course as their three-hour elective.



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
Certificate in Apologetics

CATALOG YEAR: **2014/2015**

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To earn a Certificate in Apologetics, 18 semester hours are required.

Degree Requirements		HOURS
PHIL 5310	Logic	3
PHIL 5320	Philosophy of Religion: Faith and Reason	3
PHIL 5330 or PHIL 5340	Metaphysics or Epistemology (the other may be taken as an elective)	3
PHIL 5350	Ethics	3
PHIL 6320	Science and Faith	3
	Elective: Student should take one elective that is approved by the Director of the Master of Arts, Philosophy.	3
	<b>TOTAL HOURS</b>	<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**Master of Arts Degree Plan**  
**In Biblical Languages**

CATALOG YEAR: **2014/2015**

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To earn a Master of Arts in Biblical Languages in the Entering Standing Program, 42 semester hours are required.

To earn a Master of Arts in Biblical Languages in the Advanced Standing Program, 30 semester hours are required.

Degree Requirements		HOURS
Master of Arts in Biblical Languages – Entering Standing (without six hours each of Hebrew & Greek)		42
Master of Arts in Biblical Languages – Advanced Standing (with six hours each of Hebrew & Greek)		30
<b>ENTERING STANDING PROGRAM Requires Courses:</b>		
GREK 5301	Greek I	3
GREK 5302	Greek II	3
HEBR 5301	Hebrew I	3
HEBR 5302	Hebrew II	3
<b>ADVANCED STANDING PROGRAM Course Track</b>		
<b>ENTERING STANDING PROGRAM Course Track AFTER completing Required Courses above.</b>		
Option I: First year proficiency in Greek and second year proficiency in Hebrew.		
Option II: First year proficiency in Hebrew and second year proficiency in Greek.		
<b>Required Courses:</b>		
GREK 6301	Greek Studies I	3
GREK 6303	Greek Studies II	3
HEBR 6301	Hebrew Studies I	3
HEBR 6303	Hebrew Studies II	3
ARAM 5310	Biblical Aramaic	3
CHRI 5311	Hermeneutics	3
LING 5310	General Linguistics	3
GREK 6351 or HEBR 6351	Greek Studies III or Hebrew Studies III	3
<b>Elective Courses:</b>		
CHRI 53XX, CHRI 63XX, GREK 63XX, HEBR 63XX	Students must choose 6 hours from the following: CHRI 5310, 5315, 5350, 5360, 6315, 6320 or HEBR 6351/GREK 6351 (if not completed yet) or topics for GREK 6352 and/or HEBR 6352 (if not completed yet).	6
TOTAL Hours in ENTERING STANDING Master of Arts in Biblical Languages		42
TOTAL Hours in ADVANCED STANDING Master of Arts in Biblical Languages		30



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Arts Degree Plan**  
In Philosophy

CATALOG YEAR: **2014/2015**

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To earn a Master of Arts in Philosophy, 30 semester hours are required.

Degree Requirements		HOURS
PHIL 5310	Logic	3
PHIL 5320	Philosophy of Religion: Faith and Reason	3
PHIL 5330 or PHIL 5340	Metaphysics or Epistemology (the other may be taken as an elective)	3
PHIL 5350	Ethics	3
PHIL 5360	History of Philosophy: Ancient and Medieval	3
PHIL 5370	History of Philosophy: Modern	3
	<b>Electives:</b> Students should take between 6-12 hours of 5000-6000 level PHIL courses other than the ones above, depending on whether or not they are choosing to do a thesis. Electives can be taken in non-PHIL classes with the approval of the Director of the Master of Arts, Philosophy.	6-12
	<b>Requirements:</b> Up to 6 of the elective hours in the degree can be research hours into a Master's thesis if the student chooses a research track.	
PHIL 6380	Thesis	(3-8)
<b>TOTAL HOURS IN DEGREE</b>		<b>30</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**Master of Arts Degree Plan**  
**In Theological Studies**

CATALOG YEAR: **2014/2015**

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To earn a Master of Arts in Theological Studies, 36 semester hours are required.

Degree Requirements		HOURS
CHRI 5310 or CHRI 6315	Christian Scriptures I (Pentateuch and Wisdom Literature) (or) Christian Scriptures III (Prophets)	3
CHRI 5315 or CHRI 6320	Christian Scriptures II (Gospels and Acts) (or) Christian Scriptures IV (Paul and His Letters; Hebrews to Revelation)	3
CHRI 5330 or CHRI 6333	History of Christianity (or) Historical and Moral Theology	3
CHRI 5311 or CHRI 6311	Hermeneutics (or) Philosophy and the Christian Faith	3
	<b>Additional 24 Elective hours from the following that were not already taken in the above list.</b>	24
	CHRI 5300 Introduction to Biblical Texts and Doctrines	
	CHRI 5310 Christian Scriptures I (Pentateuch and Wisdom Literature)	
	CHRI 5311 Hermeneutics	
	CHRI 5315 Christian Scriptures II (Gospels and Acts)	
	CHRI 5330 History of Christianity	
	CHRI 5340 Biblical and Systematic Theology	
	CHRI 5350 The Theology of The New Testament	
	CHRI 5360 The Theology of The Old Testament	
	CHRI 6311 Philosophy and the Christian Faith	
	CHRI 6312 Church Ministry	
	CHRI 6313 Pastoral Care and Spiritual Formation	
	CHRI 6314 Missions and Evangelism	
	CHRI 6315 Christian Scriptures III (Prophets)	
	CHRI 6320 Christian Scriptures IV (Paul and His Letters; Hebrews to Revelation)	
	CHRI 6330, 6340, 6350 Christian Readings	
	CHRI 6333 Historical and Moral Theology	
	CHRI 6392, 6393 Thesis (MUST BE AT THE INVITATION & DIRECTION OF A PROFESSOR)	
	<b>May elect 9 hours (12 with permission of the Director of the School of Theology) of either Greek or Hebrew in the 24 hours of electives:</b>	
	GREK 5301 Greek I	
	GREK 5302 Greek II	
	GREK 6301, 6302, 6303 Advanced Greek Studies	
	HEBR 5301 Hebrew I	
	HEBR 5302 Hebrew II	
	HEBR 6301, 6302, 6303 Advanced Hebrew Studies	
	<b>Optional:</b>	
	Thesis	
	Thesis	
	<b>TOTAL HOURS</b>	<b>36</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**Master of Arts Degree Plan**  
**In Theological Studies**  
**Accelerated Degree Plan**  
**Concurrent with BA degree with**  
**Undergraduate Major in Christianity**

CATALOG YEAR: **2014/2015**

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To earn an Accelerated Master of Arts in Theological Studies, 30 semester hours are required.

Degree Requirements – The following classes may be taken to count for the 30 required hours.		HOURS
CHRI 5310	Christian Scripture I (Pentateuch and Wisdom Literature)	3
CHRI 5311	Hermeneutics	3
CHRI 5315	Christian Scripture II (Gospels and Acts)	3
CHRI 5330	History of Christianity	3
CHRI 5340	Biblical and Systematic Theology	3
CHRI 5350	The Theology of the New Testament	3
CHRI 5360	The Theology of the Old Testament	3
CHRI 6311	Philosophy and the Christian Faith	3
CHRI 6312	Church Ministry	3
CHRI 6313	Pastoral Care and Spiritual Formation	3
CHRI 6314	Missions and Evangelism	3
CHRI 6315	Christian Scripture III (Prophets)	3
CHRI 6320	Christian Scripture IV (Paul and His Letters; Hebrews to Revelation)	3
CHRI 6330, 6340, 6350	Christian Reading (Not to exceed 9 hours in Christian Reading)	3 – 9
CHRI 6333	Historical and Moral Theology	3
GREK 5301, 5302, 6301, 6303	Greek Studies (Not to exceed 6 hours in Greek Studies)	3 - 6
HEBR 5301, 5302, 6301, 6303	Hebrew Studies (Not to exceed 6 hours in Hebrew Studies)	3 - 6
Optional:		
CHRI 6392	Thesis	3
CHRI 6393	Thesis	3
<b>TOTAL HOURS</b>		<b>30</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF SCIENCE (BS)  
ELEMENTARY EDUCATION (EC-6) W/ESL**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic <i>gg</i>	3	*MATH 1305 Math for Critical Thinking or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy		GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I <i>gg</i>	3	PSYC 1313 General Psychology <i>gg</i>	3	ART 2343 Art Appreciation <i>gg</i>	3
ENGL 2325 Great Works of Literature II		SOCI 1313 Principles of Sociology		MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	BIOC 1404 Introductory Biology	4	<b>Total Hours in Liberal Arts Core</b>	<b>49</b>

**EC-6 Coursework (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
<b>MATH &amp; SCIENCE REQUIREMENTS:</b>		
MATH 1305	Math for Critical Thinking or higher	LACC
MATH 2302	Foundations of Arithmetic & Numeration	3
MATH 2303	Foundations of Geometry, Measurement, Probability and Statistics	3
BIOC 1404	Introductory Biology	LACC
CHEM 1411	Chemistry of our World	4
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER PREPARATION PROGRAM:</b>		
EDUC 4313	Curriculum and Instruction in Early Childhood Education	3
EDRE 4320	Teaching Reading Through Children's Literature	3
EDRE 4350	Reading and the Language Arts	3
EDRE 4361	Emergent Literacy	3
EDRE 4360	Developing and Teaching Literacy	3
INDC 4150	Wellness & Fitness for Children	1
INDC 4335	Essential Elements of Fine Art	3
INDC 4350	Essential Elements of Science	3
INDC 4355	Essential Elements of Math	3
INDC 4360	Essential Elements of Social Studies	3
EDUC 4100	TEXES State Certification Exam Preparation Seminar	1
EDUC 4301	Curriculum & Instruction for Elementary School	3
EDUC 4306	Educational Applications of Technology	3
EDUC 4400	Clinical Teaching Seminar	4
EDUC 4873	Clinical Teaching in the EC-6 Classroom	6
EDBI 4304	Methods of Teaching ESL	3
EDBI 4305	Second Language Acquisition	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching for Exceptional Children	3
EDSP 4319	Teaching Strategies in Special Education	3
EDSP 4325	Educating Gifted Learners	3
	<b>Total Hours in Major</b>	<b>81</b>
	<b>Elective Hours Required</b>	<b>0</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>130</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**ELEMENTARY EDUCATION (EC-6)**  
**With Bilingual Certification**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i> <i>cc</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <i>cc</i>	3	PSYC 1313 <i>General Psychology</i> <i>cc</i>	3	ART 2343 <i>Art Appreciation</i> <i>cc</i>	3
ENGL 2325 <i>Great Works of Literature II</i>	3	SOCI 1313 <i>Principles of Sociology</i>	3	MUSI 1331 <i>Music Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	BIOC 1404 <i>Introductory Biology</i>	4	<b>Total Hours in Liberal Arts Core</b>	<b>48</b>

EC-6 and Bilingual Coursework (All courses within major must be completed with a "C" or higher.)

COURSE NO.	COURSE NAME	HOURS
<b>MATH &amp; SCIENCE REQUIREMENTS:</b>		
MATH 1305	Math for Critical Thinking or higher	LACC
MATH 2302	Foundations of Arithmetic & Numeration	3
MATH 2303	Foundations of Geometry, Measurement, Probability and Statistics	3
BIOC 1404	Introductory Biology	LACC
CHEM 1411	Chemistry of our World	4
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER PREPARATION PROGRAM:</b>		
EDUC 4313	Curriculum and Instruction in Early Childhood Education	3
EDRE 4350	Reading and the Language Arts	3
EDRE 4360	Developing and Teaching Literacy	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnosis & Prescriptive Teaching for Exceptional Children	3
INDC 4190	Wellness & Fitness for Children	1
INDC 4350	Essential Elements of Science	3
INDC 4380	Essential Elements of Math	3
INDC 4380	Essential Elements of Social Studies	3
INDC 4385	Essential Elements of Fine Arts	3
EDUC 4100	TEXAS State Certification Exam Preparation Seminar	1
EDUC 4301	Curriculum & Instruction for Elementary School	3
EDUC 4308	Educational Applications of Technology	3
EDUC 4400	Clinical Teaching Seminar	4
EDUC 4876	Clinical Teaching in the Bilingual Classroom	8
EDBI 3335	Spanish Writing Workshop	3
EDBI 3387	Teaching School Content Areas in the Bilingual Classroom	3
EDBI 4304	Methods of Teaching ESL	3
EDBI 4305	Second Language Acquisition	3
EDBI 4307	Foundations for Teaching ESL and Bilingual Education	3
EDBI 4350	Developing Literacy in the Bilingual Classroom	3
<b>Total Hours in Major</b>		<b>81</b>
<b>Elective Hours Required</b>		<b>8</b>
<b>TOTAL HOURS IN DEGREE</b>		<b>130</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**ELEMENTARY EDUCATION (EC-6)**  
**With All-Level Special Education Certification**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i> <u>cc</u>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>		GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <u>cc</u>	3	PSYC 1313 <i>General Psychology</i> <u>cc</u>	3	ART 2343 <i>Art Appreciation</i> <u>cc</u>	3
ENGL 2325 <i>Great Works of Literature II</i>	3	SOCI 1313 <i>Principles of Sociology</i>	3	MUSI 1331 <i>Music Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	BIOC 1404 <i>Introductory Biology</i>	4	<b>Total Hours in Liberal Arts Core</b>	<b>48</b>

EC-6 with All-Level Special Education (All courses within major must be completed with a "C" or higher.)

COURSE NO.	COURSE NAME	HOURS
<b>MATH &amp; SCIENCE REQUIREMENTS:</b>		
MATH 1305	Math for Critical Thinking or higher	LACC
MATH 2302	Foundations of Arithmetic & Numeration	3
MATH 2303	Foundations of Geometry, Measurement, Probability and Statistics	3
BIOC 1404	Introductory Biology	LACC
CHEM 1411	Chemistry of our World	4
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER PREPARATION PROGRAM:</b>		
EDRE 4313	Curriculum and Instruction in Early Childhood Education	3
EDRE 4320	Teaching Reading Through Children's Literature	3
EDRE 4350	Reading and the Language Arts	3
EDRE 4351	Emergent Literacy	3
EDRE 4360	Developing and Teaching Literacy	3
INDC 4180	Wellness & Fitness for Children	1
INDC 4385	Essential Elements of Fine Art	3
INDC 4350	Essential Elements of Science	3
INDC 4360	Essential Elements of Math	3
INDC 4380	Essential Elements of Social Studies	3
EDUC 4100	TPA&S State Certification Exam Preparation Seminar	1
EDUC 4301	Curriculum & Instruction for Elementary School	3
EDUC 4308	Educational Applications of Technology	3
EDUC 4400	Clinical Teaching Seminar	4
EDUC 4873	Clinical Teaching in the EC-6 Classroom	8
EDBI 4304	Methods of Teaching ESL	3
EDBI 4305	Second Language Acquisition	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching for Exceptional Children	3
EDSP 4319	Teaching Strategies in Special Education	3
EDSP 4323	Educating Gifted Learners	3
	<b>Total Hours in Major</b>	<b>81</b>
	<b>Elective Hours Required</b>	<b>0</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>130</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF SCIENCE (BS)  
COMPOSITE SCIENCE (4-8) WITH TEACHER CERTIFICATION**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1313 College Algebra or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I or ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology or SOCI 1313 Principles of Sociology	3	ART 2343 Art Appreciation or MUST 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	PHYS 1401 Physics for Liberal Arts Mind	4	<b>Total Hours in Liberal Arts Core</b>	
					<b>52</b>

**COMPOSITE SCIENCE (4-8) WITH TEACHER CERTIFICATION; (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
	<b>PRE-EDUCATION REQUIREMENTS:</b>	
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
	<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>	
EDBI 4304	Methods of Teaching ESL	3
EDRE 4330	Teaching Content Area Reading Skills	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic and Prescriptive Teaching for Exceptional Children	3
EDUC 4100	TXES State Certification Exam Preparation Seminar	1
EDUC 4306	Educational Applications of Technology	3
EDUC 4311	Curriculum & Instruction in the Secondary School	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4893	Student Teaching in the Middle School Grades (with appropriate placement)	8
INOC 4350	Essential Elements of Science	3
	<b>COMPOSITE SCIENCE (4-8) MAJOR:</b>	
BIOL 2454	General Biology I (1040 SAT)	4
BIOL 2455	General Biology II – prerequisite BIOL 2454	4
BIOL 3301	Cell & Molecular Biology (pre-req. Gen Bio I, Gen Bio II & Gen Chemistry I)	3
BIOL 3404/3434	Environmental Science (preferred) OR BIOL 3434 Ecology & Field Biology (pre-req. Cell & Molecular Biology)	4
CHEM 1404	Introductory Chemistry	4
CHEM 1411	Chemistry of Our World	4
CHEM 2415	General Chemistry I	4
PHYS 1401	Physics for Liberal Arts Mind	LACC
PHYS 1411	Astronomy and the Universe	4
	A minimum of 5 hours upper level elective from one or more of the following: BIOL, CHEM or PHYS	5
	<b>Total Hours in Major</b>	<b>79</b>
	<b>Elective Hours Required</b>	<b>8</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>87</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF SCIENCE (BS)  
COMPOSITE SOCIAL STUDIES (4-8) WITH TEACHER CERTIFICATION**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHL 1310 Logic	3	*MATH 1305 Math for Critical Thinking or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I <b>cc</b>	3	PSYC 1313 General Psychology <b>cc</b>	3	ART 2343 Art Appreciation <b>cc</b>	3
ENGL 2325 Great Works of Literature II	3	SOCI 1313 Principles of Sociology	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	CHEM 1411 Chemistry of Our World	4	Total Hours in Liberal Arts Core	52

COMPOSITE SOCIAL STUDIES (4-8) WITH TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDBI 4304	Methods of Teaching ESL	3
EDBI 4305	Second Language Acquisition	3
EDRE 4390	Teaching Content Area Reading Skills	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic and Prescriptive Teaching for Exceptional Children	3
EDSP 4325	Educating Gifted Learners	3
EDUC 4100	TXES State Certification Exam Preparation Seminar	1
EDUC 4306	Educational Applications of Technology	3
EDUC 4311	Curriculum & Instruction in the Secondary School	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4595	Student Teaching in the Middle School Grades	8
<b>COMPOSITE SOCIAL STUDIES (42 hours with 24 in addition to LACC &amp; 12 upper level hours):</b>		
ECON 2311	Principles of Microeconomics	3
ECON 2312	Principles of Macroeconomics	3
HIST 2311 & 2312	Western Civilization I & II	LACC
HIST 2313 & 2323	U.S. History to 1877 & U.S. History from 1877	LACC
HIST 3333	History of Texas	3
HIST 3358	Comparative World Civilizations	3
GOVT 2313	American & Texas Govt. I	3
GOVT 2334	American & Texas Govt. II	3
GOVT 2380	Understanding Politics	3
PSYC 1313	General Psychology	LACC
INDB 4390	Essential Elements of Social Studies	3
INDB 4360	Advanced Elements of Social Studies	3
	8 hours of advanced coursework from ECON, HIST, PSYC OR SOCI	8
	<b>Total Hours in Major</b>	<b>79</b>
	<b>Elective Hours Required</b>	<b>0</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>131</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**ENGLISH, LANGUAGE ARTS & READING (4-8) WITH TEACHER CERTIFICATION**

CATALOG YEAR: **2014/2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs	
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3	
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3	
ENGL 2315 <i>Great Works of Literature I</i> <b>cc</b>	3	PSYC 1313 <i>General Psychology</i> <b>cc</b>	3	ART 2343 <i>Art Appreciation</i> <b>cc</b>	3	
ENGL 2325 <i>Great Works of Literature II</i>	3	SOCI 1313 <i>Principles of Sociology</i>	3	MUSI 1331 <i>Music Appreciation</i>	3	
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3	
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3	
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4			
					<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**ENGLISH, LANGUAGE ARTS & READING (4-8) WITH TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)**

		Hours	
<b>PRE-EDUCATION REQUIREMENTS:</b>			
EDUC 2320	Learning and Development	3	
EDUC 2330	Foundations of American Educational Thought	3	
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>			
EDBI 4304	Methods of Teaching ESL	3	
EDBI 4305	Second Language Acquisition	3	
EDSP 4302	Survey of Exceptional Children	3	
EDSP 4311	Diagnostic and Prescriptive Teaching for Exceptional Children	3	
EDSP 4319	Teaching Strategies in Special Education	3	
EDSP 4325	Educating Gifted Learners	3	
EDUC 4100	TEXES State Certification Exam Preparation Seminar	1	
EDUC 4306	Educational Applications of Technology	3	
EDUC 4311	Curriculum & Instruction in the Secondary School	3	
EDUC 4320	Teaching Methodology for Secondary Teachers	3	
EDUC 4400	Student Teaching Seminar	4	
EDUC 4893	Student Teaching in the Middle School Grades (with appropriate placement)	8	
<b>English Language Arts &amp; Reading (4-8):</b>			
EDRE 4320	Teaching Reading Through Children's Literature (requires program admission)	3	
EDRE 4330	Teaching Content Area Reading Skills (requires program admission)	3	
EDRE 4350	Reading and the Language Arts (requires program admission)	3	
EDRE 4380	Developing and Teaching Literacy (requires program admission)	3	
ENGL 1320 & 1330	Writing for Wisdom I & II	LACC	
ENGL 2315	Great Works of Literature I	LACC	
ENGL 2325	Great Works of Literature II	3	
ENGL 3372	Multicultural Literature	3	
WRIT 3383	Advanced Grammar and Writing	3	
	Three additional upper level ENGL and/or WRIT courses (3 hours each)	9	
		<b>Total Hours in Major</b>	<b>76</b>
		<b>Elective Hours Required</b>	<b>0</b>
		<b>TOTAL HOURS IN DEGREE</b>	<b>128</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**MATHEMATICAL STUDIES WITH (4-8) TEACHER CERTIFICATION**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1313 College Algebra or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I <i>or</i> ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology <i>or</i> SOC 1313 Principles of Sociology	3	ART 2343 Art Appreciation <i>or</i> MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	Total Hours in Liberal Arts Core	52

MATHEMATICAL STUDIES WITH (4-8) TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDBI 4304	Methods of Teaching ESL	3
EDBI 4305	Second Language Acquisition	3
EDRE 4330	Teaching Content Area Reading Skills	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic and Prescriptive Teaching of Exceptional Children	3
EDSP 4325	Educating Gifted Learners	3
EDUC 4100	TEXES State Certification Exam Preparation Seminar	1
EDUC 4308	Educational Applications of Technology	3
EDUC 4311	Curriculum & Instruction in the Secondary School	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4695	Student Teaching in the Middle School Grades (with appropriate placement)	8
<b>MATHEMATICAL STUDIES (4-8)</b>		
MATH 1313	College Algebra	LACC
MATH 1323	Trigonometry	3
MATH 1434	Pre-Calculus	4
MATH 1451	Calculus I	4
MATH 2302	Foundations Of Arithmetic and Numeration	3
MATH 2303	Foundations of Geometry, Measurement, Probability and Statistics	3
MATH 3302	Foundations of Geometry	3
MATH 3311	Introduction to Discrete Mathematics and Combinatorics	3
MATH 3404	Probability and Statistics with Computer Applications	4
MATH 4201	Mathematical Topics in Education (Pre-req. 15 hrs in math, Jr. standing)	2
INDC 4360	Essential Elements of Math	3
<b>Total Hours in Major</b>		<b>78</b>
<b>Elective Hours Required</b>		<b>0</b>
<b>TOTAL HOURS IN DEGREE</b>		<b>130</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**COMPOSITE SCIENCE (7-12) WITH TEACHER CERTIFICATION**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1434 <i>Precalculus</i>	4
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <i>or</i> ENGL 2325 <i>Great Works of Literature II</i>	3	PSYC 1313 <i>General Psychology</i>	3	ART 2343 <i>Art Appreciation</i> <i>or</i> MUSI 1331 <i>Music Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	PHYS 1416 <i>General Physics I</i>	4	<b>Total Hours in Liberal Arts Core</b>	<b>53</b>

**COMPOSITE SCIENCE (7-12) WITH TEACHER CERTIFICATION; (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDRE 4330	Teaching Content Area Reading Skills	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching for Exceptional Children	3
EDUC 4100	TEXES State Certification Exam Preparation Seminar	1
EDUC 4308	Educational Applications of Technology	3
EDUC 4311	Curriculum & Instruction in the Secondary School (ART, MUSIC & KINE take EDUC 4301)	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
<b>Take the Appropriate Student Teaching Placement:</b>		
EDUC 4894	Student Teaching in the High School Grades	8
<b>COMPOSITE SCIENCE (4-8) MAJOR:</b>		
BIOL 2454	General Biology I (1040 SAT)	4
BIOL 2455	General Biology II – prerequisite BIOL 2454	4
BIOL 3301	Cell & Molecular Biology (pre-req. Gen Bio I, Gen Bio II & Gen Chemistry I)	3
BIOL 3404/3434	Environmental Science (preferred) OR BIOL 3434 Ecology & Field Biology (pre-req. Cell & Molecular Biology)	4
BIOL 3444	Genetics (Pre-Req. Cell & Molecular Biology)	4
CHEM 1411	Chemistry of Our World	4
CHEM 2415	General Chemistry I	4
CHEM 2416	General Chemistry II	4
PHYS 1411	Astronomy and the Universe	4
PHYS 1416	General Physics I	LACC
PHYS 1417	General Physics II	4
	One additional 4 hour Upper Level Science from BIOL, CHEM or PHYS	4
	<b>Total Hours in Major</b>	<b>80</b>
	<b>Elective Hours Required</b>	<b>8</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>88</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**COMPOSITE SOCIAL STUDIES (7-12) WITH TEACHER CERTIFICATION**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1305 Math for Critical Thinking or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I or ENGL 2325 Great Works of Literature II	3	SOCI 1313 Principles of Sociology	3	ART 2343 Art Appreciation or MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	CHEM 1411 Chemistry of Our World	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

COMPOSITE SOCIAL STUDIES (7-12) WITH TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDBI 4304	Methods of Teaching ESL	3
EDRE 4330	Teaching Content Area Reading Skills	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic and Prescriptive Teaching for Exceptional Children	3
EDSP 4325	Educating Gifted Learners	3
EDUC 4100	Texas State Certification Exam Preparation Seminar	1
EDUC 4308	Educational Applications of Technology	3
EDUC 4311	Curriculum & Instruction in the Secondary School	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4894	Student Teaching in the High School Grades (in appropriate placement)	8
<b>COMPOSITE SOCIAL STUDIES (7-12)</b>		
ECON 2311	Principles of Microeconomics	3
ECON 2312	Principles of Macroeconomics	3
GOVT 2313	American & TX Government I	LACC
GOVT 2334	American & TX Government II	3
GOVT 2360	Understanding Politics	3
GOVT 330X / 430X	Any 3 hours of upper level (3000 or 4000) Government	3
HIST 2311 & 2312	Western Civilization I & II	LACC
HIST 2313 & 2323	U. S. History to 1877 & U.S. History from 1877	LACC
HIST 3333	History of Texas	3
HIST 3388	Comparative World Civilizations	3
INDC 4390	Advanced Elements of Social Studies	3
PSYC 1313	General Psychology	3
PSYC 330X / 430X	Any 3 hours of upper level (3000 or 4000) Psychology	3
SOCI 1313	Principles of Sociology	LACC
SOCI 330X / 430X	Any 3 hours of upper level (3000 or 4000) Sociology	3
<b>Total Hours in Major</b>		<b>76</b>
<b>Elective Hours Required</b>		<b>8</b>
<b>TOTAL HOURS IN DEGREE</b>		<b>128</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**ENGLISH L/A (7-12) WITH TEACHER CERTIFICATION**

CATALOG YEAR: **2014/2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <b>gg</b>	3	PSYC 1313 <i>General Psychology</i> <b>gg</b>	3	ART 2343 <i>Art Appreciation</i> <b>gg</b>	3
ENGL 2325 <i>Great Works of Literature II</i>	3	SOCI 1313 <i>Principles of Sociology</i>	3	MUSI 1331 <i>Music Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	NATL 1300 <i>Natural Science and Lab (BIOL, CHEM, PHYS)</i>	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**ENGLISH L/A (7-12) WITH TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDBI 4304	Methods of Teaching ESL	3
EDBI 4305	Second Language Acquisition	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching for Exceptional Children	3
EDSP 4325	Educating Gifted Learners	3
EDUC 4100	TEES State Certification Exam Preparation Seminar	1
EDUC 4305	Educational Applications of Technology	3
EDUC 4311	Curriculum & Instruction in the Secondary School	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4894	Student Teaching in the High School Grades (with appropriate placement)	8
<b>English Language Arts (7-12):</b>		
COMM 2313	Public Speaking	3
EDRE 4330	Teaching Content Area Reading Skills	3
ENGL 1320 & 1330	Writing for Wisdom I & II	LAOC
ENGL 2315	Great Works of Literature I	LAOC
ENGL 2325	Great Works of Literature II	3
ENGL 3313	English Literature I	3
ENGL 3323	English Literature II	3
ENGL 3331	American Literature I	3
ENGL 3332	American Literature II	3
ENGL 3372	Multicultural Literature	3
WRIT 3383	Advanced Grammar and Writing	3
	Two additional ENGL and/or WRIT courses (3 hours each)	6
	<b>Total Hours in Major</b>	<b>78</b>
	<b>Elective Hours Required</b>	<b>0</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>128</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**HISTORY (7-12) WITH TEACHER CERTIFICATION**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1305 Math for Critical Thinking or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1315 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I <b>cc</b>	3	PSYC 1313 General Psychology <b>cc</b>	3	ART 2343 Art Appreciation <b>cc</b>	3
ENGL 2325 Great Works of Literature II	3	SOCI 1313 Principles of Sociology	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	CHEM 1411 Chemistry of Our World	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**HISTORY (7-12) WITH TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
<b>ADDITIONAL ENGLISH REQUIREMENTS:</b>		
ENGL 2315, 2325 or 3372	Great Works of Literature I OR Great Works of Literature II (Not taken in Liberal Arts Core) OR Multicultural Literature	3
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDSI 4304	Methods of Teaching ESL	3
EDRE 4330	Teaching Content Area Reading Skills	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching	3
EDSP 4325	Educating Gifted Learners	3
EDUC 4100	Texas State Certification Exam Preparation Seminar	1
EDUC 4305	Educational Applications of Technology	3
EDUC 4311	Curriculum & Instruction in the Secondary School	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4594	Student Teaching in High School Grades	8
<b>History (7-12):</b>		
HIST 2311 & 2312	Western Civilization I & II	LAOC
HIST 2313 & 2323	U.S. History to 1877 & U.S. History from 1877	LAOC
HIST 3333	History of Texas	3
HIST 3358	Comparative World Civilizations	3
	Two U.S. History courses from the following: HIST 3311, 3313, 3314, 3323, 3335, 3341, 3342, 3344, 4314, 4330, 4333, 4340, 4367, 4369	6
	One European History courses from the following: HIST 3364, 3364, 3376, 3388, 3398, 4326, 4340	3
	Any Three Additional Upper Level (3000 or 4000) History Elective courses	9
INOC 4390	Advanced Elements of Social Studies	3
	<b>Total Hours in Major</b>	<b>73</b>
	<b>Elective Hours Required</b>	<b>6</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>125</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**LIFE SCIENCE (7-12) WITH TEACHER CERTIFICATION**

CATALOG YEAR: **2014/2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1313 <i>College Algebra</i>	3
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <b>gg</b>	3	PSYC 1313 <i>General Psychology</i>	3	ART 2343 <i>Art Appreciation</i> <b>gg</b>	3
ENGL 2325 <i>Great Works of Literature II</i>	3			MUSI 1331 <i>Music Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	BIOC 2454 <i>General Biology</i>	4		
				<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**LIFE SCIENCE (7-12) WITH TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDBI 4304	Methods of Teaching ESL	3
EDRE 4330	Teaching Content Area Reading Skills	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching for Exceptional Children	3
EDSP 4325	Educating Gifted Learners	3
EDUC 4100	TECES State Certification Exam Preparation Seminar	1
EDUC 4306	Educational Applications of Technology	3
EDUC 4311	Curriculum & Instruction in the Secondary School	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4694	Student Teaching in the High School Grades with appropriate placement	8
	Three additional hours from EDBI, EDRE, EDSP OR EDUC	3
<b>Life Science (7-12):</b>		
BIOL 2454	General Biology I (1040 SAT)	LAOC
BIOL 2455	General Biology II (prerequisite BIOL 2454)	4
BIOL 3301	Cell & Molecular Biology – prerequisite BIOL 2454, 2455 and CHEM 2415	3
BIOL 3404 or 3434	Environmental Science (preferred) OR BIOL 3434 Ecology & Field Biology – prerequisite BIOL 3301	4
BIOL 3414	Microbiology – prerequisite BIOL 2454, 3301 & 2455 OR BIOL 2404 & 2414	4
BIOL 3444	Genetics – prerequisite BIOL 2454, 2455 & 3301 or BIOL 2404, 2414	4
CHEM 2415	General Chemistry I	4
CHEM 2416	General Chemistry II – prerequisite CHEM 2415	4
	<b>Total Hours in Major</b>	<b>73</b>
	<b>Elective Hours Required</b>	<b>8</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>125</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF SCIENCE (BS)  
MATHEMATICAL STUDIES (7-12) WITH TEACHER CERTIFICATION**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1313 College Algebra	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I <i>or</i> ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology <i>or</i> SOC 1313 Principles of Sociology	3	ART 2343 Art Appreciation <i>or</i> MUSI 1331 Music Appreciation	3
CHR 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHR 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHR 2373 Christian Theology & Tradition	3	PHYS 2413 Principles of Physics I	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**MATHEMATICAL STUDIES (7-12) WITH TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDBI 4304	Methods of Teaching ESL	3
EDRE 4330	Teaching Content Area Reading Skills	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching for Exceptional Children	3
EDSP 4325	Educating Gifted Learners	3
EDOC 4100	TEXES State Certification Exam Preparation Seminar	1
EDUC 4306	Educational Applications of Technology	3
EDUC 4311	Curriculum & Instruction in the Secondary School	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4894	Student Teaching in the High School Grades (with appropriate placement)	8
<b>MATHEMATICAL STUDIES (7-12):</b>		
MATH 1313	College Algebra	LACC
MATH 1323	Trigonometry	3
MATH 1434	Pre-Calculus	4
MATH 1451	Calculus I	4
MATH 1452	Calculus II	4
MATH 2303	Foundations in Geometry, Measurement, Probability and Statistics	3
MATH 2423	Linear Algebra	4
MATH 3302	Foundations of Geometry	3
MATH 3311	Introduction to Discrete Mathematics and Combinatorics	3
MATH 3404	Probability and Statistics with Computer Applications	4
MATH 4201	Mathematical Topics in Education (Pre-req. 15 hrs in math, Jr. standing)	2
<b>Total Hours in Major</b>		<b>77</b>
<b>Elective Hours Required</b>		<b>0</b>
<b>TOTAL HOURS IN DEGREE</b>		<b>129</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF SCIENCE (BS)  
PHYSICAL SCIENCE (7-12) WITH TEACHER CERTIFICATION**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1434 Precalculus	4
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I <b>gg</b>	3	PSYC 1313 General Psychology <b>gg</b>	3	ART 2343 Art Appreciation <b>gg</b>	3
ENGL 2325 Great Works of Literature II	3	SOCI 1313 Principles of Sociology	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	PHYS 1410 General Physics I	4	Total Hours in Liberal Arts Core	53

**PHYSICAL SCIENCE (7-12) WITH TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDSI 4304	Methods for Teaching ESL	3
EDRE 4330	Teaching Content Area Reading Skills	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching for Exceptional Children	3
EDUC 4100	TEXES State Certification Exam Preparation Seminar	1
EDUC 4308	Educational Applications of Technology	3
EDUC 4311	Curriculum & Instruction in the Secondary School	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4894	Student Teaching in the High School Grades (with appropriate placement)	8
<b>PHYSICAL SCIENCE (7-12)</b>		
CHEM 1411	Chemistry of Our World	4
CHEM 2415	General Chemistry I	4
CHEM 2416	General Chemistry II	4
CHEM 2423	Quantitative Analysis	4
CHEM 3313	Organic Chemistry I	3
CHEM 3131	Organic Chemistry Lab I	1
CHEM 4191	Senior Research Project	1
PHYS 1416	General Physics I	LACC
PHYS 1417	General Physics II	4
PHYS 4221	Undergraduate Research Experience in Physics I	2
	A minimum of 5 additional upper level hours in CHEM and/or PHYS	5
	<b>Total Hours in Major</b>	72
	<b>Elective Hours Required</b>	0
	<b>TOTAL HOURS IN DEGREE</b>	126



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**SPEECH COMMUNICATIONS (7-12) WITH TEACHER CERTIFICATION**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <i>or</i> ENGL 2325 <i>Great Works of Literature II</i>	3	PSYC 1313 <i>General Psychology</i> <i>or</i> SOCL 1313 <i>Principles of Sociology</i>	3	ART 2343 <i>Art Appreciation</i> <i>or</i> MUSI 1331 <i>Music Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**SPEECH COMMUNICATIONS (7-12) WITH TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDBI 4304	Methods of Teaching ESL	3
EDBI 4305	Second Language Acquisition	3
EDRE 4330	Teaching Content Area Reading Skills	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching for Exceptional Children	3
EDUC 4100	Texas State Certification Exam Preparation Seminar	1
EDUC 4305	Educational Applications of Technology	3
EDUC 4311	Curriculum & Instruction in the Secondary School	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4504	Student Teaching in High School Grades (with appropriate placement)	8
<b>SPEECH COMMUNICATIONS:</b>		
COMM 1323	Rhetoric & Public Speaking	3
COMM 2313	Public Speaking (pre-requisite COMM 1323)	3
COMM 3323	Communication Theory (pre-requisite COMM 1323)	3
RHETORICAL STUDIES	CHOOSE 3 CLASSES (9 HOURS) FROM: COMM 3325, 3334, 3336, 3355, 4314, 4315	9
COMMUNICATION STUDIES	CHOOSE 3 CLASSES (9 HOURS) FROM: COMM 3324, 3345, 3354, 3363, 4304, 4323, 4373, JMC 3325	9
WRIT 3383	Advanced Grammar and Writing	3
<b>Total Hours in Major</b>		<b>73</b>
<b>Elective Hours Required</b>		<b>0</b>
<b>TOTAL HOURS IN DEGREE</b>		<b>125</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**ALL LEVEL ART WITH TEACHER CERTIFICATION**

CATALOG YEAR: **2014/2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <b>or</b> ENGL 2325 <i>Great Works of Literature II</i>	3	PSYC 1313 <i>General Psychology</i> <b>or</b> SOCL 1313 <i>Principles of Sociology</i>	3	ART 2343 <i>Art Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**ALL LEVEL ART WITH TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDBI 4304	Methods of Teaching English as a Second Language	3
EDRE 4330	Teaching Content Area Reading Skills	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching for Exceptional Children	3
EDUC 4105	TEAES State Certification Exam Preparation Seminar	1
EDUC 4301	Curriculum & Instruction for Elementary School	3
EDOC 4305	Educational Applications of Technology	3
EDOC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4493/96	Student Teaching in Elementary Art AND Secondary Art (with appropriate placements)	6
<b>All Level Art:</b>		
ART 1303	Art Methods & Materials	3
ART 1313	Design I	3
ART 1323	Design II	3
ART 2380	Printmaking I	3
ART 2384	Sculpture I	3
ART 2391	Ceramics I	3
ART 2394	Drawing I	3
ART 2397	Painting I	3
ART 3305	Art for the Secondary School	3
INOC 4385	Essential Elements of the Fine Arts	3
	Choose 3 additional classes (9 hrs) from the following Art History: ART 3353, 3363, 3373 or 3383	9
	<b>Total Hours in Major</b>	<b>79</b>
	<b>Elective Hours Required</b>	<b>6</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>131</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF MUSIC EDUCATION (BME)**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 1313 Old Testament	3	GOVT 2313 American and Texas Government I	3
*ENGL 1330 Writing for Wisdom II	3	CHRI 1323 New Testament	3	HIST 2313 U.S. History to 1877	3
ENGL 2315 Great Works of Literature I OR ENGL 2325 Great Works of Literature II	3	CHRI 2373 Christian Theology & Tradition	3	HIST 2323 U.S. History from 1877	3
PHIL 1313 Introduction to Philosophy	3	*MATH 1305 Math for Critical Thinking or higher	3	HIST 2311 Western Civilization I	3
		Natural Science and Lab (BIOL, CHEM, PHYS)	4	HIST 2312 Western Civilization II	3
				<b>Total Hours in Liberal Arts Core</b>	<b>43</b>

MAJOR REQUIREMENTS: All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
	<b>CORE REQUIREMENTS:</b>	<b>28</b>
MUSI 1422, 1022	Theory I and Theory I Lab	4
MUSI 1423, 1023	Theory II and Theory II Lab	4
MUSI 2422, 2022	Theory III and Theory III Lab	4
MUSI 2423, 2023	Theory IV and Theory IV Lab	4
MUSI 2331 & 2332	Music Literature I & II	6
MUSI 3333 & 3334	Music History I & II	6
	<b>MAJOR APPLIED HOURS:</b>	<b>10</b>
	Primary: 7 Primary Applied – 7 semesters of 1 credit lessons (3 hours must be upper level)	7
	Secondary: 3 Secondary Applied – must be piano	3
	<b>COGNATE REQUIREMENTS: Skills, Literature, History, Pedagogy</b>	<b>21</b>
MUSI 3322	Theory V: Contemporary Theory	3
MUSI 2381	Foundations of Music Education	3
MUSI 2181, 82, 83, 84	Instrumental Techniques; Brass (2181); Percussion (2182); Strings (2183); Woodwinds (2184)	4
MUSI 3180	Developmental Vocal Techniques	1
MUSI 3260 & 3262	Introduction to Conducting & Advanced Conducting	4
MUSI 4382	Elementary Music Methods	3
MUSI 4383	Secondary Music Methods	3
	<b>TEACHER CERTIFICATION</b>	<b>21 or 26</b>
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations: American Educational Thought	3
EDUC 4100	TEXES State Certification Preparation	1
EDSP 4302	Survey of Exceptional Children	3
EDUC 4306	Educational Applications of Technology	3
EDUC 4400 or 4000	Student Teaching Seminar	0 or 4
EDUC 4494 & 4497	Student Teaching in Elementary & Student Teaching in Secondary	8
	<b>ADDITIONAL REQUIREMENTS: (Transfer students should review current SoM Handbook policies for specific details.)</b>	<b>8 - 12</b>
MUSI 0001	Forum / Recital Attendance (Enroll EVERY Semester—unless enrolled in EDUC 4494 / 4497—Must Pass at Least 7 Semesters)	0
MUSI 0002	Piano Proficiency (Must Pass Exam) Please Note: All Music Majors MUST be enrolled in Class Piano (MUSI 114X) until they register for and pass MUSI 0002 Piano Proficiency (up to 4 additional credit hours).	0 - 4
MUSI 0003	Sophomore Review (Must Pass Before Earning 60 Credit Hours)	0
MUSI X11X	Ensembles (Enroll EVERY Semester—unless enrolled in EDUC 4494 / 4497)	8
MUSI 3090	Performance Recital	0
	<b>Total Hours in Bachelor of Music Education Major</b>	<b>88 - 96</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>131-139</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**KINESIOLOGY WITH ALL-LEVEL TEACHER CERTIFICATION**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <u>or</u> ENGL 2325 <i>Great Works of Literature II</i>	3	PSYC 1313 <i>General Psychology</i> <u>or</u> SOC 1313 <i>Principles of Sociology</i>	3	ART 2343 <i>Art Appreciation</i> <u>or</u> MUSI 1331 <i>Music Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	BIOL 2404 <i>Human Anatomy &amp; Physiology I</i>	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**KINESIOLOGY WITH ALL-LEVEL TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDBI 4304	Teaching English as a Second Language	3
EDRE 4330	Content Area Reading	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching for Exceptional Children	3
EDUC 4105	TEES State Certification Exam Preparation Seminar	1
EDUC 4305	Educational Applications of Technology	3
EDUC 4301	Curriculum & Instruction for Elementary School	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
EDUC 4484/85	Student Teaching in Elementary PE AND Secondary PE (with appropriate placement)	8
<b>All-Level Kinesiology:</b>		
KINE 2202	Creating a Wellness Lifestyle	2
KINE 2310	Foundations of Kinesiology	3
KINE 2334	Tests & Measurements in Kinesiology	3
KINE 2335	Sports and Fitness Activities	3
KINE 2336	Strategies & Principles of Coaching	3
KINE 3210	Exercise Prescription (Must be taken with KINE 3393)	2
KINE 3301	Prevention and Treatment of Sports Injuries	3
KINE 3393	Physiology of Exercise (Prerequisite BIOL 2404)	3
KINE 3395	Kinesiology: Applied Biomechanics (Prerequisite KINE 3393)	3
KINE 3398	Foundations of Health Instruction	3
KINE 4323	Motor Learning (Prerequisite KINE 3393)	3
KINE 4328	Wellness and Fitness in EC-12 Schools (requires field experience)	3
<b>Total Hours in Major</b>		<b>74</b>
<b>Elective Hours Required</b>		<b>6</b>
<b>TOTAL HOURS IN DEGREE</b>		<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**SPANISH WITH EC-12 TEACHER CERTIFICATION**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <i>or</i> ENGL 2325 <i>Great Works of Literature II</i>	3	PSYC 1313 <i>General Psychology</i> <i>or</i> SOCI 1313 <i>Principles of Sociology</i>	3	ART 2343 <i>Art Appreciation</i> <i>or</i> MUSI 1331 <i>Music Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	HIST 2313 <i>U.S. History to 1877</i>	3
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	HIST 2323 <i>U.S. History from 1877</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	<b>Total Hours in Liberal Arts Core</b>	<b>52</b>

**SPANISH WITH EC-12 TEACHER CERTIFICATION: (All courses within major must be completed with a "C" or higher.)**

COURSE NO.	COURSE NAME	HOURS
<b>PRE-EDUCATION REQUIREMENTS:</b>		
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations of American Educational Thought	3
<b>COURSES TAKEN AFTER ADMISSION TO TEACHER CERTIFICATION PROGRAM:</b>		
EDRE 4330	Teaching Content Area Reading Skills	3
EDRE 4351	Emergent Literacy	3
EDSP 4302	Survey of Exceptional Children	3
EDSP 4311	Diagnostic & Prescriptive Teaching for Exceptional Children	3
EDUC 4100	TEKES State Certification Exam Preparation Seminar	1
EDUC 4301	Curriculum and Instruction for Elementary	3
EDUC 4308	Educational Applications of Technology	3
EDUC 4320	Teaching Methodology for Secondary Teachers	3
EDUC 4400	Student Teaching Seminar	4
<b>Take the Appropriate Student Teaching Placement:</b>		
EDUC 4461	Student Teaching in Elementary Spanish	4
EDUC 4462	Student Teaching in Secondary Spanish	4
<b>SPANISH/ESL:</b>		
EDBI 4304	Methods of Teaching ESL	3
EDBI 4305	Second Language Acquisition	3
SPAN 2314	Spanish Proficiency III	3
SPAN 2324	Spanish Proficiency IV	3
SPAN 3314	Advanced Spanish Proficiency I (Advanced Grammar)	3
SPAN 3324	Advanced Spanish Proficiency II (Intro to Hispanic Literature)	3
<b>Choose 18 hours (6 courses) from the following:</b>		
SPAN 3305, 3306, 3307, 3308, 3321, 3335, 3336, 3360, 3372, 3374, 3376, 3378, 3380, 4305, 4306, 4307, 4313, 4343, 4344		18
<b>Total Hours in Major</b>		<b>78</b>
<b>Elective Hours Required</b>		<b>0</b>
<b>TOTAL HOURS IN DEGREE</b>		<b>128</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 CURRICULUM AND INSTRUCTION  
 With EC – 6 Generalist Certification

CATALOG YEAR: **2014/2015**

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**DEGREE REQUIREMENTS:**

To earn a Master of Education in Curriculum & Instruction a student must complete the following 39 hours:

Course Number	Course Name	HOURS
<b>MEd Core Classes:</b>		
EDUC 6304	Children, Adolescents & Learning	3
EDUC 6320	Research Techniques and Procedures	3
<b>Curriculum &amp; Instruction W/ EC-6 Generalist &amp; All Level Special Ed Certification:</b>		
EDRE 5310	Reading & Writing for Pre-Adolescents	3
EDRE 5320	Teaching Reading through Children's Literature	3
EDSP 5302	Survey of Exceptional Children	3
EDSP 5311	Diagnostic and Prescriptive Teaching for Exceptional Children	3
EDSP 5319	Teaching Strategies in Special Education	3
EDSP 5335	Identification and Evaluation of Early Childhood	3
EDUC 5308	Educational Applications of Technology	3
EDUC 5350	Science for Pre-Adolescents	3
EDUC 5360	Essential Elements of Math	3
EDUC 5375	Essential Elements of Fine Arts and PE/Health	3
EDUC 5380	Essential Elements of Social Studies	3
EDUC 6301	Classroom Management	3
EDUC 6302	Elementary School Curriculum and Instruction	3
EDUC 5101 & 5201 OR EDUC 5374	Internship I & II OR Clinical Teaching EC-6 / Special Education EC-12	3
<b>TOTAL HOURS</b>		<b>48</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 CURRICULUM AND INSTRUCTION  
 With ENG L/A and READING Certification (Grades 4-8)

CATALOG YEAR: 2014/2015

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**DEGREE REQUIREMENTS**

To earn a Master of Education in Curriculum & Instruction a student must complete the following 39 hours:

Course Number	Course Name	HOURS
<b>MEd Core Classes:</b>		
EDUC 6304	Children, Adolescents and Learning	3
EDUC 6315	American Educational Reform	3
EDUC 6320	Research Techniques and Procedures	3
<b>Curriculum &amp; Instruction W/ Certification in ENG L/A &amp; Reading (4 – 8) Classes:</b>		
EDBI 5304	Methods of Teaching ESL	3
EDRE 5310	Reading & Writing for Pre-Adolescents	3
EDRE 5320	Teaching Reading through Children's Literature	3
EDRE 5330	Content Reading Area	3
EDSP 5302	Survey of Exceptional Children	3
EDUC 5308	Educational Applications of Technology	3
EDUC 5320	Teaching Methodology for Secondary Teachers	3
EDUC 6301	Classroom Management	3
EDUC 6312	Secondary School Curriculum and Instruction	3
EDUC 5101 & 5201 OR EDUC 5335	Internship I & II OR Clinical Teaching the 4-8 Classroom	3
<b>TOTAL HOURS</b>		<b>39</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 CURRICULUM AND INSTRUCTION  
 With Certification in Mathematics, Science, or Social Studies (4-8)

CATALOG YEAR: **2014/2015**

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**DEGREE REQUIREMENTS:**

To earn a Master of Education in Curriculum & Instruction a student must complete the following 36 hours:

Course Number	Course Name	HOURS
<b>MEd Core Classes:</b>		
EDUC 6304	Children, Adolescents and Learning	3
EDUC 6315	American Educational Reform	3
EDUC 6320	Research Techniques and Procedures	3
<b>Curriculum &amp; Instruction W/ Certification in Math, Science or Social Studies (4-8):</b>		
EDBI 5304	Methods of Teaching ESL	3
EDRE 5330	Content Reading Area	3
EDSP 5302	Survey of Exceptional Children	3
EDUC 5308	Educational Applications of Technology	3
EDUC 5320	Teaching Methodology for Secondary Teachers	3
EDUC 5350	Science for Pre-Adolescents (If teaching field is science) OR	3
EDUC 5380	Essential Elements of Math (If teaching field is math) OR	
EDUC 5380	Essential Elements of Social Studies (If teaching field is social studies)	
EDUC 6301	Classroom Management	3
EDUC 6312	Secondary School Curriculum and Instruction	3
EDUC 5101 & 5201 OR EDUC 5335	Internship I & II OR Clinical Teaching the 4-8 Classroom	3
<b>TOTAL HOURS</b>		<b>36</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 CURRICULUM AND INSTRUCTION  
 With 7 – 12 Certification

CATALOG YEAR: **2014/2015**

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**DEGREE REQUIREMENTS:**

To earn a Master of Education in Curriculum & Instruction a student must complete the following 36 hours:

Course Number	Course Name	HOURS
<b>MEd Core Classes:</b>		
EDUC 6304	Children, Adolescents and Learning	3
EDUC 6315	American Educational Reform	3
EDUC 6320	Research Techniques and Procedures	3
<b>Curriculum &amp; Instruction W/7 – 12 Certification Classes:</b>		
EDRE 5330	Content Area Reading	3
EDSP 5302	Survey of Exceptional Child	3
EDUC 5308	Educational Applications of Technology	3
EDUC 5320	Teaching Methodology for Secondary Teachers	3
EDUC 6301	Classroom Management	3
EDUC 6312	Secondary School Curriculum & Instruction	3
	Six (6) hours of approved graduate electives in education; Potential elective areas of study: ESL, Special Ed, TECHNOLOGY, READING (EDBI, EDSP, EDUC, EDRE)	6
EDUC 5101 & 5201 OR EDUC 5373	Internship I & II OR Clinical Teaching the 7-12 Classroom	3
<b>TOTAL HOURS</b>		<b>36</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 CURRICULUM AND INSTRUCTION  
 With Certification in All-level Art, Spanish, Music or Physical Education

CATALOG YEAR: **2014/2015**

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**DEGREE REQUIREMENTS:**

To earn a Master of Education in Curriculum & Instruction a student must complete the following 36 hours:

Course Number	Course Name	HOURS
<b>MEd Core Classes:</b>		
EDUC 6304	Children, Adolescents and Learning	3
EDUC 6315	American Educational Reform	3
EDUC 6320	Research Techniques and Procedures	3
<b>Curriculum &amp; Instruction W/ Certification in All-level Art, Music or P.E. Classes:</b>		
EDRE 5330	Content Reading Area	3
EDSP 5302	Survey of Exceptional Children	3
EDUC 5308	Educational Applications of Technology	3
EDUC 5320	Teaching Methodology for Secondary Teachers	3
EDUC 6301	Classroom Management	3
EDUC 6302	Elementary School Curriculum	3
	3/6 hours of approved graduate electives in education. Potential elective areas of study: ESL, SPED, TECHNOLOGY, READING (EDBI, EDSP, EDUC, EDRE)	3(6)
	3/6 hours of Clinical Teaching (EDUC 5396/5393, EDUC 5384/5385, EDUC 5394/5397, EDUC 5398 OR Internship I & II - EDUC 5101 & 5102)	6(3)
<b>TOTAL HOURS</b>		<b>36</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 CURRICULUM AND INSTRUCTION  
 With Certification in EC-6 and Special Education (EC – 12)

CATALOG YEAR: **2014/2015**

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**DEGREE REQUIREMENTS:**

To earn a Master of Education in Curriculum & Instruction a student must complete the following 48 hours:

Course Number	Course Name	HOURS
	<b>MEd Core Classes:</b>	
EDUC 6304	Children, Adolescents & Learning	3
EDUC 6320	Research Techniques and Procedures	3
	<b>Curriculum &amp; Instruction W/ EC-6 Generalist &amp; All Level Special Ed Certification:</b>	
EDRE 5310	Reading & Writing for Pre-Adolescents	3
EDRE 5320	Teaching Reading through Children's Literature	3
EDSP 5302	Survey of Exceptional Children	3
EDSP 5311	Diagnostic and Prescriptive Teaching for Exceptional Children	3
EDSP 5319	Teaching Strategies in Special Education	3
EDSP 5335	Identification and Evaluation of Early Childhood	3
EDUC 5308	Educational Applications of Technology	3
EDUC 5350	Science for Pre-Adolescents	3
EDUC 5360	Essential Elements of Math	3
EDUC 5375	Essential Elements of Fine Arts and PE/Health	3
EDUC 5380	Essential Elements of Social Studies	3
EDUC 6301	Classroom Management	3
EDUC 6302	Elementary School Curriculum and Instruction	3
EDUC 5101 & 5201 OR EDUC 5374	Internship I & II OR Clinical Teaching EC-6 / Special Education EC-12	3
	<b>TOTAL HOURS</b>	<b>48</b>





HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 In Bilingual Education

CATALOG YEAR: **2014/2015**

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**DEGREE REQUIREMENTS:**

To earn a Master of Education in Bilingual Education a student must complete the following 36 hours:

Course Number	Course Name	HOURS
<b>MEd Core Classes:</b>		
EDUC 6304	Children, Adolescents and Learning	3
EDUC 6315	American Educational Reform	3
EDUC 6320	Research Techniques and Procedures	3
<b>Bilingual Education Classes:</b>		
EDUC 5306	Educational Applications of Technology	3
EDBI 5304	Methods of Teaching English as a Second Language	3
EDBI 5305	Second Language Acquisition	3
EDBI 5315	Integrating ESL in the Content Areas	3
EDBI 5335	Spanish Writing Workshop	3
EDBI 5343 or 5344	Hispanic Cultural Perspectives	3
EDBI 5350	Developing Literacy in the Bilingual Classroom	3
EDBI 6305	Foundations of Bilingual Education	3
EDBI 6307	The Teaching of Mathematics, Science and Social Studies in the Bilingual Classroom	3
<b>TOTAL HOURS</b>		<b>36</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 CURRICULUM AND INSTRUCTION  
 With Specialization in Instructional Technology

CATALOG YEAR: **2014/2015**

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**DEGREE REQUIREMENT:**

To earn a Master of Education in Curriculum & Instruction a student must complete the following 36 hours:

Course Number	Course Name	HOURS
<b>MEd Core Classes:</b>		
EDUC 6304	Children, Adolescents and Learning	3
EDUC 6315	American Educational Reform	3
EDUC 6320	Research Techniques and Procedures	3
<b>Curriculum &amp; Instruction W/Specialization in Instructional Technology Classes:</b>		
EDAD 5319	Internet Resource Management	3
EDAD 5320	Systems Thinking: Theory and Application	3
EDUC 5302	Multimedia Instructional Strategies	3
EDUC 5305	Technology Enhanced Instructional Design	3
EDUC 5308	Educational Applications of Technology	3
EDUC 6307	Design of Print Based Media	3
EDUC 6308	Distance Learning	3
EDUC 6322	Curriculum and Instruction: Grades K – 12	3
EDUC 6330	Teaching Methodology for the Professional	3
<b>TOTAL HOURS</b>		<b>36</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 In Counselor Education

CATALOG YEAR: **2014/2015**

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**DEGREE REQUIREMENTS:**

To earn a Master of Education in Counselor Education a student must complete the following 37 hours:

Course Number	Course Name	HOURS
<b>MEd Core Classes:</b>		
EDUC 8304	Children, Adolescents and Learning	3
EDUC 8315	American Educational Reform	3
EDUC 8320	Research Techniques and Procedures	3
<b>Counselor Education Classes:</b>		
EDSP 5302	Survey of Exceptional Child	3
EPSY 5310	Ethical and Professional Issues in Psychology and Counseling	3
EPSY 5313	Methods and Techniques in Counseling	3
EPSY 5323	Theories of Counseling and Psychotherapy	3
EPSY 5363	Principles of Guidance	3
EPSY 6302	Measurement and Appraisal	3
EPSY 6305	Individual Psychological Evaluation	3
EPSY 6306	Career Information and Career Counseling	3
EPSY 6308	Methods of Group Guidance	3
EPSY 6191	Counseling Practicum	1
<b>TOTAL HOURS</b>		<b>37</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 IN EDUCATIONAL ADMINISTRATION

CATALOG YEAR: **2014/2015**

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**DEGREE REQUIREMENTS:**

To earn a Master of Education in Educational Administration a student must complete the following 37 hours:

Course Number	Course Name	HOURS
<b>MEd Core Classes:</b>		
EDUC 6304	Children, Adolescents and Learning	3
EDUC 6315	American Educational Reform	3
EDUC 6320	Research Techniques and Procedures	3
<b>Educational Administration Classes:</b>		
EDAD 6291	Internship in the Principalship	2
EDAD 6292	Internship in the Principalship	2
EDAD 6301	Administrative Theory and Practice	3
EDAD 6302	Instructional Leadership and Evaluation	3
EDAD 6303	School Law	3
EDAD 6304	School Business Management and Finance	3
EDAD 6308	The Role of the Principal	3
EDSP 5302	Survey of Exceptional Children	3
EDUC 5306	Educational Applications of Technology	3
EDUC 6301	Classroom Management	3
<b>TOTAL HOURS</b>		<b>37</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 EDUCATIONAL DIAGNOSTICIAN

CATALOG YEAR: **2014/2015**

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**DEGREE REQUIREMENTS:**

To earn a Master of Education in Educational Diagnostician a student must complete the following 42 hours:

Course Number	Course Name	HOURS
<b>MEd Core Classes:</b>		
EDUC 6304	Children, Adolescents and Learning	3
EDUC 6315	American Educational Reform	3
EDUC 6320	Research Techniques and Procedures	3
<b>Educational Diagnostician Classes:</b>		
EDUC 5306	Educational Applications of Technology	3
EDSP 6302	Survey of Exceptional Children	3
EDSP 6311	Diagnostic and Prescriptive Teaching for Exceptional Children	3
EDSP 6319	Teaching Strategies in Special Education	3
EDSP 6335	Identification and Evaluation in Early Childhood	3
EDSP 6305	Individual Psychological Evaluation	3
EDSP 6315	Practicum in Diagnosis	3
EDSP 6344	Educational Appraisal of Individuals with Exceptionalities	3
EDSP 6345	Advanced Assessment in Special Education	3
EPSY 6302	Measurement and Appraisal	3
EDAD 6303	School Law	3
<b>TOTAL HOURS</b>		<b>42</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Education Degree Plan**  
 In READING with READING SPECIALIST CERTIFICATION

CATALOG YEAR: **2014/2015**

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To earn a Master of Education in Reading a student must complete the following 39 hours:

Course Number	Course Name	HOURS
	<b>MEd Core Classes:</b>	
EDUC 6304	Children, Adolescents and Learning	3
EDUC 6315	American Educational Reform	3
EDUC 6320	Research Techniques and Procedures	3
	<b>Reading Specialist Certification:</b>	
EDRE 5301	Advanced Developmental Reading	3
EDRE 5304	Diagnosis and Correction of Reading Difficulties	3
EDRE 5310	Reading & Writing for Pre-Adolescents	3
EDRE 5320	Teaching Reading through Children's Literature	3
EDRE 5352	Literacy in Secondary Schools	3
EDRE 6305	Reading: A Linguistic Perspective	3
EDUC 5308	Educational Applications of Technology	3
EDUC 5330	Content Area Reading	3
EDUC 6370	Critical Issues in Teaching Reading in the Elementary School <b>OR</b>	3
EDUC 6371	Critical Issues in Teaching Reading in the Secondary School	
	<b>TOTAL HOURS</b>	<b>36</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**PSYCHOLOGY MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1305 Math for Critical Thinking or higher	3
*ENGL 1320 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3
ENGL 2316 Great Works of Literature I	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
ENGL 2326 Great Works of Literature II	3	HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	Ors Foreign Language	6
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3		
CHRI 2373 Christian Theology & Tradition	3	Any BIOL with Lab	4	Total Hours in Liberal Arts Core	61

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
PSYC 1313	General Psychology	3
PSYC 2301	Introductory Statistics (prerequisite MATH 1305 or higher)	3
PSYC 2364	Abnormal Psychology (prerequisite PSYC 1313)	3
PSYC 3313	Human Growth & Development (prerequisite PSYC 1313)	3
PSYC 3410	Experimental Psychology (prerequisite PSYC 1313 & 2301)	4
PSYC 4310	History & Theoretical Systems (prerequisite PSYC 1313)	3
PSYC 4330	Psychology of Learning (prerequisite PSYC 1313)	3
PSYC 4334	Psychology of Religion (prerequisite PSYC 1313)	3
PSYC 4350	Psychology Capstone (prerequisite PSYC 3410 & Senior Standing)	3
	Choose one of the following two courses:	3
PSYC 4322	Cognitive Psychology (prerequisite PSYC 1313 & BIOL)	
PSYC 4353	Physiological Psychology (prerequisite PSYC 1313 & BIOL)	
	Choose one of the following two courses:	3
PSYC 4332	Social Psychology (prerequisite PSYC 1313)	
PSYC 4360	Cultural Psychology (prerequisite PSYC 1313)	
	<b>Psychology Core Total</b>	<b>34</b>
	Choose 12 hours (4 elective courses) from below (8 hours must be upper level)	12
PSYC 2325	Dating and Intimate Relationships	
PSYC 2330	Human Sexuality	
PSYC 2340	Health Psychology (also offered as KINE 2340)	
PSYC 3305	Psychology of Personality (prerequisite PSYC 1313)	
PSYC 4316	Child Psychopathology (prerequisite PSYC 1313)	
PSYC 4323	Theories of Counseling (prerequisite PSYC 1313)	
PSYC 4326	Psychology of Dying, Bereavement & Counseling	
PSYC 4330	Psychology of Learning	
PSYC 4332	Social Psychology	
PSYC 4334	Psychology of Religion	
PSYC 4360	Cultural Psychology (prerequisite PSYC 1313)	
	<b>Total Hours in Major</b>	<b>107</b>
	<b>Elective Hours Required</b>	<b>18</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Arts Degree Plan**  
**In Christian Counseling**

CATALOG YEAR: **2014/2015**

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To earn a Master of Arts in Christian Counseling, 49 semester hours are required.

Degree Requirements		HOURS
PSYC 5310	Ethical and Professional Issues in Psychology and Counseling	3
PSYC 5312	Marriage, Couple and Family Counseling Theories	3
PSYC 5314	Methods and Techniques in Christian Counseling	3
PSYC 5315	Christian Integration Seminar I	3
PSYC 5323	Theories of Counseling and Psychotherapy	3
PSYC 6191	Practicum in Counseling Psychology	1
PSYC 6301	Principles of Human Development	3
PSYC 6302	Measurement and Appraisal	3
PSYC 6306	Career Information and Career Counseling	3
PSYC 6308	Methods of Group Process	3
PSYC 6310	Clinical Psychopathology	3
PSYC 6311	Addictions and Compulsive Disorders	3
PSYC 6315	Christian Integration Seminar II	3
PSYC 6320	Research Techniques and Procedures	3
9 Hours Electives	In Graduate Level Psychology Courses	9
<b>TOTAL HOURS</b>		<b>49</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**Master of Arts Degree Plan**  
**In Psychology**

CATALOG YEAR: 2014/2015

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To earn a Master of Arts in Psychology, 37 semester hours are required.

Degree Requirements		HOURS
PSYC 5310	Ethical and Professional Issues in Psychology and Counseling	3
PSYC 5312	Marriage, Couple and Family Counseling Theories	3
PSYC 5330	Psychology of Learning	3
PSYC 5332	Social Psychology	3
PSYC 5353	Physiological Psychology	3
PSYC 6301	Principles of Human Development	3
PSYC 6302	Measurement and Appraisal	3
PSYC 6306	Career Information and Career Counseling	3
PSYC 6310	Clinical Psychopathology	3
PSYC 6320	Research Techniques and Procedures	3
PSYC 6324	Seminar in Research	3
PSYC 6199	Thesis	1
	3 Hours PSYC Elective	3
<b>TOTAL HOURS</b>		<b>37</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF FINE ARTS (BFA)**  
**STUDIO ART MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	MUSI 1331 <i>Music Appreciation</i>	3
ENGL 2315 <i>Great Works of Literature I or</i>	3	HST 2313 <i>U.S. History to 1877</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2325 <i>Great Works of Literature II</i>	3	HST 2323 <i>U.S. History from 1877</i>	3	<i>One Foreign Language</i>	6
CHR 1313 <i>Old Testament</i>	3	HST 2311 <i>Western Civilization I</i>	3	<i>Natural Science and Lab (BIOL, CHEM, PHYS)</i>	4
CHR 1323 <i>New Testament</i>	3	HST 2312 <i>Western Civilization II</i>	3	<b>Total Hours in Liberal Arts Core</b>	<b>55</b>
CHR 2373 <i>Christian Theology &amp; Tradition</i>	3				

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ART 1303	Art Methods and Materials	3
ART 1313	Design 2-Dimensional	3
ART 1323	Design 3-Dimensional	3
ART 333	(ART 3330, 3331 or 3332) Gallery and Museum Practices	3
ART 3353	Art History I – Prehistoric through Gothic	3
ART 3363	Art History II – Renaissance through Modern	3
ART 3373	History of Modern Art	3
ART 3375	Art of the Renaissance OR ART 3383 – European Heritage in Art History	3
ART 3380	American Art	3
ART XXXX	Studio Art: (Choose 14 courses @ 3 hrs/4 hrs each) ART 2391, 3391, 3392, 3393, 4491, 4492, 4493 Ceramics ART 2394, 3394, 3395, 3396, 4494, 4495, 4496 Drawing ART 2397, 3397, 3398, 3399, 4497, 4498, 4499 Painting ART 2380, 3370, 3374, 3376, 4480, 4482, 4483 Printmaking ART 2384, 3384, 3386, 3389, 4484, 4485, 4486 Sculpture ART 2372, 3372, 4472 Water Media-Painting ART 3335 Color Theory ART 2387, 3387, 3388, 4487, 4488 Life Drawing ART 3355 Experimental Drawing ART 4464 Experimental Painting ART 4461 Apprenticeship I, ART 4462 Apprenticeship II, ART 4463 Apprenticeship III – Courses require prior approval.	42 - 56
ART 4382	Senior Seminar	3
	<b>Total Hours in Major</b>	<b>72 - 88</b>
	<b>Elective Hours Required</b>	<b>0</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>127 - 141</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**STUDIO ART MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	*MATH 1305 Math for Critical Thinking or higher	3
ENGL 2315 Great Works of Literature I	3	PHIL 1213 Introduction to Philosophy	3	ART 2398 Art Appreciation	3
ENGL 2325 Great Works of Literature II	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
(only 1 Great Works course must be taken at HBU)		HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	One Foreign Language	6
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	Total Hours in Liberal Arts Core	61

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ART 1303	Art Methods and Materials	3
ART 1313	Design 2-Dimensional	3
ART 1323	Design 3-Dimensional	3
ART 3353	Art History I – Prehistoric through Gothic	3
ART 3353	Art History II – Renaissance through Modern	3
ART 3373	History of Modern Art	3
ART XXXX	Studio Art: (Choose 9 courses @ 3 hrs/4 hrs each) ART 2391, 3391, 3392, 3393, 4491, 4492, 4493 Ceramics ART 2394, 3394, 3395, 3396, 4494, 4495, 4496 Drawing ART 2397, 3397, 3398, 3399, 4497, 4498, 4499 Painting ART 2380, 3370, 3374, 3375, 4480, 4482, 4483 Printmaking ART 2384, 3384, 3385, 3389, 4484, 4485, 4486 Sculpture ART 2372, 3372, 4472 Water Media-Painting ART 3335 Color Theory ART 2387, 3387, 3388, 4487, 4488 Life Drawing ART 3355 Experimental Drawing ART 4464 Experimental Painting	27-36
ART 4392	Senior Seminar	3
	<b>Total Hours in Major</b>	<b>48 - 67</b>
	<b>Elective Hours Required</b>	<b>7 - 18</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**MINOR - STUDIO ART**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

<b>COURSE NO.</b>	<b>COURSE NAME</b>	<b>HOURS</b>
ART 1303	Art Methods and materials	3
ART 1313	Design 2D	3
ART 1323	Design 3D	3
ART 3353	Art History 1 - Prehistoric through Gothic	3
ART 3383	Art History 2 – Renaissance through Modern OR ART 3383 – European Heritage in Art History	3
ART XXXX	<b>Studio Art: (Choose 3 courses @ 3 hrs each / 4 hrs = 4000 level)</b> ART 2391, 3391, 3392, 3393, 4491, 4492, 4493 Ceramics ART 2394, 3394, 3395, 3396, 4494, 4495, 4496 Drawing ART 2397, 3397, 3398, 3399, 4497, 4498, 4499 Painting ART 2380, 3370, 3374, 3376, 4480, 4482, 4483 Printmaking ART 2384, 3384, 3386, 3389, 4484, 4485, 4486 Sculpture ART 2372, 3372, 4472 Water Media-Painting ART 3335 Color Theory ART 2387, 3387, 3388, 4487, 4488 Life Drawing ART 3355 Experimental Drawing ART 4484 Experimental Painting	10 / 11
<b>Total Hours in Minor</b>		<b>25 / 26</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
MINOR - ART HISTORY**

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
ART 1303	Art Methods and Materials	3
ART 1313	Design 2D	3
ART 1323	Design 3D	3
ART XXXX	Choose 1 of the following: ART 3330, ART 3331, ART 3332 Gallery and Museum Practices	3
ART 3353	Art History 1 - Prehistoric through Gothic	3
ART 3363	Art History 2 – Renaissance through Modern	3
ART XXXX	Choose 1 of the following: ART 2387, 3387, 4487, 4488 Life Drawing ART 3335 Color Theory ART 3373 History of Modern Art ART 3375 Art of the Renaissance ART 3380 American Art ART 3383 European Heritage in Art History	3 / 4
ART XXXX	Choose 1 of the following: <u>Studio Art:</u> Ceramics, Drawing, Painting, Printmaking, Sculpture, Water Media-Painting, Introduction to Applied Arts, <u>Applied Arts:</u> Fiber Arts, Experimental Drawing, Experimental Painting or Apprenticeship	3 / 4
<b>Total Hours in Minor</b>		<b>24 - 26</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF ARTS (BA)  
JOURNALISM & MASS COMMUNICATION MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
ENGL 2315 <i>Great Works of Literature I</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	ART 2343 <i>Art Appreciation</i>	3
ENGL 2325 <i>Great Works of Literature II</i>	3	HST 2313 <i>U.S. History to 1877</i>	3	MUSI 1331 <i>Music Appreciation</i>	3
(only 1 Great Works course must be taken at HBU)		HST 2323 <i>U.S. History from 1877</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
CHRI 1313 <i>Old Testament</i>	3	HST 2311 <i>Western Civilization I</i>	3	One Foreign Language	6
CHRI 1323 <i>New Testament</i>	3	HST 2312 <i>Western Civilization II</i>	3	Total Hours in Liberal Arts Core	61

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
JMC 1313	History of American Journalism	3
JMC 1324	Fundamentals of Broadcasting	3
JMC 1325	Media Writing	3
JMC 2301 or JMC 2302	Publication Production : Newspaper or Publication Production : Video	3
JMC 2414	Reporting & Writing I	4
JMC 4315	Public Affairs Reporting	3
JMC 4373	Internship	3
JMC 4374	Internship	3
JMC 4392	Media Law	3
<b>ELECTIVES:</b>	<b>Choose 9 additional hours from the following:</b>	<b>9</b>
	COMM 1323 – Rhetoric & Public Speaking	
	JMC 2324 – Editing News Copy	
	JMC 3325 – Principles of Public Relations	
	JMC 3326 – Understanding Audiences	
	JMC 3365 – Video Production I	
	JMC 3366 – Video Production II	
	JMC 3414 – Reporting & Writing II	
	JMC 4181, 4281, 4381 – Special Topics	
	JMC 4314 – Feature Writing	
	JMC 4336 – Principles of Advertising	
	JMC 4367 – Non-Linear Editing	
	JMC 4375 – Internship	
	JMC 4393 – Media Ethics	
	Professional Portfolio required for graduation.	
	<b>Total Hours in Journalism &amp; Mass Communication Major</b>	<b>37</b>
	<b>Elective Hours Required</b>	<b>27</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
MINOR - JOURNALISM & MASS COMMUNICATIONS**

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
JMC 1313	History of American Journalism	3
JMC 1325	Media Writing	3
JMC 2325	Mass Communication Practices	3
JMC 2414	Reporting and Writing I	4
ELECTIVES:	Choose 6 hours from the following: COMM 1323 Rhetoric and Public Speaking JMC 2324 Editing News Copy JMC 3325 Principals of Public Relations JMC 3365 Video Production I JMC 3366 Video Production II JMC 3414 Reporting & Writing II JMC 4181, 4281, 4381 Special Topics JMC 4314 Feature Writing JMC 4336 Principals of Advertising JMC 4367 Non-Linear Editing JMC 4375 Internship JMC 4383 Media Ethics	6
<b>Total Hours in Minor</b>		<b>19</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**WRITING MAJOR**

CATALOG YEAR: **2014/2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs	
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	*MATH 1305 Math for Critical Thinking or higher	3	
ENGL 2316 Great Works of Literature I	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3	
ENGL 2326 Great Works of Literature II (only 1 Great Works course must be taken at HBU)	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3	
CHRI 1313 Old Testament	3	HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3	
CHRI 1323 New Testament	3	HIST 2311 Western Civilization I	3	One Foreign Language	6	
		HIST 2312 Western Civilization II	3			
					Total Hours in Liberal Arts Core	61

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS	
ENGL XXXX	Any 2 Upper Level Literature Courses (6 hours) from ENGL 3000, 4000	6	
WRIT 3354	Creative Writing: Poetry	3	
WRIT 3355	Creative Writing: Fiction	3	
WRIT 4373	The Critical Essay and Review Writing	3	
WRIT 4301	Writing Internship	3	
	Choose 15 hrs (5 courses) from the following: JMC 1325, 2414, 3414, 3325, 4314, 4336 (only 3 hours from JMC) WRIT 3303, 3321, 3334, 3345, 3350, 3356, 3383, 4353-4358, 4364, 4365, 4370, 4372, 4374, 4376, 4393	15	
WRIT 4391 or WRIT 4392	Senior Seminar: Creative Writing in Poetry or Senior Seminar: Creative Writing in Fiction	3	
	Additional Requirement: A portfolio and its presentation to the Writing Faculty in the semester before graduation.		
		Total Hours in Major	36
		Elective Hours Required	28
		<b>TOTAL HOURS IN DEGREE</b>	<b>125</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**MINOR - WRITING**

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
	Choose 6 courses (18 hrs) from the following: (only 3 hrs. from JMC allowed) ENGL XXXX Any 1 Upper Level Literature Course (3 hours) from ENGL 3000 or 4000 JMC 1325 Media Writing JMC 2414 Reporting and Writing I JMC 3414 Reporting and Writing II (JOUR 3314) JMC 3325 Principles of Public Relations (JOUR 3325) JMC 4314 Feature Writing (JOUR 4314) JMC 4336 Principles of Advertising (JOUR 4336 / MKTG 4336) WRIT 3321 Special Topics WRIT 3303 Elements of Professional Writing WRIT 3345 Technical Writing WRIT 3334 Life Writing WRIT 3350 Creative Writing: Non-fiction WRIT 3354 Creative Writing: Poetry WRIT 3355 Creative Writing: Fiction WRIT 3356 Playwriting and Screenwriting WRIT 3383 Advanced Grammar WRIT 4353 - 4358 Advanced Creative Writing WRIT 4364 Advanced Poetry Writing-prerequisite WRIT 3354, 3355 or permission of instructor WRIT 4365 Advanced Fiction Writing WRIT 4370 Grant Writing WRIT 4372 Information Design WRIT 4373 The Critical Essay and Review Writing WRIT 4374 Rhetoric for Technical and Professional Writers WRIT 4376 Promotion & Persuasive Writing	
	<b>Total Hours in Minor</b>	<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**CINEMA & NEW MEDIA ARTS MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1305 Math for Critical Thinking or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I or ENGL 2325 Great Works of Literature II	3	HST 2313 U.S. History to 1877	3	ART 2343 Art Appreciation or MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HST 2323 U.S. History from 1877	3	One Foreign Language	6
CHRI 1323 New Testament	3	HST 2311 Western Civilization I	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
CHRI 2373 Christian Theology & Tradition	3	HST 2312 Western Civilization II	3	Total Hours in Liberal Arts Core	55

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
CNMA 1301	Cinematic Core Principles	3
CNMA 1302	The Art of Cinema & New Media	3
CNMA 1303	Collaboration & Problem-Solving	3
CNMA 2300	Faith & Culture in Cinema & New Media	3
	Choose a minimum of 6 hours (2 classes) from the following Specialized Courses:	6
	CNMA 2301 Writing for Cinema & New Media      CNMA 2310 Cinematography & Production	
	CNMA 2303 Directing for Cinema & New Media      CNMA 2312 Editing & Post-Production	
	CNMA 2305 Producing for Cinema & New Media      CNMA 2316 Production Design & Art Direction	
	Choose a minimum of 18 hours from Media Studies:	16
	CNMA 3151 – CNMA 3199 Media Studies	
	Choose a minimum of 6 hours from the following Advanced Courses:	5
	CNMA 3301 Advanced Writing      CNMA 3110, 3210, 3310 Cinematography Practicum	
	CNMA 3303 Advanced Directing      CNMA 3112, 3212, 3312 Sound / Visual Effects Practicum	
	CNMA 3305 Advanced Producing      CNMA 3116, 3216, 3316 Production Design Practicum	
	CNMA 3307 Advanced Editing      CNMA 3125, 3225, 3325 Casting Practicum	
	CNMA 3309 Documentary Filmmaking      CNMA 3145, 3245, 3345 Internship	
	Choose up to 4 hours from the following Electives:	4
	CNMA 3120, 3220, 3320 Special Topics	
	CNMA 4151 World-Building & Non-Linear Storytelling	JMC 4392 Media Law
	CNMA 4152 Developing Technologies	JMC 4393 Media Ethics
	CNMA 4325 Principles of Acting	WRIT 3354 Creative Writing – Poetry
	CNMA 4350 Advanced Film Theory	WRIT 3355 Creative Writing – Fiction
	ART 3335 Color Theory	WRIT 3356 Playwriting & Screenwriting
	JMC 4336 Principles of Advertising	WRIT 4353-4358 Advanced Creative Writing Workshop
CNMA 4300	Entertainment Business	3
CNMA 4390	Senior Project I	3
CNMA 4395	Senior Project II	3
	<b>Total Hours Major</b>	<b>62</b>
	<b>Elective Hours Required</b>	<b>18</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**MUSIC MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
ENGL 2315 <i>Great Works of Literature I</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	ART 2343 <i>Art Appreciation</i>	3
ENGL 2325 <i>Great Works of Literature II</i> (only 1 Great Works course must be taken at HBU)	3	HIST 2313 <i>U.S. History to 1877</i>	3	MUSI 1331 <i>Music Appreciation</i>	3
		HIST 2323 <i>U.S. History from 1877</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
CHRI 1313 <i>Old Testament</i>	3	HIST 2311 <i>Western Civilization I</i>	3	One Foreign Language	0
CHRI 1323 <i>New Testament</i>	3	HIST 2312 <i>Western Civilization II</i>	3	<b>Total Hours in Liberal Arts Core</b>	<b>61</b>

MAJOR REQUIREMENTS: All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
<b>CORE REQUIREMENTS:</b>		
MUSI 1422, 1022	Theory I and Theory I Lab	4
MUSI 1423, 1023	Theory II and Theory II Lab	4
MUSI 2422, 2022	Theory III and Theory III Lab	4
MUSI 2423, 2023	Theory IV and Theory IV Lab	4
MUSI 2331 & 2332	Music Literature I & II	6
MUSI 3333	Music History I	3
MUSI 3322 or 3334	Theory V: Contemporary or Music History II	3
	<b>Total Music Core</b>	<b>28</b>
<b>MAJOR APPLIED HOURS:</b>		
Primary:	12 Primary Applied (4 hours must be upper level)	12
Secondary:	--	
<b>COGNATE REQUIREMENTS: Skills, Literature, History, Pedagogy</b>		
MUSI 1143	Class Piano I	1
MUSI 1144	Class Piano II	1
MUSI 2XXX / 3XXX / 4XXX	Music electives (12 hours, but at least 9 hours must be upper level—3XXX or 4XXX) (may NOT be Applied Lessons)	12
MUSI 4299	Senior Capstone	2
	<b>Total Cognate Requirements</b>	<b>16</b>
<b>ADDITIONAL REQUIREMENTS: (Transfer students should review current SoM Handbook policies for specific details.)</b>		
MUSI 0001	Forum / Recital Attendance (Enroll EVERY Semester after declaring a BA Music major—Must Pass ALL but 1 semester)	0
MUSI 0003	Sophomore Review (Must Pass Before Earning 60 Credit Hours)	0
MUSI X11X	Ensembles (Enroll EVERY Semester)	8
MUSI 3090	Performance Recital	0
	<b>Total Additional Requirements</b>	<b>8</b>
	<b>Total Hours in Major</b>	<b>64</b>
	<b>Elective Hours Required</b>	<b>0</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF MUSIC (BM)**  
**ORGAN PERFORMANCE MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 <i>Writing for Wisdom II</i>	3	CHRI 1313 <i>Old Testament</i>	3	*MATH 1305 <i>Math for Critical Thinking or Higher</i>	3
ENGL 2315 <i>Great Works of Literature I OR</i>		CHRI 1323 <i>New Testament</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2325 <i>Great Works of Literature II</i>	3	HST 2311 <i>Western Civilization I</i>	3	One Foreign Language	6
PHIL 1313 <i>Introduction to Philosophy</i>	3	HST 2312 <i>Western Civilization II</i>	3	<b>Total Hours in Liberal Arts Core</b>	<b>43</b>

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
<b>CORE REQUIREMENTS:</b>		
MUSI 1422, 1022	Theory I and Theory I Lab	4
MUSI 1423, 1023	Theory II and Theory II Lab	4
MUSI 2422, 2022	Theory III and Theory III Lab	4
MUSI 2423, 2023	Theory IV and Theory IV Lab	4
MUSI 2331 & 2332	Music Literature I & II	6
MUSI 3333 & 3334	Music History I & II	6
<b>TOTAL CORE REQUIREMENTS</b>		<b>28</b>
<b>MAJOR APPLIED HOURS:</b>		
<b>Primary:</b>	<b>18 Applied Organ—8 hours must be upper level</b>	<b>16</b>
<b>Secondary:</b>	<b>3 Secondary Applied</b>	<b>3</b>
<b>TOTAL MAJOR APPLIED HOURS</b>		<b>19</b>
<b>COGNATE REQUIREMENTS: Skills, Literature, History, Pedagogy</b>		
MUSI 3322	Theory V: Contemporary	3
MUSI 3263 & 3264	Choral Conducting & Advanced Choral Conducting	4
MUSI 3342	Organ Construction and Design	3
MUSI 3243 & 3244	Service Playing I & II	4
MUSI 4342	Organ Literature	3
MUSI 4344	Organ Pedagogy	3
MUSI 4299	Senior Capstone	2
<b>TOTAL COGNATE REQUIREMENTS</b>		<b>22</b>
<b>ADDITIONAL REQUIREMENTS: (Transfer students should review current SoM Handbook policies for specific details.)</b>		
MUSI 0001	Forum / Recital Attendance (Enroll EVERY Semester—Must Pass at Least 7 Semesters)	0
MUSI 0002	Piano Proficiency (Must Pass Exam) Please Note: All Music Majors MUST be enrolled in Class Piano (MUSI 114X) until they register for and pass MUSI 0002 Piano Proficiency (up to 4 additional credit hours). Organ Performance Majors MUST also pass an Organ Proficiency Exam.	0 - 4
MUSI 0003	Sophomore Review (Must Pass Before Earning 60 Credit Hours)	0
MUSI X11X	Ensembles (Enroll EVERY Semester)	8
MUSI 3090 & 4090	Performance Recital & Senior Recital	0
<b>TOTAL ADDITIONAL REQUIREMENTS</b>		<b>8 - 12</b>
<b>Total Hours in Major</b>		<b>77 - 81</b>
<b>Elective Hours Required</b>		<b>1 - 5</b>
<b>TOTAL HOURS IN DEGREE</b>		<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF MUSIC (BM)  
PIANO PERFORMANCE MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 <i>Writing for Wisdom II</i>	3	CHRI 1313 <i>Old Testament</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
ENGL 2315 <i>Great Works of Literature I OR</i>		CHRI 1323 <i>New Testament</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2325 <i>Great Works of Literature II</i>	3	HIST 2311 <i>Western Civilization I</i>	3	One Foreign Language	6
PHIL 1313 <i>Introduction to Philosophy</i>	3	HIST 2312 <i>Western Civilization II</i>	3	<b>Total Hours in Liberal Arts Core</b>	<b>43</b>

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
<b>CORE REQUIREMENTS:</b>		
MUSI 1422, 1022	Theory I and Theory I Lab	4
MUSI 1423, 1023	Theory II and Theory II Lab	4
MUSI 2422, 2022	Theory III and Theory III Lab	4
MUSI 2423, 2023	Theory IV and Theory IV Lab	4
MUSI 2331 & 2332	Music Literature I & II	6
MUSI 3333 & 3334	Music History I & II	6
<b>TOTAL CORE REQUIREMENTS</b>		<b>28</b>
<b>MAJOR APPLIED HOURS:</b>		
Primary:	18 Applied Piano Hours (8 hours must be upper level)	16
Secondary:	3 Secondary Instrument Hours	3
<b>TOTAL MAJOR APPLIED HOURS</b>		<b>19</b>
<b>COGNATE REQUIREMENTS: 8 skills, Literature, History, Pedagogy</b>		
MUSI 3322	Theory V: Contemporary	3
MUSI 2249	Class Piano Pedagogy	2
MUSI 2341	Vocal Accompanying	3
MUSI 3140	Studio Accompanying (2 semesters)	2
MUSI 3340	Instrumental Accompanying	3
MUSI 4341	Piano Literature	3
MUSI 4343	Piano Pedagogy	3
MUSI 4299	Senior Capstone	2
<b>TOTAL COGNATE REQUIREMENTS</b>		<b>21</b>
<b>ADDITIONAL REQUIREMENTS: (Transfer students should review current SoM Handbook policies for specific details.)</b>		
MUSI 0001	Forum / Recital Attendance (Enroll EVERY Semester—Must Pass at Least 7 Semesters)	0
MUSI 0002	Piano Proficiency (Must Pass Exam) PLEASE NOTE: Piano Majors who do not pass the piano proficiency during audition MUST enroll concurrently with MUSI 2249 Class Piano Pedagogy & MUSI 0002. If the Piano Major does not pass the piano proficiency again, he or she will be required to be enrolled in both MUSI 1148 (Class Piano IV) & MUSI 0002 the next semester.	0 - 1
MUSI 0003	Sophomore Review (Must Pass Before Earning 60 Credit Hours)	0
MUSI X11X	Ensembles (Enroll EVERY Semester). At least 3 hours of MUSI 2112 Chamber Music Ensemble are required.	8
MUSI 3090 & 4090	Performance Recital & Senior Recital	0
<b>TOTAL ADDITIONAL REQUIREMENTS</b>		<b>8 - 9</b>
<b>Total Hours in Major</b>		<b>78 - 77</b>
<b>Elective Hours Required</b>		<b>6 - 8</b>
<b>TOTAL HOURS IN DEGREE</b>		<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF MUSIC (BM)**  
**VOCAL PERFORMANCE MAJOR**

CATALOG YEAR: **2014/2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 <i>Writing for Wisdom II</i>	3	CHRI 1313 <i>Old Testament</i>	3	*MATH 1305 <i>Math for Critical Thinking or higher</i>	3
ENGL 2315 <i>Great Works of Literature I OR</i>		CHRI 1323 <i>New Testament</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2325 <i>Great Works of Literature II</i>	3	HIST 2311 <i>Western Civilization I</i>	3	One Foreign Language	8
PHIL 1313 <i>Introduction to Philosophy</i>	3	HIST 2312 <i>Western Civilization II</i>	3	<b>Total Hours in Liberal Arts Core</b>	<b>43</b>

MAJOR REQUIREMENTS: All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
<b>CORE REQUIREMENTS:</b>		
MUSI 1422, 1022	Theory I and Theory I Lab	4
MUSI 1423, 1023	Theory II and Theory II Lab	4
MUSI 2422, 2022	Theory III and Theory III Lab	4
MUSI 2423, 2023	Theory IV and Theory IV Lab	4
MUSI 2331 & 2332	Music Literature I & II	6
MUSI 3333 & 3334	Music History I & II	6
<b>TOTAL CORE REQUIREMENTS</b>		<b>28</b>
<b>MAJOR APPLIED HOURS:</b>		
Primary:	18 Applied Voice Hours (8 hours must be upper level)	16
Secondary:	3 Secondary Instrument Hours	3
<b>TOTAL MAJOR APPLIED HOURS</b>		<b>19</b>
<b>COGNATE REQUIREMENTS: Skills, Literature, History, Pedagogy</b>		
MUSI 3322	Theory V: Contemporary	3
MUSI 1256	Diction: English / Italian	2
MUSI 1257	Diction: French / German	2
MUSI 3263	Choral Conducting	2
MUSI 3265	Choral Arranging	2
MUSI 3356	Vocal Literature	3
MUSI 4355	Vocal Pedagogy	3
MUSI 32142XX	Music Elective (may NOT be Applied Lessons)	2
MUSI 4299	Senior Capstone	2
<b>TOTAL COGNATE REQUIREMENTS</b>		<b>21</b>
<b>ADDITIONAL REQUIREMENTS: (Transfer students should review current SoM Handbook policies for specific details.)</b>		
MUSI 0001	Forum / Recital Attendance (Enroll EVERY Semester—Must Pass at Least 7 Semesters)	0
MUSI 0002	Piano Proficiency (Must Pass Exam) Please Note: All Music Majors MUST be enrolled in Class Piano (MUSI 114X) until they register for and pass MUSI 0002 Piano Proficiency (up to 4 additional credit hours).	0 - 4
MUSI 0003	Sophomore Review (Must Pass Before Earning 60 Credit Hours)	0
MUSI X11X	Ensembles (Enroll EVERY Semester—three MUSI 1119 Opera Workshop Ensembles must be taken concurrently with MUSI 32V1)	8
MUSI 3090 & 4090	Performance Recital & Senior Recital	0
<b>TOTAL ADDITIONAL REQUIREMENTS</b>		<b>8 - 12</b>
<b>Total Hours in Major</b>		<b>78 - 80</b>
<b>Elective Hours Required</b>		<b>2 - 8</b>
<b>TOTAL HOURS IN DEGREE</b>		<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF MUSIC EDUCATION (BME)**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 1313 Old Testament	3	GOVT 2313 American and Texas Government I	3
*ENGL 1330 Writing for Wisdom II	3	CHRI 1323 New Testament	3	HIST 2313 U.S. History to 1877	3
ENGL 2315 Great Works of Literature I OR ENGL 2325 Great Works of Literature II	3	CHRI 2373 Christian Theology & Tradition	3	HIST 2323 U.S. History from 1877	3
PHIL 1313 Introduction to Philosophy	3	*MATH 1305 Math for Critical Thinking or higher	3	HIST 2311 Western Civilization I	3
		Natural Science and Lab (BIOL, CHEM, PHYS)	4	HIST 2312 Western Civilization II	3
				<b>Total Hours in Liberal Arts Core</b>	<b>43</b>

MAJOR REQUIREMENTS: All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
	<b>CORE REQUIREMENTS:</b>	<b>28</b>
MUSI 1422, 1022	Theory I and Theory I Lab	4
MUSI 1423, 1023	Theory II and Theory II Lab	4
MUSI 2422, 2022	Theory III and Theory III Lab	4
MUSI 2423, 2023	Theory IV and Theory IV Lab	4
MUSI 2331 & 2332	Music Literature I & II	6
MUSI 3333 & 3334	Music History I & II	6
	<b>MAJOR APPLIED HOURS:</b>	<b>10</b>
Primary:	7 Primary Applied – 7 semesters of 1 credit lessons (3 hours must be upper level)	7
Secondary:	3 Secondary Applied – must be piano	3
	<b>COGNATE REQUIREMENTS: Skills, Literature, History, Pedagogy</b>	<b>21</b>
MUSI 3322	Theory V: Contemporary Theory	3
MUSI 2381	Foundations of Music Education	3
MUSI 2181, 82, 83, 84	Instrumental Techniques; Brass (2181); Percussion (2182); Strings (2183); Woodwinds (2184)	4
MUSI 3180	Developmental Vocal Techniques	1
MUSI 3260 & 3262	Introduction to Conducting & Advanced Conducting	4
MUSI 4382	Elementary Music Methods	3
MUSI 4383	Secondary Music Methods	3
	<b>TEACHER CERTIFICATION</b>	<b>21 or 26</b>
EDUC 2320	Learning and Development	3
EDUC 2330	Foundations: American Educational Thought	3
EDUC 4100	TEXES State Certification Preparation	1
EDSP 4302	Survey of Exceptional Children	3
EDUC 4306	Educational Applications of Technology	3
EDUC 4400 or 4000	Student Teaching Seminar	0 or 4
EDUC 4494 & 4497	Student Teaching in Elementary & Student Teaching in Secondary	8
	<b>ADDITIONAL REQUIREMENTS: (Transfer students should review current SoM Handbook policies for specific details.)</b>	<b>8 - 12</b>
MUSI 0001	Forum / Recital Attendance (Enroll EVERY Semester—unless enrolled in EDUC 4494 / 4497—Must Pass at Least 7 Semesters)	0
MUSI 0002	Piano Proficiency (Must Pass Exam) Please Note: All Music Majors MUST be enrolled in Class Piano (MUSI 114X) until they register for and pass MUSI 0002 Piano Proficiency (up to 4 additional credit hours).	0 - 4
MUSI 0003	Sophomore Review (Must Pass Before Earning 60 Credit Hours)	0
MUSI X11X	Ensembles (Enroll EVERY Semester—unless enrolled in EDUC 4494 / 4497)	8
MUSI 3090	Performance Recital	0
	<b>Total Hours in Bachelor of Music Education Major</b>	<b>88 - 96</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>131-139</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**MINOR - MUSIC**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
MUSI 1422, 1022**	Theory I and Theory I Lab	4
MUSI 1423, 1023	Theory II and Theory II Lab	4
MUSI 2331, 2332, 3333, OR 3334	Choose 9 Hours from: Music Literature I & II; History I & II	9
MUSI X11X	Ensembles (at least 2 semesters)	2
MUSI 1143	Class Piano I	1
MUSI XXXX	Additional 6 hours of upper level (3000 / 4000) MUSI electives (may NOT be Applied lessons or ensembles).	6
<b>ADDITIONAL REQUIREMENTS:</b>		
MUSI 0001	Forum Attendance (Must Pass at Least 3 semesters). Transfer students should review current SoM Handbook policies for specific details.	0
<b>TOTAL HOURS IN MINOR</b>		<b>26</b>

**\*\*Audition Theory Entrance Exam required....** Depending on result of diagnostic exam administered prior to first day of class, students may need to enroll in and pass a Fundamentals of Theory course (MUSI 0222 or an approved course taken on-line or elsewhere) prior to eligibility for MUSI 1322 Theory I and MUSI 1122 Theory I Lab.



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**Master of Fine Arts Degree Plan**

CATALOG YEAR: **2014/2015**

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Degree Requirements		HOURS
MFA XXXX	Art History selected courses (choose 2 courses at 3 hours each) MFA 5340 Expressions and the Arts MFA 6375 Van Gogh and the Post Impressionist Movement MFA 6376 Michelangelo and Leonardo MFA 6377 Contemporary Art Movements MFA 6378 The Gothic Cathedral MFA 6385 Modern Architecture MFA 6386 Art Impressionism MFA 6392 Modern Masters - Picasso	6
MFA XXXX	Art History additional courses (choose 2 courses at 3 hours each for the list above or below) MFA 5382 The Greek World MFA 5383 The Roman World MFA 5384 The Medieval World MFA 5385 The Renaissance and Reformation MFA 5386 The Enlightenment MFA 5387 The Modern World MFA 5388 The Last fifty Years MFA 6324 The Art of Being Human MFA 5319 Structures of Poetry MFA 5328 The Holocaust: After Fifty Years	6
	Graduate Seminars	
MFA XXXX	Gallery & Museum Practices I-IV : MFA6361, 6362, 6363, 6364	3
MFA 6388	Writing in the Arts	3
MFA 6399	Graduate Thesis / Portfolio Development (must be taken with the chair of graduate committee)	3
	Studio Art Hours: Students must successfully complete 24 hours in one major studio concentration area and 15 hours of courses across the remaining areas to form in interdisciplinary minor. <b>OPTIONS:</b> Graduate Painting I-VIII : MFA 5311, 5312, 5313, 5314, 6315, 6316, 6317, 6318 Graduate Drawing I-VIII : MFA 5321, 5322, 5323, 5324, 6325, 6326, 6327, 6328 Graduate Ceramics I-VIII : MFA 5331, 5332, 5333, 5334, 6335, 6336, 6337, 6338 Graduate Sculpture I-VIII : MFA 5341, 5342, 5343, 5344, 6345, 6346, 6347, 6348 Graduate Printmaking I-VIII : MFA5351, 5352, 5353, 5354, 6355, 6356, 6357, 6358	39
<b>TOTAL HOURS IN MAJOR</b>		<b>60</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**ENGLISH MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	*MATH 1306 Math for Critical Thinking or higher	3
ENGL 2316 Great Works of Literature I	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3
ENGL 2326 Great Works of Literature II (only 1 Great Works course must be taken at HBU)	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1323 New Testament	3	HIST 2311 Western Civilization I	3	One Foreign Language	6
		HIST 2312 Western Civilization II	3	Total Hours in Liberal Arts Core	61

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ENGL 3313 or ENGL 3323	CHOOSE ONE: English Literature I OR English Literature II	3
ENGL 3331 or ENGL 3332	CHOOSE ONE: American Literature I OR American Literature II	3
ENGL 3373	Shakespeare	3
ENGL 3XXX or ENGL 4XXX	Choose 15 hrs (5 courses) from any Upper Level (3000 or 4000) English courses.	15
WRIT 3XXX or WRIT 4XXX	Choose 3 hrs (1 course) from any Upper Level (3000 or 4000) Writing courses.	3
	Choose an additional 3 hrs (1 course) from any Upper Level (3000 or 4000) English or related Government, History or Classics courses as approved by advisor.	3
	Total Hours in Major	30
	Elective Hours Required	34
	<b>TOTAL HOURS IN DEGREE</b>	<b>125</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - ENGLISH**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
ENGL 3313 or ENGL 3323	CHOOSE ONE: English Literature I OR English Literature II	3
ENGL 3331 or ENGL 3332	CHOOSE ONE: American Literature I OR American Literature II	3
ENGL XXXX	Any 12 hours(4 classes) from any Upper Level (3000 OR 4000) English courses.	12
	Total Hours in Minor	18



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**SPANISH MAJOR**

CATALOG YEAR: **2014/2016**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	*MATH 1306 Math for Critical Thinking or higher	3
ENGL 2316 Great Works of Literature I	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3
ENGL 2326 Great Works of Literature II (only 1 Great Works course must be taken at HBU)	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1323 New Testament	3	HIST 2311 Western Civilization I	3	One Foreign Language	6
		HIST 2312 Western Civilization II	3	Total Hours in Liberal Arts Core	61

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
SPAN 2314	Intermediate Spanish 1	3
SPAN 2324	Intermediate Spanish 2	3
SPAN 3314	Advanced Grammar	3
SPAN 3324	Introduction to Hispanic Literature	3
	Choose 18 hrs (6 classes) in Upper Level SPAN courses	18
	Total Hours in Major	30
	Elective Hours Required	34
	<b>TOTAL HOURS IN DEGREE</b>	<b>125</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - SPANISH**

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
SPAN 2314	Intermediate Spanish 1	3
SPAN 2324	Intermediate Spanish 2	3
SPAN 3314	Advanced Grammar	3
SPAN 3324	Introduction to Hispanic Literature	3
	Choose 2 upper-level SPAN courses (6 hrs)	6
	<b>Total Hours in Minor</b>	<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**HISTORY MAJOR**

CATALOG YEAR: **2014/2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	*MATH 1306 Math for Critical Thinking or higher	3
ENGL 2316 Great Works of Literature I	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3
ENGL 2326 Great Works of Literature II (only 1 Great Works course must be taken at HBU)	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1323 New Testament	3	HIST 2311 Western Civilization I	3	<u>One Foreign Language</u>	6
		HIST 2312 Western Civilization II	3	Total Hours in Liberal Arts Core	61

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
	Elective History Courses (24 hours)	24
HIST 3XXX/4XXX	ALL existing upper level HIST courses including HIST 2303 Introduction to Historical Methods	
	Elective History and History Related Courses (8 hours) as approved by Advisor/Chair	8
3XXX & 4XXX	All existing upper level HIST, GOVT, ENGL, and LATN courses, including additional lower / upper level language only courses.	
	Total Hours in Major	30
	Elective Hours Required	34
	TOTAL HOURS IN DEGREE	126



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**MINOR - HISTORY**

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
	<b>Elective History Courses (12 hours)</b>	<b>12</b>
HIST 3XXX/4XXXX	ALL existing upper level HIST courses including HIST 2303 Introduction to Historical Methods	
	<b>Elective History and History Related Courses (6 hours) as approved by Advisor/Chair</b>	<b>6</b>
3XXXX & 4XXXX	All existing upper level HIST, GOVT, ENGL, and LATN courses, including additional lower / upper level language only courses.	
	<b>Total Hours in Minor</b>	<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**GREAT TEXTS MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	*MATH 1306 Math for Critical Thinking or higher	3
ENGL 2316 Great Works of Literature I	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3
ENGL 2326 Great Works of Literature II	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
(only 1 Great Works course must be taken at HBU)		HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	Req. Foreign Language	6
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3		
				Total Hours in Liberal Arts Core	61

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ENGL 3373	Shakespeare	3
LATN 3301	Classical Mythology	3
HIST 3375	Great Texts in History	3
	<b>SELECT ONE OF THE FOLLOWING 27 HOUR TRACKS LISTED BELOW:</b>	27
	<b>TRACK 1: 27 HOURS OF GREAT TEXTS ELECTIVES</b> -Electives may include 3000 & 4000 level courses in English and History, or any courses that study great works in SPAN, LATN or Classics rubrics. Up to 8 hours can be taken from sub-3000 level foreign language courses (in addition to the 6 hour Foreign Language LACC requirement). -Alternative electives (up to 8 hours) in other disciplines include: ART: 3375, 3380 PHIL: 3323, 3344 SOCI: 4373 GOVT: 3345, 3348, 3353	
	<b>TRACK 2: CLASSICAL STUDIES CONCENTRATION – 18 hours from the following list of courses:</b> -Any Upper Level Greek Course; Any upper level Latin Course; HIST 3377; HIST 3378; GOVT 3345; PHIL 3323 <b>-8 ADDITIONAL HOURS OF GREAT TEXTS ELECTIVES</b>	
	<b>TRACK 3: MEDIEVAL &amp; RENAISSANCE STUDIES CONCENTRATION – 18 hours from the following list of courses:</b> -Any Upper Level Latin Course; ART 3375; ENGL 3313; ENGL 4313; ENGL 4314; ENGL 4315; GOVT 3345; HIST 3354; HIST 4310; HIST 4311; HIST 4316; PHIL 3323 <b>-8 ADDITIONAL HOURS OF GREAT TEXTS ELECTIVES</b>	
	<b>TRACK 4: MODERN &amp; CONTEMPORARY STUDIES CONCENTRATION – 18 hours from the following list of courses:</b> -Up to 6 hours in Modern European Language; ART 3380; ENGL 3332; ENGL 3371; ENGL 3377; ENGL 4311; ENGL 4315; ENGL 4323; ENGL 4324; ENGL 4325; GOVT 3348; GOVT 3353; HIST 3311; HIST 3323; HIST 4314; HIST 4326; HIST 4357; HIST 4363; PHIL 3344; SPAN 3378; SPAN 3380; SPAN 4324 <b>-8 ADDITIONAL HOURS OF GREAT TEXTS ELECTIVES</b>	
	<b>Total Hours in Major</b>	<b>36</b>
	<b>Elective Hours Required</b>	<b>28</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - CRIMINAL JUSTICE**

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
GOVT 2350	Introduction to Criminal Justice	3
GOVT 3340	Legal Aspects of the Criminal Justice System	3
GOVT 3341	Ethics, Crime & Criminal Justice	3
GOVT 3342	Foundations of Criminal Justice	3
GOVT 3344 or PSYC 2384	The American Court System or Abnormal Psychology	3
SOCI 3327	Criminology	3
	<b>Total Hours in Minor</b>	<b>18</b>





**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**GOVERNMENT MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	*MATH 1306 Math for Critical Thinking or higher	3
ENGL 2316 Great Works of Literature I	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3
ENGL 2326 Great Works of Literature II (only 1 Great Works course must be taken at HBU)	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1323 New Testament	3	HIST 2311 Western Civilization I	3	Req. Foreign Language	6
		HIST 2312 Western Civilization II	3	Total Hours in Liberal Arts Core	61

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
GOVT 2334	American and Texas Government II : Campaigns, Elections and Political Behavior	3
GOVT 2343	Public Policy	3
GOVT 2360	Understanding Politics	3
GOVT 3348	American Political Thought	3
	18 Hours (6 classes) of upper level GOVT classes with the option to take 6 of those hours (2 classes) from upper level History, Communications or Sociology classes, as approved by advisor.	18
	Total Hours in Major	30
	Elective Hours Required	34
	<b>TOTAL HOURS IN DEGREE</b>	<b>125</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
MINOR - GOVERNMENT

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
GOVT 2334	American and Texas Government II : Campaigns, Elections and Political Behavior	3
GOVT 2343	Public Policy	3
GOVT 2360	Understanding Politics	3
GOVT 3348	American Political Thought	3
	Six additional hours in upper-division GOVT courses.	6
	<b>Total Hours in Minor</b>	<b>18</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR – LATIN AMERICAN STUDIES**

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
	Nine (9) hours of SPAN courses	9
HIST 3346	The History of Latin America	3
GOVT 4363	The Political Economy of Latin America	3
GOVT 4333	United States Foreign Policy	3
	Total Hours in Minor	18



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**LEGAL STUDIES MAJOR**

CATALOG YEAR: **2014/2015**

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4
*ENGL 1330 Writing for Wisdom II	3	PHIL 1310 Logic	3	*MATH 1305 Math for Critical Thinking or higher	3
ENGL 2316 Great Works of Literature I	3	PHIL 1313 Introduction to Philosophy	3	ART 2343 Art Appreciation	3
ENGL 2326 Great Works of Literature II (only 1 Great Works course must be taken at HBU)	3	HIST 2313 U.S. History to 1877	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2323 U.S. History from 1877	3	GOVT 2313 American and Texas Government I	3
CHRI 1323 New Testament	3	HIST 2311 Western Civilization I	3	One Foreign Language	6
		HIST 2312 Western Civilization II	3	Total Hours in Liberal Arts Core	61

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
<b>PRE-LAW CORE</b>		
ECON 2311	Principles of Microeconomics	3
COMM 1323	Rhetoric & Public Speaking	3
PHIL 4323	Ethics	3
HIST 4330	United States Legal History	3
GOVT 2360	Understanding Politics	3
GOVT 3344	The American Court System	3
PHIL 4359	Political Philosophy	3
GOVT 3348	American Political Thought	3
GOVT 4313	Constitutional Law	3
GOVT 4310	Jurisprudence: The Philosophy of Law	3
GOVT 3390	Great Trials	3
	<b>Core Total Hours</b>	<b>33</b>
<b>ELECTIVES: Choose 2 classes (6 hrs) from each of the following 4 areas:</b>		
	<b>ECONOMICS</b>	
	BUSA 2320 – Legal Environment of Business	
	ECON 2312 – Macroeconomics	
	ECON 4330 – Seminar on Law and Economics	
	<b>COMMUNICATIONS</b>	
	COMM 4315 – Political Communication	
	COMM 3324 – Legal Communication	
	COMM 3334 – Argumentation and Advocacy	
	COMM 4314 – Great American Speeches	
	<b>HISTORY</b>	
	HIST 3314 – Revolutionary America	
	HIST 3377 – Ancient Greece	
	HIST 3378 – Ancient Rome	
	<b>PUBLIC POLICY</b>	
	SOCI 2301 – Introductory Statistics for the Behavioral Sciences	
	SOCI 3327 – Criminology	
	SOCI 3374 – Urban Sociology	
	GOVT 2360 – Introduction to Criminal Justice	
	<b>Total Hours in Major</b>	<b>67</b>
	<b>Electives Total Hours</b>	<b>7</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - SOCIOLOGY**

CATALOG YEAR: **2014/2015**

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
SOCI 1313	Principles of Sociology	3
SOCI 3320	Social Change	3
SOCI 3323	History of Sociological Thought	3
SOCI 4332	Social Psychology	3
SOCI 4373	The American Family	3
COMM 4323	Intercultural Communications	3
	Total Hours in Minor	18



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**MINOR – SPEECH COMMUNICATION**

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
COMM 1323	Rhetoric & Public Speaking (or COMM 1313 The Communication Process) (This is a prerequisite for all courses in this minor.)	3
ELECTIVES:	Choose 15 hrs from the following classes: COMM 1101,2101,3101,4101 – Forensic Workshop (for Participation in Mock Trial-4 hrs/1 hr each) COMM 3324 Legal Communication COMM 3334 Argumentation and Advocacy COMM 4304 Interpersonal Communication COMM 4314 Great American Speeches COMM 4315 Political Communication COMM 4323 Intercultural Communication	15
<b>Total Hours in Minor</b>		<b>18</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**Bachelor of Science (BS)**  
**KINESIOLOGY: WELLNESS MANAGEMENT**

CATALOG YEAR: 2014/2015

COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	GOVT 2313 American and Texas Government I	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	*MATH 1305 Math for Critical Thinking or Higher	3
ENGL 2315 Great Works of Literature I or	3	PSYC 1313 General Psychology or	3	ART 2343 Art Appreciation or	3
ENGL 2325 Great Works of Literature II	3	SOCI 1313 Principles of Sociology	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HST 2311 Western Civilization I	3	HST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HST 2312 Western Civilization II	3	HST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	4 hrs of any lab science (BIOL 2414 recommended)	4	Total Hours in Liberal Arts Core	32

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
BIOL 2404	Anatomy & Physiology I	4
KINE 2202	Creating a Wellness Lifestyle	2
KINE 2310	Foundations of Kinesiology	3
KINE 2334	Tests & Measurements in Kinesiology	3
KINE 2336	Strategies & Principles of Coaching	3
KINE 2340	Health Psychology	3
KINE 3210	Exercise Prescription (Prerequisite KINE 2310; BIOL 2404, Taken along with KINE 3393)	2
KINE 3232	Wellness for Special Populations (Prerequisite BIOL 2404)	2
KINE 3301	Prevention & Treatment of Sports Injuries (Prerequisite KINE 2310)	3
KINE 3360	Administration in Sports and Kinesiology (Prerequisite KINE 2310)	3
KINE 3393	Physiology of Exercise (Prerequisite BIOL 2404 & KINE 2310)	3
KINE 3395	Kinesiology: Applied Biomechanics (Prerequisite BIOL 2404 & KINE 3393)	3
KINE 3396	Foundations of Health Instruction (Prerequisite KINE 2310)	3
KINE 4323	Motor Learning (Prerequisite KINE 3393)	3
KINE 4340	Wellness Internship (Must complete 22 hrs of Kinesiology courses (excluding activity courses) and have Senior Standing)	3
KINE 4363	Sports Sociology (Prerequisite KINE 2310)	3
KINE 4370	Research in Kinesiology (Must complete 22 hrs of Kinesiology courses (excluding activity courses) and have Senior Standing)	3
	<b>Total Hours Major</b>	<b>48</b>
	<b>Elective Hours Required</b>	<b>24</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**Bachelor of Science (BS)**  
**KINESIOLOGY: Athletic Training**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1305 Math for Critical Thinking or Higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I or ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology or SOCJ 1313 Principles of Sociology	3	ART 2343 Art Appreciation or MUSI 1331 Music Appreciation	3
CHR 1313 Old Testament	3	HST 2311 Western Civilization I or HST 2312 Western Civilization II	3	HST 2313 U.S. History to 1877 or HST 2323 U.S. History from 1877	3
CHR 1323 New Testament	3	CHEM 1404 Introductory Chemistry	4		
CHR 2373 Christian Theology & Tradition	3			Total Hours in Liberal Arts Core	48

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
BIOL 2404	Anatomy and Physiology I	4
BIOL 2414	Anatomy and Physiology II	4
KINE 1310	Basic Health Assessment and Terminology	3
KINE 2310	Foundations of Kinesiology	3
KINE 2340	Health Psychology	3
KINE 2336	Strategies & Principles of Coaching	3
KINE 2334	Tests & Measurements in Kinesiology	3
KINE 3210	Exercise Prescription (Prerequisite KINE 2310; BIOL 2404, Taken in conjunction with KINE 3393)	2
KINE 3301	Prevention & Treatment of Sports Injuries (Prerequisite KINE 2310)	3
KINE 3305	Nutrition for Health	3
KINE 3360	Administration in Sports and Kinesiology (Prerequisite KINE 2310)	3
KINE 3393	Physiology of Exercise (Prerequisite BIOL 2404 & KINE 2310)	3
KINE 3395	Kinesiology: Applied Biomechanics (Prerequisite BIOL 2404 & KINE 3393)	3
KINE 3398	Foundations of Health Instruction (Prerequisite KINE 2310)	3
KINE 4363	Sports Sociology (Prerequisite KINE 2310)	3
KINE 4370	Research in Kinesiology (senior standing & 22 hrs of KINE courses completed; not including activity courses)	3
KINE 3410	Recognition and Evaluation of Sports Injuries	4
KINE 3420	Therapeutic Exercise and Rehabilitation	4
KINE 2304	Athletic Training Internship I (Prerequisites KINE 2310, 3301 & Accepted to the Athletic Training Program)	3
KINE 2305	Athletic Training Internship II (Prerequisites KINE 2304)	3
KINE 3304	Athletic Training Internship III (Prerequisites KINE 2304 & 2305)	3
KINE 3315	Athletic Training Internship IV (Prerequisites KINE 2304, 2305 & 3304)	3
KINE 4304	Athletic Training Internship V (Prerequisites KINE 2304, 2305, 3304 & 3315)	3
ELECTIVES	6 hours of any KINE Courses (Recommended courses for electives are listed below): KINE 4305 Athletic Training Internship VI (Prerequisite KINE 4304) or KINE 4323 Motor Learning (Prerequisite KINE 3393) or KINE 2202 Creating a Wellness Lifestyle or KINE 3232 Wellness for Special Populations (Prerequisite BIOL 2404)	6
	<b>Total Hours Major</b>	<b>78</b>
	<b>Elective Hours Required</b>	<b>1</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF SCIENCE IN NURSING (BSN)  
NURSING MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1305 Math for Critical Thinking or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I <u>gg</u>	3	PSYC 1313 General Psychology <u>gg</u>	3	ART 2343 Art Appreciation <u>gg</u>	3
ENGL 2325 Great Works of Literature II	3	SOCI 1313 Principles of Sociology	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I <u>gg</u>	3	HIST 2313 U.S. History to 1877 <u>gg</u>	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	CHEM 1404 Introductory Chemistry	4	<b>Total Hours in Liberal Arts Core</b>	<b>48</b>

**MAJOR REQUIREMENTS:**

COURSE NO.	COURSE NAME	HRS
BIOL 1414	Introductory Microbiology	4
BIOL 2404	Human Anatomy & Physiology I	4
BIOL 2414	Human Anatomy & Physiology II	4
BIOL 3433	Pathophysiology	4
PSYC 2301	Introductory Statistics for the Behavioral Sciences	3
PSYC 3313	Human Growth & Development	3
	<b>Total Nursing Pre-Requisite</b>	<b>22</b>
	<b>NURSING CORE COURSES:</b>	
NURS 3222	Perspectives on Health Care System	2
NURS 3309	Pharmacology for Nurses	3
NURS 3323	Health Assessment	3
NURS 3404	Care of Individuals I	4
NURS 3408	Art and Science of Nursing	4
NURS 4412	Care of Vulnerable Populations	4
NURS 3424	Care of Individuals II	4
NURS 3434	Care of Individuals III	4
NURS 4434	Care of Childbearing Families	4
NURS 4494	Senior Seminar: Applied Nursing Research and Externship	4
NURS 4414	Care of Families With Mental Health Problems	4
NURS 4444	Care of Families with Children	4
NURS 4424	Community Health	4
NURS 4564	Professional Issues and Nurse Leadership	5
	<b>Total Hours in Nursing Core Courses</b>	<b>63</b>
	<b>Total Hours Major</b>	<b>76</b>
	<b>Elective Hours Required</b>	<b>4</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF SCIENCE (BS)  
BIOLOGY MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1313 College Algebra or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I or ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology or SOCJ 1313 Principles of Sociology	3	ART 2343 Art Appreciation or MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HST 2311 Western Civilization I	3	HST 2313 U.S. History I	3
CHRI 1323 New Testament	3	HST 2312 Western Civilization II	3	HST 2323 U.S. History II	3
CHRI 2373 Christian Theology & Tradition	3	CHEM 2415 General Chemistry I	4	Total Hours in Liberal Arts Core	52

COURSE NO.	COURSE NAME	HOURS
	<b>PROGRAM REQUIREMENTS:</b>	
CHEM 2415	General Chemistry I (taken as part of LACC)	—
CHEM 2416	General Chemistry II	4

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
BIOL 2454	General Biology I (Pre-Req. 1040 SAT)	4
BIOL 2455	General Biology II (Pre-Req. General Biology I)	4
BIOL 3301	Cell & Molecular Biology (Pre-Req. Gen Bio I, Gen Bio II & Gen Chem I)	3
BIOL 3414	Microbiology (Pre-Req. Cell & Molecular Biology)	4
BIOL 3444	Genetics (Pre-Req. Cell & Molecular Biology)	4
BIOL 4272	Integrating Biological Concepts (Pre-Req. Genetics, Microbiology)	2
BIOL 4297	Research In Biology (Pre-Req. Genetics, Microbiology)	2
	<b>BIOLOGY ELECTIVES (18-20 HRS) CHOOSE 5 FROM THE CATEGORIES AS INDICATED.</b>	18 / 20
	<b>3 OF THE 5 MUST CONTAIN LABS:</b>	
	<b>Systems Category (Choose 1) – All Require Pre-Req. General Biology II, Cell &amp; Molecular Biology</b>	
	BIOL 3433, BIOL 3454, BIOL 3456, BIOL 3464 – 4 Hours Each	
	<b>Advanced Microbiology Category (Choose 1) – All Require Pre-Req. Cell &amp; Molecular Biology and Genetics</b>	
	BIOL 4363 – 3 Hours	
	BIOL 4424, BIOL 4444, BIOL 4464 – 4 Hours Each	
	<b>Biology specialties Category (Choose 2) – All Require Pre-Req. of Cell &amp; Molecular Biology</b>	
	BIOL 3335, 3375, 4324, 4325, 4375– 3 Hours Each	
	BIOL 3434, 4423, 4425, 4433, 4443 – 4 Hours Each	
	Choose 1 additional elective from any of the above categories for a total of 5.	
	Electives: To Total Required 126 hrs.	
	<b>Total Hours in Major</b>	<b>45 - 47</b>
	<b>Elective Hours Required</b>	<b>26 - 28</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>125</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - BIOLOGY**

CATALOG YEAR: 2014/2015

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**LACC REQUIREMENTS FOR BIOLOGY MINOR MUST INCLUDE:**

MATH 1313

CHEM 2415 & 2416

**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above

COURSE NO.	COURSE NAME	HOURS
BIOL 2454	General Biology I - prerequisite 1040 SAT	4
BIOL 2455	General Biology II – prerequisite BIOL 2454	4
BIOL 3301	Cell and Molecular Biology – prerequisites BIOL 2454, BIOL 2455 & CHEM 2415	3
	Choose 2 of the following:	8
BIOL 3404	Environmental Science (4 hrs)	
BIOL 3414	Microbiology (4 hrs) – prerequisite BIOL 3301	
BIOL 3444	Genetics (4 hrs) – prerequisite BIOL 3301	
	Total Hours in Minor	19



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**BIOCHEMISTRY/MOLECULAR BIOLOGY (BCMB) MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	GOVT 2313 American and Texas Government I	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	*MATH 1451 Calculus I	4
ENGL 2315 Great Works of Literature I <i>or</i> ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology <i>or</i> SOCJ 1313 Principles of Sociology	3	ART 2343 Art Appreciation <i>or</i> MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	CHEM 2415 General Chemistry I	4	<b>Total Hours in Liberal Arts Core</b>	<b>53</b>

**MAJOR REQUIREMENTS:** All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
CHEM 2415	General Chemistry I (Taken as part of LACC)	LACC
CHEM 2416	General Chemistry II (Pre-Req. CHEM 2415)	4
CHEM 3313	Organic Chemistry I (Pre-Req. CHEM 2416)	3
CHEM 3131	Organic Chemistry I Lab	1
CHEM 3333	Organic Chemistry II (Pre-Req. CHEM 3313)	3
CHEM 3132	Organic Chemistry II Lab	1
CHEM 4373	Biochemistry (Pre-Req. CHEM 3333)	3
MATH 1451	Calculus I (Taken as part of LACC)	LACC
PHYS 2413	Principles of Physics I (Pre-Req. MATH 1451)	4
PHYS 2423	Principles of Physics II (Pre-Req. PHYS 2413)	4
BIOL 2454	General Biology I (SAT 1040)	4
BIOL 2455	General Biology II (Pre-Req. General Bio I)	4
BIOL 3301	Cell & Molecular Biology (Pre-Req. General Bio I, Gen Bio II & General Chem I)	3
BIOL 3444	Genetics (Pre-Req. Cell & Molecular Biology)	4
BCMB 3414	Microbiology (Pre-Req. Cell & Molecular Biology)	4
BCMB 4424	Molecular Biology (Pre-Req. Cell & Molecular Biology and Genetics)	4
BCMB 4111	Bioanalytical Methods (CHEM 4373 or concurrent, Cell & Molecular Biology)	1
BCMB 4272	Integrating Biological Concepts (Pre-Req. Genetics, Microbiology)	2
	BCMB Electives (Choose 7 or 8 hours from the following) - All require Pre-Req. Cell & Mol. Bio, Genetics	7 / 8
	BCMB 4324, 4363, 4375, 3375, 4444, 4464	
	BCMB Lab Techniques (Choose one of these @ 2 hours) - All require Pre-Req. Genetics, Microbiology	2
	BCMB 4292, 4294, 4297/cross-list BIOL 4297	
	Electives: To Total Required 126 hrs.	
	<b>Total Hours in Major</b>	<b>68 - 69</b>
	<b>Elective Hours Required</b>	<b>13-14</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF SCIENCE (BS)  
CHEMISTRY MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	GOVT 2313 American and Texas Government I	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	*MATH 1451 Calculus I	4
ENGL 2315 Great Works of Literature I <i>or</i> ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology <i>or</i> SOC 1313 Principles of Sociology	3	ART 2343 Art Appreciation <i>or</i> MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HST 2311 Western Civilization I	3	HST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HST 2312 Western Civilization II	3	HST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	PHYS 2413 Principles of Physics I	4	<b>Total Hours in Liberal Arts Core</b>	<b>53</b>

COURSE NO.	COURSE NAME	HOURS
<b>PROGRAM REQUIREMENTS:</b>		
PHYS 2413	Principles of Physics I (taken as part of LACC)	LACC
PHYS 2423	Principles of Physics II	4
MATH 1451	Calculus I (taken as part of LACC)	LACC
MATH 1452	Calculus II	4

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
CHEM 2415	General Chemistry I (if not taken as part of LACC)	4
CHEM 2416	General Chemistry II - prerequisite CHEM 2415	4
CHEM 2423	Quantitative Analysis - prerequisite CHEM 2416	4
CHEM 3131	Organic Chemistry I Laboratory - prerequisite CHEM 3313 or concurrently	1
CHEM 3132	Organic Chemistry II Lab - prerequisite CHEM 3131 completed / CHEM 3333 or concurrent	1
CHEM 3313	Organic Chemistry I - prerequisite CHEM 2416	3
CHEM 3333	Organic Chemistry II - prerequisite CHEM 3313	3
CHEM 3351	Inorganic Chemistry - prerequisite CHEM 2416	3
CHEM 3443	Modern Analytical Techniques - prerequisite PHYS 2423 & CHEM 2423	4
CHEM 4373	Biochemistry - prerequisite CHEM 3333	3
CHEM 4414	Introductory Physical Chemistry - prerequisite PHYS 2423, CHEM 2423 & MATH 1452	4
	Choose between the following:	1
	CHEM 3151 Inorganic Chemistry Laboratory - prerequisite CHEM 2416 OR	
	CHEM 4171 Biochemistry Laboratory - prerequisite CHEM 4373 or concurrent	
	<b>In-depth Courses - Choose 2 from the following (8 hrs):</b>	<b>6</b>
	CHEM 4324 Physical Chemistry II - prerequisite CHEM 4414	
	CHEM 4351 Advanced Inorganic Chemistry - prerequisite CHEM 3351, 3313, 3333, 3131, 3132	
	CHEM 4361 Advanced Organic Chemistry - prerequisite CHEM 3313, 3333, 3131, 3132	
	CHEM 4374 Biochemistry II - prerequisite CHEM 4373	
	CHEM 4381 Special Topics in Chemistry	
	Professional Development (2 hrs required)	
CHEM 4190	The Professional Chemist - prerequisite is completion of 30 semester hrs of CHEM	1
CHEM 4191	Senior Research Project; prerequisite is 30 semester hrs of CHEM	1
	Electives: To Total Required 126 hrs.	
	<b>Total Hours in Major</b>	<b>61</b>
	<b>Elective Hours Required</b>	<b>21</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - CHEMISTRY**

CATALOG YEAR: 2014/2015

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LACC REQUIREMENTS FOR CHEMISTRY MINOR MUST INCLUDE:  
MATH 1313 OR Higher

**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
CHEM 2415	General Chemistry I	4
CHEM 2416	General Chemistry II – prerequisite CHEM 2415	4
CHEM 2423	Quantitative Analysis – prerequisite CHEM 2416	4
CHEM 3131	Organic Chemistry I Lab – prerequisite CHEM 3313 or concurrent	1
CHEM 3132	Organic Chemistry II Lab – prerequisite CHEM 3131 completed / CHEM 3333 or concurrent	1
CHEM 3313	Organic Chemistry I – prerequisite CHEM 2416	3
CHEM 3333	Organic Chemistry II – prerequisite CHEM 3313	3
ELECTIVE	Any 3000 or above Chemistry Course (min. 3 hrs) for which student has completed prerequisites.	3
	<b>Total Hours in Minor</b>	<b>23</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF SCIENCE (BS)**  
**MATH MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 <i>Writing for Wisdom I</i>	3	PHIL 1310 <i>Logic</i>	3	*MATH 1451 <i>Calculus I</i>	4
*ENGL 1330 <i>Writing for Wisdom II</i>	3	PHIL 1313 <i>Introduction to Philosophy</i>	3	GOVT 2313 <i>American and Texas Government I</i>	3
ENGL 2315 <i>Great Works of Literature I</i> <b>or</b> ENGL 2325 <i>Great Works of Literature II</i>	3	PSYC 1313 <i>General Psychology</i> <b>or</b> SOCJ 1313 <i>Principles of Sociology</i>	3	ART 2343 <i>Art Appreciation</i> <b>or</b> MUSI 1331 <i>Music Appreciation</i>	3
CHRI 1313 <i>Old Testament</i>	3	HST 2311 <i>Western Civilization I</i>	3	HST 2313 <i>U.S. History I</i>	3
CHRI 1323 <i>New Testament</i>	3	HST 2312 <i>Western Civilization II</i>	3	HST 2323 <i>U.S. History II</i>	3
CHRI 2373 <i>Christian Theology &amp; Tradition</i>	3	PHYS 2413 <i>Principles of Physics I</i>	4	<b>Total Hours in Liberal Arts Core</b>	<b>63</b>

COURSE NO.	COURSE NAME	HOURS
	<b>PROGRAM REQUIREMENTS:</b>	
PHYS 2413	Principles of Physics I (Taken as part of LACC)	LACC
PHYS 2423	Principles of Physics II	4

MAJOR: All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
MATH 1451	Calculus I – prerequisite MATH 1434 (taken as part of LACC)	LACC
MATH 1452	Calculus II – prerequisite MATH 1451	4
MATH 2201	Foundations of Higher Math – prerequisite MATH 1451	2
MATH 2423	Linear Algebra – prerequisite MATH 1451	4
MATH 2451	Calculus III – prerequisite MATH 1452	4
MATH 3333	Ordinary Differential Equations – prerequisite MATH 1452 and 2423	3
MATH 3353	Introduction to Abstract Algebra – prerequisite MATH 1452, 2201 and 2423	3
MATH 3364	Mathematical Computing - prerequisite MATH 1451	3
MATH 3371	Introduction to Complex Variables – prerequisite MATH 2451	3
MATH 3404	Probability and Statistics with Computer Applications - prerequisite MATH 1451	4
MATH 4301	Real Variables I – prerequisite MATH 2201 and 2451	3
MATH 4311	Topology I – prerequisite MATH 3353 or 4301	3
	One of the following courses:	3
MATH 3334	Partial Differential Equations - prerequisite MATH 2451 and 3333	
MATH 4302	Real Variables II – prerequisite MATH 4301	
MATH 4312	Topology II – prerequisite MATH 4311	
MATH 4353	Advanced Abstract Algebra – prerequisite MATH 3353	
MATH 4372	Advanced Complex Variables-prerequisite MATH 3371	
	Also required: At least 6 hours at the 3000 or 4000 level chosen from the previous section or from the following courses: MATH 3311, 3331, 3363, 4310, 4332, 4341, 4380, 4381, 4401	6
	<b>Total Hours in Major</b>	<b>49</b>
	<b>Elective Hours Required</b>	<b>23</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - MATHEMATICS**

CATALOG YEAR: 2014/2015

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**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
MATH 1451	Calculus I – prerequisite MATH 1434	4
MATH 1452	Calculus II – prerequisite MATH 1451	4
MATH 2423	Linear Algebra	4
MATH 2451	Calculus III – prerequisite MATH 1452	4
	Six (6) additional hours in mathematics at or above 3000 level, not including MATH 3302, 3401, 4201 or special topics courses.	6
	Total Hours in Minor	22



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
BACHELOR OF SCIENCE (BS)  
PHYSICS MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	GOVT 2313 American and Texas Government I	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	*MATH 1451 Calculus I	4
ENGL 2315 Great Works of Literature I <u>or</u> ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology <u>or</u> SOC 1313 Principles of Sociology	3	ART 2343 Art Appreciation <u>or</u> MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HST 2311 Western Civilization I	3	HST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HST 2312 Western Civilization II	3	HST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	CHEM 2415 General Chemistry I	4	<b>Total Hours in Liberal Arts Core</b>	<b>53</b>

COURSE NO.	COURSE NAME	HOURS
<b>PROGRAM REQUIREMENTS:</b>		
CHEM 2415	General Chemistry I (taken as part of LACC)	LACC
CHEM 2416	General Chemistry II – prerequisite CHEM 2415	4
MATH 1451	Calculus I (taken as part of LACC)	LACC
MATH 1452	Calculus II – prerequisite MATH 1451	4
MATH 2451	Calculus III – prerequisite MATH 1452	4
MATH 2423 (OR) MATH 3333	Linear Algebra-prerequisite MATH 1451 (OR) Ordinary Differential Equations-prerequisite MATH 1452 & MATH 2423	3

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
PHYS 1411	Astronomy and the Universe – prerequisite MATH 1313 or higher	4
PHYS 2343	Introductory Theoretical Physics – prerequisite PHYS 2423, concurrent MATH 1452, or consent of instructor	3
PHYS 2413	Principles of Physics I – prerequisite MATH 1451	4
PHYS 2423	Principles of Physics II – prerequisite PHYS 2413	4
PHYS 3313	Mechanics – prerequisite PHYS 2343, MATH 1452	3
PHYS 3323	Electricity and Magnetism – prerequisite PHYS 2343, MATH 1452	3
PHYS 3413	Modern Physics I – prerequisite PHYS 2343 or consent of instructor	4
PHYS 3433	The Art of Electronics (OR) PHYS 3443 Computational Physics (see catalog)	4
PHYS 4221	Undergraduate Research Experience in Physics I – prerequisite 29 hrs of PHYS completed	2
PHYS 4222	Undergraduate Research Experience in Physics II – prerequisite PHYS 4221	2
PHYS 4323	Thermodynamics and Statistical Mechanics – prerequisite PHYS 2343	3
PHYS 4343	Introduction to Quantum Mechanics I – prerequisite PHYS 2343, 3413 & MATH 1452	3
ELECTIVES	3 hours from PHYS 3000 – PHYS 4000 courses	3
	<b>Electives: To Total Required 125 hrs.</b>	
	<b>Total Hours in Major</b>	<b>57</b>
	<b>Elective Hours Required</b>	<b>15</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>125</b>



HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
**MINOR - PHYSICS**

CATALOG YEAR: 2014/2015

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LACC REQUIREMENTS FOR PHYSICS MINOR INCLUDE:

MATH 1451

CHEM 2415 & 2416

**MINOR REQUIREMENTS:** All courses within Minor must be completed with a "C" or above.

COURSE NO.	COURSE NAME	HOURS
PHYS 2413	Principles of Physics I – prerequisite MATH 1451	4
PHYS 2423	Principles of Physics II – prerequisite PHYS 2413	4
PHYS 2343	Introductory Theoretical Physics – prerequisite PHYS 2423, concurrent MATH 1452, consent of instructor	3
PHYS 3413	Modern Physics I – prerequisite PHYS 2343 or consent of instructor	4
PHYS 3313	Mechanics – prerequisite PHYS 2343, MATH 1452	3
PHYS 3323	Electricity and Magnetism – prerequisite PHYS 2343, MATH 1452	3
	<b>Total Hours in Minor</b>	<b>21</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN  
HONORS COLLEGE**

CATALOG YEAR: 2014-2015

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**REQUIREMENTS – REQUIRED ACADEMIC COURSES FOR HONORS COLLEGE**

SUBJECT	CIRCLE COURSES COMPLETED	HOURS
HNRS 1710	Walking to Pireaus: The Ancient Greek World (Cross-listed with ENGL 2710)	7
HNRS 1020	Honors Writing I	
HNRS 1030	Honors Lecture I	
HNRS 1740	All Roads Lead to Rome: The Ancient Roman & Early Christian Worlds	7
HNRS 1050	Honors Writing II	
HNRS 1060	Honors Lecture II	
HNRS 2710	Faith, Reason & Romance: The Medieval & Renaissance Worlds (Cross-listed with ENGL 2720)	7
HNRS 2020	Honors Writing III	
HNRS 2030	Honors Lecture III	
HNRS 2740	Enlightenment & Modernity: 1600-1900	7
HNRS 2050	Honors Writing IV	
HNRS 2060	Honors Lecture IV	
HNRS 3710	The Last One Hundred Years: 1900 to Present	7
HNRS 3020	Honors Writing V	
HNRS 3030	Honors Lecture V	
HNRS 3135	Honors Laboratory	1
HNRS 3740	The Story of Scripture: The Biblical Narrative from Genesis to Revelation	7
HNRS 3050	Honors Writing VI	
HNRS 3060	Honors Lecture VI	
<b>Total Required Honors College Hours</b>		<b>43</b>

**UNIVERSITY MANDATED COMPETENCIES:**

COURSE NO.	COURSE NAME	HOURS
FYS 1300	Freshman Year Student Experience (Required for entering students entering with less than 15 completed college hours.)	(3)
MATH 1305	Math for Critical Thinking (or higher; based on program requirements)	3 / 4
CISM 1321	Introduction to Computer Applications (If other requirements are not met)	(3)
<b>Total Univ. Mandated Competency Hours</b>		<b>3 - 10</b>

COURSE NO.	COURSE NAME	HOURS
<b>Total Hours in Major</b>		



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**INTERDISCIPLINARY STUDIES MAJOR**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1305 Math for Critical Thinking or higher	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I <i>or</i> ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology <i>or</i> SOCJ 1313 Principles of Sociology	3	ART 2343 Art Appreciation <i>or</i> MUSIC 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	Total Hours in Liberal Arts Core	52

MAJOR REQUIREMENTS: All courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
	Total of 42 hours	42
	At least 12 total upper level hours in chosen concentration(s) (3000 or 4000 level courses)	
	Minimum of 18 hours in chosen concentration(s). Choose one or two concentrations.	
	Concentration 1: Humanities (For Example: Communications, English, Languages, Journalism, Christianity, History, Geography, Philosophy, Government, Art, Music)	
	Concentration 2: General Math & Science (For Example: Chemistry, Biology, Physics, Sociology, Math, Psychology, Nursing, Kinesiology, Education, Criminal Justice, Social Work, Military Science)	
	Concentration 3: Business (For Example: Accounting, Business, Economics, Management, Marketing, Finance)	
	Electives to make up 126 hours.	
	Total Hours in Major	42
	Elective Hours Required	31
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**MANAGERIAL STUDIES WITH A CONCENTRATION IN**  
**MANAGEMENT**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1313 College Algebra (required)	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I <u>or</u> ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology <u>or</u> SOCJ 1313 Principles of Sociology	3	ART 2343 Art Appreciation <u>or</u> MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	Total Hours in Liberal Arts Core	52

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ACCT 2301	Principles of Accounting I	3
BUA 1305	The World of Business	3
BUA 2311	Quantitative Methods I (prerequisite MATH 1313 or higher, CPE or CISM 1321)	3
BUA 2320	Legal Environment of Business	3
BUA 3320	Business Ethics	3
ECON 2311	Micro Economics	3
ECON 2312	Macro Economics (prerequisite ECON 2311)	3
FINA 3320	Corporate Finance (prerequisite ACCT 2301, BUA 2311, ECON 2311)	3
MIS 2330	Principles of Business Technology (prerequisite ACCT 2301)	3
MGMT 3302	Principles of Management	3
MKTG 3301	Principles of Marketing (prerequisite ECON 2311)	3
	<b>Total Hours in BBA Core</b>	<b>33</b>
	<b>MANAGEMENT CONCENTRATION:</b>	
	Choose 4 (12 hrs) from the following:	
	MGMT 3305 Organizational Behavior	
	MGMT 3316 Innovation & New Offering Development	
	MGMT 3322 Human Resource Management	
	MGMT 3336 Organizational Theory	
	MGMT 4323 Transformational Leadership & Change	
	MGMT 4335 Managing the Global Enterprise	
	MGMT 4315 Power & Negotiation	
	<b>Total hours in Management Concentration</b>	<b>12</b>
	<b>Total Hours in Major</b>	<b>46</b>
	<b>Elective Hours Required</b>	<b>28</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**MANAGERIAL STUDIES WITH A CONCENTRATION IN**  
**INTERNATIONAL BUSINESS**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1313 College Algebra (required)	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I <u>or</u>	3	PSYC 1313 General Psychology <u>or</u>	3	ART 2343 Art Appreciation <u>or</u>	3
ENGL 2325 Great Works of Literature II	3	SOCI 1313 Principles of Sociology	3	MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	Total Hours in Liberal Arts Core	52

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ACCT 2301	Principles of Accounting I	3
BUSA 1305	The World of Business	3
BUSA 2311	Quantitative Methods I (prerequisite MATH 1313 or higher, CPE or CISM 1321)	3
BUSA 2320	Legal Environment of Business	3
BUSA 3320	Business Ethics	3
ECON 2311	Principles of Microeconomics	3
ECON 2312	Principles of Macroeconomics (prerequisite ECON 2311)	3
FINA 3320	Corporate Finance (prerequisite ACCT 2301, BUSA 2311, ECON 2311)	3
MIS 2330	Principles of Business Technology (prerequisite ACCT 2301)	3
MGMT 3302	Principles of Management	3
MKTG 3301	Principles of Marketing (prerequisite ECON 2311)	3
	<b>Total Hours in BBA Core</b>	<b>53</b>
	<b>INTERNATIONAL BUSINESS CONCENTRATION:</b>	
BUSA 4301	International Business Trip Course	3
	Choose 3 (9 hrs) from the following:	9
	MGMT 4335 Managing the Global Enterprise	
	MGMT 4315 Power & Negotiation	
	FINA 3330 International Finance	
	ECON 4312 Global Economy	
	MKTG 4330 International Marketing	
	<b>Total Hours in International Business Concentration</b>	<b>12</b>
	<b>Total Hours in Major</b>	<b>46</b>
	<b>Elective Hours Required</b>	<b>28</b>
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**BACHELOR OF ARTS (BA)**  
**MANAGERIAL STUDIES WITH A CONCENTRATION IN**  
**MARKETING**

CATALOG YEAR: 2014/2015

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COURSES	Hrs	COURSES	Hrs	COURSES	Hrs
*ENGL 1320 Writing for Wisdom I	3	PHIL 1310 Logic	3	*MATH 1313 College Algebra (required)	3
*ENGL 1330 Writing for Wisdom II	3	PHIL 1313 Introduction to Philosophy	3	GOVT 2313 American and Texas Government I	3
ENGL 2315 Great Works of Literature I or ENGL 2325 Great Works of Literature II	3	PSYC 1313 General Psychology or SOC 1313 Principles of Sociology	3	ART 2343 Art Appreciation or MUSI 1331 Music Appreciation	3
CHRI 1313 Old Testament	3	HIST 2311 Western Civilization I	3	HIST 2313 U.S. History to 1877	3
CHRI 1323 New Testament	3	HIST 2312 Western Civilization II	3	HIST 2323 U.S. History from 1877	3
CHRI 2373 Christian Theology & Tradition	3	Natural Science and Lab (BIOL, CHEM, PHYS)	4	Total Hours in Liberal Arts Core	32

**MAJOR REQUIREMENTS:** All Courses within major must be completed with a "C" or higher.

COURSE NO.	COURSE NAME	HOURS
ACCT 2301	Principles of Accounting I	3
BUSA 1305	The World of Business	3
BUSA 2311	Quantitative Methods I (prerequisite MATH 1313 or higher, CPE or CISM 1321)	3
BUSA 2320	Legal Environment of Business	3
BUSA 3320	Business Ethics	3
ECON 2311	Micro Economics	3
ECON 2312	Macro Economics (prerequisite ECON 2311)	3
FINA 3320	Corporate Finance (prerequisite ACCT 2301, BUSA 2311, ECON 2311)	3
MIS 3330	Information Systems and Business Analytics (prerequisite BUSA 2301, BUSA 2311)	3
MGMT 3302	Principles of Management	3
MKTG 3301	Principles of Marketing (prerequisite ECON 2311)	3
	Total Hours in BBA Core	33
	<b>MARKETING CONCENTRATION:</b>	
MKTG 3310	Consumer Behavior	3
MKTG 4350	Marketing Research	3
MKTG 4360	Marketing Strategy	3
	Choose 1 (3 hrs) from the following:	3
	MKTG 4335 Principles of Advertising	
	MKTG 4330 International Marketing	
	MKTG 4340 Internship	
	Total Hours in Marketing Concentration	12
	Total Hours in Major	45
	Elective Hours Required	28
	<b>TOTAL HOURS IN DEGREE</b>	<b>126</b>



**HOUSTON BAPTIST UNIVERSITY DEGREE PROGRAM PLAN**  
**Master of Liberal Arts Degree Plan**

CATALOG YEAR: **2014/2015**

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**To earn a Master of Liberal Arts 36 semester hours are required.**

Degree Requirements		HOURS
Core Electives – Choose 12 hours from the following list:		
MLA 5301 The Trivium and the Western Tradition		
MLA 5302 Logic and the Great Texts		
MLA 5349 The Epic: Homer and Virgil		
MLA 5355 The American Constitutional Experience		
MLA 5360 Mythology in Literature and the Arts		
MLA 5382 The Greek World		
MLA 5383 The Roman World		
MLA 5384 The Medieval World		
MLA 5385 The Renaissance and Reformation		
MLA 5386 The Enlightenment		
MLA 5387 The Modern World		
MLA 5388 The Last Fifty Years		
MLA 6397 Shakespeare: History and Film		
	<b>TOTAL CORE HOURS</b>	<b>12</b>
General Electives – Choose 24 hours from classes designated with an "MLA" rubric		
	<b>TOTAL HOURS</b>	<b>36</b>