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## Graduate Catalog - The School Year 2008-2010

Prairie View A&M University

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BULLETIN OF  
PRAIRIE VIEW A&M UNIVERSITY  
PRAIRIE VIEW, TEXAS  
Established by the Texas State Legislature in the Year 1876

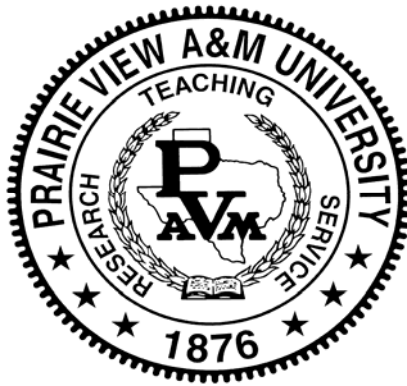
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VOLUME 86

NO.1

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THE ONE HUNDRED AND SEVENTEENTH GENERAL CATALOG  
ISSUED WITH  
ANNOUNCEMENTS FOR THE ACADEMIC YEARS  
2008 - 2010



GRADUATE CATALOG

PRAIRIE VIEW A&M UNIVERSITY IS A MEMBER OF THE TEXAS A&M UNIVERSITY SYSTEM AND IS ACCREDITED BY THE COMMISSION ON COLLEGES OF THE SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS TO AWARD BACHELOR'S, MASTER'S AND DOCTORAL DEGREES

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It will be available on the web at [WWW.PVAMU.EDU](http://WWW.PVAMU.EDU)  
EFFECTIVE 08/01/08

## **Provisions of this Catalog**

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## Accreditation

<u>Area/Program</u>	<u>Agency</u>
<b>University (Regional Accreditation)</b>	Commission on Colleges of the Southern Association of Colleges and Schools, Inc. 1866 Southern Lane Decatur, GA 30033-4097 (404) 679-4501 to award Bachelor's, Master's and Doctoral degrees
<b>Architecture</b>	National Architectural Accrediting Board 1735 New York Ave. N.W. Washington, D.C. 20006
<b>Business</b>	The Association to Advance Collegiate Schools of Business (AACSB) International 777 South Harbor Island Blvd., Suite 750 Tampa, FL 33602 (813) 769-6500
<b>Computer Science</b>	Computing Accreditation Commission of ABET, Inc. 111 Market Place, Suite 1050 Baltimore, MD 21202 (410) 347-7700
<b>Dietetics</b>	Commission on Accreditation of Dietetics Education The American Dietetics Association 216 West Jackson Blvd. Chicago, Illinois 60606-6995 (312) 899-4876
<b>Engineering</b>	Engineering Accreditation Commission of ABET, Inc. 111 Market Place, Suite 1050 Baltimore, MD 21202-4012 (410) 347-7700

**Engineering Technology**

Technology Accreditation  
Commission of ABET, Inc.  
111 Market Place, Suite 1050  
Baltimore, MD 21202-4012  
(410) 347-7700

**Social Work**

Division of Standards and  
Accreditation Council  
on Social Work Education  
1725 Duke Street-Suite 500  
Alexandria, VA 22314-3457

**Teacher Education**

National Council for Accreditation  
of Teacher Education (NCATE)  
2010 Massachusetts Avenue NW,  
Suite 500  
Washington, D.C. 20036-1023

State Board for Educator  
Certification (SBEC)  
1001 Trinity Street  
Austin, TX 78701

**Nursing**

National League for Nursing  
Accrediting Commission (NLNAC)  
61 Broadway  
New York, NY 10006  
1-800-669-1656  
[www.nlnac.org/home/htm](http://www.nlnac.org/home/htm)

Commission on Collegiate Nursing  
Education (CCNE)  
Once Dupont Circle, NW  
Suite 530  
Washington, DC 20036-1120  
(202) 463-6930  
[www.aacn.nche.edu](http://www.aacn.nche.edu)

Texas Board of Nursing (BON)  
(Approval: Advanced Practice  
Nursing – Family Nurse Practitioner  
Program)  
333 Guadalupe, STE, 3-460  
Austin, TX 78701-3944  
[www.bon.state.tx.us](http://www.bon.state.tx.us)

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## Academic Calendars

### Academic Calendar-Fall 2008

**August 17, Sunday**

- Check-In University College (Housing)

**August 18-22, Monday-Friday**

- Panther Camp

**August 18, Monday**

- Check-In University Village - New Transfer Students

**August 19, Tuesday**

- Meal Plans **Begin**

**August 20, Wednesday**

- Check-In University Village – Returning Students

**August 21-22, Thursday - Friday**

- Regular Registration for Returning Students

**August 23, Saturday**

- Regular Registration for Graduate Students

**August 25, Monday**

- Late Registration and Drop/Add **Begins**,
- Instruction **Begins**

**August 29, Friday**

- Late Registration, Add Courses, Change Major/Certification or any Matriculation Change **Ends** for Undergraduate Students

**August 30, Saturday**

- Late Registration, Add Courses, Change Major/Certification or any Matriculation Change **Ends** for Graduate Students

**The Academic Calendar for Prairie View A&M University is subject to change.**

**Academic Calendar – Fall 2008 (continued)**

**September 1, Monday**

- Labor Day (**University Closed**)

**September 3, Wednesday**

- General Student Assembly – **All Students To Attend**

**September 10, Wednesday**

- **Census Date (12<sup>th</sup> Class Day)**
- **LAST DAY** To Drop Course(s) Without Record

**September 11, Thursday**

- Withdrawal From Courses With Record (“W”) **Begins**

**September 12, Friday**

- Graduation **Application Deadline** For Fall 2008

**September 15-20, Monday - Saturday**

- Late Graduation **Application Deadline Period** for Fall 2008

**September 22, Monday**

- 20<sup>th</sup> Class Day
- 

**October 16 -18, Thursday - Saturday**

- Mid-Semester Examination Period

**October 21, Tuesday**

- Mid-Semester Grades Due
- 

**November 3, Monday**

- Withdrawal From Course(s) With Record (“W”) **Ends**
- NOW ACCEPTING APPLICATIONS For Spring 2009 Graduation

**November 11, Tuesday**

- Priority Registration **Begins** For Spring 2009 Semester

**November 27-29, Thursday - Saturday**

- Thanksgiving Holiday (**University Closed**)

**The Academic Calendar for Prairie View A&M University is subject to change.**

**Academic Calendar – Fall 2008 (continued)**

**December 1, Monday**

- Instruction Resumes

**December 1-2, Monday - Tuesday**

- Course Review Day [Classes Must Convene And Instructors Will Prepare Students For Final Exams]

**December 2, Tuesday**

- **LAST DAY To Withdraw From the University (From All Courses) for the Fall 2008 Semester**
- Last Class Day For Fall 2008 Semester

**December 3-4, Wednesday - Thursday**

- Study Days For Exams

**December 5 - 10, Friday - Wednesday**

- Final Examination Period

**December 10, Wednesday**

- Final Grades Due For Graduation Candidates

**December 13, Saturday**

- Commencement

**December 16, Tuesday**

- Final Grades Due For All Other Students

**Academic Calendar – Spring 2009**

**January 14, Wednesday**

- New Student Orientation
- Check-In University Village – New/Transfer Students
- Check-In University Village - Returning Students

**January 15, Thursday**

- Meal Plans **Begin**

**January 15-16, Thursday-Friday**

- Regular Registration for Returning Students

**January 17, Saturday**

- Regular Registration for Graduate Students

**The Academic Calendar for Prairie View A&M University is subject to change.**

**Academic Calendar – Spring 2009 (continued)**

**January 19, Monday**

- Dr. Martin Luther King Jr. Day (**University Closed**)

**January 20, Tuesday**

- Instruction **Begins**
- Late Registration and Drop/Add **Begins**

**January 23, Friday**

- Late Registration, Add Courses, Change Major/Certification or any Matriculation Change **Ends** for Undergraduate Students

**January 24, Saturday**

- Late Registration, Add Courses, Change Major/Certification or any Matriculation Change **Ends** for Graduate Students

**January 29, Thursday**

- General Student Assembly-**All Students To Attend**
- 

**February 4, Wednesday**

- Census Date (12th Class Day)
- Last Day to Withdraw from Course(s) Without Record

**February 5, Thursday**

- Withdrawal From Courses With Record ("W") **Begins**

**February 6, Friday**

- Graduation **Application Deadline** for Spring 2009

**February 9 - 14, Monday - Saturday**

- **Late Graduation Application Deadline Period** for Spring 2009

**February 16, Monday**

- 20<sup>th</sup> Class Day
- 

**March 12– 14, Thursday – Saturday**

- Mid-Semester Examination Period

**March 16 - 21, Monday – Saturday**

- Spring Break

**March 17, Tuesday**

- Mid-Semester Grades Due

**March 23, Monday**

- Instruction Resumes

**March 25, Wednesday**

- Founders Day/Honors Convocation

<p><b>The Academic Calendar for Prairie View A&amp;M University is subject to change.</b></p>
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**Academic Calendar – Spring 2009 (continued)**

**April 6, Monday**

- Withdrawal from Course(s) With Record ("W") **Ends**
- NOW ACCEPTING APPLICATIONS for Summer 2009 and Fall 2009 Graduation

**April 10-11, Friday-Saturday**

- Good Friday/Easter (**Student Holiday**)

**April 14, Tuesday**

- Priority Registration **Begins** for Summer/Fall

---

**May 4, Monday**

- Course Review Day [Classes **must** convene and instructors will prepare students for Final Exams]

**May 5, Tuesday**

- Course Review Day [Classes **must** convene and instructors will prepare students for Final Exams]
- Last Class Day for Spring Semester
- **Last Day to Withdraw from the University (From All Courses)** for the Spring 2009 Semester

**May 6 - 7, Wednesday-Thursday**

- Study Days for Exams

**May 8 – 13, Friday-Wednesday**

- Final Examination Period

**May 13, Wednesday**

- Final Grades due for Graduating Candidates

**May 15, Friday**

- Commencement

**May 16, Saturday**

- Commencement

**May 19, Tuesday**

- Final Grades Due for All Other Students

**Academic Calendar – Summer 2009**

**May 25, Monday**

- Memorial Day Holiday (**University Closed**)

**The Academic Calendar for Prairie View A&M University is subject to change.**

**Academic Calendar – Summer 2009 (continued)**

**June 1, Monday**

- Dining Hall and Student Housing Opens
- Regular Registration (First and Second 3, 5, and 10 week sessions)

**June 2, Tuesday**

- Instruction, Late Registration, and Add/Drop Period **Begins** (First 5 and 10 week sessions)

**June 3, Wednesday**

- **LAST DAY** for Late Registration, Add Courses, Change Major/ Certification or any Matriculation Change (First 5 and 10 week sessions)

**June 5, Friday**

- Census Date (4<sup>th</sup> Class Day: First 5 and 10 week sessions)
- **LAST DAY** to Drop Course(s) Without Record (First 5 and 10 week sessions)

**June 6, Saturday**

- Withdrawal from Courses With Record (“W”) **Begins** (First 5 and 10 week sessions)

**June 8, Monday**

- Graduation **Application Deadline** for Summer 2009

**June 9 – 12, Tuesday-Friday**

- **Late Graduation Application Deadline Period** for Summer 2009

**June 19, Friday**

- Emancipation Day (**University Closed**)

**June 26, Friday**

- Withdrawal from Courses With Record (“W”) **Ends** (First 5 week session)

---

**July 3 – 4, Friday -Saturday**

- Independence Day Observed - **University closed-No Saturday Classes**)

**July 6, Monday**

- **LAST DAY to Withdraw from the University (From All Courses)** (First 5 week session)

**July 7, Tuesday**

- First Summer Term **Ends** (First 5 week session)
- Final Examination (First 5 week session)
- Regular Registration (Second 5 week session)

**July 8, Wednesday**

- Instruction, Late Registration, and Add/Drop Period **Begins** (Second 5 week session)
- Final Grades Due for First 5 week session

<p><b>The Academic Calendar for Prairie View A&amp;M University is subject to change.</b></p>
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**Academic Calendar – Summer 2009 (continued)**

**July 9, Thursday**

- **LAST DAY** for Late Registration, Add Courses, Change Major/Certification or any Matriculation Change (Second 5 week sessions)

**July 13, Monday**

- Census Date (4<sup>th</sup> Class Day – Second 5 week sessions)
- **LAST DAY** to Drop Course(s) Without Record

**July 14, Tuesday**

- Withdrawal from Courses With Record (“W”) **Begins** (First 5 week session)

**July 28, Tuesday**

- Withdrawal from Courses With Record (“W”) **Ends** (Second 5 and 10 week sessions)

---

**August 7, Friday**

- **LAST DAY to Withdraw from the University (From All Courses)** (Second 5 and 10 week sessions)

**August 10-11, Monday-Tuesday**

- Final Exams for All Students (Second 5 and 10 week sessions)

**August 12, Wednesday**

- Final Grades Due for Graduating Candidates

**August 14, Friday**

- Second Summer Term **Ends** (Second 5 and 10 week sessions)

**August 15, Saturday**

- Commencement

**August 18, Tuesday**

- Final Grades Due for All Other Students

**Academic Calendar – Fall 2009**

**August 23, Sunday**

- Check-In University College (Housing)

**August 24-28, Monday-Friday**

- Panther Camp

**August 24, Monday**

- Check-In University Village-New Transfer Students

**August 25, Tuesday**

- Meal Plans **Begin**

**August 26, Wednesday**

- Check –In University Village-Returning Students

**The Academic Calendar for Prairie View A&M University is subject to change.**

**Academic Calendar – Fall 2009 (continued)**

**August 27-28, Thursday-Friday**

- Regular Registration for Returning Students

**August 29, Saturday**

- Regular Registration for Graduate Students

**August 31, Monday**

- Late Registration and Drop/Add **Begins**
  - Instruction **Begins**
- 

**September 4, Friday**

- Late Registration, Add Courses, Change Major/Certification or any Matriculation Change **Ends** for Undergraduate Students

**September 5, Saturday**

- Late Registration, Add Courses, Change Major/Certification or any Matriculation Change **Ends** for Graduate Students

**September 7, Monday**

- Labor Day (University Closed)

**September 9, Wednesday**

- General Student Assembly - **All Students To Attend**

**September 16, Wednesday**

- Census Date (12th Class Day)
- **LAST DAY** to Drop Course(s) Without Record

**September 17, Thursday**

- Withdrawal from courses with record ("W") **Begins**

**September 18, Friday**

- Graduation **Application Deadline** for Fall 2009

**September 21-26, Monday - Saturday**

- **Late Graduation Application Deadline Period** for Fall 2009

**September 28, Monday**

- 20<sup>th</sup> Class Day
- 

**October 22-24, Thursday-Saturday**

- Mid-Semester Examination Period

**October 27, Tuesday**

- Mid-Semester Grades Due
- 

<b>The Academic Calendar for Prairie View A&amp;M University is subject to change.</b>
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**Academic Calendar – Fall 2009 (continued)**

**November 9, Monday**

- Withdrawal from Course(s) With Record (“W”) **Ends**
- NOW ACCEPTING APPLICATIONS for Spring 2010 Graduation

**November 17, Tuesday**

- Priority Registration **Begins** for Spring 2010 Semester

**November 26-28, Thursday-Saturday**

- Thanksgiving Holiday (**University Closed**)

**November 30, Monday**

- Instruction Resumes

---

**December 7-8, Monday-Tuesday**

- Course Review Day [Classes **must** convene and instructors will prepare students for Final Exams]

**December 8, Tuesday**

- Last Class Day for Fall 2009 Semester
- **LAST DAY to Withdraw from the University (From All Courses) for the Fall 2009 Semester**

**December 9-10, Wednesday-Thursday**

- Study Days for Exams

**December 11-16, Friday-Wednesday**

- Final Examination Period

**December 16, Wednesday**

- Final Grades Due for Graduation Candidates

**December 19, Saturday**

- Commencement

**December 22, Tuesday**

- Final Grades Due for All Other Students

**Academic Calendar – Spring 2010**

**January 13, Wednesday**

- New Student Orientation
- Check-In University Village -- New/Transfer Students
- Check-In University Village -- Returning Students

**January 14, Thursday**

- Meal Plans **Begin**

**January 14-15, Thursday-Friday**

- Regular Registration for Returning Students

<p>The Academic Calendar for Prairie View A&amp;M University is subject to change.</p>
--

**Academic Calendar – Spring 2010 (continued)**

**January 16, Saturday**

- Regular Registration for Graduate Students

**January 18, Monday**

- Dr. Martin Luther King Jr. Day (**University Closed**)

**January 19, Tuesday**

- Instruction **Begins**
- Late Registration and Drop/Add **Begins**

**January 22, Friday**

- Late Registration, Add Courses, Change Major/Certification or any Matriculation Change **Ends** for Undergraduate Students

**January 23, Saturday**

- Late Registration, Add Courses, Change Major/Certification or any Matriculation Change **Ends** for Graduate Students

**January 28, Thursday**

- General Student Assembly-**All Students To Attend**
- 

**February 3, Wednesday**

- Census Date (12th Class Day)
- Last Day to Withdraw from Course(s) Without Record

**February 4, Thursday**

- Withdrawal from courses With Record ("W") **Begins**

**February 5, Friday**

- Graduation **Application Deadline** for Spring 2010

**February 8 - 13, Monday - Saturday**

- Late Graduation **Application Deadline Period** for Spring 2010

**February 15, Monday**

- 20<sup>th</sup> Class Day
- 

**March 11– 13, Thursday – Saturday**

- Mid-Semester Examination Period

**March 15 - 20, Monday – Saturday**

- Spring Break

**March 16, Tuesday**

- Mid-Semester Grades Due

**March 22, Monday**

- Instruction Resumes

**March 31, Wednesday**

- Founders Day/Honors Convocation

<p>The Academic Calendar for Prairie View A&amp;M University is subject to change.</p>
--

**Academic Calendar – Spring 2010 (continued)**

**April 5, Monday**

- Withdrawal from Course(s) With Record ("W") Ends
- NOW ACCEPTING APPLICATIONS for Summer 2010 and Fall 2010 Graduation

**April 2-3, Friday-Saturday**

- Good Friday/Easter (**Student Holiday**)

**April 13, Tuesday**

- Priority Registration Begins for Summer/Fall

**May 3, Monday**

- Course Review Day [Classes must convene and instructors will prepare students for Final Exams]

**May 4, Tuesday**

- Course Review Day [Classes must convene and instructors will prepare students for Final Exams]
- Last Class Day for Spring Semester
- **LAST DAY to Withdraw from the University (From All Courses)** for the Spring 2010 Semester

**May 5 - 6, Wednesday-Thursday**

- Study Days for Exams

**May 7 – 12, Friday-Wednesday**

- Final Examination Period

**May 12, Wednesday**

- Final Grades due for Graduating Candidates

**May 15, Saturday**

- Commencement

**May 18, Tuesday**

- Final Grades Due for All Other Students

**Academic Calendar – Summer 2010**

**May 31, Monday**

- Memorial Day Holiday (**University Closed**) **June 1, Tuesday**
- Dining Hall and Student Housing Opens
- Regular Registration (First and Second 5 and 10 week sessions)

**The Academic Calendar for Prairie View A&M University is subject to change.**

**Academic Calendar – Summer 2010 (continued)**

**June 2, Wednesday**

- Instruction, Late Registration, and Add/Drop Period **Begins** (First 5 and 10 week sessions)

**June 3, Thursday**

- **LAST DAY** for Late Registration, Add Courses, Change Major/ Certification or any Matriculation Change (First 5 and 10 week sessions)

**June 7, Monday**

- Census Date (4<sup>th</sup> Class Day: First 5 and 10 week sessions)
- **LAST DAY** to Drop Course(s) Without Record (First 5 and 10 week sessions)

**June 8, Tuesday**

- Withdrawal from Courses With Record (“W”) **Begins** (First 5 and 10 week sessions)

**June 14, Monday**

- Graduation **Application Deadline** for Summer 2010

**June 15 – 18, Tuesday-Friday**

- **Late** Graduation **Application Deadline Period** for Summer 2010

**June 19, Saturday**

- Emancipation Day (**University Closed**)

**June 25, Friday**

- Withdrawal from Courses With Record (“W”) **Ends** (First 5 week session)

**July 5, Monday**

- Independence Day (**Observed-University closed**)

**July 6, Tuesday**

- **LAST DAY** to Withdraw from the University (From **All** Courses) (First 5 week session)

**July 7, Wednesday**

- First Summer Term **Ends** (First 5 week session)
- Final Examination (First 5 week session)
- Regular Registration (Second 5 week session)

**July 8, Thursday**

- Instruction, Late Registration, and Add/Drop Period **Begins** (Second 5 week session)
- Final Grades Due for First 5 week session

**July 9, Friday**

- **LAST DAY** for Late Registration, Add Courses, Change Major/Certification or any Matriculation Change (Second 5 week session)

**The Academic Calendar for Prairie View A&M University is subject to change.**

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**Academic Calendar – Summer 2010 (continued)**

**July 13, Tuesday**

- Census Date (4<sup>th</sup> Class Day – Second 5 week session)
- **LAST DAY** to Drop Course(s) Without Record

**July 14, Wednesday**

- Withdrawal from Courses With Record (“W”) **Begins** (First 5 week session)

**July 28, Wednesday**

- Withdrawal from Courses With Record (“W”) **Ends** (Second 5 and 10 week sessions)

---

**August 6, Friday**

- **LAST DAY to Withdraw from the University (From All Courses)** (Second 5 and 10 week sessions)

**August 9-10, Monday-Tuesday**

- Final Exams for All Students (Second 5 and 10 week sessions)

**August 11, Wednesday**

- Final Grades Due for Graduating Candidates

**August 13, Friday**

- Second Summer Term Ends (Second 5 and 10 week sessions)

**August 14, Saturday**

- Commencement

**August 17, Tuesday**

- Final Grades Due for All Other Students

**Academic Calendar – Fall 2010**

**August 22, Sunday**

- Check-In University College (Housing)

**August 23-27, Monday-Friday**

- Panther Camp

**August 23, Monday**

- Check-In University Village-New Transfer Students

**August 24, Tuesday**

- Meal Plans **Begin**

**August 25, Wednesday**

- Check –In University Village-Returning Students

**August 26-27, Thursday-Friday**

- Regular Registration for Returning Students

**The Academic Calendar for Prairie View A&M University is subject to change.**

**Academic Calendar – Fall 2010 (continued)**

**August 28, Saturday**

- Regular Registration for Graduate Students

**August 30, Monday**

- Late Registration and Drop/Add **Begins**
- Instruction **Begins**

---

**September 3, Friday**

- Late Registration, Add Courses, Change Major/Certification or any Matriculation Change **Ends** for Undergraduate Students

**September 4, Saturday**

- Late Registration, Add Courses, Change Major/Certification or any Matriculation Change **Ends** for Graduate Students

**September 6, Monday**

- Labor Day (University Closed)

**September 8, Wednesday**

- General Student Assembly-All Students To Attend

**September 15, Wednesday**

- Census Date (12th Class Day)
- **LAST DAY** to Drop Course(s) Without Record

**September 16, Thursday**

- Withdrawal from courses With Record ("W") **Begins**

**September 17, Friday**

- Graduation **Application Deadline** for Fall 2010

**September 20-25, Monday - Saturday**

- **Late** Graduation **Application Deadline Period** for Fall 2010

**September 27, Monday**

- 20<sup>th</sup> Class Day

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**October 21-23, Thursday-Saturday**

- Mid-Semester Examination Period

**October 26, Tuesday**

- Mid-Semester Grades Due

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**November 8, Monday**

- Withdrawal from Course(s) with record ("W") **Ends**
- NOW ACCEPTING APPLICATIONS for Spring 2011 Graduation

<b>The Academic Calendar for Prairie View A&amp;M University is subject to change.</b>
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**Academic Calendar – Fall 2010 (continued)**

**November 16, Tuesday**

- Priority Registration **Begins** for Spring 2011 Semester

**November 25-27, Thursday-Saturday**

- Thanksgiving Holiday (**University Closed**)

**November 29, Monday**

- Instruction Resumes
- 

**December 6-7, Monday-Tuesday**

- Course Review Day [Classes **must** convene and instructors will prepare students for Final Exams]

**December 7, Tuesday**

- Last Class Day for Fall 2010 Semester
- **LAST DAY to Withdraw from the University (From All Courses) for the Fall 2010 Semester**

**December 8-9, Wednesday-Thursday**

- Study Days for Exams

**December 10-15, Friday-Wednesday**

- Final Examination Period

**December 15, Wednesday**

- Final Grades Due for Graduation Candidates

**December 18, Saturday**

- Commencement

**The Academic Calendar for Prairie View A&M University is subject to change.**

**THE TEXAS A&M UNIVERSITY SYSTEM**

***Board of Regents***

Bill Jones .....	Chairman.....	Austin
John D. White .....	Vice Chairman .....	Houston
Richard A. Box .....		Austin
Morris E. Foster.....		Salado
Lupe Fraga.....		Houston
Erle Nye.....		Dallas
Gene Stallings.....		Powderly
Ida Clement Steen.....		San Antonio
James P. Wilson, Jr.....		Sugar Land
Anthony Cullins.....	Student Regent.....	Dallas

***System Administration***

Chancellor.....	Michael D. McKinney
Deputy General Counsel.....	Scott Kelley
Associate Vice Chancellor and Treasurer .....	Gregory R. Anderson
Vice Chancellor for Academic Affairs.....	Frank Ashley III
Vice Chancellor for Governmental Relations .....	Stanton Calvert
Associate Vice Chancellor for Information Technology .....	Pierce Cantrell
Associate Vice Chancellor for Budgets and Accounting.....	B. J. Crain
Vice Chancellor for Technology Commercialization .....	Guy Diedrich
Associate Vice Chancellor for Facilities Planning and Construction .....	Vergel L. Gay, Jr.
Vice Chancellor for Research .....	Brett Giroir
Manager of Communications Media .....	Rod Davis
Chief of Staff .....	Janet Smalley
Chief Auditor.....	Cathy Smock



**PRAIRIE VIEW A&M UNIVERSITY**

*Administrative Officers*

George C. Wright.....President  
E. Joahanne Thomas-Smith.....Provost and Senior Vice President for Academic Affairs  
Willie F. Trotty.....Vice President for Research and Development  
Lauretta F. Byars.....Vice President for Student Affairs and Institutional Relations  
Mary Lee Hodge.....Vice President for Business Affairs  
Fred E. Washington.....Vice President for Administration and Auxiliary Services

*Academic Deans*

College of Agriculture and Human Sciences, Interim.....Freddie Richards  
School of Architecture.....Ikhlas Sabouni  
Marvin D. and June Samuel Brailsford College of Arts and Sciences .....Danny R. Kelley  
College of Business.....Munir Quddus  
Whitlowe R. Green College of Education.....Lucian Yates, III  
College of Engineering.....Kendall T. Harris  
College of Juvenile Justice and Psychology.....H. Elaine Rodney  
College of Nursing.....Betty N. Adams  
Graduate School.....William H. Parker

PHOTO OF PRESIDENT

## **THE PRESIDENT'S MESSAGE TO STUDENTS**

Prairie View A&M University is more than 132 years old and I continue to be amazed by its past accomplishments and rich history. This institution has not only survived, but it is thriving. Through nine colleges and schools, students can take advantage of 50 undergraduate majors, 41 master's degrees and four doctoral programs. Dedicated to fulfilling its land-grant mission of teaching, research and service, the University has awarded nearly 51,500 degrees at all levels, including its first doctorate degrees in both juvenile justice and educational administration.

As a student at this University, you can expect:

- *a commitment to academic achievement and opportunities that will offer a real education. That means an education that not only teaches you what your professors know, but provides you with tools for your own exploration, expansion of ideas and attainment of knowledge.*
- *to be provided with outlets and opportunities for student leadership and personal development.*
- *opportunities for serving others by laying a foundation for a lifetime of giving back and choosing to help others and emphasizing the importance of service to this University and the community.*
- *to be empowered to develop a sense of personal responsibility for your own choices and the resulting successes.*
- *a huge dose of culture regardless of your race, ethnicity, culture or background. As PVAMU becomes more diverse, we will embrace the opportunity to educate a larger population of historically underserved individuals by exposing all students to other cultures.*

What you achieve on your journey through PVAMU is largely a measure of your own hard work and tenacity. An education is an investment in your future. It is an investment of time, talent, energy and money that will continue to pay dividends for years to come. The greater the investment you make today, the greater your rewards will be in the future. Not only will you benefit from your education, but countless others will share in the productivity of your life.

I am very impressed with the quality of students who are affiliated with this University. I see among you a number of truly outstanding leaders, people of character and passion who have so much to offer the world. It is my desire that your time here be filled with memorable experiences. This will include classroom and life lessons. I hope you learn that you are responsible for your life and leave equipped to make your mark on the world.

We are committed to your future and the generations of students who will look to Prairie View A&M University to educate and equip them for life.

*George C. Wright*

George C. Wright, Ph.D.  
President

## **General University Information**

Prairie View A&M University is accredited by the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, GA 30033-4097) as a comprehensive public institution of higher education authorized to award Bachelor's, Master's and Doctoral degrees, and is a member of the Texas A&M University System. It is a land-grant university authorized under the Morrill Acts of 1862 and 1890. The main campus is located in Waller County approximately 40 miles northwest of Houston and one mile north of US Highway 290 on Farm Road 1098. The College of Nursing facility is located in the Texas Medical Center at 6436 Fannin Street, Houston, Texas 77030..

The University offers a broad range of academic programs through the following administrative units:

The College of Agriculture and Human Sciences  
The School of Architecture  
The Marvin D. and June Samuel Brailsford College of Arts and Sciences  
The College of Business  
The Whitlowe R. Green College of Education  
The College of Engineering  
The College of Juvenile Justice and Psychology  
The College of Nursing  
The Graduate School

Though the University's service area has generally extended throughout Texas and the world, the University's target service area includes the Texas Gulf Coast Region, i.e., Waller, Harris, Montgomery, Washington, Grimes, Fort Bend, Galveston, Jefferson, Chambers, Liberty, Colorado, Wharton, Brazoria, and Austin Counties; the rapidly growing residential and commercial area known as the Northwest Houston Corridor as noted in the original Texas Plan; and urban Texas centers likely to benefit from Prairie View A&M University's specialized programs and services in juvenile justice, business, architecture, teacher education, social work, and the food, agricultural and natural resource sciences. Prairie View A&M University is authorized to offer a number of undergraduate and graduate degree programs at distant sites.

In addition to Prairie View A&M University, the Texas A&M University System consists of Texas A&M University; Texas A&M University - Corpus Christi; Texas A&M International University; Texas A&M University - Kingsville; West Texas A&M University; Tarleton State University; Texas A&M University - Commerce; Texas A&M University - Texarkana; Texas A&M University Health Science Center; Texas AgriLife Research; Texas AgriLife Extension Service; Texas Engineering Experiment Station; the Texas Engineering Extension Service; Texas Forest Service; Texas Transportation Institute; and the Texas Veterinary Medical Diagnostic Laboratory.

## **History**

Prairie View A&M University, the second oldest public institution of higher education in Texas, originated in the Texas Constitution of 1876. On August 14, 1876, the Texas Legislature established the “Agricultural and Mechanical College of Texas for Colored Youths” and placed responsibility for its management with the Board of Directors of the Agricultural and Mechanical College at Bryan. The A&M College of Texas for Colored Youths opened in Prairie View, Texas on March 11, 1878.

The University’s original curriculum was designated by the Texas Legislature in 1879 to be that of a “Normal School” for the preparation and training of teachers. This curriculum was expanded to include the arts and sciences, home economics, agriculture, mechanical arts, and nursing after the University was established as a branch of the Agricultural Experiment Station (Hatch Act, 1887) and as a Land Grant College (Morrill Act, 1890). Thus began the tradition of agricultural research and community service, which continues today.

The four-year senior college program began in 1919 and in 1937, a division of graduate studies was added, offering master’s degrees in agricultural economics, rural education, agricultural education, school administration and supervision, and rural sociology.

In 1945, the name of the institution was changed from Prairie View Normal and Industrial College to Prairie View University, and the school was authorized to offer, “as need arises,” all courses offered at the University of Texas. In 1947, the Texas Legislature changed the name to Prairie View A&M College of Texas and provided that “courses be offered in agriculture, the mechanics arts, engineering, and the natural sciences connected therewith, together with any other courses authorized at Prairie View at the time of passage of this act, all of which shall be equivalent to those offered at the Agricultural and Mechanical College of Texas at Bryan.” On August 27, 1973, the name of the institution was changed to Prairie View A&M University, and its status as an independent unit of the Texas A&M University System was confirmed.

In 1981, the Texas Legislature acknowledged the University’s rich tradition of service and identified various statewide needs which the University should address including the assistance of students of diverse ethnic and socioeconomic backgrounds to realize their full potential, and assistance of small and medium-sized communities and businesses in their growth and development.

In 1983, the Texas Legislature proposed a constitutional amendment to restructure the Permanent University Fund to include Prairie View A&M University as a beneficiary of its proceeds. The Permanent University Fund is a perpetual endowment fund originally established in the Constitution of 1876 for the sole benefit of Texas A&M University and the University of Texas. The 1983 amendment also dedicated the University to enhancement as an “institution of the first class” under the governing board of the Texas A&M University System. The constitutional amendment was approved by the voters on November 6, 1984.

In January 1985, the Board of Regents of the Texas A&M University System responded to the 1984 Constitutional Amendment by stating its intention that Prairie View A&M University becomes “an institution nationally recognized in its areas of education and research.” The Board also resolved that the University receive its share of the Available University Fund, as previously agreed to by Texas A&M University and the University of Texas.

In October 2000, the Governor of Texas signed the Priority Plan, an agreement with the U.S. Department of Education Office of Civil Rights to make Prairie View A&M University an educational asset accessible by all Texans. The Priority Plan mandates creation of many new educational programs and facilities. It also requires removing language from the Institutional Mission Statement which might give the impression of excluding any Texan from attending Prairie View A&M University.

The University’s enrollment now exceeds 8,350 including more than 2,000 graduate students. Students come from throughout the United States as well as many foreign countries. In the last five years, 5,970 degrees were awarded, including more than 2,400 graduate degrees. During the University’s 132-year history, some 51,500 academic degrees have been awarded.

### **Administrative Organization**

A current organizational chart for Prairie View A&M University is available in the Office of Institutional Effectiveness, Research, and Analysis and in the Office of the Chancellor, Texas A&M University System.

## **Mission**

Prairie View A&M University is dedicated to excellence in teaching, research and service. It is committed to achieving relevance in each component of its mission by addressing issues and proposing solutions through programs and services designed to respond to the needs and aspirations of individuals, families, organizations, agencies, schools, and communities--both rural and urban. Prairie View A&M University is a state-assisted institution by legislative designation, serving a diverse ethnic and socioeconomic population, and a land-grant institution by federal statute. Having been designated by the Texas constitution as one of the three "institutions of the first class" (1984), the University is committed to preparing undergraduates in a range of careers including but not limited to engineering, computer science, natural sciences, architecture, business, technology, criminal justice, the humanities, education, agricultural sciences, nursing, mathematics, and the social sciences. It is committed to advanced education through the master's degree in education, engineering, natural sciences, nursing, selected social sciences, agriculture, business, and human sciences. It is committed to expanding its advanced educational offerings to include multiple doctoral programs.

Though the University's service area has generally extended throughout Texas and the world, the University's target service area for offering undergraduate and graduate programs of study includes the Texas Gulf Coast Region; the rapidly growing residential and commercial area known as the Northwest Houston Corridor; and urban Texas centers likely to benefit from Prairie View A&M University's specialized programs and initiatives in nursing, juvenile justice, business, architecture, education, and social work. The University's public service programs offered primarily through the Cooperative Extension Program target the State of Texas, both rural and urban counties. The University's research foci include extending knowledge in all disciplines offered and incorporating research-based experiences in both undergraduate and graduate students' academic development.

## **CORE VALUES**

### **ACCESS AND QUALITY**

Prairie View A&M University will provide equal educational opportunity to increasing numbers of persons from unserved and underserved populations residing primarily among the economically and socially bypassed in the society; further, the University will provide educational programs designed to prepare all graduates to compete successfully in the graduate and professional schools as well as in the labor force.

### **DIVERSITY**

Prairie View A&M University will sustain its commitment to recruit, enroll, educate, and graduate students and to employ and advance faculty and staff without regard to age, ethnicity, gender, national origin, socioeconomic background, or educationally unrelated handicap; further, the University will offer challenges to both the academically talented and the under-prepared who arrive in college with ability, but without college-ready achievement.

### **LEADERSHIP**

Prairie View A&M University will stimulate, initiate, and implement programs and services to both inspire and guide students, faculty, and staff in developing their self-confidence, self-discipline, and other requisites to becoming successful leaders in their professions and in their communities; further, the University will offer campus-based and distance education programs to enhance the life chances for persons in its service areas.

### **RELEVANCE**

Prairie View A&M University will respond to the need for highly literate, technologically competent graduates educated to excel in the 21<sup>st</sup> century work force; further, the University will extend the products of its research and service to address concerns and solve problems such as violence, abuse and misuse; drug and alcohol abuse; mental, physical, and psychological neglect; environmental injustice; and other forms of social dissonance that compromise the quality of life for the citizenry.

### **SOCIAL RESPONSIBILITY**

Prairie View A&M University will promote active participation in constructive social change through volunteerism, leadership, and civic action on the part of its faculty, staff, and students; further, the University will utilize channels available for influencing public policy on the local, state, national, and international levels.

## **COMMITMENT TO EXCELLENCE**

Upon admission to and enrollment at Prairie View A&M University, a student – undergraduate and graduate – becomes a ***Panther Man*** or a ***Panther Woman*** and agrees to uphold a commitment:

- **To Excellence in Attitude**

Exhibiting a positive desire to accept the challenges of college life, refusing to allow obstacles to impede progress toward future goals and aspirations.

- **To Excellence in Personal Management**

Exhibiting highest respect for self and for the property and rights of others.

- **To Excellence in Work Ethic and Scholarship**

Exhibiting determination that leads to meeting expectations of class attendance, course requirements, work-study position, student organizations, and other commitments; exhibiting dedication and persistence required to realize one's full academic potential.



- **To Excellence in Responsibilities for Peers**

Exhibiting leadership among peers that openly repudiates violence, illicit drug use, possession of weapons, vulgarity, apathy, or any form of destructive, nonproductive behavior.

- **To Excellence in Professional Career Preparation**

Exhibiting deliberate pursuit of professional and career readiness as evidenced by participation in student organizations, academic learning communities, athletics competition, career planning events, leadership training, graduate/professional school orientations, and other career preparation activities.

- **To Excellence in Community Membership**

Exhibiting responsible citizenship; taking social and political positions that advance the common good; contributing skills and talents in a manner that promotes the general welfare of *local, state, regional, national, and international communities*.

- **To Excellence in Honesty, Integrity and Character**

Exhibiting commitment to being truthful in the conduct of personal and academic matters, resisting any form of deceit, malfeasance, misrepresentation or fraudulence; exhibiting a high standard of moral conduct as evidenced by one's being fair, dependable, and ever mindful of how one's behavior affects the greater good.

## **Rules and Procedures on Discrimination, Harassment, and Privacy**

Prairie View A&M University is a member of the Texas A&M University System, The A&M System is committed to equal employment, educational programs and activities and a discrimination free workplace and learning environment. As such, complies with all applicable state and federal laws and regulations on discrimination, harassment and privacy. These laws and regulations include Title V of the Rehabilitation Act of 1973; Title VI of the Civil Rights Act of 1964; Title VII of the Civil Rights Act of 1964; and Title IX of the Education Amendment Act of 1972 and the Family Educational Rights and Privacy Act of 1974. For more details, please consult the Office of Equal Opportunity or the Office of Human Resources, Prairie View A&M University.

### ***Equal Opportunity Policy Statement Title VI & VII of the Civil Rights Act of 1964***

Prairie View A&M University is fully committed to and promotes equal opportunity for all. This commitment by the University includes equal employment and educational opportunity, affirmative action and program accessibility. The University Office of Equal Opportunity is responsible for the Equal Opportunity Programs of the University.

### ***Program Accessibility Title VI of the Civil Rights Act of 1964***

No otherwise qualified individual shall, on the basis of race, color, sex, religion, national origin, age, disability or veteran status, be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any program or activity provided by the University in accordance with applicable laws and regulations. The University Office of Equal Opportunity is responsible for the Title VI Program of the University.

### ***Title IX of The Education Amendment Act of 1972***

Prairie View A&M University does not discriminate against persons on the basis of sex. Individuals will not be excluded from participation in, be denied the benefits of, or be subjected to discrimination on the basis of sex under any educational program, service or activity offered by the University. The University Office of Equal Opportunity is responsible for the Title IX Program of the University.

### ***Title V of the Rehabilitation Act of 1973***

In compliance with Title V of the Rehabilitation Act of 1973 and Sections 501, 502, 503, and 504, Prairie View A&M University prohibits the imposition of rules or restrictions that have the effect of limiting participation of students with disabilities in educational programs or activities. Appropriate academic accommodations and reasonable modifications to policies and practices are made to assure that students with disabilities have the same opportunities as other students to be successful on the basis of their intellectual abilities and academic achievements. The University Office of Equal Opportunity is responsible for the Title IX Program of the University. The Office of Student Affairs is responsible for the Disability Services programs for all students.

### ***Right to Privacy***

Family Educational Rights and Privacy Act of 1974 contained in Public Law 93-380 of the Educational Amendments of 1974, is designed to protect the rights and privacy of students.

Official records are not opened to the public and will not be divulged without the consent of the student. Minors (those under 18 years of age) attending the university have the same right to privacy of their records as adult students.

The Buckley Amendment provides that certain directory-type information may be made public on all students unless individual students state in writing (within the first twelve class days) to the Office of the Registrar that they do not wish that information to be released. Such directory-type information may include (but is not limited to) name, address, telephone number, date and place of birth, major, participation in activities, dates of attendance, and degrees and awards received.

Academic information is confidential. However, in order for the University to serve students, academic information is shared with University administrative offices and academic advisers for the purpose of providing services to the student.

### ***Photographs/Videography***

Prairie View A&M University and its representatives on occasion take photographs or shoot video footage for the University's use in print and electronic publications. This serves as public notice of the University's intent to use such images as it deems fit. If you should object to the use of your image please contact the Office of Public Relations.

## **Directory of Frequently Called Offices**

When seeking information about the University, please visit, call, or write the office most closely associated with the subject of your concern or inquiry. Letters intended for offices other than those contacted will be forwarded.

### **President's Office**

A.I. Thomas Administration Bldg., Ste. 202  
P.O. Box 519; MS 1001  
Prairie View, TX 77446  
(936) 261-2111

### **Academic and Student Affairs**

A.I. Thomas Administration Bldg., Ste. 212  
P.O. Box 519; MS 1023  
Prairie View, TX 77446  
(936) 261-2175

### **Undergraduate Admissions**

Memorial Student Center, Rm. 322  
P.O. Box 519; MS 1009  
Prairie View, TX 77446  
(936) 261-1000

### **Recruitment/School Tours**

Memorial Student Center, Rm. 322  
P.O. Box 519; MS 1011  
Prairie View, TX 77446  
(936) 261-1000

### **Veteran Affairs**

Memorial Student Center, Rm. 322  
P.O. Box 519; MS 1009  
Prairie View, TX 77446  
(936) 261-1067

### **University Village**

Oscar Minor at Pipkin  
P.O. Box 519; MS 3000  
Prairie View, TX 77446  
(936) 261-5950

### **Department of Public Safety**

Central Receiving Bldg., Rm. 105  
P.O. Box 519; MS 1430  
Prairie View, TX 77446  
(936) 261-1375

### **Student Activities**

Memorial Student Center, Rm. 116  
P.O. Box 519; MS 1020  
Prairie View, TX 77446  
(936) 261-1340

### **Academy for Collegiate Excellence and Student Success (ACCESS)**

University College Advisement Center  
P.O. Box 519; MS 3001  
Prairie View, TX 77446  
(936) 261-5900

### **Student and Enrollment Services**

Memorial Student Center, Rm. 315  
P.O. Box 519; MS 1025  
Prairie View, TX 77446  
(936) 261-1000

### **Graduate School**

Wilhelmina Delco Bldg., Rm. 120  
P.O. Box 519; MS 2800  
Prairie View, TX 77446  
(936) 261-3500

### **Records (Registrar)**

Memorial Student Center, Rm. 301  
P.O. Box 519; MS 1002  
Prairie View, TX 77446  
(936) 261-1000

### **Counseling Services**

Owens-Franklin Health Center., Rm. 219  
P. O. Box 519; MS 1413  
Prairie View, TX 77446  
(936) 261-1400

### **Treasury Services**

W.R. Banks Bldg., Rm. 230  
P.O. Box 519; MS 1329  
Prairie View, TX 77446  
(936) 261-1903

### **Office of Services for Students with Disabilities**

Evans Hall, Rm. 317  
P.O. Box 519; MS 1037  
Prairie View, TX 77446  
(936) 261-3585

**Central Scholarship Office**

Memorial Student Center, Rm. 309  
P.O. Box 519; MS 1005  
Prairie View, TX 77446  
(936) 261-1000

**Residential Life**

Harrington Science Bldg., Rm. 116  
P.O. Box 519; MS 1440  
Prairie View, TX 77446  
(936) 261-2654

**Student Financial Services**

Memorial Student Center, 3<sup>rd</sup> Fl.  
P.O. Box 519; MS 1005  
Prairie View, TX 77446  
(936) 261-1000

**Career Services**

Anderson Hall, Rm. 213  
P. O. Box 519; MS 1028  
Prairie View, TX 77446  
(936) 261-3570

**All Faiths Chapel**

L.W. Minor St. at University Dr.  
P.O. Box 519; MS 1021  
Prairie View, TX 77446  
(936) 261-3590

**Student Judicial Services**

Evans Hall, Rm. 307  
P. O. Box 519; MS 1036  
Prairie View, TX 77446  
(936) 261-3553

**Texas Success Initiative (TSI) Office**

Wilhelmina Delco Bldg., Rm. 228  
P. O. Box 519; MS 3002  
Prairie View, TX 77446  
(936) 261-3610

**John B. Coleman Library**

**Reference and Information Services**  
P. O. Box 519, MS 1040  
Prairie View, Texas 77446  
(936) 261-1535

**College of Agriculture & Human Sciences**

E.B. Evans Animal Industries Bldg., Rm. 113  
P.O. Box 519; MS 2001  
Prairie View, TX 77446  
(936) 261-2505

**School of Architecture**

Nathelyne Archie Kennedy Bldg., Room 100  
P.O. Box 519; MS 2100  
Prairie View, TX 77446  
(936) 261-9800

Marvin D. and June Samuel Brailsford College of Arts and Sciences, Bldg., Rm. 230B  
P. O. Box 519; MS 2201  
Prairie View, TX 77446  
(936) 261-3180

**College of Business**

Hobart Taylor Bldg., Rm. 2A204  
P.O. Box 519; MS 2301  
Prairie View, TX 77446  
(936) 261-9200

**Whitlowe R. Greene College of Education**

**Wilhelmina Delco Bldg., Ste. 302 G**  
P. O. Box 519; MS 2400  
Prairie View, TX 77446  
(936) 261-3600

**College of Engineering**

**C.L. Wilson Engineering Complex, Rm. 102**  
P. O. Box 519; MS 2500  
Prairie View, TX 77446  
(936) 261-9890

**College of Juvenile Justice & Psychology**

**Memorial Student Center Annex, Rm. 205**  
P. O. Box 519; MS 2600  
Prairie View, TX 77446  
(936) 261-5200

**College of Nursing**

6436 Fannin 1801 Main Street, Suite 801  
Houston, TX 770307-7002  
(713) 797-7000

**Graduate School**

**Wilhelmina Delco Bldg., Rm. 120**  
P. O. Box 519; MS 2800  
Prairie View, TX 77446  
(936) 261-3500

**University College**

**University College Advisement Center**  
P. O. Box 519; MS 3000  
Prairie View, TX 77446  
(936) 261-5900

## **Student Services**

Prairie View A&M University is student centered. The University believes that the intellectual and moral growth of students occurs both within and outside the formal classroom setting. Residential and social life experiences are regarded as learning opportunities, significant in their own right and complementary to those provided within the academic curriculum. Thus, the University is committed to providing a co-curricular environment that supports individual needs, and actively contributes to the University's residential and community life. A complete listing of the University's student services is provided in the *Prairie View A&M University Student Handbook*. Those services that are particularly relevant to academic life at the University are briefly described below.

### **Office of Student Financial Aid**

The Office of Student Financial Aid at Prairie View Agricultural and Mechanical University (PVAMU) is committed to providing a high level of service to support students in achieving their academic goals by helping to remove the financial barriers to college attendance. The office's mission is to offer coordinated delivery of comprehensive student aid programs that are supportive of the recruitment and retention of academically talented and diverse students.

### **Philosophy of the Student Financial Aid Office**

#### ***We believe that:***

- Our first responsibility is to assist the most economically disadvantaged student.
- Self-help (loan and work) should be a part of the University aid award.
- Students should make a commitment to their education with both current and future earnings; this means both working and borrowing to pay for their education.
- Student budgets should reflect reasonable allowances for typical student expenses.
- The Federal Need Analysis Methodology is designed to provide an equitable formula for evaluating student need.
- Funding is limited and may not meet your total need. Therefore, the Financial Aid Office will award aid to the students who demonstrate the most need first. Aid continues to be awarded on an ongoing basis until funding is exhausted.
- We have a responsibility to develop information and policies that minimize defaults on student loans.

- The financial aid packaging process ensures effective use of the funds available, and fair and equitable treatment of all aid applicants.

**NOTE:** You may view our packaging/awarding calendar, disbursement schedule, sample budgets, and general consumer information at <http://www.pvamu.edu/faid>

### **Student Eligibility**

To receive aid from the student aid program at Prairie View A&M University, you must:

- have a financial need, except for some loan programs;
- have a high school diploma or a General Education Development (GED) certificate;
- be enrolled or accepted for enrollment as a regular student working toward a degree or *certificate in an eligible program*;
- be a *U.S. citizen or eligible non-citizen*;
- have a valid *Social Security Number*;
- make satisfactory academic progress;
- sign a statement on the Free Application for Federal Student Aid (FAFSA) certifying that you will use federal student aid only for educational purposes;
- sign a statement on the FAFSA certifying that you are not in default on a federal student loan and that you do not owe money back on a federal student grant;
- *register with the Selective Service*, if required.

If you are a male 18 through 25 years of age and you have not yet registered with Selective Service, you can give Selective Service permission to register you by checking a box on the FAFSA. You can also register through the Internet at: [www.sss.gov](http://www.sss.gov).

A new law suspends aid eligibility for students convicted under federal or state law of sale or possession of drugs. If you have been convicted of drug possession, you will be ineligible for one year from the date of a first conviction, two years after a second conviction and indefinitely after a third conviction. If you have been convicted for selling drugs, you will be ineligible for two years from the date of first conviction and indefinitely after a second conviction. If you lose eligibility, you can regain eligibility early by successfully completing acceptable drug rehabilitation program.

## **Student Rights and Responsibilities**

Current law requires each eligible institution participating in Title IV financial aid programs to provide student financial assistance and other institutional information. Following is information available from the Student Financial Aid Office and other offices on campus.

### ***You have the right:***

- To know all the federal, state, institutional and private student financial assistance programs available, including both need-based and non need-based programs.
- To know the procedures, forms, deadlines and eligibility requirements to apply for assistance; the criteria for selecting aid recipients and determining the amount of aid awarded.
- To know the cost of attending the University, how those costs are determined and how your student budget is developed.
- To know what resources we have considered in calculating your financial need, how the Expected Family Contribution (EFC) was determined and how much of your financial need has been met.
- To know the standards required for maintaining satisfactory academic progress for financial aid eligibility.
- To know how and when disbursement of financial aid is made, the University's refund policy for costs paid to the University and any refund due to Title IV student assistance programs.
- To know the terms and conditions of any loans, employment, scholarships or grant aid you receive.
- To know the policies and procedures used to maintain confidentiality of financial aid records. Only those individuals who directly handle the application have a right to know or access the information. Prairie View A&M University complies with the Family Educational Rights and Privacy Act of 1974.
- To know who to contact and how to contact the financial aid personnel regarding information on student financial assistance.
- To know the academic programs of the University, the facilities available and the faculty and instructional personnel.



- To know the names of bodies which accredit, approve or license the institution and its programs, and how their documents may be reviewed.
- To know the completion or graduation rate of students.
- To know statistics on the receipt of athletic-related student aid.
- To know campus security policies and crime statistics.
- To know what facilities and services are available to students with disabilities.

***It is your responsibility:***

- To read and consider all information about the University before you enroll.
- To complete all University applications forms thoroughly and accurately, and submit them to the appropriate office(s) by required deadlines.
- To accurately and honestly complete your Free Application for Federal Student Aid (FAFSA). Errors can result in delays. False or misleading information is a criminal offense and is subject to a \$10,000 fine, imprisonment or both.
- To use any federal, state-appropriated or institutional financial aid received during the award year solely for expenses related to attendance at Prairie View A&M University.
- To comply with Quality Assurance Program requirements (if you are selected as a participant), provide verification or additional information as requested by the University, and submit corrections or new information, as appropriate.
- To read, understand and accept responsibility for all forms or agreements you sign. We recommend you keep copies of your records.
- To report to the Financial Aid Office if you are in default on a student loan, or if you owe a refund or repayment on any educational grant received from any school.
- To notify your student loan lender of changes in your name, address and school status.
- To perform the work agreed upon when you accept a Federal Work-Study award.
- To know and to comply with the following University policies and procedures as they relate to financial aid: withdrawal, refund/repayment, satisfactory academic progress, debt management and enrollment status for aid disbursement.
- To keep your address and phone number current with the Office of Admissions and Records and the Office of Student Financial Aid.

### ***Utilizing the PVAMU Financial Aid Web Page***

The University is moving toward using more electronic means of communication. Thus, the Prairie View A&M University Office of Student Financial Aid would like to announce its new and improved web page at [www.pvamu.edu/faid](http://www.pvamu.edu/faid). The Financial Aid web page provides a plethora of information regarding financial aid opportunities.

### ***Getting Started...Applying for Financial Aid***

1. Complete the Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Be sure to follow all web instructions thoroughly and using your Federal PIN number, esign your FAFSA. If you need assistance with the application process, you may call 1-800-FED-AID (1-800-433-3243) or the Office of Student Financial Aid at (936) 261-1000.
2. You will receive a Student Aid Report (SAR) from the US Department of Education within four or six weeks after you mail your FAFSA. Once you receive your SAR, review it for accuracy. If corrections are necessary, you should first contact the Office of Student Financial Aid for assistance. If the SAR is inaccurate, keep it for your personal records. The Office of Student Financial Aid also receives the SAR information and will contact you by mail should you need to submit any additional information.
3. Respond immediately to any request for information. Delays in submitting required documentation will delay the determination of your financial aid eligibility.
4. Institutional documents can be found on the Prairie View A&M University website at [www.pvamu.edu/faid](http://www.pvamu.edu/faid). Select "Forms Library" to retrieve required documents

### ***When Do I Apply?***

Apply as soon AFTER January 1 as possible (you can't apply before this date). It's easier to complete the application when you already have your current tax year's return, so you may want to complete your tax return as early as possible. **Do not sign, date or send your application before January 1.** You need to apply only once each school year at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

### ***What Happens After I Apply?***

After your complete application is received by the processing system, the processor will produce a Student Aid Report (SAR). The SAR will report the information from your application, and if there are no questions or problems with your application, your SAR will report your EFC, the number used in determining your eligibility for federal student aid. The results will be available immediately after the completion of your FAFSA and sent to you and to the schools that you listed on your application within 3 days.

A paper FAFSA may be obtained from your high school counselor, local library or most institutions of higher education. It will take about six to eight weeks for your application to be processed if you apply by paper application and for you to receive a SAR in the mail.

If it's been more than six to eight weeks since you submitted your application and you have not heard anything, you can check on your application through the FAFSA on the Web website, even if you don't apply using FAFSA on the Web. The URL for the webpage is <http://www.fafsa.ed.gov>.

## **2009 – 2010 Financial Aid Deadlines**

**October 15, 2008** – Spring 2009 priority submission date for a complete financial aid application file. A complete application file includes: (1) the 2008 -2009 Federal Student Aid Report received by the Office of Student Financial Aid; (2) all required documents received and processed (i.e. verification) (3) the student has been accepted for admission at PVAMU.

**November 15, 2008** – Fall 2008 verification deadline.

**December 1, 2008** – Notification of changes in student financial aid processing for upcoming year.

**December 15, 2008** - Final date for processing financial aid awards in advance of 2009 spring registration with the assurance that awarded funds will be available for fee payment in January.

**January 2, 2009** – [FAFSA on the Web](#), [Renewal FAFSA on the Web](#), and [Corrections on the Web](#) will be available for students. The Central Processor's application processing system will begin processing new 2009-2010 Free Application for Federal Student Aid Applications. If you haven't done so already, make sure that both you and your parents [Apply for a PIN](#). The Federal PIN will allow you and your parents (if applicable) to e-sign your FAFSA/Renewal FAFSA and allow you to submit corrections to your FAFSA. If you have forgotten your Federal PIN Number, you can always [Request a Duplicate PIN](#).

**March 15, 2009** – Fall 2009 priority submission date for a complete financial aid application file. A complete application file includes: (1) the Federal Student Aid Report received by the Office of Student Financial Aid; (2) all required documents received and processed (i.e. verification); (3) the student has been accepted for admission at PVAMU.

**April 15, 2009** – Spring 2009 verification deadline.

**April 15, 2009** – Financial aid award notifications for fall 2009 will be mailed to first-time freshmen and transfer students.

**May 1, 2009** – Final date for processing financial aid awards in advance of 2009 summer registration with the assurance that awarded funds will be available for fee payment.

**June 1, 2009** – After final spring grades are posted and Satisfactory Academic Progress calculated, electronic financial aid award notifications will be sent to the University email address of current students. The email will direct you to check your award status using [Panthertracks](#). Those students identified as not making Satisfactory Academic Progress will be notified via their University email address and provided instructions on how to appeal.

**July 15, 2009** – Summer 2009 verification deadline.

**August 1, 2009** – Final date for processing financial aid awards in advance of 2009 fall registration with the assurance that awarded funds will be available for fee payment in August.

**October 15, 2009** – Spring 2010 priority submission date for a complete financial aid application file. A complete application file includes (1) the 2009-2010 Federal Student Aid Report received by the Office of Student Financial Aid; (2) all required documents received and processed (i.e. verification) and (3) the student has been accepted for admission.

**November 15, 2009** – Fall 2009 verification deadline.

**December 15, 2009** – Notification of changes in student financial aid processing for upcoming year.

**April 15, 2010** – Spring 2010 verification deadline.

### ***Quality Assurance Program***

The U.S. Department of Education requires each university to conduct activities that will verify financial aid information provided by its students. This process may be done by verifying applicants selected by the Department of Education or through the Quality Assurance Program.

Prairie View A&M University participates in the Quality Assurance Program. This program is governed by federal regulations and the results of our findings are reported to the federal government.

The process begins in late September. Approximately 300 financial aid recipients are randomly selected. If selected, students must submit documentation to verify the information provided on the application. Errors made may result in reductions or increases in aid eligibility. Participation is mandatory for selected students, and non-compliance can result in cancellation of fall and spring aid.

***Students Receiving Financial Assistance***

If you have been offered financial assistance by the Office of Student Financial Aid to prevent your registration from being canceled, prior to the due date on your statement you must submit your acceptance of financial assistance offered in amounts sufficient to pay your current balance due. Your registration will not be canceled, even if that aid is not yet reflected on our statement; however, there are exceptions to this rule. Financial assistance that will **NOT** prevent cancellation of classes include: non PVAMU scholarships, Federal Direct Graduate PLUS loans, state or Federal Work-Study, and miscellaneous student loans or other funds that pay directly to the student. These forms of financial assistance do not count toward payment until the funds are credited to your account. You must pay whatever your financial assistance does not cover prior to the due date on your statement to avoid late penalties.

Most assistance will be automatically credited to your account and applied against outstanding charges. This includes additional charges for classes added after you received your billing. A refund check will be mailed to you if there is a remaining balance.

**Important:** If you have accepted financial assistance, but have decided not to attend, you **MUST** advise the Registrar’s Office and the Office of Student Financial Aid. In most cases, your assistance could be enough to hold your registration from the automatic cancellation process. If you fail to contact the University about your intentions, it can result in severe financial and academic penalties.

Students making partial payments will automatically be placed on the installation plan. If doing so reduces the current balance due to an amount less than or equal to the amount of payments made, the student’s registration will not be canceled. However, these students will be required to pay the \$50 installment payment service fee.

***Enrollment Requirements for Receiving Financial Assistance***

For a student to receive financial assistance, minimum semester credit hour enrollment requirements must be met. Refer to the following table to determine the number of hours required for you to receive financial assistance. You are responsible for meeting the minimum enrollment requirements. Receiving assistance to which you are not entitled or receiving assistance and then dropping to below the required number of semester credit hours may constitute a violation of University policy and state and/or federal law. As a result, you may be required to repay financial assistance received.

**Minimum Semester Credit Hour Requirements for Receiving Financial Assistance**

<b>Classification</b>	<b>Full-time</b>	<b>Half-time</b>
Undergraduate	12 SCH	6 SCH
Graduate	9 SCH	6 SCH

## **Graduate Provisional and Special Students**

**Graduate Provisional Students** are conditionally admitted to the University's Graduate programs and usually have to complete certain requisites to be fully admitted as a regular graduate student to their respective specific programs. Due to this status, graduate provisional students are limited to the eligibility of a fifth-year undergraduate student. **Graduate Special Students** are ineligible for aid.

## **Teacher Certification and Licensure Students**

A student may receive Federal Work-Study, Direct Subsidized and Unsubsidized Loans, as well as, Direct Graduate PLUS loans if he is enrolled at least half time in required teacher certification coursework, even though it does not lead to a degree or certificate awarded by PVAMU. To qualify, the coursework must be required for elementary or secondary teacher certification or recertification in the state where the student plans to teach. Optional courses that the student elects to take for professional recognition or advancement, and courses recommended by your school but not required for certification, do not qualify.

For Stafford loans, such students may borrow at the fifth-year undergraduate loan level, and the loan limit is not prorated if the coursework lasts less than an academic year. Students seeking licensure are ineligible for federal aid.

### ***Sources of Financial Aid*** ***Graduate Teaching and Non-Teaching Assistantships***

University Graduate Non-Teaching and Teaching Assistantships are managed by the schools and colleges. These appointments are available for full-time, enrolled graduate students. Assistantships may be distinguished as follows:

1. A graduate teaching assistant has at least a bachelor's degree and eighteen graduate credits in the field in which employment is held. A graduate teaching assistant may assist the professor of record by giving lectures and carrying out other classroom teaching, and may prepare and grade examinations under the direct supervision of an experienced faculty member.
2. A graduate non-teaching assistant must have a bachelor's degree and may be assigned to tasks that do not involve classroom teaching. Such activities may include laboratory assistance, research assistance, grading objective examinations, keeping class records, and performing similar functions.
3. A doctoral teaching assistant must have a master's degree, be fully admitted to a Ph.D. program and have a minimum of 18 graduate credits in the field in which employment is held. A doctoral teaching assistant is the teacher of record but performs teaching duties under the supervision of an experienced faculty member.

4. A doctoral research assistant must have a master's degree and be fully admitted to a Ph.D. program. Assignments may include assisting in faculty research, writing grant proposals, and performing grant related assignments.

International students “for whom English is a second language” may be appointed as graduate teaching assistants only when results of a test of spoken English or other reliable assessment of the applicant's proficiency in oral communication and speech indicates that the appointment is appropriate.

### **Supervision**

Each assistant must be assigned to a supervisor who will give guidance and assist the student in carrying out work assignments. The supervisor is responsible for assigning tasks, monitoring the progress of work, keeping a record of hours worked, and evaluating the performance of the student. At the end of each school year, each supervisor must submit an evaluation of the work performance of the students supervised.

### **Graduate Teaching Assistant Appointment Criteria**

1. Must be enrolled as a full-time graduate student at Prairie View A&M University.
2. Must have a minimum of eighteen (18) graduate credits in the teaching field.
3. Must be in good academic standing.

### **Graduate Non-Teaching Assistant Appointment Criteria**

1. Must be enrolled as a full-time graduate student at Prairie View A&M University.
2. Must be in good academic standing.

### **Doctoral Teaching Assistant Appointment Criteria**

1. Must be enrolled as a full-time doctoral student at Prairie View A&M University.
2. Must have a master's degree and a minimum of eighteen (18) graduate credits in the teaching field.
3. Must be in good academic standing.

### **Doctoral Research Assistant Appointment Criteria**

1. Must be enrolled as full-time doctoral student at Prairie View A&M University.
2. Must be in good academic standing.

### **Application Procedures**

Students who wish to apply for assistantships must do so on forms available in the Office of Graduate Programs. Approval of an application depends upon the student's academic background, present status, and the availability of funds. Assistants in academic departments work under the supervision of appointed faculty members. In other units, the Head of the Department or the appointed supervisor provides supervision.

An application approved by a department is submitted to the Coordinator of Graduate Programs for final action. Once approved, appropriate forms are submitted to the student employment office for processing. Once the student's name is entered on the payroll, payment is made at a designated time each month.

Where separate funding sources are involved, doctoral students who wish to apply for assistantships must do so on forms available in their program office. Approval of an application depends on the student's academic background, current skills, and the availability of funds. Doctoral assistantships are awarded on a competitive basis. The Dean of the college or school housing the doctoral program and overseeing the funding source is the final authority. However, appropriate forms are submitted to the Office of Graduate Programs for normal processing.

**Remuneration**

Assistants may work no more than 20 hours per week. The rate of pay is based on the academic training and experience of the assistant and is specified as follows:

<i>Appointment</i>	<i>Pay Rate</i>
Doctoral Assistant (with Master's)	Rate of pay based on funding source, but no lower than Graduate Assistant (with Master's)
Graduate Assistant (with Master's)	Highest Rate of Pay
Graduate Assistant (with Bachelor's degree plus 15-18 graduate hours in research or teaching field, respectively)	Medium Rate of Pay
Graduate Assistant (with Bachelor's degree only)	Base Rate of Pay (Federal Minimum Wage)

**Federal Work-Study**

***What Is Federal Work-Study?***

The Federal Work-Study Program provides jobs for undergraduate and graduate students with financial need, allowing them to earn money to help pay for their education expenses. The program encourages community service work and work related to the student's course of study.

***How Much Will I Make?***

Your Federal Work-Study wages will be at least the current federal minimum wage, but it may be higher, depending on the type of work you do and the skills required. Your total Federal Work-Study award depends on when you apply, your level of need and the funding level of your school.



***How Will I Be Paid?***

If you're an undergraduate or a graduate student, you'll be paid by the hour. No Federal Work- Study student may be paid by commission or fee. Your school must pay you at least once a month. Your school must pay you directly, unless you request that the school make payments to your bank account, or use the money to pay for your institutional charges such as tuition, fees, room and board.

***Are Federal Work-Study Jobs On Campus Or Off Campus?***

Both. If you work on campus, you'll usually work for your school. If you work off campus, your employer will usually be a private nonprofit organization or a public agency, and the work performed must be in the public interest.

***Can I Work As Many Hours As I Want?***

No. The amount you can earn can not exceed your total Federal Work-Study award. When assigning work hours, your employer or financial aid administrator will consider your class schedule and your academic process.

**Federal Student Loans**

Prairie View A&M University administers loan programs for students who need financial assistance. Loans are often a part of a financial aid package and they provide students with an opportunity to invest in their future. Loans are available to students attending school at least halftime. Payment on the loan may be deferred until after graduation or termination of half-time or full-time enrollment. The student is responsible for repaying their loans.

All students borrowing under the William D. Ford Federal Direct Loan (subsidized or unsubsidized) programs for the first time at Prairie View A&M must complete loan entrance counseling. This requirement applies even if a student has borrowed at another school. Loan checks will not be disbursed until entrance counseling and a loan test have been completed. Students can complete Entrance Counseling via our web page at [www.pvamu.edu/faid](http://www.pvamu.edu/faid) well in advance of the date their check is to be disbursed.

All loan funds will be disbursed in two payments. The first check will be disbursed at the beginning of the enrollment period or when funds arrive, the second will be disbursed mid-way through the enrollment period.

***William D. Ford Federal Direct Loan Program***

The **Federal Direct Subsidized Loan** is a need-based loan whereby a student borrows money from a commercial lender or other participating organization. Students must be enrolled at least half-time and have a financial need to borrow in this program.

The federal government will pay the interest on these loans until the time repayment begins, which is six months after the student graduates or ceases to be enrolled at least one-half of the normal course load, or when a student withdraws from an institution. A minimum payment of \$50 must be made monthly (but may be higher depending on the total amount borrowed). The loan must be repaid within 10 years from the date repayment begins.

**Federal Direct Unsubsidized Loans:** The unsubsidized loan terms and conditions are the same as subsidized, such as loan limits, deferments and interest rates with a few exceptions. However, students are responsible for any accruing interest during in-school, grace and authorized deferment periods. Interest accruing during those periods may be paid or capitalized as agreed by the borrower and lender.

### ***Federal Direct PLUS Loan for Graduate Students***

The law now allows graduate and professional degree students to borrow from the PLUS program. The terms and conditions applicable to parent PLUS Loans (made to parents of dependent students) also apply to PLUS Loans made to graduate and professional degree students. These terms and conditions include: a requirement that the applicant not have an adverse credit history; a repayment period that begins on the date of the last disbursement of the loan; a fixed interest rate of 8.5 percent for Federal Direct PLUS Loans and 7.9 percent for Direct PLUS Loans. As with PLUS Loans made to parent borrowers, eligible graduate and professional degree students may borrow under the PLUS program up to their cost of attendance, minus other financial aid received.

Unlike parent PLUS applicants, graduate and professional degree student PLUS applicants must file a FAFSA. In addition, graduate and professional degree students must have their annual loan maximum eligibility under the Stafford Loan program determined by the school before they apply for a PLUS Loan.

### **Loan Borrower Responsibilities**

When you take out a student loan, you have certain responsibilities. Here are a few of them:

When you sign a promissory note, you're agreeing to repay the loan according to the terms of the note. The note is a binding legal document and states that you must repay the loan - even if you don't complete your education, aren't able to get a job after you complete the program, are dissatisfied with, or don't receive the education you paid for. Think about what this obligation means before you take out a loan. If you don't repay your loan on time according to the terms in your promissory note, you may go into default, which has very serious consequences.

You must make payments on your loan even if you don't receive a bill or repayment notice. Billing statements (or coupon books) are sent to you as a convenience, but you are obligated to make payments even if you don't receive any reminders.

If you apply for a deferment or forbearance, you must continue to make payments until you are notified that the request has been granted. If you do not do this, you may end up in default. You should keep a copy of any request form you submit, and you should document all contacts with the organization that holds your loan. You must notify the appropriate representative (school, agency, lender, or the Direct Loan Servicing Center) that manages your loan when you graduate, withdraw from school, drop below half-time status, change your name, address, Social Security Number or transfer to another school. If you borrow a Perkins Loan, your loan will be managed by the school that lends you the money or by an agency that the school assigns to service the loan. If you borrow a Direct Loan, it will be managed by the Direct Loan Servicing Center. If you borrow a FFELP Loan, your lender or its servicing agent will manage it. During your entrance counseling session, you'll be given the name of the representative that manages your loan.

Regardless of the type of loan you borrow, you must receive entrance counseling before you are given your first loan disbursement, and you must receive exit counseling before you leave school. These counseling sessions will be administered by your school and will provide you with important information about your loan. Your lender or the Direct Loan Servicing Center will provide you with additional information about your loan.

If you default on your loan, your school, the lender or agency that holds your loan, the state and the federal government may all take action to recover the money, including notifying national credit bureaus of your default. This may affect your credit rating for a long time. For example, you may find it very difficult to borrow from a bank to buy a car or a house.

In addition, if you default, the agency holding your loan may ask your employer to deduct payments from your paycheck. Also, you may be liable for expenses incurred in collecting the loan. If you decide to return to school, you are not entitled to receive any more federal student aid. The U.S. Department of Education may ask the Internal Revenue Service to withhold your income tax refund and apply it toward the amount you owe.

Revised Satisfactory Academic Progress Policy (effective May 15, 2008)

**Introduction**

Prairie View A&M University is required by federal law (*34 CFR 668.16 (e)*) to define and enforce the standards of Satisfactory Academic Progress (SAP). All students receiving financial aid from federal, state and/or Prairie View A&M University sources must be making Satisfactory Academic Progress at Prairie View A&M University to establish and retain eligibility for student financial aid. Enrolled students applying for financial aid for the first time must demonstrate Satisfactory Academic Progress prior to applying for financial aid and must continue to meet Satisfactory Academic Progress standards.

SAP is measured at the end of every financial aid academic year (May). Once the Financial Aid Office receives the student's financial aid application for processing, the student's academic progress is measured using two components: **Qualitative and Quantitative Measures of Academic Progress**. If the student does not meet the minimum requirements for the two components, the student is not eligible for federal assistance. Students who have not improved their academic standing are placed on financial aid suspension and notified by letter and/or email that their aid has been cancelled for the subsequent terms. Hence, students who are identified as making insufficient academic progress and continue to seek financial assistance, have the option to appeal.

*Qualitative Measures of Academic Progress*

The qualitative measure of academic progress is based on a grading scale of **0.00** to **4.00** and the students' enrollment classification.

<b>Classification</b>	<b>Grade Point Average Requirement</b>
Undergraduate Students	Minimum 2.00 GPA
Nursing Students	Minimum 2.00 GPA
Graduate Students	Minimum 3.00 GPA
Incoming freshmen, graduate and transfer students	Eligible for financial aid upon admission to the University

Once undergraduate students have attempted 24 hours, they must have achieved at least a minimum **2.00** cumulative grade point average. After attempting 12 hours, graduate students, must have a minimum cumulative **3.00 GPA**.

*Quantitative Measures of Academic Progress*

Students must successfully complete at least 75% of their credit hours at Prairie View A&M University. The following table provides an example of the number of credits a full-time student may attempt and successfully complete each semester:

*Undergraduates*

<b>Semester</b>	<b>Credits Attempted</b>	<b>Minimum Credits Completed</b>
1	12	9
2	24	18
3	36	27
4	48	36
5	60	45
6	72	54
7	84	63
8	96	72
9	108	81
10	120	90
11	132	99
12	144	108
13	156	117
14	168	126
15	180	135

*Graduates*

<b>Semester</b>	<b>Credits Attempted</b>	<b>Minimum Credits Completed</b>
1	9	7
2	18	14
3	27	20
4	36	27
5	45	34
6	54	41

Hours completed do not include the following grades; however, these hours are included in hours attempted:

<b>Grade</b>	<b>Description</b>
U	Unsatisfactory
I	Incomplete
W	Withdrawal from a course
WV	Withdrawal from the University Voluntarily
MW	Military Withdrawal

If a grade other than U, I, W, WV, and MW is received, courses that have been repeated will be counted for each enrollment as hours attempted, as well as, hours completed.

### **REMEDIAL COURSEWORK**

If acceptance to a program has been confirmed, and the remedial coursework is necessary to complete the program, students may receive financial assistance for remedial coursework. Students cannot receive financial assistance for remedial coursework if their acceptance to a program is based on the completion of the remedial work.

### **Maximum Time Frame**

Federal regulations specify that the maximum time frame during which a student is expected to finish an undergraduate program and receive Title IV funds may not exceed 150 percent of the published length of the program. Thus, an undergraduate is allowed a maximum of 180 credit hours to complete degree requirements. Unless the student can provide documentation of a graduation date of two semesters or less at the time of the appeal, federal financial assistance for undergraduate work will not be extended beyond this time frame.

Transfer students who are considered in good academic standing from the previous schools attended will be eligible for federal Title IV funds. Transfer credits will also be included in the maximum time frame.

Graduate students will be ineligible for aid if they do not meet their degree objectives after carrying the maximum number of credit hours listed below (whether or not they have received aid for all terms):

Classification	Total Attempted Hours Including Transfer Credit	Ratio of Completed Hours to Attempted Hours
<b>Undergraduate</b> (Students working on their first baccalaureate degree)	180	75%
<b>Masters degree</b>	54	75%
<b>Doctoral Degree</b>	94	75%

**Financial Aid Probation** -- *Prairie View A&M students that meet the criteria outlined below will automatically be placed on financial aid probation and will continue to be eligible for federal student aid:*

*Deficient Student Grade Point Average*

1. If undergraduate student has less than a cumulative 2.00 GPA, but has a 75% or greater completion rate;
2. If graduate student has less than a cumulative 3.00 GPA, but has a 75% or greater completion rate.

*Deficient Student Completion Rate*

1. If undergraduate student has a 2.00 GPA or greater, but student course completion\_rate is less than 75%;
2. If graduate student has a 3.00 GPA or greater, but student course completion\_rate is less than 75%.

**Financial Aid Suspension** -- *Students that meet one or more of the criteria below are no longer eligible for financial aid:*

1. Graduate students that have attempted 54 hours or more;
2. Doctoral students that have attempted 94 hours or more;
3. Graduate students that are attempting a second degree (i.e. third, etc.);
4. Undergraduate student has attempted 180 hours;
5. Student currently does not meet the required Satisfactory Academic Progress Grade Point Average and completion rate;
6. Student has taken greater than 12 hours as a Conditional Graduate Student;
7. Students participating in a graduate certification program that is not ATCP.

## Appeal Process

### Financial Aid Suspension Notification

Financial Aid counselors typically assess satisfactory academic progress for each student at the end of each financial aid academic year. However, student academic records for mid-year transfer or reinstatement cases are reviewed to determine eligibility for federal assistance. If students are not making satisfactory academic progress, notifications are sent via email or letter informing students of their noncompliance. A student may apply for financial aid reinstatement by requesting a financial aid appeal. The financial aid appeal process allows the student to explain extenuating or unforeseeable circumstances that may have hindered the student's academic progress.

**Step 1:** Student must begin the financial aid reinstatement process by downloading the Financial Aid Appeal form from the [Financial Aid web page](#). Extenuating circumstances (i.e. student injury or illness, death of student's relative, and/or other circumstances resulting in undue hardship to student) should be clearly documented.

**Step 2:** Your Financial Aid Counselor will review the appeal provided within 72 hours. The Counselor may render one of the following decisions:

Decision	Description
<b>Pending</b>	Additional information is needed to render a decision.
<b>Financial Aid Probation</b>	Student may continue to receive student financial aid. Student must have the minimum financial aid required GPA at the conclusion of the financial aid academic year.
<b>Financial Aid Probation - Reduction or Suspension of Loan Eligibility</b>	Student may continue to receive student financial aid. Student loans will be reduced or suspended for one year. Student loan reinstatement is contingent upon the student showing evidence that their academic standing improved even though they were noncompliant.
<b>Financial Aid Suspension</b>	Student no longer eligible for the period of one year. Student must enroll and pay for classes out of pocket. Reinstatement is contingent upon the students showing evidence that their academic status has improved and in compliance with the University's Satisfactory Academic Progress Policy.

**Step 3:** Financial Aid Counselor will communicate the decision to the student via a letter and/or University email.



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## Withdrawal Policy and Procedures

*If you withdraw from the University, keep the following points in mind:*

1. To officially withdraw, undergraduate and graduate students should contact the Registrar's Office and Student Financial Services Office. If you leave the University and do not formally withdraw, you will be assigned a grade of "F" (failure).
2. Withdrawal does not eliminate your financial obligation to the University. You are still responsible for any charges owed to the University at the time you withdraw, based on the University's tuition and housing refund policies.
3. There are specific federal, state, and University withdrawal policies regarding tuition and fees, housing charges, refunds to financial aid programs and repayment resulting from withdrawal.
4. When withdrawing, there are three situations which may require an immediate repayment of financial aid funds:
  - a. If your University charges are reduced as a result of withdrawal, and it creates a credit balance on your student account, these funds may be used to repay the financial aid programs. This will depend on the amount of your financial aid and the date of your withdrawal.
  - b. If you withdrew a credit balance from your student account to use for living expenses, you may have to repay financial aid funds which are in excess of an amount determined to be reasonable for the length of your enrollment.
  - c. If you withdraw during free add/drop, you are not eligible to receive any financial aid for that term, and any credit balance you withdrew from your student account must be repaid.
5. Information regarding the federal regulations for calculating refunds and repayments, and the order of programs to which we restore aid, is available at the time of withdrawal or upon request.
6. If you were eligible to receive a Federal Pell Grant while enrolled in school, your Federal Pell Grant may cover educational costs incurred prior to withdrawal, which could include housing costs, tuition and fees, and reasonable living expenses.
7. Financial aid is for enrolled students only. Federal Stafford Loans, Federal Supplemental Educational Opportunity Grant, Federal Perkins Loan, State Student Incentive Grant, and Texas State Grants cannot be disbursed after your withdrawal. Work-Study money earned prior to withdrawal will be paid. Students may not work on Work-Study after withdrawing from the University.

8. Students who receive financial aid and withdraw multiple times will be placed on financial aid suspension.

## **RETURN TO TITLE IV POLICY (R2T4)**

### **Repayment of Unearned Federal Financial Aid**

If you withdraw from school prior to completing over 60% of a term, you may be required to repay a portion of the federal financial aid that you received for that term. A pro rata schedule is used to determine the amount of federal student aid funds you will have earned at the time of withdrawal. Federal aid includes Federal Stafford Loan, Federal Perkins Loan, Federal PLUS Loan, Federal Pell Grant, and Federal Supplemental Educational Opportunity Grant.

*We recommend that you try to complete one class, if possible, to avoid any financial hardship imposed by this regulation. However, if you have to withdraw, it is important that you understand your financial obligations.*

### **How much will I have to repay when I withdraw from school?**

The amount of repayment depends upon the number of days that you attend school in the term, the type of financial aid that you received, and whether or not Prairie View A&M University (PVAMU) refunds your tuition and fees. The portion of the term that you do not attend represents the portion of aid that is determined to be *unearned*. If you are receiving loans only and PVAMU refunds the full amount of your tuition and fees, you will only be required to repay your loans in accordance with the regular repayment schedule. All other students who withdraw prior to completing over 60% of a term must repay a portion of their federal financial aid.

### **When will I have earned 100% of my federal financial aid?**

If you initiate withdrawal procedures after completing over 60% of the enrollment term, you will have earned 100% of your federal financial aid for that term and no repayment is required. The following examples refer to students who are enrolled in at least one course that meets the full length of the standard term. For 2009-2010, you will have earned 100% of your federal aid if you withdraw on or after: July 11, 2009 for Summer 2009; November 1, 2009 for Fall 2009; April 1, 2010 for Spring 2010. If you are only enrolled in courses that are shorter than the full length of the standard term, the date that you have earned 100% of your federal aid will vary.

**When does the PVAMU Treasury Services Office refund tuition and fees?**

If you withdraw from PVAMU prior to the drop/add deadline for a term, then a full tuition refund will automatically be processed for you. Contact the University Cashiers at 936-261-5200.

**How is the amount of the federal aid repayment calculated?**

- 1) Earned federal financial aid is prorated according to the percentage of the semester completed. The amount of *unearned federal aid* is the total amount of federal aid less the portion of earned federal aid.
- 2) The amount of *unearned federal aid* is divided into the following two categories:
  - A. ***Unearned Federal Aid Attributed to School Charges:*** (Regardless of the order and method in which tuition and fees are paid, unearned federal aid is attributed to school charges first, then to non-school expenses.)
    - PVAMU is required to return all unearned federal aid attributed to school charges. This means that a portion of your tuition and fees is no longer covered by financial aid, and you are liable for paying the balance of your school charges.
    - All unearned federal aid attributed to school charges is subject to immediate repayment by you unless you are eligible for a tuition and fee refund.
  - B. ***Unearned Federal Aid Attributed to Non-School Expenses:***
    - For unearned aid allocated to the federal loan programs that is attributed to non-school expenses, you are not required to make immediate repayment. The regulation allows repayment to be made in accordance with the regular repayment schedule of the loan.
    - Federal grant repayment is limited to 50% of the initial unearned aid allocation.

### **The John B. Coleman Library**

The John B. Coleman Library, a five-story building constructed in 1988, holds over 375,000 volumes, including over 800 print periodicals. The Library has access to several thousand electronic journals and online resources, many of which are full-text. The Library serves as a partial Federal Document Depository and holds close to 2,000 government documents with electronic access to many additional titles. The Library is a member of HARLIC (Houston Area Research Library Consortium) and TexShare (A Statewide Cooperative), which provide “access” to resources at other neighboring institutions, both online and through reciprocal on-site borrowing privileges.

Information is provided at several public service points in the Library, including the General Information Desk, the Reference Desk, the Circulation Desk, the Periodicals Room, and the Government Documents Center, which are all located on the first floor. The Periodicals Service Center houses periodicals, reports, and newspapers in hard copy and microform. The Reference Department provides library orientation, information literacy instruction and research assistance for students, faculty and community patrons. Interlibrary loan service is available in the Circulation Department for obtaining materials not held by Prairie View A&M University. The library is fully automated with computer terminals available for public use and access to the Internet, and a fully integrated library technology system to support all library operations and technical services.

Online access to the library collection is available through the Voyager Online Public Access Catalog. The Library subscribes to close to 100 online databases that provide access to over 70,000 research articles that are available campus-wide and from off-campus locations. Reserve materials, and audio-visual media and equipment are available at the Circulation Desk. The Special Collections Department on the 5<sup>th</sup> floor houses a number of unique collections, including the University Archives, and a rare book collection. The Delco Exhibit and an African American Art Collection are displayed in the 4<sup>th</sup> floor Art Exhibit Space. The Library provides Distance Library Services for students who attend classes at the following distant learning sites: The College of Nursing, located in the Texas Medical Center in Houston, Texas; and the Northwest Graduate Center in Spring, Texas.

For a full description of Library Resources and Services, see the John B. Coleman Library web-site at <http://www.pvamu.edu/library>.

## Information Technology Services

The Information Technology (ITS) department's vision is to *build and support a campus that never closes*. The IT department provides educational and administrative computing services to students, faculty, and staff.

The services include: Internet, Internet 2, Web, Email, Distance Education, Virus Protection, and Virtual Private Network, FTP, Wireless, Campus Web Calendar, Electronic Document Management, Student Information System, and Helpdesk operations. A team of professionals are also available for strategic planning, problem solving, grant and proposal writing and partnering, computer lab designs, custom reporting, disaster recovery planning, technology consulting, seminars and training.

Currently, there are over 1200 computers available to students campus-wide. The IT department manages five (5) Student Computer Centers (J.B. Coleman Library – Room 210; Farrell Hall; Willie A. Tempton Memorial Student Center – Internet Café; College of Nursing – Houston, TX; Graduate School – Spring, TX) with over 285 State-of-the-Art computers and printers. These Student Computer Centers are designed to support general-purpose educational computing needs and are funded by and available to all enrolled Prairie View A&M University students.

Additionally, the ITS department provides technical resources and support to various specialized departmental labs that are designed to enhance the academic skills of targeted groups of students. These specialized labs are in general managed and funded by the appropriate departments/colleges.

The Student Computer Centers provide flexible hours of operation that include extended week-day hours and support for weekend access. Computing resources are available for applications such as e-mail, Internet browsing, word processing, data/statistical analysis and multimedia presentations. Enrolled students are able to view their personal information, class schedules, available class courses and sections, grades, financial records, library resources, University catalogues, financial aid information, and more online.

Upon admittance to the University, the ITS department creates a Computer User ID and a Password that allows students to access their personal email and other authorized computer services.

The ITS department also provides and supports wireless computer technology throughout the main and remote campuses. This technology is currently available in the Library and all educational buildings to facilitate anywhere, anytime access to University-sponsored computing resources with the goal of enhancing the student learning experience. For additional information regarding ITS department's services or to reach the ITS Helpdesk, please call (936) 261-2525, E-mail [ITS@pvamu.edu](mailto:ITS@pvamu.edu), or visit [www.pvamu.edu/ITS](http://www.pvamu.edu/ITS).

## **HEALTH & COUNSELING SERVICES**

*Owens-Franklin Health Center (936) 261-1400*

Health & Counseling Services (HCS) provides professional and comprehensive medical care, mental health care, health education, and health promotion for a diverse community of students, faculty, staff and community residents of Waller County. Counseling services are available for all registered students of the University. Health & Counseling Services is under the Division of Administration & Auxiliary Services, located in the Owens-Franklin Health Center (corner of Reda Bland @ O. J. Baker).

In keeping with the Mission of Prairie View A&M University, the mission of Health & Counseling Services is to meet, in an exemplary manner, the needs of the Prairie View University Community; to heal those who are sick, to care for all and to educate the community about health & counseling issues.

During the hours of operations a licensed or certified person is always on duty (physician or registered nurse or emergency medical technician). Health & Counseling Services is **not** equipped or staffed as an emergency room. Emergency services are provided by Waller County EMS. For life threatening emergencies, please use the appropriate number to access emergency services.

### **On campus dial**

**\*8-911 for 261 exchange**

**\*9-911 for 857exchange**

**Off campus dial 911.**

**Emergency services are available 24 hours/day 7 days/week.**

Medical information regarding any patient 18 years or older can only be communicated with the written authorization of the person. The Health & Counseling staff may not disclose to the University Administration or parents (if patient is 18 or older) or anyone else the nature of the illness or injury, whether the patient has been seen, whether the patient is currently in the facility or any other information without the patients written authorization. Please contact the Health Center Administrator, for additional information regarding patient confidentiality and HIPAA Privacy laws (936) 261-1400.

If students are taken off campus for emergency care (health or counseling), the Department of Public Safety will be notified.

Students with chronic illness (medical or mental) must inform health center clinical staff within the first three days of initial arrival at the University.

**Clinic Hours:** Monday-Friday 8 a.m. – 6 p.m. (Physician available 12 p.m. – 6 p.m.)

**Urgent Care:** Monday – Thursday 6 p.m. – 8 a.m.

Friday 6 p.m. – Monday 8 a.m.

Urgent Care is available on campus only, and may be assessed during the above referenced hours of operation by dialing (936) 261-1375. The Urgent Care staff will be dispatched to the location of the illness or injury on campus. It is important that you remain at the location you have reported to the dispatcher. Do not move from the location you have reported.

Emergency Medical Care is available via Waller County EMS 24 hours day/7 days per week.

Counseling services is provided 24 hours day/7days a week when the university is in session. All registered students may access counseling services by dialing 1-800-346-3549. You will be triaged (appointment scheduled or appropriate referral) by a licensed professional mental health provider.

Additionally, counselors are available on site Monday – Friday 9:30-12:30 p.m. and 2 p.m.-6 p.m. You may access counselors on site by dialing (936) 261-1400 to schedule an appointment.

Your student health fee provides the following services:

<b>Medical:</b>	Office Visits	unlimited	No Charge	
	Urgent Care	unlimited	No Charge	
	Laboratory Services	15% Student Discount of customary fee		
	X-Ray Services	10% Student Discount of customary fee		
	Immunizations	TB Skin Test	No Charge	
	Immunizations	15% Student Discount of customary fee		
		DT	Hepatitis A	Hepatitis B
		Meningitis	MMR	

**Counseling:** Services available for registered students only.  
 No Charge for first five sessions.  
 Sixth session and over will be charged at \$5.00 per 50 minute session

When a student is transported via ambulance, there is a fee accessed by Waller County EMS.

**Health Education/Information:**

**Alcohol & Other Drugs Education:** No Charge for registered students.  
**STD's Hepatitis HIV/Aids Education:** No Charge for registered students.

**Health & Counseling Services denies no student services due to inability to pay.**  
 Charges for services may be transferred to the university's fiscal department for collection.

We strongly advise all students to purchase health insurance. Hospitals are not required to provide services without proof of ability to pay. Contact the health center for additional information regarding health insurance.

Students new to the University are advised to have a meningitis immunization. Meningitis immunization is available at the Health Center. **All students are required to read the Meningitis Health Advisory.**

## **Disability Services**

The Office of Diagnostic Testing and Disability Services is responsible for achieving and maintaining program accessibility for all students who self-identify as having an officially documented disability (Rehabilitation Act, Section 504 and Americans with Disability Act (ADA)). Students are encouraged to become self-advocates; however, the office provides leadership in advocating for removal of attitudinal and physical barriers that may impede successful progression toward achievement of the student's educational objectives.

Students requesting service through the Office of Diagnostic Testing and Disability Services must self identify and meet eligibility requirements each semester. Services are based on medical recommendations, individual assessments and generally involve academic accommodations that will support the student's success.

## **ADA Resources**

The office exists to create and sustain a supportive environment that includes policies and practices that assist persons with disabilities to achieve their fullest potential. The office provides direct, individualized services to persons with disabilities based on their needs and the level of disability. Accommodations may include, but are not limited to, extended time for testing and or assignments, interpreter services, note taker assistance, use of tape recorders and other accommodations as needed. Assistive technology services include loaner wheel chairs, adapted computers, spelling and grammar checks and colored overlays for dyslexic readers. Also, if requested, the office makes referrals to additional campus support service providers and external agencies.

The Office offers individualized psycho-educational testing for students who suspect they may have a learning disability. For information about eligibility, academic accommodations, testing and additional services, visit Evans Hall, Room 317.

## **Grievance Procedure – Steps to Resolution**

Informal Grievance: Students who wish to raise a specific grievance regarding the University's compliance with the Americans with Disabilities Act (ADA) may request assistance from the Office of Diagnostic Testing and Disability Services to informally resolve the issue with faculty or staff.



Formal Grievance: Students electing to file a formal grievance must complete the Complaint Form in the Office of Diagnostic Testing and Disability Services. The grievance should be submitted within 30 business days of the incident.

The Director of Diagnostic Testing and Disability Services will conduct an impartial investigation and attempt to resolve the grievance, as appropriate, using the following steps:

1. Review the grievance Complaint Form from the student
2. Interview witnesses
3. Obtain additional information from the student, as needed
4. Obtain a response and any additional information deemed necessary from the Respondent
5. Document and assess the finding of facts, including those agreed upon and those disputed
6. Attempt a resolution of the grievance between the student and the Respondent as deemed necessary
7. Make a determination based on the substantiated facts provided

A Determination Letter of the findings will be provided to the student, the Associate Provost for Academic Affairs and the Associate Vice President for Student Affairs. If the complaint is substantiated, the Determination Letter will outline how the student accommodations should be addressed. The student, the Respondent, and, as appropriate, the department head, and dean will be notified in writing of the outcome of the complaint.

The Director of Diagnostic Testing and Disability Services will complete the investigation and report within 30 days unless mitigating circumstances occur and it is approved by the Vice President for Student Affairs and Institutional Relations. If the grievance is against the Office of Diagnostic Testing and Disability Services, the Complaint Form should be submitted to the Associate Vice President for Student Affairs who will then determine the appropriate person for conducting the investigation.

### **Appeals**

The student may appeal in writing the determination made by the Director of Diagnostic Testing and Disability Services to the Vice President for Student Affairs and Institutional Relations by filing a written appeal within five (5) business days of receipt of the Determination Letter.

The Vice President for Student Affairs and Institutional Relations will conduct a review with advice from the Office of General Counsel of the student's appeal within 15 business days of receipt. The review will determine if the appeal:

1. Alleges “new” facts, which if true, would demonstrate a violation of an anti-discrimination statute or regulation;
2. Contains “new” allegations that appear to be substantially credible;
3. Addresses a violation, which if true, results in a personal wrong to the grievant;  
and
4. Is not frivolous.

If the Vice President for Student Affairs and Institutional Relations finds that the appeal does not meet all of the above criteria, he/she will terminate the appeal and notify the student.

If the Vice President for Student Affairs and Institutional Relations finds that the complaint meets all of the above criteria, he/she will conduct a complete review of the “new” information and make a determination. The Vice President for Student Affairs and Institutional Relations will conduct interviews and obtain information, as deemed appropriate and necessary, and will draw a conclusion to uphold, modify, or reverse the original determination by the Director of Diagnostic Testing and Disability Services.

The Vice President for Student Affairs and Institutional Relations will issue his/her final report in response to the appeal. The report will summarize actions taken and determination made. The determination of the Vice President is final.

## **Safety and Security Services**

Prairie View A&M University is dedicated to ensuring the physical security and personal safety of its community members. The University strives to provide all students, faculty, and employees with a safe environment in which to learn and work. Achieving and maintaining this environment requires that all persons commit themselves to being responsible, active participants in the exercise of safety and security. Members of the University community must be knowledgeable of the rules and procedures governing the maintenance of a safe, secure environment.

To promote the safety and security of the campus and its community members, Prairie View A&M University has established both the Environmental Health and Safety Department and the University Department of Public Safety. For information on safety training or to report unsafe conditions please call (936) 261-1746, visit [www.pvamu.edu/ehsd](http://www.pvamu.edu/ehsd) or email [ehsd@pvamu.edu](mailto:ehsd@pvamu.edu).

The Prairie View A&M University Department of Public Safety operates 24 hours daily and provides police, fire, civil defense, and other emergency services to the University. Officers enforce University regulations as well as county and municipal ordinances, and state and federal laws. As peace officers, they are vested with all powers, privileges and immunities of peace officers while in the performance of their duties.

To request non-emergency responses to fire, medical or police situations call (936) 261-1375 on campus. In emergency situations, call (936) 261-4911 directly from any University extension.

## **Residential Life and Housing**

### **General**

Four modern day residential communities provide living and learning centers for enrolled University students. Each facility is staffed with personnel charged with the general responsibility for the welfare of the student occupants and care of the facility. Students assist in planning residence life programs and related activities. They also help develop standards of conduct, determine social regulations and create an atmosphere that promotes wholesome living and productive study in the living and learning communities. Additional information is provided in the Residential Community Handbook and the Residential Community Lease Agreement.

Services provided in the residential communities include full kitchens (in University Village), study areas, meeting areas, telephones, cable TV, exercise rooms, computer rooms, lounge areas, microwave ovens and microfridge units (in University College), vending areas and parking. The University reserves the right to conduct unannounced inspections of rooms for health, welfare, safety and security of assigned residents.

Because Prairie View A&M University is a residential campus, undergraduate students are encouraged to live in on-campus, university housing where they can benefit from the living and learning environment experience. Regularly enrolled students who do not live in university housing are classified as commuter students. Undergraduate students who fall into one or more of the following categories are eligible to apply for commuter student status:

1. Students living at home with their parents or legal guardians (within 50 miles)
2. Married students
3. Veterans of military service
4. Graduate Students
5. Students engaged in off-campus assignments or affiliations
6. Students enrolled for less than 12 hours for the semester

### **Room Rental Options (Summer Terms Only)**

On campus student housing is provided to students who are enrolled at Prairie View A&M University, and who have fully executed lease agreement with the university's designated Student Housing Manager. A currently enrolled student who is in good standing with the university and university housing management, and enrolled for the fall semester has the option of renting a room in University Village in the summer (without enrolling in summer classes) prior to the start of the fall semester as long as the student has a completed fall lease agreement with the housing manager, and makes full payment in advance for the designated summer term.

### **Availability**

Due to the ever increasing desire of our growing student population to live in on-campus housing, it is not possible to provide housing to all students that enroll in the fall semester. Because of this known fact, we strongly encourage students to complete the application process and all of its requirements prior to July each year.

### **Parking**

All students who operate vehicles on campus must register their vehicles and obtain a parking hangtag. This fee is not automatically assessed to the students' accounts. It is solely the student's responsibility to ensure that this is done. This fee covers the cost of operating the parking department and upgrades to parking facilities. All students who fail to register their vehicles will be ticketed and/or towed at the owner's expense. This fee is non-refundable after the 12<sup>th</sup> class day of each semester. The University's Parking Office is located in the Harrington Science Building, Room 117. Please call (936) 261-1701 for more details.

All Visitors are required to stop at the Information Center located at the main entrance to the campus to obtain a parking permit. The hours of operation for the Information Center are Monday-Friday from 7:30 a.m. to 4:30 p.m.

### **Dining Services**

All students residing University Village and University College are required to participate in the Board plan. The University's campus dining services are offered in the Memorial Student Center and present students, faculty, staff, and guests with a complete commercial food service operation. Located on the first floor, the cafeteria has the capacity to feed over 2,000 customers at a time. This facility is equipped with five serving stations that offer customers unlimited servings and a wide variety of food selections.

The main cafeteria line offers a premium entree, a choice of two vegetables and other side dishes. The fast food line has a changing menu selection of all time favorites that include hamburgers, hotdogs, chicken nuggets, fish, tacos, etc. The Sandwich Shoppe line is a special treat for customers who enjoy tasty sandwiches that are made to order. In addition, our Board customers can enjoy unlimited servings from the salad bar, pastry station, waffle station (during breakfast), beverage bar, and soup and bean station.

The dining services are extended to faculty, staff and guests. The University also offers café-style services in Pardus, the faculty and staff dining area. Three entrees are served daily, including a selection of vegetables, soup and salad, flavored iced tea and a variety of desserts. The retail dining area offers a made-to-order sandwich line, the grill that serves a variety of foods that include specialty burgers, fish, etc., and Chick-Fil-A. This area also serves special blends coffees, ice cream, juices, salads, gourmet cookies and many more favorites to please the palate.

## **Student Conduct**

Exemplary behavior is the hallmark of a Prairie View Man and a Prairie View Woman. Prairie View A&M University has a legacy of producing proud productive Panthers. In reflecting over this legacy, several guidelines for what it means to be a Panther have emerged. These include a Commitment to Excellence, the Prairie View A&M University Code of Honor and high Ideals for the Prairie View Man and Woman which are described in the Student Conduct Code and Handbook. Upon registration, students automatically become members of the Prairie View A&M University community and, as such, assume full responsibility for conducting themselves according to these expectations at all times.

Conduct standards at the University are set forth in writing in order to give students general notice of prohibited conduct. These rules should be read broadly and are not designed to define prohibited conduct in exhaustive terms. Some of these regulations may also be found in other University publications such as the catalog and the residential lease agreement. When changes are necessary, they will be written, approved and posted on the Student Affairs web site as an addendum to this document.

The PVAMU Student Code shall apply to conduct that occurs on the University premises, at PVAMU sponsored activities, and to off campus conduct that adversely affects the University community and/or the pursuit of its objectives. Each student shall be responsible for his/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 their 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 disciplinary matter is pending. The Student Conduct Officer shall determine whether the Student Code shall be applied to conduct occurring off campus, on a case by case basis.

Violation of any municipal ordinance, law of the State of Texas or law of the United States may result in disciplinary action. Any disciplinary action imposed by the University may precede and may be in addition to any penalty that might be imposed by any off campus authority. Every student, including those who are participating in any program that is University sponsored, on or off campus, must abide by the rules and regulations governing student conduct. The rules and regulations are available on the Internet, at the front desk of the main campus library and in each administrative office on all PVAMU campuses. Additional copies are available by contacting the Office of the Associate Vice President for Student Affairs.

## Tuition and Fees

Registration at the University consists of enrolling in classes and paying required fees and charges. Registration cannot be completed and no student can be formally in a class until all required fees and charges, including any prior balances, are paid to the Office of Fiscal Affairs.

### Fee Payment Plans

Prairie View A&M University offers the following fee payment plans for the payment of tuition and fees:

1. Full Payment In Advance  
Full payment of tuition and fees is made in advance of the beginning of the semester.
2. Installment Payment Plan (Fall/Spring semesters only)  
Payment of one-half of tuition and fees in advance of the beginning of the semester, payment of one-quarter prior to the start of the sixth class week, and payment of the final one-quarter prior to the beginning of the eleventh class week. The University will not accept initial payment for an amount less than the required 50%.

**If you elect the installment payment plan option, you must consent to an agreement that states the following:**

“I accept and agree to pay all tuition, fees, and charges associated with my attendance to Prairie View A&M University in accordance with the authorized payment plans. I understand I am responsible for maintaining my correct address and telephone contact information in PANTHERTRACKS. It is my responsibility to follow the degree plan as provided by my advisor.”

**If the above agreement has not been made by the student, full payment of total tuition & fees will be due the last business day prior to the 1<sup>st</sup> class day. The agreement can be obtained on-line through Panthertracks.**

### Unpaid Obligations

Students who do not fulfill their financial obligations when due are subject to the following actions by the University:

1. First Installment: Students failing to make a minimum payment of 50 % of their tuition and fees at the beginning of the semester will be dropped from enrollment on the last business day prior to the 1<sup>st</sup> class day for Fall/Spring semesters. Students who are dropped will have all of their tuition and fees dropped, except that On-campus students will be required to pay a prorated portion of the board and laundry charges, if dropped from enrollment for non payment of fees. If a student is dropped from enrollment or if the student does not plan to attend the University after registering for classes, the student **must officially withdraw from the University with the Registrar’s Office by the last business day prior to the 1<sup>st</sup> class day or be held responsible for any charges or Financial Aid posted to their account.**

2. Second and Third Installments: Students failing to make the second and third installment payments by the required due dates will be subject to the following penalties:
  - a. Assessed \$50 installment late fee per late payment
  - b. Blocked from future registrations
  - c. Blocked from receiving official transcripts

**Payment Options ~**

**PAYMENT BY WEB** – Pay on-line at [www.pvamu.edu](http://www.pvamu.edu). To access your account, click on “on-line services” then select “panthertracks for students” and login to “enter student services”. We accept Visa, MasterCard, American Express and Discover.

**CASHIER’S WINDOW** – W.R. Banks Bldg. Room 124 from 8:30 a.m. until 3:00 p.m. Monday thru Friday.

**PAYMENT DROP BOX** – W.R. Banks Northeast corner (outside). Please drop payments in sufficient time to meet deadline dates/times.

**CREDIT CARD CALL-IN** – Treasury Service Office, (936) 261-1903 – option #4 between the hours of 8:30 a.m. and 3:00 p.m. CST for Visa, MasterCard, American Express and Discover payments.

**MAIL-IN** – Prairie View A&M University (Attention: Treasury Services), P.O. Box 519, Mail Stop 1329, Prairie View, Texas 77446. Please mail in sufficient time for payments to be received in the Treasury Service Office by the deadline dates. Please indicate student’s name and identification number on payment. Checks should be made payable to Prairie View A&M University.

Should you have questions about your bill, please call (936) 261-1903 and select option #3.

\*Note: Please do not wait to receive a billing notice via e-mail to pay your bill. Your statement can be accessed on-line through PANTHERTRACKS for students at <http://panthertracks.pvamu.edu/>. If you register after the pre-registration period, you may not receive a billing notice via e-mail or regular mail.

**FEES ARE DUE THE DAY COURSES ARE SELECTED.**

**Fee and Financial Aid Refunds**

Fee refunds will be given for withdrawal from the University within the time constraints described in the refund schedule sections below. A full refund of applicable tuition and fees will be given for courses dropped prior to the 1<sup>st</sup> class day.

Students who wish to withdraw from the University after registering must follow prescribed procedures for withdrawal or assume liability for all fees assessed. Withdrawal forms are available in the Registrar's Office. Students who have questions or concerns regarding the calculation of their refund may appeal by letter to the addresses below and should state in their letter the portion of the refund that is being questioned. Allow 30 days for response.

**Financial Aid Refunds Fee Refunds**

Assistant Provost for Student Financial Services  
Prairie View A&M University  
P.O. Box 519, Mail Stop 1005  
Prairie View, TX 77446-0519

**Fee Refund Schedule**

Manager of Treasury Services  
Prairie View A&M University  
P.O. Box 519, Mail Stop 1329  
Prairie View, TX 77446-0519

***Fee Refund Schedule***

The following schedule applies to refunds of tuition and fees (excluding room, board and laundry) for students who withdraw from the University.

*Tuition and Fees*

**Fall, Spring, or 10 Week Semester**

Prior to the first class day	100%
During the first five class days	80%
During the second five class days	70%
During the third five class days	50%
During the fourth five class days	25%
After the fourth five class days	None

**3 Week and 5 Week Summer Sessions**

Prior to the first class day	100%
During the first class day	80%
During the second class day	50%
Third class day and thereafter	None

Board and Laundry charge refunds will be handled as follows:

**Board Plan.** Payments made for board will be refunded in full to students who officially withdraw before the first day of official registration for that term. Refunds of actual payments on or after the first day of official registration for actual payments will be prorated on a daily basis less an early withdrawal fee of ten (10) percent of the semester rate.



**Laundry Fee.** Laundry fee refunds will be prorated on a weekly basis.

***Financial Aid Refund Schedule***

The University is required to reimburse the Title IV (Federal Financial Aid) programs based on the percentage of these funds applied to the total charges for the first time students receiving aid from these programs according to the following schedule.

**Fall or Spring Semester**

Prior to registration	100%
Within week 1	90%
Within week 2	80%
Within week 3	80%
Within week 4	70%
Within week 5	60%
Within week 6	60%
Within week 7	50%
Within week 8	50%
Within week 9	40%
Within week 10	40%
After week 10	None

**Summer Term**

Week 1	80%
Week 2	60%
Week 3	40%
Week 4 and after	None

Students who receive refund checks from these federal programs and withdraw from the University within the first 10 weeks may be required to return a portion of these funds to the Title IV program.

**Tuition and Fees**

**Schedule of Tuition and Fees**

**Changes to fee schedule will occur if legislature passes bills**

<i>Fee Name</i>	<i>Fee Description</i>	<i>Fee Rate</i>
<b>Tuition</b>	All students are required to pay tuition to help defray the cost of instruction and general operation of the University. Tuition rates are as follows. Resident - Undergraduate Resident - Graduate Non-Resident -Undergraduate Non-Resident - Graduate Resident -Graduate College of Business and College of Nursing Non-resident - Graduate College of Business and College of Nursing	\$153.00 \$183.00 \$434.00 \$466.00 \$203.00 \$486.00 <i>per semester credit hour</i>
<b>Lab</b>	Students who register for lab courses are required to pay a Laboratory fee for each lab course to help defray the cost for lab equipment, supplies etc.	\$5.00 - \$30.00 <i>per course</i>
<b>**Student Services</b>	All students are required to pay a student service fee, which is used to provide recreational activities, intercollegiate athletics, student publications, and other student programs, services and activities. Maximum fee is \$150 per fall/spring semester.	\$14.00 <i>per semester hour</i>
<b>**Student Center</b>	All students are required to pay a student center fee, which is used to support the construction, operation and maintenance of the Memorial Student Center.	\$40.00 (fall/spring) <i>per semester</i> \$20.00 (summer) <i>per session</i>

<i>Fee Name</i>	<i>Fee Description</i>	<i>Fee Rate</i>
<b>*** Univ. Info. &amp; Tech. Fee</b>	All students are required to pay a University Information & Technology Fee to help defray the cost of “technology” equipping new buildings, implementing new student information system, and the development of a long term plan to integrate the computing technology into PVAMU classrooms.	\$14.00 <i>per semester credit hour</i>
<b>**Student Health</b>	All students are required to pay a student health fee to cover the cost of providing basic health care and urgent care services in the University’s Health Center. Students are entitled to unlimited office visits in the University’s Health Center and a 15% discount on lab, x-ray and pharmacy services.	\$71.50 <i>per fall/spring semester</i> \$16.50 <i>per summer session</i>
<b>Registration</b>	If applicable students are required to pay a fee to cover: Late Registration (fall/spring) Late Registration (summer) Registration in Absentia (resident) Registration in Absentia (non-resident)	\$25.00 \$12.50 \$15.00 \$17.50 <i>Per semester</i>
<b>International Education</b>	All students are required to pay a fee to provide funding to assist students participating in international student exchange or study programs.	\$1.00 <i>per semester</i>
<b>***Library Access Fee</b>	All students are required to pay a Library Access Fee to help defray the cost of providing library resources.	\$14.00 <i>per semester credit hour</i>

<i>Fee Name</i>	<i>Fee Description</i>	<i>Fee Rate</i>
<b>Room Rent</b>	A charge assessed to students living on campus to cover the cost of operating the privately operated housing facilities.	
<b>Phase I and II</b>	<b>Fall/Spring Semester</b>	
<b>Phase II</b>	University Village	
<b>Phase III</b>	4 bedroom	\$1,944.00
<b>Phase III</b>	2 bedroom	\$2,191.50
	4 bedroom	\$2,250.00
	2 bedroom	\$2,529.00
	University College	\$2,112.00
	<b>Summer Session 2008</b>	
	University Village	
	4 bedroom	
	10 week session	\$1,000.00
	5 week session	\$ 500.00
	2 bedroom	
	10 week session	\$1,000.00
	5 week session	\$ 500.00
		per semester
	On-campus housing is not assessed automatically. It is the student's responsibility to ensure that housing is paid in full. If the student has a credit balance after all tuition & fees including Board is paid, on-campus housing will be assessed up to the amount owed for on-campus housing or the credit balance on the student account, whichever is less.	

<i>Fee Name</i>	<i>Fee Description</i>	<i>Fee Rate</i>
<b>Board Plan</b>	<p>A charge assessed to all students living on campus to cover the cost of providing the following required meal plans:</p> <p><b>Fall/Spring Semester</b>            17 Meals per week, 100 points \$1134.46            14 Meals per week, 75 points \$1076.01            10 Meals per week, 125 points \$1005.64            7 Meals per week, 115 points \$922.29</p> <p><b>Summer Session 2008</b>            17 Meals per week            10 week session \$837.86            5 week session \$418.93            3 week session \$251.14</p> <p>These charges are subject to State Sales Tax.</p>	
<b>***Athletic Fee</b>	<p>Fee charged to all students to help increase scholarships, help defray the cost of upgrades to facilities and equipment, and assist in salaries of coaches.            Maximum fee is \$150 per semester.</p>	\$10.00 per credit hour
<b>Laundry Plan</b>	<p>A charge assessed to students living on campus to cover the cost of providing a centralized Laundromat. The charges assessed are:</p> <p><b>Fall/Spring Semester</b></p> <p>Summer Session            10 week session \$42.90            5 week session \$21.44            3 week session \$12.87 <i>per semester</i></p> <p>These charges are subject to State Sales Tax.</p>	\$55.00 per semester

<i>Fee Name</i>	<i>Fee Description</i>	<i>Fee Rate</i>
<b>I.D. Card</b>	A fee assessed to all students to cover the cost of issuing identification cards and maintaining the University's card access system.	\$5.00 <i>per semester</i>
<b>Application</b>	A fee assessed to all students applying for admission to the University. The fee helps to defray the costs associated with the admissions function.  Application Late Fee International Student Graduate Student	\$25.00 \$15.00 \$50.00 \$50.00 <i>per semester</i>
<b>Auditing</b>	A fee assessed to students desiring to audit a course. The fee is used to defray the administrative cost associated with providing the services.	\$10.00 <i>per course</i>
<b>Returned Check</b>	A fee assessed to students whose check for payment of their fees does not clear their bank. The fee is used to defray the costs associated with handling/collecting returned checks.	\$25.00 <i>per check</i>
<b>Certificate</b>	A fee assessed to students receiving a certificate for completing a non-degree program at the University	\$6.00 <i>per certificate</i>
<b>Diploma/Graduation</b>	A fee assessed to graduating students to help defray the costs associated with performing a degree audit and issuing a diploma to student. The fee is as follows:  Doctoral Graduate (Masters) Undergraduate Late Fee	\$55.00 \$35.00 \$25.00 \$25.00 <i>per degree</i>

<i>Fee Name</i>	<i>Fee Description</i>	<i>Fee Rate</i>
<b>Installment Carrying</b>	A fee assessed to all students electing to pay by the installment plan. The fee is used to help defray the cost associated with record keeping and collections.	\$50.00 <i>per semester</i>
<b>Distance Learning Fee</b>	A fee assessed to all students who take only electronically-delivered courses.	\$35.00 (fall/spring) \$25.00 (summer) <i>Per semester credit hour</i>
<b>Business Remote Location Fee</b>	Fee charged to all students enrolling in Business courses off-site to help offset some of the expenses related to offering MBA courses on remote sites.	\$33.00 Per credit hour
<b>Music Applied Course Fee</b>	Fee charged to all students enrolling in Music courses involved in private instruction to help defray the cost of equipment repairs, departmental operations, equipment maintenance and purchase of new equipment.	\$45.00 - \$115.00 Per course
<b>Physics Equipment Fee</b>	Fee charged to all students enrolling in Physics courses to help defray the cost of equipment, equipment repair, replacement, and necessary upgrades and modernizations.	\$50.00 per course Maximum \$150.00
<b>Social Work Course Fee</b>	Fee charged to students enrolling in Social Work Professional Foundation related courses to help offset some of the expenses incurred by the Program.	\$25.00 - \$70.00 Per course
<b>Biology Equipment Access Fee</b>	A fee assessed to students enrolling in Biology courses to help defray the cost of providing and maintaining instructional equipment.	\$60.00 <i>per course</i>
<b>College of Business Equipment Access Fee</b>	A fee assessed to students enrolled in Business courses to help defray the cost of providing and maintaining instructional equipment.	\$40.00 <i>per course</i>

<i>Fee Name</i>	<i>Fee Description</i>	<i>Fee Rate</i>
<b>Business Advisement Fee</b>	Fee charges to all Business students to help offset the cost of Academic Advising to all business students.	\$3.00 per semester hour
<b>Engineering Instructional Enhancement/Equip Access Fee</b>	A fee assessed to students enrolled in Engineering courses to help defray the cost of providing and maintaining instructional equipment.	\$50.00 <i>per course</i>
<b>Installment Late</b>	A fee assessed to all students who have not paid their installment payments by the due date. The fee is used to help defray the cost associated with record keeping and collections.	\$50.00 <i>per occurrence</i>
<b>Records Processing Fee</b>	Fee charged to all students to help defray the cost of producing, distributing, processing and filing printed materials handled in the Registrar's Office	\$17.00 <i>per semester</i>
<b>Vehicle Registration</b>	A fee assessed to all students operating vehicles on campus to cover the cost of providing and maintaining parking facilities.	\$40.00 (fall/spring) \$18.00 (summer ) 5 and 3 week sessions) \$40.00 (summer) 8 and 10 week sessions) <i>Per semester</i>
<b>Language &amp; Communications Instructional Enhancement/ Equip Fee</b>	A fee assessed to students enrolled in Language & Communication courses to help defray the cost of providing and maintaining instructional equipment.	\$40.00 <i>per course</i>
<b>New Student Orientation Fee</b>	A fee assessed to all freshman and transfer students to help defray the cost of printing, mailings, auxiliary/custodial & maintenance services, Sodexo food services and the Challenge Work Course when preparing for the required New Student Orientation given to new students.	\$75.00 per freshman student \$25.00 per transfer student One Time Fee



<i>Fee Name</i>	<i>Fee Description</i>	<i>Fee Rate</i>
<b>University College Course Fee</b>	A fee assessed to student enrolled in non-course based remediation to help defray the cost of administering the remediation program.	\$100.00 per course (credit hr course) \$400.00 per course (zero credit hr course)
<b>Library Fines</b>	Students who return late or lose library books will be subject to library fines.	Over-due books: \$0.25 <i>per day</i> Reserved Materials: \$0.02 <i>per day</i> minimum \$50.00 maximum Lost Book: Replacement Cost + \$15.00
<b>Nursing Undergraduate Course Fee/Laboratory &amp; Evaluation Fee</b>	A fee assessed to all undergraduate nursing majors and all undergraduate nursing majors taking specific nursing courses to pay for testing fees, clinical course fees and liability insurance required of undergraduate nursing students.	\$105.00 per course
<b>Nursing Undergrad. Course Fee/Didactic</b>		\$85.00 per course
<b>Nursing Liability Insurance Fee- Undergraduate</b>		\$8.50 per semester

<i>Fee Name</i>	<i>Fee Description</i>	<i>Fee Rate</i>
<b>Nursing Course Test Fee</b>	A fee assessed to all graduate nursing majors taking specific nursing courses to pay for testing fees, clinical course fees, standardized patient testing, course packets and liability insurance required of graduate nursing students.	\$90.00 - \$300.00 per course
<b>Nursing Graduate Course Fee/Didactic</b>		\$125.00 per course
<b>Nursing Graduate Course Fee/Laboratory</b>		\$172.50-203 per course
<b>Nursing Liability Insurance Fee-Graduate</b>		\$35.50 per semester
<b>Reinstatement Fee</b>	A fee assessed to all students who seek reinstatement of classes due to class cancellation for non-payment of fees. This fee is used to off-set costs incurred by The Fiscal Office and Registrar's Office.	\$200.00 per semester

<i>Fee Name</i>	<i>Fee Description</i>	<i>Fee Rate</i>
<b>Excess Course Repeat Fee</b>	A fee assessed to all students repeating a particular course for the 3 <sup>rd</sup> time. This fee will help off-set the reduction in General Revenue appropriations.	\$331.00 per S.C.H. for the course that is repeated a third time.
<b>Parking Fee</b>	Fall/Spring Semester Summer Session per session	\$40.00 \$18.00
<b>College of Business Student Support Fee</b>	A fee assessed to all college of business courses to help defray the cost of tutoring services, student travel, scholarships and image building activities to promote PVAMU students to potential employers.	\$5.00 per course
<b>Agriculture &amp; Human Resources Course Fee</b>	A fee assessed to all agriculture and human resources courses to help defray the cost to provide instruction and materials for the course.	\$15.00 per course
<b>Chemistry Instructional Enhancement Fee</b>	A fee assessed to all chemistry courses to help defray the cost of instructional assistance; purchase and maintain equipment for instructional laboratories, supplemental teaching materials, and educational supplies all to provide the student with a better learning environment.	\$50.00 per course
<b>Engineering Advisement Fee</b>	A fee assessed to all engineering students to help defray the cost of specialized advising staff, student learning activities and speakers, learning rewards in limited circumstances, supplies and equipment for the center, and professional development for the advisors.	\$25.00 per semester

<i>Fee Name</i>	<i>Fee Description</i>	<i>Fee Rate</i>
<b>Juvenile Justice &amp; Psychology Instructional Enhancement/Equip Fee</b>	A fee assessed to all juvenile justice and psychology courses to help defray the cost of instructional assistance; purchase and maintain equipment for instructional laboratories, supplemental teaching materials, and educational supplies all to provide the student with a better learning environment.	\$30.00 per course
<b>University College Advisement Fee</b>	A fee assessed to all freshman students to help defray the cost of specialized advising staff, student learning activities and speakers, learning rewards in limited circumstances, supplies and equipment for the center, and professional development for the advisors.	\$100.00 (one-time fee) per freshman student
<b>Biology Experiment Fee</b>	A fee assessed to biology lab courses to help defray the cost of maintenance and repair of lab equipment and supplies.	\$20.00 per course
<b>University Band Fee</b>	A fee assessed to participants in the band to help defray the cost of expenses related to participation in the band.	\$50.00 per semester
<b>Loan Processing Fee</b>	A fee assessed to all students that complete a short-term loan application to help defray the cost of processing the loan application.	\$100.00 per semester per application

\* Fee rates are subject to change. The most current fee rates will be published in the Course Schedule for each semester.

\*\* Fee waived for students who take only distance learning courses and who do not reside on campus; students only enrolled in PVAMU courses in the Dallas area; and students who are full-time employees of the University and meet the following eligibility requirements:

The employee must be considered a full-time employee at the time he/she registers for the course and the employee must then remain a full-time employee during the entire semester in order to qualify.

The employee must complete the course satisfactorily with at least a C or above grade.

Fees must be paid when registering at the beginning of each semester in accordance with applicable regulations and procedures, including installment payments.

To receive the refund, the employee must apply within 30 days following the end of a Fall or Spring semester and within 15 days following the end of the Summer semester. Refunds will be issued only after the employee's qualifications for the waiver has been verified, including verification of full-time employee status at the time the course(s) were taken, and being enrolled in courses identified in an approved degree plan.

\*\*\* Fee waived for students who are full-time employees of the University.

Students desiring more information about tuition and fee exemptions should contact the Admissions Office.

### **Tuition and Fee Exemptions**

Tuition and fee exemptions are provided by the University to students who fall within one of the following categories and meet the criteria established by the State of Texas:

1. Highest Ranking High School Graduate (Texas Education Code §54.201)
2. Children of Deceased Texas Veterans (Texas Education Code §54.203) (b))
3. Veterans of Texas (Texas Education Code §54.203) (a)) (Hazelwood)
4. Children of Disabled Firemen and Peace Officers (Texas Education Code §54.204)
5. Blind and Deaf Students (Texas Education Code §54.205)
6. Children of Prisoners of War or Persons Missing in Action (Texas Education Code §54.209)
7. Students in Foster or Other Residential Care (Texas Education Code §54.211)
8. Aid to Families with Dependent Children (Texas Education Code §54.212)
9. Educational Aides (Texas Education Code §54.214)
10. Texas National Guard (Tuition Assistance Program) (Texas Government Code §431.090)
11. Students Enrolled in Fully Funded Courses (Texas Education Code §54.217)
12. Concurrent Enrollment Exemption (For Students Enrolled in more than one Higher Education Institution (Texas Education Code §54.062)
13. Early High School Graduates (Texas Education Code §56.201)
14. Senior Citizens Aged 65 and older who are taking up to six (6) Semester Credit Hours (Texas Education Code §54.210 (c))
15. Spouse and Children of Certain Deceased Public Servants (Texas Education Code §615.0225)

16. Adopted Students former in Foster or Other Residential Care (Texas Education Code §54.2111)
17. Children of Professional Nursing Program Faculty & Staff (Texas Education Code §54.221 and Coordinating Board Rule, Ch. 22, Subchapter O)

Students desiring more information about tuition and fee exemptions should contact the Admissions Office at (936) 261-1000.

### **Tuition Waivers**

Tuition waivers are provided by the University to students who fall within one of the following categories and meet the criteria established by the State of Texas:

1. Military Personnel and Dependents Stationed in Texas (Texas Education Code §54.058 (b))
2. Teaching or Research Assistant (Texas Education Code §54.063)
3. Competitive Scholarship Waiver (Texas Education Code §54.064)
4. Students from Other Nations of the American Hemisphere (Good Neighbor) (Texas Education Code §54.207)
5. Distance Learning or Off-Campus Courses (Texas Education Code §54.218)
6. Economic Development and Diversification Waiver (Texas Education Code §54.052 (h))
7. NATO Forces (Texas Education Code §54.057 (b))
8. Faculty and Dependents (Texas Education Code §54.059)
9. Academic Common Market (Texas Education Code §160.07)
10. Resident of Bordering State or Nation or Participant in Student Exchange Program Tuition (Except NM & LA) (Texas Ed Code §54.060)
11. United States Foreign Service Officers (Texas Education Code §54.070)
12. Full-time employee waiver (Texas Education Code §54.5035)
13. Out of Territory Fee Waiver (Texas Education Code §54.5035)

Students desiring more information about tuition waivers should contact the Admissions Office.

### **Tuition Rebate**

First-time freshmen beginning with fall 1997 may earn a \$1,000 rebate. See Texas Education code, Section 54.0065 for full disclosure. Briefly, a \$1,000 rebate will be given to students who complete their degree programs with no more than three attempted hours in excess of the minimum number of semester credit hours required for the degree.

*Eligible Students:*

1. First-time Freshmen entering Fall 1997 semester or later.
2. Rebate for the first baccalaureate degree from a Texas public university.
3. Only Texas residents with all attempted coursework at Texas public institutions of higher education, who paid resident tuition.
4. Have no more than three, attempted hours in excess of their catalog's required hours to graduate. Hours attempted include transfer credits, course credit earned or specific sections, and
5. Make a formal request for the rebate at the same time application for graduation is made.

***Undergraduate Semester Credit Hour Limit***

Effective fall 1999, all resident students enrolling for the first time at a state institution of higher education in Texas will be subject to paying non-resident tuition rates for excessive undergraduate credit hours. The state has defined excessive undergraduate credit hours as attempted credit hours that exceed by at least 45 hours the number of hours required for completion of a student's declared degree plan. For students with undeclared majors, their degree plan is assumed to be 120 hours. We urge affected students to seek academic advisement throughout their college career, to minimize the number of excessive undergraduate hours and to avoid the higher tuition rates.

## **Admissions Information and Requirements**

### **The Graduate School**

#### **ADMINISTRATIVE OFFICERS**

William H. Parker, B.S., M.S., Ed.D.  
*Dean, Graduate School*

Freddie L. Richards, B.S., M.Ed., Ph.D.  
*Interim Dean, College of Agriculture and Human Sciences*

Ikhlas Sabouni, B.A., M.A. Ph.D.  
*Dean, School Architecture*

Danny R. Kelley, B.A., M.M., D.M.A  
*Dean, Marvin D. and June Samuel Brailsford College of Arts and Sciences*

Munir Quddus, B.S., M.A., Ph.D.  
*Dean, College of Business*

M. Paul Mehta, B.A., M.A., M.A.T., D.Ed.  
*Dean, Whitlowe R. Green College of Education*

Kendall T. Harris, B.S., M.S., Ph.D.  
*Dean, College of Engineering*

H. Elaine Rodney, M.A. Ph.D.  
*Dean, College of Juvenile Justice and Psychology*

Betty Adams, B.S.N., M.S.N., Ph.D.  
*Dean, College of Nursing*



Since the authorization of a Division of Graduate Studies in 1937, Prairie View A&M University has sustained its dedication to excellence in teaching, research, and service through commitment to advanced educational offerings which include multiple masters, doctoral, and certification programs. Opportunities for advanced study are provided for qualified students seeking graduate education and/or degrees. Comprehensive programs are offered under the joint supervision of the Graduate School and the various colleges and schools. A strong partnership has been developed to assist students in realizing their educational goals.

The Graduate School is the primary source of information about study for an advanced degree. Similarly, the Graduate Catalog is the official sourcebook to graduate programs at the University. General inquiries about graduate study should be directed to the Graduate School. Specific questions regarding a major program should be directed to the college or school offering the program. Graduate students are held fully responsible for understanding and adhering to all policies and procedures established by the Graduate School and the colleges and schools in which programs of study will be undertaken. Programs, regulations, and course offerings listed herein are subject to modification and/or deletion at any time by action of appropriate University authorities.

### ***Colleges and Schools with Graduate Programs***

College of Agriculture and Human Sciences  
School of Architecture  
Marvin D. and June Samuel Brailsford College of Arts and Sciences  
College of Business  
Whitlowe R. Green College of Education  
College of Engineering  
College of Nursing  
College of Juvenile Justice and Psychology

Graduate programs leading to the Master of Arts degree, the Master of Science degree, the Master of Business Administration degree, the Master of Education degree, Professional Certification, Certificate Endorsements and the Doctor of Philosophy degree (Juvenile Justice, Clinical Adolescent Psychology, Electrical Engineering and Educational Leadership) are offered.

Prairie View A&M University offers all of its graduate degree programs on the main campus at Prairie View. However, it offers selected degree programs in education, business, engineering and nursing at distance sites primarily in the Houston area. Off-campus sites are currently located in Spring, Texas at the Prairie View A&M University Northwest Graduate Center, the campus of the College of Nursing in downtown Houston, and The University Center in The Woodlands, Texas.

## **Application Procedures**

A completed application for admission is required and must be submitted to the Graduate School by the following deadlines:

### **Domestic Students**

July 1 for the Fall Semester

November 1 for the Spring Semester

March 1 for the Summer Term

### **International Students**

June 1 for the Fall Semester

October 1 for the Spring Semester

A statewide ApplyTexas application can be accessed at [www.applytexas.org](http://www.applytexas.org) or through the Prairie View A&M University website, [www.pvamu.edu](http://www.pvamu.edu), by following the “Admissions” link. It is the applicant’s responsibility to ensure that the required admission documents are received in the Graduate School on or before the application deadline.

Even though the applicant may meet the general requirements for admission to the Graduate School, he/she must meet the admission requirements of specific programs. Admission to a department/program is not guaranteed until the applicant receives official notification by the department/program in which the degree is desired. The student may not enroll in any graduate courses until this official notification is received. Failure to adhere to this policy will nullify any graduate level coursework undertaken by the student.

Requirements for the admission process are outlined below:

1. A completed online application for admission to the Graduate School ([www.applytexas.org](http://www.applytexas.org)) and payment of a \$50 non-refundable fee.
2. A bachelor’s degree from an accredited college or university or, for doctoral study, a master’s degree from an accredited college or university.
3. An official transcript of all college work (undergraduate and graduate) from the registrar of each college previously attended.
4. A minimum undergraduate cumulative Grade Point Average of 2.75 on a 4.00 grading scale for regular graduate degree status.
5. A minimum 2.45 Grade Point Average on a 4.00 grading scale, but not less than 2.75 for provisional graduate student status. Departments may use the last 60 semester hours of undergraduate credit for admitting students in this category.
6. Three letters of recommendation from persons in the field of the applicant’s academic major or area of concentration.

7. Official scores on the Graduate Record Examination (GRE) or the Graduate Management Admissions Test (GMAT) **must be on file within the first semester of enrollment** and may not be more than 10 years old at the time of enrollment.

Information regarding the Graduate Record Examination (GRE) or the Graduate Management Admissions Test (GMAT) may be obtained from the Graduate School or by contacting the appropriate testing service below:

Graduate Record Examinations  
Educational Testing Service  
P. O. Box 6000  
Princeton, NJ 08541-6000  
Telephone: 866-473-4373 (Princeton, NJ)  
609-771-7670 (outside U.S. and Canada)  
Website: [www.ets.org/gre](http://www.ets.org/gre)

Graduate Management Admission Test  
Graduate Management Admission Council  
1600 Tysons Blvd., Suite 1400  
McLean, VA 22102  
Telephone: 866-505-6559 (toll free within U.S. and Canada only)  
703-245-4222  
Website: [www.gmac.com](http://www.gmac.com) or [www.mba.com](http://www.mba.com)

8. Recommendation for admission by the department head and dean of the school or college offering the graduate program to which the student is seeking admission.
9. Formal acceptance for graduate study and notification from the Graduate School.

### ***International Student Information***

All International students must comply with the rules and regulations as set forth by the U.S. Department of Homeland Security. Graduate international students must complete the admissions application, pay a \$50.00 non-refundable application fee in U.S. currency, and submit the following additional items:

- 1) Financial responsibility – The U.S. Department of Homeland Security requires that a student must show financial responsibility for one academic year. The student's financial sponsor must complete and submit an Affidavit of Financial Support Form and provide Supporting Evidence of Financial Support attesting to the ability to financially support the student while attending Prairie View A&M University. No student should depend upon receiving an out-of-state fee waiver. Application for such waivers must be made as part of the competitive scholarship process and is separate from the admissions process.

Note: Form I-20AB Certification of Eligibility for Nonimmigrant [F-1] Student Status – For Academic and Language Students will only be issued after the student has met all admission requirements and is fully admitted to the University and has presented evidence of financial responsibility. The Form I-20 will be forwarded to the mailing address listed on the admissions application.

- 2) Evidence of ability to speak, write, and comprehend written and oral English language. **As part of the application process, all students must present a minimum score of 550 on the paper-based (pBT) and a minimum score of 90 on the internet-based (iBT) Test of English as a Foreign Language (TOEFL) administered by the Educational Testing Service in Princeton, NJ.** Any student who graduated from a secondary education institution in the United States or who earned a score of 18 on the English Section of the ACT or a 400 on the Verbal component of the SAT is exempt from the TOEFL.

Official TOEFL scores must be submitted as part of the complete admissions application packet. Information may be obtained from the Graduate School or by contacting the appropriate testing service below:

TOEFL® Services  
Educational Testing Service  
P. O. Box 6151  
Princeton, NJ 08541-6151  
Telephone: 866-473-4373 (Princeton, NJ)  
609-771-7670 (outside U.S. and Canada)  
Website: [www.ets.org/gre](http://www.ets.org/gre)

- 3) Evaluation of foreign transcripts. Applicants must submit official transcripts for all high school and college work completed up to the time of expected enrollment. An evaluation of all foreign college transcripts must be completed by: Educational Credential Evaluators, Inc., P.O. Box 92970, Milwaukee, WI 53202-0970, (414) 289-3400 or Span Tran Educational Services, P.O. Box 7211 Regency Square Blvd. Suite #205, Houston, Texas 77036, (713) 266-8805 or World Education Services ([www.wes.org](http://www.wes.org)), Bowling Green Station, P. O. Box 5087, New York, NY 10274-5087, (212) 966-6311.

All international students admitted to the University must first report to the Immigration Services Associate, Harrington Science, Room 107D and present all immigration documents for inspection and entry into the record. All immunization records are to be presented directly to the Owens-Franklin Health Center by the student.

### ***Application Deadlines for International Applicants***

To apply for admission, all international applicants must submit admission credentials by June 1 for the Fall semester, October 1 for the Spring semester. An applicant whose admission credentials are received after a stated deadline date should contact the Graduate School to request admission for the next enrollment period. A student who fails to enroll in the semester of admission must request and receive an update of admission before attempting to enroll. Applications should be submitted to:

The Graduate School  
Prairie View A&M University  
P. O. Box 519; MS 2800  
Prairie View, Texas 77446-2800

### **Types of Admission**

#### ***Graduate Acceptance***

A student admitted to this category has met all requirements for full graduate degree status (completed application and payment of applicable fee, bachelor's degree from an accredited college or university, official transcripts from all universities attended, letters of recommendation, official GRE or GMAT scores, undergraduate GPA of at least 2.75, and graduate GPA of at least 3.00 on a 4.00 scale).

#### ***Post-Baccalaureate (Non-Degree/Transient) Acceptance***

A student who has a bachelor's degree (minimum GPA of 2.45) and who wishes to take graduate courses without qualifying for a degree can be admitted as a Non-Degree/Transient student. Students must meet all course prerequisites in order to be admitted to advanced courses. Elevation to degree status must be recommended by the appropriate school or college dean and approved by the Coordinator of Graduate Programs.

#### ***Provisional Acceptance***

A student admitted to this category may enroll in a maximum of 12 semester credit hours of graduate courses. In order to continue, the student must have achieved a grade point average of 3.0 and be recommended by the department and college for graduate degree status or non-degree status. Official scores on the Graduate Record Examination (GRE) or the Graduate Management Admissions Test (GMAT) must be on file within the first semester of enrollment and may not be more than 10 years old at the time of enrollment. Failure to submit the scores will result in an academic hold until the scores are received.

### ***Special Acceptance***

1. Students, who wish to take graduate courses but who do not meet the minimum GPA for admission as degree, provisional or non-degree status, are considered special students. These students must have been highly recommended based upon evidence of scholarly potential. Students in this category may enroll in no more than 12 graduate semester credits covering a maximum of two consecutive terms. A student in this category may be admitted to degree status if a GPA of 3.0 is maintained during this period and if the student is recommended by the department head and dean of the school or college.
2. Students who are removed from degree status because of a low GPA may become special students. Students in this category may petition for re-admission to degree status after earning a 3.0 GPA. A petition will be allowed only once within a period of two years (24 months).
3. Students whose academic records are not received before the deadline period relating to the time in which the student wishes to be admitted are designated as special students. If a student's records are received within a period of eight weeks after enrollment in courses, his/her record will be evaluated. The student will then be notified of his or her admission status. If the student's records are not received prior to the end of the grading period, no credit will be awarded for the course(s) taken.

### ***Doctoral Acceptance***

Assessment of doctoral applicants involves a multi-step process. The admitting department should be contacted for details regarding admission types. (See *Directory of Frequently Called Offices* in this publication for contact information).

### ***Re-admission***

An application for readmission (ApplyTexas: [www.applytexas.org](http://www.applytexas.org)) to the Graduate School is required for an applicant or student in one of the following categories:

1. An applicant who was previously admitted to the University but did not enroll in the term stated in the acceptance letter.
2. A graduate student at Prairie View A&M University who was accepted into one degree program but wishes to enter another degree program.
3. Degree candidates and non-degree students who have not enrolled in courses for two consecutive years.
4. A graduate student who voluntarily withdraws from the university.

### *Cancellation of Admission*

Admission will be canceled automatically if an applicant is accepted by the University for a given semester and does not register for that semester. If the applicant wishes to undertake work at the University at a later date, he/she must file a new application, pay a new application fee, and meet the current requirements for admission. Materials supporting the application for admission, such as transcripts and test scores are retained by the Graduate School for one year and may be used during this time to support the requirements associated with a new application.

### *Graduate Work by Seniors*

A University senior who is within six semester hours of completing the requirements for an undergraduate degree may, upon being recommended by the department head and the dean of the school or college, register for up to six semester hours of graduate courses while completing undergraduate degree requirements. The combined load of the graduate and the undergraduate courses must not exceed 15 semester hours. Courses used to meet undergraduate requirements may not be used to meet graduate requirements.

### *Second Master's Degree*

Persons holding a previously earned master's degree from Prairie View A&M University may pursue an additional master's degree at Prairie View A&M University only with the specific approval of the Dean of Graduate School. **All requests for a second master's degree from Prairie View A&M University must be approved by the Graduate Dean before a student can be admitted to a program.** Such approval will be given only when the following conditions are judged to have been met:

1. A complete admissions application packet for the second master's degree and application fee submitted to the Graduate School;
2. The proposed second master's degree must be in a different major field of study than the previous degree;
3. A degree plan submitted for the Graduate Dean's approval;
4. Courses counted toward a previously earned master's degree may not be applied to the second master's degree unless they constitute specific course requirements for the major concentration in the second master's degree program. In such cases, no more than 12 semester hours of such courses may be counted toward the second degree and must be included in the degree plan for the second master's degree. Only courses with a grade of "B" or better may be counted. (Courses must be less than six (6) years old at the time the degree is awarded. No more than six (6) semester hours may be transferred from another institution. Transferred courses must meet the established time limit).

**Degrees beyond the second master's degree are considered "stand alone" degrees. Hours from previous degrees will not be accepted toward "stand alone" degrees.**

***Admission from Non-Accredited or Non-Equivalent Institutions***

A student who is a graduate of a non-accredited institution or an institution whose degree is not considered equivalent to a baccalaureate degree or a master's degree at Prairie View A&M University may not be admitted directly to post-baccalaureate or doctoral status. Instead, he/she may be considered for admission as an undergraduate student or master's candidate. Upon completion of the baccalaureate or master's degree, the student may then apply and be considered for admission to the desired degree program.

**Academic Information and Regulations**

***Academic Advising, Registration, and Degree Plans***

Graduate students are assigned to one or more faculty advisors during the first semester in which they are enrolled at the university. New students are required to meet with an advisor before enrolling in classes for the purpose of planning and obtaining approval of plans of study. Continuing students should confer with their faculty advisor at least once per semester to discuss objectives, course selection and sequencing, and other degree/program related matters. Consultation on all academic concerns should begin with the major advisor.

**Class Schedule**

The class schedule is available in advance of registration each semester on the website at <http://panthertracks.pvamu.edu/>.

An official class schedule, prepared each semester by the University, includes the registration schedule, procedures for registration, fees, classes offered by hours and instructors, and other pertinent registration information. The schedule is available several weeks in advance of registration each semester and may be obtained from the Office of the University Registrar.

**Concurrent Study for Two Different Degrees**

A student pursuing a graduate degree program at Prairie View A&M University may not simultaneously enroll and complete course work for the purpose of meeting requirements for any other degree offered by this institution. Each degree must be completed in its entirety before work may be taken for the purpose of meeting requirements for a new degree. Any questions regarding this policy should be directed to the Dean of the Graduate School.

**Tentative Degree Plans and Admission to Candidacy**

The student should file a degree plan within the first semester of matriculation in the university. Degree plan forms may be obtained from the major advisor. The major advisor, department head, dean of the college and graduate dean review and approve the degree plan.



*Admission to Candidacy:* The graduate student admitted to full degree status does not automatically become a candidate for the master's degree. To become a candidate, the student must complete the following minimum requirements:

1. Achieve a satisfactory score on the GRE or GMAT as stipulated by the department and college.
2. Prepare and submit an official Application for Admission to Candidacy Form showing the applicant's successful completion of 12 semester hours of required graduate courses with an average of "B" or better.
3. Submit the application, when approved by the department head and college/school dean, to the Graduate Dean for final approval.

Advancement to candidacy for doctoral programs is governed by the procedures of the program. Information for the specific program is found in this catalog under the degree description.

#### **Time Limit on Work for Master's Degree and Revalidation of Courses**

A student must complete requirements for the degree within six consecutive years after the first date of enrollment in the Graduate School. Credit for individual courses completed in residence between six and seven years before all requirements for the master's degree are completed may be revalidated by special examination given by the department concerned. Courses completed in extension or at another institution beyond the time limit cannot be revalidated. A course in which a grade of "C" was earned cannot be revalidated. A revalidated course is valid as credit toward the master's degree only during the term in which it is revalidated.

### *Academic Progress Standards*

#### **General Standards**

In order to show satisfactory progress toward an advanced degree, a student must maintain an average grade of "B". A course in which a grade below "C" was earned cannot be counted toward graduation requirements. A student who, in any two consecutive semesters or summer terms, has a cumulative grade point average below 3.00 is subject to academic dismissal. The work of a graduate student performed in connection with the thesis is reported as a regular grade.

### **Doctoral Program Standards**

Ph.D. students remain in good standing when they maintain a minimum graduate GPA of 3.0 for coursework. Only grades of “B” or better count toward required coursework (i.e., all but the elective courses) and dissertation hours. Any grade lower than “B” in a required area course will necessitate that the course be retaken and passed with a grade of “B” or higher. While one grade of “C” in an elective course may be counted toward the Ph.D., only grades of “B” or better indicate satisfactory completion of courses required for the Ph.D. If a student receives a “C” for a class grade, there will be an automatic review of that student’s progress within one semester of when the grade is received. The Doctoral Committee will meet with the student to develop an appropriate response. If a second such grade is earned, the student will be dismissed from the program, but may petition the Doctoral Committee for readmission. After reviewing the petition, the committee may allow readmission under such conditions as it deems appropriate. A third grade lower than “B” will result in permanent dismissal from the program with no recourse to petition.

In the Spring semester of each academic year, a formal evaluation will be made of the progress of each doctoral student by the Doctoral Committee. This evaluation will focus on the student’s progress toward the Ph.D. degree. Students, attending full time and taking 12 units each semester, should be able to complete formal doctoral coursework within two full years. However, this constitutes a heavy course load and student progress in the program will be measured against the more reasonable average of 9-12 credit hours per a semester. Where needed, the Committee will provide recommendations and guidance to students. The Graduate Program Coordinator will provide evaluation forms the Committee is currently using. Committee decisions related to student progress will be one of the following:

1. Progress is satisfactory, student is encouraged to continue in the program;
2. Progress is potentially unsatisfactory, remediation work is suggested, student is encouraged to continue in the program, or
3. Progress is unsatisfactory, student should be terminated from the program.

Students receiving an unsatisfactory evaluation may petition the Dean to remain in the program. A copy of the petition form may be obtained in the Doctoral Program office. One petition is allowed.

### ***Class Attendance Policy***

Prairie View A&M University requires regular class attendance. Attending all classes supports full academic development of each learner whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video.

Excessive absenteeism, whether excused or unexcused, may result in a student’s course grade being reduced or in assignment of a grade of “F”. Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University’s attendance policy in each course syllabus.

**Excused Absences**

Absences due to illness, attendance at university approved activities, and family or other emergencies constitute excused absences and must be supported by documentation presented to the instructor prior to or immediately upon the student's return to class. Students are always responsible for all oral and written examinations as well as all assignments (e.g., projects, papers, reports).

**Excessive Absences**

Accumulation of one week of unexcused absences (for the number of clock hours equivalent to the credit for the course) constitutes excessive absenteeism. The instructor is not required to accept assignments as part of the course requirement when the student's absence is unexcused.

**Religious Holy Day Absences**

In accordance with Texas Education Code, Section 51.925, subchapter (Z), a student may be absent from classes for the observance of a religious holy day and will be permitted to take missed examinations and complete missed assignments provided the student has notified the instructor of the planned absence in writing and receipt of the notice has been acknowledged by the instructor in writing. "A religious holy day means a holy day observed by a religion whose place of worship is exempt from property taxation under the Texas Tax Code, Section 11.20."

*Courses, Course Credit and Grades*

**Correction or Change of Grade**

Any change or correction of a grade recorded for a student must be made within the semester or term immediately following the term for which the grade was recorded.

**Course Auditing**

When space is available and the consent of the Dean of the College and the instructor is given, any person may audit a course by paying the regular tuition and fees. Students sixty-five years of age or older may audit a course by registering with the Registrar's Office but without the payment of fees.

Credit is not given for any audited course. Students wishing to audit may register only after late registration. Currently enrolled students shall have first priority for space. A student who audits a course may not change registration during the semester to take the course for credit.

**Course Load**

The following limitations on course load are in effect:

1. This University defines full time enrollment for a graduate student as a minimum of 9 semester credit hours during the regular and summer sessions.
2. During a regular session, a graduate student may not enroll in more than 12 hours without permission from the his/her advisor, Department Head, and Dean.

3. During a five week summer session, a graduate student may not enroll in more than six semester hours. The total credit hours earned for the two summer sessions may not exceed twelve.
4. A graduate student may not enroll in more than three semester credit hours during a three-week summer session.
5. A graduate student enrolled in a three-week session may not enroll in more than one three-hour course in the five-week session being conducted concurrently.

### **Grade Point Average**

The grade point average (GPA) is determined by adding all grade points earned during a grading period and dividing that total by the total quality hours earned during the period. Withdrawal without record (W), incomplete (I), and incomplete passing (IP) will not be included among grades used to compute grade point averages. If a course is repeated, the official grade is the last grade earned at Prairie View A&M University. Transfer courses are not used in GPA calculations at Prairie View A&M University.

### **Grade Reports**

Students may acquire their mid-term and final grades via the WEB through <http://panthertracks.pvamu.edu>. Midterm grades are progress reports and are not recorded on the student's permanent record. Final grades are recorded on the student's permanent record at the close of each semester and summer term. If an error in the recording of grades is suspected, the student should report this immediately to the instructor, department head, or college dean for verification or correction.

### **Grading System**

Course work for graduate students is reported as: "A" (95-100); "B" (85-94); "C" (75-84); "D" (65-74); "P" (Passing); "I" (Incomplete); "IP" (Incomplete Passing); "W" (Withdrew from a class); "WV" (Withdrew from the University Voluntarily).

A grade of "S" may be given during the doctoral dissertation process; however, prior to submission of the final dissertation document the conventional grading system must be used. A grade of "S" may not be given as a final grade for doctoral candidates.

### **Incomplete "I" Grade**

The grade of "I", incomplete, is assigned to students who are unable to complete a course due to circumstances beyond their control. For lecture, seminar, independent study, and similar organized instruction courses, the student must complete the work necessary to remove the grade of "I" in one calendar year from the semester in which the "I" was awarded. All grades of "I" in courses that are included in the requirements for a degree must be replaced with a grade acceptable in the program. Students are not to re-enroll in a course for which a grade of "I" has been recorded.

*In Progress “IP” Grade:* An “IP”, in progress, is assigned to thesis, dissertation, internship, project, and practicum provided the student remains enrolled and makes satisfactory progress as certified by the committee chair, dean and director/coordinator of graduate program. The time allocated for removal of the “IP” shall be the same as the maximum time for completion of a degree or certificate.

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### Procedure for Requesting “I” or “IP” as a Final Grade

1. Instructor determines if the student meets the criteria for an “I” Incomplete or “IP” In Progress final grade [refer to current university catalog].
2. Instructor prepares the Request for “I” or “IP” as a Final Grade (RIFG) form, signs it and submits it to the Department Head.
3. Department Head reviews the RIFG and either approves by signing and forwarding to the Dean or disapproves by returning it to the instructor. If disapproved, an official grade must be submitted to the Registrar on the “Submission of Missing Grade” form.
4. Dean reviews the RIFG and either approves by signing and forwarding, via Administrative Assistant/Secretary, to the Office of the Registrar for recording or disapproves by returning it to the Department Head. If disapproved, an official grade must be submitted to the Registrar on the “Submission of Missing Grade” form.

**Note:** All Dean approved Requests for “I” or “IP” as a Final Grade forms and Submission of Missing Grade forms must be in the Office of the Registrar by COB on the last day to post final grades. Only original forms submitted by the Dean, Dean’s Administrative Assistant/Secretary are accepted. Copies, faxes, student submitted forms, **WILL NOT BE ACCEPTED.**

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### Independent Study Courses

Independent study courses are permitted on a highly selective need basis. Any student enrolling in an independent study course must have the prior approval of the supervising faculty member, the Head of the Department in which the course is to be taken, Dean of the College and the Provost and Senior Vice President for Academic Affairs. No more than 6 such credit hours may be counted toward a degree.

### Scheduling of Courses

In case a section is dropped because of insufficient enrollment, a student may add other courses approved by his/her advisor by the published deadline, as noted in the academic calendar.

### **Transfer of Credit**

Graduate credit earned at another accredited institution, not exceeding six (6) semester hours, may be transferred and applied toward the master's or the doctorate degree at Prairie View A&M University. Only courses with a grade of "B" or better may be transferred. An "A" grade from another institution or earned in extension may not be used to validate a grade of "C" earned at Prairie View A&M University. An official transcript denoting the transfer course(s), year, and grade received must be on file in the Office of the Registrar before acceptance of transfer credit is official.

This institution will not consider credits from other institutions to meet requirements for a graduate degree unless the institution offering the courses will allow these credits to be applied toward the requirements of an advanced degree on its own campus. Under no circumstances will transfer course work be considered that will be more than six (6) years old at the time the degree is awarded.

### ***Grading/Class Related Appeals***

Generally, student complaints about grades or other class related performance assessments can be addressed by the instructor of record and the student. When that cannot be achieved, the student may have his/her complaint addressed by the procedure outlined below. Faculty, other classroom professionals, and students' rights are to be protected and their human dignity respected. Grading and other class related complaints are to be filed initially within thirty days following the alleged precipitating action on which the complaint is based. Except where extenuating circumstances render it unreasonable, the outcome of a complaint that reaches the level of department/division head (exception Dean of Architecture and of Nursing) will be reviewed within thirty days and a written notification of outcome will be provided to the student. Where a complaint must be reviewed at each level, the entire process should be completed within ninety days of receipt of the complaint.

In those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by following the procedure listed and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint:

1. The student should meet with the instructor of record, preferably during his/her office hours, to present the grievance and any supporting documentation that the grade or outcome of a class related concern should have been different.
2. If the instructor is no longer at the university or if the subject of the grievance arises when faculty are not expected to be on duty for a week or more, the student should report to his or her advisor or the absent faculty member's immediate supervisor (department head, division head, or dean if in School of Architecture or College of Nursing).

3. If the issue is not resolved at the faculty level and the student wishes to pursue the issue beyond the instructor, he/she should meet with his/her academic advisor even if the grade or other issue is not in the department, division, school, or college in which the student's class is being offered. The advisor will intervene appropriately, but if unable to negotiate an agreement between the student and his/her instructor, will direct the student to follow each level of the appeals procedures items 4 through 10 below.
4. If no agreement can be reached following discussion among the advisor, the student, and the instructor, the student should write a letter to the instructor's immediate supervisor. In the School of Architecture or College of Nursing, the Dean; in all other colleges the immediate supervisor of faculty, teaching assistants, laboratory assistants and other classroom professionals is the department or division head. The letter or form should present the grievance, the rationale for it, and the remedy sought. The letter or form should be sent at least one week prior to the student's scheduled appointment to meet with the instructor's immediate supervisor.
5. If the instructor's immediate supervisor cannot resolve the issue to the student's satisfaction and the student wishes to pursue the matter, the instructor's immediate supervisor will refer the matter to a three to five person faculty appeals panel, one of whom must be a part-time faculty person if part-time faculty members are employed in the department, school or college. The panel will review the grievance and make a recommendation to the instructor's immediate supervisor.
6. If no agreement is reached and the student decides to appeal the matter further, he/she should send a letter or any published form used for this purpose to the person above the instructor's immediate supervisor.
7. If the student believes that the decision of the highest official in the College or School, the dean, deserves further review due to flaws in the previous reviews or due to his/her having information of such nature as to potentially impact the outcome, the student should provide a written request for review to the Provost and Senior Vice President for Academic Affairs who will employ a review process appropriate to the situation and notify the dean of the outcome. The dean will notify the student of the outcome. A decision that has reached review by the Admissions and Academic Standards Committee is final.
8. Grading and other class related academic issues are referred in writing to the Office of the President only in instances where a preponderance of the evidence reveals that a student's Constitutional rights or human dignity may have been violated. The Provost and Senior Vice President for Academic Affairs will transmit to the President the entire record of reviews conducted at each level if requested by the President following his/her receipt of the student's written appeal. The President will employ a review process appropriate to the matter presented and notify the Provost and Senior Vice President for Academic Affairs and dean of the outcome. The dean will notify the student of the outcome.
9. If the class related complaint is related to issues including but not limited to sexual harassment, violence, drug use, possession of firearms, or other behaviors prohibited by federal law, state law, Texas A&M University System policy or University regulations, the student may select one of the following options:  
Option A: Report the incident, in writing, to the instructor's or other classroom professional's immediate supervisor (department head, division head, or dean).

Option B: Report the incident, in writing, to the Director of Human Resources in Room 109 Harrington Science Building or to the Provost and Senior Vice President for Academic Affairs in Room 212 A.I. Thomas Building.

10. If the class related complaint involves another student(s) and is related to issues including, but not limited to sexual harassment, violence, drug use, possession of firearms, or other behaviors prohibited by federal law, state law, Texas A&M University System policy or University regulations, the student should report the incident to the Office of the Vice President for Student and Enrollment Services.

### ***Graduation Requirements***

#### **General Requirements**

The following requirements apply to all graduate degree programs. Specific degree requirements may be found in the appropriate college sections of this catalog. All candidates expecting to graduate must file an application for the degree. The deadline for filing an application for the degree is published each semester by the registrar. Upon completion of all requirements for the master's degree, candidates are certified for graduation by the dean of the Graduate School. Degrees are publicly conferred at each university commencement.

*Admission to Candidacy:* The graduate student admitted to full degree status does not automatically become a candidate for the master's degree. To become a candidate, the student must complete the following minimum requirements:

1. Achieve a satisfactory score on the GRE or GMAT as stipulated by the department and college.
2. Prepare and submit an official Application for Admission to Candidacy Form showing the applicant's successful completion of 12 semester hours of required graduate courses with an average of "B" or better.
3. Submit the application, when approved by the department head and college/school dean, to the Graduate Dean for final approval.

Advancement to candidacy for doctoral programs is governed by the procedures of the program. Information for the specific program is found in this catalog under the degree description.

*Registration Requirement:* Students completing work required for a degree must be enrolled during the term in which the work is completed and the application for graduation is filed. A fee is required for registration in absentia.



### **Application for Graduation**

A student who plans to receive a degree from Prairie View A&M University must apply for graduation. Students are to apply by the published deadline available on the website for each graduation semester (fall, spring or summer). The application for graduation for any student submitted after the published deadline for that semester will be processed for graduation for the following semester.

To start the process, secure the application for graduation form from the Office of the Registrar's webpage at [www.pvamu.edu/registrar](http://www.pvamu.edu/registrar). Proceed to your academic department for appropriate approval/signatures. A fee is required as part of the application process and will be billed to the student at the time the approved application is submitted to the Office of the Registrar. Payment of the application fee is to be submitted to the Office of Treasury Services. Students who apply for graduation but who are not enrolled for the term in which they plan to graduate will be charged an absentia fee. Finally, students receiving financial aid must participate in the financial aid exit loan process and should visit the Office of Student Financial Aid for assistance.

Students who are indebted to the University will not be allowed to participate in the commencement exercises. The degree will be posted, if earned, but the transcript and diploma will be withheld until the debt is paid.

### **Commencement and the Conferring of Degrees**

Commencement exercises are scheduled in May, August and December of each year. Participation in the commencement exercises does not constitute the formal conferral of the degree. Formal conferring of degrees and awarding of diplomas take place after the final graduation audit review conducted by the academic dean and Office of the Registrar.

The University has the right to withhold a degree if academic, financial or disciplinary deficiencies arise before the degree is posted. The University may rescind a previously granted degree if it becomes aware of information leading to the determination that the degree(s) should never have been granted.

### **Graduate Thesis and Dissertation Committees**

The dean, school/college graduate program coordinator, department head, and the University graduate program director are responsible for approving the assignment of faculty to graduate committees. Members of the departmental faculty chair thesis and dissertation committees. It should be noted on all documents, including thesis and dissertation, when the graduate committee chair is not the thesis/research advisor.

### **Graduate Thesis, Dissertation or Project Report**

The graduate thesis, dissertation or project report must be signed by the thesis and dissertation committee members, school/college graduate program coordinator, department head, and dean; it must be prepared in a style and format that is prescribed by the specific degree program. Not later than two weeks prior to the last day of classes for the term or semester the student must submit a final draft of the thesis, dissertation or project report to the Graduate School for approval. If the manuscript meets the style and format criteria established by the faculty of a specific degree program, the student will be permitted to submit the document to the student's graduate advisory committee for approval and signature.

The bound copies of the signed thesis, dissertation or project report must be submitted to the Graduate School with the approval signatures of the thesis and dissertation committee members, school/college graduate coordinator, department head, and dean on or before the last day of classes for the Dean's approval and signature (the specific number of copies will be designated by the College or School). The Graduate School will be responsible for distributing the copies to the appropriate offices.

### **Oral Examination**

An oral examination is required of thesis and dissertation students. The oral examination is designed to test verbal and explanatory abilities of students as they explain and defend their research. The examining body is the student's Graduate Thesis/Dissertation Committee and may include other interested departmental faculty. The Graduate School may assign a member of the Graduate Council to attend or monitor an oral examination. The examination can be repeated only once.

### ***Probation and Dismissal***

All graduate students are required to maintain a 3.0 cumulative grade-point average. If a student's cumulative GPA falls below 3.0 during any semester of enrollment, the student will be placed on academic probation. In the next semester of enrollment, the student must raise his/her GPA to 3.0 or above or be dismissed from the Graduate School.

**Readmission after Academic Dismissal.** A graduate student may file a written appeal to the Dean of the College or School in which he/she was previously enrolled. An Appeals Committee in the College or School shall review the appeal and transmit a recommendation to the Dean of the College or School, who will make a recommendation to the Dean of the Graduate School. If a graduate student is re-admitted after dismissal, he/she must maintain a 3.0 GPA in each semester of enrollment or be dismissed again. Individual graduate programs may also impose additional cumulative GPA restrictions for their students.

### ***Change of Major/Program***

Under certain circumstances, it is possible for a student to change the graduate major/program. ONLY students who have a cumulative GPA of 3.0 or higher in all course work taken in post-baccalaureate standing at Prairie View A&M University are eligible to begin the process to change from one degree major/program to another. A complete application packet and application fee must be submitted to the Graduate School. The change must be completed during the regular registration period for a particular semester or term. (Note: A graduate student on academic probation cannot change major/program during this period; however, after the probation period he/she may reapply to the Graduate School through the accepting Graduate Advisor, Department Head, and Academic Dean). The application will be subject to the approval of the Graduate Dean.

### ***Withdrawals and Related Course Changes***

Course changes and withdrawals are accepted only as designated in the academic calendar. All such changes in registration require the approval of the student's advisor and/or dean. No change in registration is complete until filed with the Office of the Registrar for recording. A student who wishes to withdraw from a course other than an undergraduate pre-college developmental course (reading, writing, mathematics, study skills) but whose advisor, department head, or dean will not approve may appeal to the Provost and Senior Vice President for Academic Affairs.

*Limitations on Course Withdrawals:* Effective September 1, 2007, institutions of higher education may not permit a student to drop more than six courses, including any course dropped at another institution of higher education. For specific details and/or exceptions to this rule contact the Office of the Registrar or the Dean of the respective academic unit. (Enacted by the 80<sup>th</sup> Legislative Session of the State of Texas - SB 1231)

### **Administrative Withdrawal**

To be administratively withdrawn from the University is to be dismissed from the University. A student may be dismissed from the university for failure to make satisfactory academic progress, failure to pay legitimate debts on schedule or for inappropriate behavior that is detrimental to good order. Administrative withdrawal does not relieve the student of the responsibility for all debts, including tuition, fees, room and board, and other incidental charges for the full semester. Administrative withdrawal due to failure to meet financial obligations will result in the following:

- Transcripts being withheld
- Room and board privileges being lost
- Classroom admittance being denied

A student who has been dismissed for financial reasons can have privileges restored upon payment of all outstanding charges and a reinstatement fee.

### **Voluntary Withdrawal from a Course**

1. A student may withdraw from a course before the Change of Program Period ends without having the course recorded on his/her permanent record.
2. Withdrawal from a course will be allowed until two weeks after mid-term examinations period during the fall and spring semesters, and one week before the date of the final examination during a summer term. No Withdrawal from a course will be allowed after that point. Withdrawals must be approved by the advisor/department head/dean.
3. Upon official notification that a student has withdrawn, a grade of “W” will be assigned. The “W” will not be calculated in the GPA.
4. Withdrawals from courses may affect housing, graduation, financial aid, and membership in organizations or other opportunities.

### **Voluntary Withdrawal from the University**

Students seeking to withdraw from the University may seek advice and counsel from several sources: Registrar, Course Instructors, Department Head, or Dean. Whatever the initial contact, the student will be referred to a Transition Coordinator in the Division of Student and Enrollment Services, 315 Memorial Student Center. The Transition Coordinator is the official starting point for the withdrawal process.

A student may be required to meet with a transition coordinator who will assess the student’s rationale for withdrawal, and will, through referral, coordination, counseling, or other University resources, assist the student with remaining enrolled if possible.

A student who officially withdraws after the Change of Program period through the last class day will receive a grade of “WV” for all courses affected by the withdrawal.

### **Withdrawal of Students Ordered to Military Active Duty**

A student called to active duty after the summer semester of 1990 will have three options as follows:

1. Refund of the tuition and fees paid by the student for the semester in which the student is required to withdraw,
2. Grant the student a grade of “MW” in each of his or her academic courses and designate “withdrawn-military” on the students transcript, or
3. If an instructor determines that a student has satisfactorily completed a substantial portion of the course and demonstrated mastery of the material, then an appropriate final grade may be assigned.

In all cases, the student should provide a copy of the military order to the academic dean. The Dean will ensure that the Registrar has a copy of this order to keep in the permanent file. In those events where the student chooses the second option, the Dean will ensure that grades of "MW" are recorded for courses in which the student is enrolled. The instructor for each course will prepare the necessary documentation for removing the "MW" grade and forward the information to the department head for storage in the student's record in the college, or school. In addition, a copy of the documentation will be forwarded to the Registrar for storage in the student's permanent file. The time limit for the removal of a grade of "MW" for a student called to active military duty after the summer semester of 1990, shall be one calendar year from the official date of release from military active duty. Failure to enroll as a student during the one calendar year following release from military active duty will result in the grade of "MW" remaining permanently on the academic record.

### **Ordering Transcripts**

A transcript is the record of an individual's course work at the University. Before an official transcript can be released, all admission requirements, fiscal and financial aid obligations to the University must be met. Official transcripts may be requested in writing to Prairie View A&M University, P.O. Box 519, MS 1002, Prairie View, TX 77446-0519 or in person from the Office of the Registrar. There is no cost for transcripts.

Students attending Prairie View A&M University beginning Fall 1993 and later may request a transcript via the WEB on Panthertracks at <http://panthertracks.pvamu.edu/>. The student should follow the on-line instructions. Students with questions about how to log-on to Panthertracks should first review the Frequently Asked Questions page.

Students who attended Prairie View A&M University prior to the Fall 1993 must request a transcript in writing. The transcript request form and instructions can be accessed via the WEB at [www.pvamu.edu](http://www.pvamu.edu) by clicking on the link for the Registrar's Office. A written request should include the complete name of the student as recorded while attending the university, social security number, date of birth, first and last enrollment semesters, number of transcripts requesting and the address where the transcript(s) are to be mailed. All written transcript requests must have the student's signature; failure to sign the request will delay processing. Please allow 3-5 weekdays from the date the request was received, except during peak periods (10 weekdays) for processing.

A student must provide identification at the Office of the Registrar when requesting and picking up a copy of a transcript in person. Without the written consent of the student the University will not release a transcript except when directed by a court ordered subpoena.

**Change of Name**

At Prairie View A&M University, a currently enrolled student may request a change of name by presenting any 2 original documents as follows:

- a) driver's license or passport
- b) court order, divorce decree or marriage license

to the Office of the Registrar, Room 302 Memorial Student Center.

**Change of Social Security Number**

A request to change your social security number must be made by presenting your social security card along with an original photo id (i.e. driver's license, passport) to the Office of the Registrar, Room 302 Memorial Student Center.

**UNIVERSITY POLICY: ACADEMIC HONESTY**

Course credit, degrees, and certificates are to be earned by students and may not be obtained through acts of dishonesty. Students are prohibited from participation in acts of academic dishonesty including tampering with records or falsifying admissions or other information. Disciplinary action will be taken against any student who alone or with others engages in any act of academic fraud or deceit. The university's policy on academic dishonesty is stated below:

It is the responsibility of students and faculty members to maintain academic integrity at the university by refusing to participate in or tolerate academic dishonesty. Each instance of academic dishonesty should be reported to the department in which the student has declared a major so that it can become a part of the student's file; to the department head of the instructor of the course in which the alleged infraction occurred; and to the Office for Academic Affairs as deemed necessary.

***OFFENSES and DISCIPLINARY ACTIONS***

Offenses:

- Acquiring Information
- Providing Information
- Plagiarism and Dual Submissions
- Conspiracy
- Fabrication of Information
- Misrepresentations, alterations of documents, forgery, et cetera

Disciplinary Actions:

- Grade Penalty
- Letter of Reprimand
- Probation
- Suspension
- Dismissal
- Expulsion

Below are definitions of sanctions that can be enforced for breaches of the University Academic Dishonesty Policy:

**1. Probation** - In addition to the penalty for the first offense, a student on academic conduct probation is subject to the following restrictions:

- a) Ineligibility to hold an office in any student organization recognized by the university or to hold any elected or appointed office of the university.
- b) Ineligibility to represent the university outside the university community in any way, including representing the university at any official functions, intercollegiate athletics, or any other form of intercollegiate competition or representation.
- c) Ineligibility to receive university-administered financial aid, such as scholarships.

**2. Suspension** - Separation of the student from the university for no less than one regular semester. The student is not guaranteed readmission at the end of such period of time, but is guaranteed a review of the case and the student's entire record by the student's dean.

**3. Dismissal** - Separation of the student from the university for an indefinite period of time. Readmission to the university may be possible at some time, but no specific time for a decision is established. The student is not automatically eligible for readmission.

**4. Expulsion** - Separation of the student from the university whereby the student is not eligible for readmission to the university.

Following the review, the dean's decision regarding eligibility for readmission will be communicated in writing to the student who has the right to appeal that decision to the University Academic Dishonesty Disciplinary Committee.

The standard of review to be used in all proceedings under this section shall be fundamental fairness. Strict rules of evidence and procedures are not required so long as the proceedings are conducted in such a manner as to allow both sides to fairly and fully explain the circumstances. Decisions regarding admissibility of evidence and the weight to be given to same shall be made by the party who is conducting the hearing.

#### ***OFFENSES and APPROPRIATE DISCIPLINARY ACTIONS***

Commission of any of the following acts shall constitute academic dishonesty. This listing is not exclusive of any other acts that may reasonably be determined to constitute academic dishonesty. The penalty for an offense, whether first or later, will generally range from a letter of reprimand to expulsion, depending upon the severity of the offense. If an offense leads to course credit or the acquisition of a degree or certificate and it is revealed after following appropriate procedures that the offense was indeed committed, the university has the right to rescind course credit, degrees, and/or certificates awarded.

**Offense: Acquiring information**

- 1) Acquiring answers for an assigned work or examination from unauthorized source.
- 2) Working with another person or persons on an assignment or examination when not specifically permitted by the instructor.
- 3) Copying the work of other students during an examination.

**Offense: Providing information**

- 1) Providing answers for an assigned work or examination when not specifically authorized to do so.
- 2) Informing a person of the contents of an examination prior to the time the examination is given.

**Offense: Plagiarism and Dual Submissions**

- 1) Failing to credit sources used in a work or product in an attempt to pass off the work as one's own.
- 2) Attempting to receive credit for work performed by another, including papers obtained in whole or in part from individuals or other sources.
- 3) Attempting to receive credit in one or more classes for the same paper or project without written approval of instructors involved.

**Offense: Conspiracy**

Agreeing with one or more persons to commit an act of scholastic dishonesty.

**Offense: Acquisition of examinations, answers to examinations or assignments.**

**Offense: Fabrication of Information**

- 1) The falsification of the results obtained from a research or laboratory experiment.
- 2) The written or oral presentation of results of research or laboratory experiments without the research or laboratory experiments having been performed.

**Offense: Misrepresentations, alterations of documents and forgery**

- 1) Taking an examination for another person or allowing someone to take an examination for you.
- 2) Signing an attendance sheet for another student or committing similar acts of impersonation.
- 3) The changing of admissions data, test results, transcripts, grade reports, or other documents.

***PROCEDURES in ACADEMIC DISHONESTY CASES\****

1. The instructor of record shall be the instructor of the course in which the claim of academic dishonesty is being made or the appropriate committee chair for a graduate student taking examinations required by the department or college.
2. At the point of discovery, the instructor shall:
  - a) inform the student of the alleged academic dishonesty and explain the sanction(s);
  - b) hear the student's explanation of circumstances and judge the student to be guilty or not guilty of academic dishonesty;



c) if he/she judges him/her to be guilty, he/she will make a written report to the head of the department offering the course, with a copy to the student, the department head for the program in which the student has declared a major and the Office of Academic Affairs, outlining the incident and including a recommendation of disciplinary action(s) to be imposed; and

d) inform the student, in writing, of his/her right to appeal to the head of the department offering the course regarding either the question of guilt or the sanction(s) and explain the procedures the department head will follow if his/her decision is appealed to that level.

3. The instructor's recommendation may be dismissed, reduced, upheld or increased by the department head. Prior to reaching a final decision regarding any sanction to be imposed, the department head shall check the student's record in the Office of Student and Enrollment Services and/or the department in which the student has a declared major to determine the appropriate disciplinary action for a person with his/her previous offenses.

**\*NOTE:** Where there is no department, responsibility assigned to department head will go to the dean of the college.

4. If the student chooses not to appeal and the department head concurs with the instructor's recommendation, the department head will implement the sanction.

A copy of the report is forwarded to the dean of the college in which the alleged offense occurred and the dean of the college in which the student has declared a major.

5. If the department head proposes to change the instructor's recommendation, the department head shall conduct a hearing. The student and the instructor shall be allowed to present witnesses and provide evidence relating to the charges. The recommendations resulting from this hearing shall be forwarded in writing to the dean of the college offering the course and to the student. The student may appeal to the dean.

6. If the student chooses not to appeal the recommendation of the department head, the dean of the college offering the course will implement the sanction.

7. Should the student appeal to the dean, an appeal at this level may be based on written summaries only. However, should the dean choose to hear witnesses or hold an informal hearing, it should be done within five working days of receipt of the recommendation from the department head. Within five working days of the hearing, if one is to be held, or five working days of receipt of the recommendation, if there is to be no hearing, the dean shall review the charges and render a written notification.

8. A student who wishes to appeal the decision of the dean, in whole or in part, shall appeal to the University Academic Dishonesty Disciplinary Committee which will be appointed by the Provost and Senior Vice President for Academic and Student Affairs. The Committee is to be comprised of one-third faculty, one-third Student and Enrollment Services professional staff and one-third students.

9. Once a charge of academic dishonesty has been finally resolved, notice of the same shall be provided in writing to the student, the instructor, the head of the department offering the course, the dean of the college offering the course, the head of the department in which the student has declared a major, the dean of the college in which the student has declared a major and the Office for Academic and Student Affairs.

10. Following a first offense, the student must be given a copy of the University Academic Dishonesty Policy by the department head of the college in which the offense occurred and the said policy should be discussed with the student.

***Student Rights and Responsibilities in Academic Dishonesty Cases***

Students have the right to accept the decision of the instructor for a particular offense. This does not preclude review of records for past offenses and imposition of penalty for accumulated violations. Students shall be afforded the following rights in the hearing conducted by the department head. The dean's appeal shall not be considered a hearing covered by these regulations:

1. Right to a written notice of the charges at least three working days before the hearing may proceed.
2. Right to waive the three-day notice of charges.
3. Right to reasonable access to the case file.
4. Right to review all evidence and question any witness against the student.
5. Right to present evidence and/or witnesses in his/her own behalf.
6. Right to have an observer present during the hearing. The observer cannot be a witness in the hearing or represent the student in the hearing.
7. Right to appeal the disciplinary recommendation to the dean of the college offering the course and, finally, to the University Academic Dishonesty Disciplinary Committee.

If student wishes to have an attorney present at a hearing before the department head or dean, the department head or dean will be afforded the same opportunity to have equal representation present.

If the student wishes to appeal a recommendation made by the instructor, department head or dean, he/she must provide written notice to the proper level within five working days of receiving notice of the recommendation. Only in unusual circumstances may this deadline be extended by the entity conducting the hearing.

**Further Notes Related to Disciplinary Action in  
Academic Dishonesty Cases**

Offenses punishable by probation, suspension, dismissal, expulsion or other penalties must be reported in writing to the University Academic Dishonesty Disciplinary Committee within three working days of the decision even if the student waives his/her right to an appeal.

**GRADATE DEGREE PROGRAMS**

COLLEGE	MAJOR	DEGREE OFFERED	CONTACT INFORMATION
<b>Agriculture and Human Sciences</b>	<b>Agriculture</b> with a concentration in: Agricultural Economics, Animal Science, Soil Science	MS	Dr. Richard Griffin, Coordinator 936-261-5019 <a href="mailto:rwgriffin@pvamu.edu">rwgriffin@pvamu.edu</a>
	<b>Human Sciences</b> with a concentration in: Marriage and Family Studies, Family and Consumer Studies, Interdisciplinary Studies in Human Sciences	MS	
<b>School of Architecture</b>	<b>Architecture</b>	MARC	Dr. Bruce Bockhorn, Coordinator 936-261-9805 <a href="mailto:bfbockhorn@pvamu.edu">bfbockhorn@pvamu.edu</a>
	<b>Community Development</b>	MCD	Dr. Rick Baldwin, Coordinator 936-261-9816 <a href="mailto:ribaldwin@pvamu.edu">ribaldwin@pvamu.edu</a>
<b>Arts &amp; Sciences</b>	<b>Biology</b> with a concentration in Environmental Toxicology	MS	Dr. Harriette Block, Head 936-261-3160 <a href="mailto:hblock@pvamu.edu">hblock@pvamu.edu</a> Dr. Seab Smith, Coordinator 936-261-3169 <a href="mailto:sasmith@pvamu.edu">sasmith@pvamu.edu</a>
	<b>Chemistry</b>	MS	Dr. Aderemi Oki, Head 936-261-3105 <a href="mailto:aroki@pvamu.edu">aroki@pvamu.edu</a>
	<b>English</b>	MA	Dr. Dejun Liu, Head 936-261-3731 <a href="mailto:deliu@pvamu.edu">deliu@pvamu.edu</a> Dr. Diljit Chatha, Coordinator 936-261-3715 <a href="mailto:dkchatha@pvamu.edu">dkchatha@pvamu.edu</a>
	<b>Mathematics</b>	MS	Dr. Aliakbar Haghighi, Head 936-261-1975 <a href="mailto:amhaghighi@pvamu.edu">amhaghighi@pvamu.edu</a>
	<b>Sociology</b>	MA	Dr. Walle Engedayehu, Head 936-261-3200 <a href="mailto:waengedayehu@pvamu.edu">waengedayehu@pvamu.edu</a> Dr. Sarah Williams, Coordinator 936-261-3221 <a href="mailto:sbwilliams@pvamu.edu">sbwilliams@pvamu.edu</a>
<b>Business</b>	<b>General Business Administration Accounting</b>	MBA MSA	Dr. John Dyck, Coordinator 936-261-9217 <a href="mailto:jwdyck@pvamu.edu">jwdyck@pvamu.edu</a> (ARCH-202)

COLLEGE	MAJOR	DEGREE OFFERED	CONTACT INFORMATION
<b>Education</b>	<b>Curriculum &amp; Instruction</b> with a concentration in: Agriculture Education, Educational Media & Technology, Elementary Education (Early Childhood Education), English Education, Home Economics, Education, Industrial Education, Mathematics Education, Music Education, Reading Education, Science Education <b>Special Education</b>	MEd  MSEd	Dr. Douglas Butler, Interim Head 936-261-3410 <a href="mailto:dmbutler@pvamu.edu">dmbutler@pvamu.edu</a>
	<b>Counseling</b> <b>Educational Administration</b> <b>Educational Administration/Supervision</b> <b>Educational Leadership</b>	MA MEd/MSEd MEd/MSEd  PhD	Dr. Pamela Barber-Freeman, Interim Head 936-261-3644 <a href="mailto:ptfreeman@pvamu.edu">ptfreeman@pvamu.edu</a> Dr. Douglas Hermond, Coordinator 936-261-3648 <a href="mailto:dshermond@pvamu.edu">dshermond@pvamu.edu</a>
	<b>Health &amp; Physical Education</b>	MEd/MSEd	Dr. Kay Wilson, Head 936-261-3900 <a href="mailto:mkwashington@pvamu.edu">mkwashington@pvamu.edu</a>
<b>Engineering</b>	<b>Computer Information Systems</b> <b>Computer Science</b>	MS MS	Dr. Akhtar Lodgher, Head 936-261-9871 <a href="mailto:aklodgher@pvamu.edu">aklodgher@pvamu.edu</a>
	<b>Electrical Engineering</b> <b>Engineering</b> with a concentration in: Chemical Engineering, Civil Engineering, Environmental Engineering, Mechanical Engineering <b>Electrical Engineering</b>	MSEE MSENG  PhD	Dr. John Attia, Head 936-261-9916 <a href="mailto:joattia@pvamu.edu">joattia@pvamu.edu</a>
<b>Juvenile Justice &amp; Psychology</b>	<b>Juvenile Justice</b> <b>Juvenile Justice</b>	MSJJ PhD	Dr. Myrna Cintron, Head 936-261-5234 <a href="mailto:mycintron@pvamu.edu">mycintron@pvamu.edu</a>
	<b>Juvenile Forensic Psychology</b> <b>Clinical Adolescent Psychology</b>	MSJFP PhD	Dr. Bonnie Walker, Head 936-261-5213 <a href="mailto:bjwalker@pvamu.edu">bjwalker@pvamu.edu</a>
<b>Nursing</b>	<b>Nursing</b> with a concentration in: Family Nurse Practitioner, Nursing Administration, Nursing Education	MSN	Dr. Jennifer Goodman, Coordinator 713-797-7007 <a href="mailto:jjgoodman@pvamu.edu">jjgoodman@pvamu.edu</a>

## **Academic Programs**

### **College of Agriculture and Human Sciences**

#### **ADMINISTRATIVE OFFICER**

Freddie L. Richards, *Interim Dean, Agriculture and Human Resources*

#### **ADMINISTRATIVE STAFF**

Richard W. Griffin, *Department Head, Agronomy/Soil Science*

Alfred L. Parks, *Director, Cooperative Agricultural Research Center/Agricultural Economics*

Freddie L. Richards, *Interim Administrator, Cooperative Extension Program, Director, Institute for International Agribusiness Studies/Agriculture and Human Resources*

Linda Williams-Willis, *Administrator, Cooperative Extension Program/Family and Community Services*

#### **PURPOSE AND GOALS**

The College of Agriculture and Human Sciences shall serve to reinforce and strengthen the land grant mission of the University by implementing programs in the agricultural, food, human and natural resource sciences that 1) highlight learning, discovery and engagement; 2) focus on matters related to the interactive roles of individuals, families and communities within social, economic, environmental, and global systems; and 3) anchor these actions on sound public policy, the best available science, and efficient management.

Specifically, the programs in the College shall provide:

1. Instructional activities in Agriculture, Dietetics, and in Human Sciences which provide learning opportunities that prepare students to respond effectively to complex social issues relating to the food, agricultural, human and natural resource sciences through the use of innovative strategies in the delivery of classroom, laboratory, and experiential learning activities that prepare graduates for discovery and engagement in a diverse and global labor force and for advanced study in graduate and/or professional schools. These activities are conducted within the structure of the Department of Agriculture, Nutrition and Human Ecology.
2. Research activities to conduct basic and applied research in the agricultural, food, human and natural resource sciences that generate scientific information and technological developments that respond to the needs of stakeholders. These activities are conducted primarily within the structure of the Cooperative Agricultural Research Center.

3. Extension activities to deliver research based information and informal educational opportunities focused on identified issues and needs of Texans of diverse ethnic and socioeconomic backgrounds giving emphasis to individuals that are historically unserved and underserved. These activities are conducted primarily within the structure of the Cooperative Extension Program.
4. International activities that establish sustainable linkages and collaborative relationships of mutual interest with global partners and sponsors to develop human capital and natural and institutional resources through implementation of the land grant mission functions of teaching/learning, research/discovery, and service/engagement in the agricultural, food, human and natural resource sciences. These activities are conducted primarily within the structure of the Institute for International Agribusiness Studies.

The graduate programs emphasize the preparation of students for teaching, research and public service in colleges and universities, in social and public service agencies, and/or in managerial positions in business, industry or government. The curriculum offers opportunities for students to tailor the program to meet individual needs and prepares graduates to work with clientele in a professional capacity as agents of change. The specific goals of the program provide opportunities for enhanced professional competency development and the development of an academic and stylistic model for additional graduate study in a variety of academic specialties.

#### **INSTRUCTIONAL ORGANIZATION**

The College of Agriculture and Human Sciences offers the following graduate degree programs:

<b>Programs</b>	<b>Degrees Offered</b>
<b><i>Agriculture</i></b>	
<b>Areas</b>	
Agricultural Economics	M.S., Agricultural Economics
Animal Science	M.S., Animal Science
Soil Science	M.S., Soil Science
<b><i>Human Sciences</i></b>	M.S., Human Sciences
<b>Options</b>	
Marriage and Family Studies	
Family and Consumer Studies	
Interdisciplinary Studies in Human Sciences	

The Agriculture Program includes degrees offered in the following areas: 1) Agricultural Economics; 2) Animal Science; and 3) Soil Science. The Agriculture Program provides graduate support courses for the specialization in Agriculture Education in the College of Education. Graduate course work in Agriculture may also be applied to a masters' degree program in Human Sciences and related disciplines. Students seeking this option should apply for admission to the respective Department and consult with an Advisor.

The Human Sciences Program includes degree options in Marriage and Family Studies with a focus on preparation of the graduate for licensure application in Marriage and Family Therapy. The Family and Consumer Studies and Interdisciplinary Studies options help to prepare the graduate for teaching Family and Consumer Sciences. Consult an Advisor for identification of additional requirements.

Graduate courses offered by the Department may be utilized to support graduate majors in Counseling, Sociology, Psychology, Criminal Justice, Education and related disciplines. Students seeking specialization in these areas should consult the Advisor in the major field of study for appropriate application of coursework.

### **ADMISSION REQUIREMENTS**

Students desiring to major in graduate programs in the College of Agriculture and Human Sciences must:

1. Present undergraduate subject matter credits consistent with or closely aligned with the academic specialties offered from an accredited college of university.
2. Submit a biographical sketch and professional statement of intent for professional practice.
3. Meet all requirements as outlined by the graduate school for a degree status student or the minimum criteria for provisional graduate status. Provisional status must be removed within the first twelve months of initial enrollment.

## **Department of Agriculture, Nutrition and Human Ecology**

### **ADMINISTRATIVE OFFICER**

Richard W. Griffin, *Department Head, Agronomy/Soil Science*

### **ADMINISTRATIVE STAFF**

Eustace A. Duffus, *Undergraduate Coordinator, Family and Community Services*

Sharon L. McWhinney, *Coordinator, Dietetics Internship*

Richard McWhorter, *Graduate Coordinator, Human Sciences*

Victor G. Stanley, *Coordinator, Agriculture*

Faye W. Walker, *Undergraduate Coordinator, Human and Food Nutrition*

### **FACULTY**

TeneInger Abrom-Johnson, *Family and Community Services*

Minnie Cyrus, *Family and Community Services*

Barbara Dixon, *Human Nutrition and Food*

Eustace A. Duffus, *Child and Family Studies*

Grace Goodie, *Child and Family Studies*

Richard W. Griffin, *Agronomy/Soil Science*

Annette A. James, *Agronomy*

Barbara M. Johnson, *Animal Science*

Wash A. Jones, *Agriculture/Agriculture and Human Resources*

Sharon L. McWhinney, *Human Nutrition and Food*

Velva McWhinney, *Human Nutrition and Food*

Richard McWhorter, *Human Sciences*

Alfred L. Parks, *Agricultural Economics*

Freddie L. Richards, *Agriculture and Human Resources*

Eric Risch, *Agricultural Engineering*

Victor G. Stanley, *Animal Science*

Faye M. Walker, *Human Nutrition and Food*

Lindsey Weatherspoon, *Animal Science*

Selamawit Woldesenbet, *Animal Science*



**MASTER OF SCIENCE IN AGRICULTURAL ECONOMICS PROGRAM REQUIREMENTS**

<b>Common Core</b> .....	<b>9 SCH</b>
AGHR 5353 Technological Change	
AGHR 5373 Seminar	
AGRO 5713 Biostatistics	
<b>Degree Concentration</b> .....	<b>18 SCH</b>
AGEC 5213 Land Use and Resource Management	
AGEC 5223 Farm and Ranch Management	
AGEC 5233 Price Analysis	
AGEC 5243 Agricultural Policy	
AGEC 5253 Marketing of Farm Products	
AGEC 5283 Agricultural Finance	
<b>Support Area Requirements</b> .....	<b>3 SCH</b>
ECON 5003 Concepts of Economic Analysis or MRKT 5003 Concepts of Marketing	
<b>Research/Resource</b> .....	<b>6 SCH</b>
Select from:	
AGRO 5783 Application of Biostatistics.....	3 SCH
AGEC 5263 Research Methods or HUSC 5343 Research Problems.....	3 SCH
AGHR 5303 Research or HUSC 5693 Thesis .....	3 SCH
<b>Total Degree Requirements</b> .....	<b>36 SCH</b>

**MASTER OF SCIENCE IN ANIMAL SCIENCE PROGRAM REQUIREMENTS**

<b>Common Core</b> .....	<b>9 SCH</b>
AGHR 5353 Technological Change	
AGHR 5373 Seminar	
AGRO 5713 Biostatistics	
<b>Degree Concentration</b> .....	<b>18 SCH</b>
ANSC 5513 Physiology of Reproduction	
ANSC 5533 Non-Ruminant Nutrition	
ANSC 5543 Ruminant Nutrition	
ANSC 5553 Dairy Goat Production and Management	
ANSC 5563 Animal Health and Diseases	
ANSC 5573 Beef Cattle Production and Management	
<b>Support Area Requirements</b> .....	<b>3 SCH</b>
CHEM 5534 General Biochemistry or BIOL 5094 General Microbiology or BIOL 5183 Experimental Genetics	

<b>Research/Resource</b> .....	<b>6 SCH</b>
AGRO 5783 Application of Biostatistics	
AGEC 5263 Research Methods or HUSC 5343 Research Problems	
AGHR 5303 Research or HUSC 5693 Thesis	

**Total Degree Requirements** .....**36 SCH**

**MASTER OF SCIENCE IN SOIL SCIENCE PROGRAM REQUIREMENTS**

<b>Common Core</b> .....	<b>9 SCH</b>
AGHR 5353 Technological Change	
AGHR 5373 Seminar	
AGRO 5713 Biostatistics	

<b>Degree Concentration</b> .....	<b>18 SCH</b>
Select from:	
AGRO 5613 Environmental Microbiology.....	3 SCH
AGRO 5653 Soil Chemistry .....	3 SCH
AGRO 5663 Principles of Environmental Science and Management .....	3 SCH
AGRO 5723 Soil-Plant Relations .....	3 SCH
AGRO 5733 Agricultural Chemicals and Water Quality.....	3 SCH
AGRO 5743 Land Disposal of Wastes .....	3 SCH
AGRO 5753 Soils, Ecology and Land Uses .....	3 SCH
AGRO 5793 Problems and Issues in Environmental Science.....	3 SCH

<b>Support Area Requirements</b> .....	<b>3 SCH</b>
BIOL 5094 General Microbiology or ARCH 5243 Urban Planning	

<b>Research/Resource</b> .....	<b>6 SCH</b>
Select from:	
AGRO 5783 Application of Biostatistics .....	3 SCH
AGEC 5263 Research Methods or HUSC 5343 Research Problem .....	3 SCH
AGHR 5303 Research or HUSC 5693 Thesis .....	3 SCH

**Total Degree Requirements** .....**36 SCH**

**MASTER OF SCIENCE IN HUMAN SCIENCES DEGREE  
PROGRAM REQUIREMENTS**

<b>Core</b> .....	<b>12 SCH</b>
HUSC 5313 Family Economics and Resource Management	
HUSC 5393 Family Communication	
HUSC 5543 Theories of Child Development	
HUSC 5553 Human Development	
<b>Concentration</b> .....	<b>15 SCH</b>
Select from:	
HUSC 5333 Introduction to Clinical Hypnosis .....	3 SCH
HUSC 5373 Sex Therapy .....	3 SCH
HUSC 5383 Child and Adolescent Therapy .....	3 SCH
HUSC 5513 Families as Consumers.....	3 SCH
HUSC 5523 Marriage and Family Therapy .....	3 SCH
HUSC 5533 Family Theory and Issues.....	3 SCH
HUSC 5573 Theories of Personality .....	3 SCH
HUSC 5583 Mental Health and Psychopathology .....	3 SCH
HUSC 5683 Family Ethics and Issues .....	3 SCH
HUSC 5713 Group Therapy .....	3 SCH
HUSC 5723 Family Financial and Counseling .....	3 SCH
HUSC 5743 Addiction and Family Intervention .....	3 SCH
HUSC 5753 Individual and Clinical Psychotherapy .....	3 SCH
HUSC 5763 Nutrition and Wellness.....	3 SCH
<b>Support Area Requirements</b> .....	<b>3 SCH</b>
Support area course requirements may be selected from related course work in Psychology, Agriculture, Counseling and Sociology or other closely allied disciplines. Advisor pre-approval is required.	
<b>Research</b> .....	<b>3 SCH</b>
HUSC 5343 Research Problems or AGECE 5263 Research Methods	
<b>Resource</b> .....	<b>3-6 SCH</b>
AGRO 5713 Biostatistics, or HUSC 5693 Thesis, or AGRO 5783 Application of Biostatistics, or a student may take 6 semester credit hours of Post-Baccalaureate Field Placement. The field placement site must be pre-approved by the Advisor and all activities must be supervised by a graduate faculty member in the Program. No more than 6 semester credit hours of Field Placement may be counted toward the degree.	
<b>Total Degree Requirements</b> .....	<b>36-39 SCH</b>

**POST-BACCALAUREATE PROGRAM IN DIETETICS REQUIREMENTS**

Post-Baccalaureate Program in Dietetics is offered for individuals accepted for matriculation in the Dietetic Internship. The following courses are required as components of the program:

HUSC 5326 Advanced Practice in Dietetics I  
HUSC 5336 Advanced Practice in Dietetics II  
HUSC 5353 Dietetic Seminar I  
HUSC 5363 Dietetic Seminar II

The Dietetic Internship Program at Prairie View A&M University is accredited by the Commission on Accreditation for Dietetics Education (CADE) of the American Dietetic Association (ADA). The address and phone number of CADE are 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6695, 1-800-877-1600 Ext. 5400. Website <http://www.eatright.org>.

## **School of Architecture**

### **ADMINISTRATIVE OFFICER**

Ikhlas Sabouni, *Dean & Director, Architecture*

### **ADMINISTRATIVE DIRECTORS**

Rick Baldwin, *Director, Community Development*

Bruce Bockhorn, *Director, Construction Science*

Clarence Talley, *Director, Art*

### **CENTERS**

Barry Norwood, *Director, Community Urban and Rural Enhancement Service*

Akel Kahera, *Director, Texas Institute for the Preservation of History and Culture*

### **FACULTY**

Sulafa Abou-Samra, *Community Development*

Amr Bagneid, *Architecture*

Dan Bankhead, *Architecture*

Rick Baldwin, *Community Development*

William Batson, *Architecture*

Bruce Bockhorn, *Architecture & Construction Science*

Jeffrey Bolander, *Architecture*

Fred Bragg, *Art*

Marshall Brown, *Architecture*

Ijeoma Victoria Ehieze, *Community Development*

Rudy Eguia, *Construction Science*

Alfred Henson, *Community Development*

Daniel Hernandez, *Community Development*

Ann Johnson, *Art*

Akel Kahera, *Architecture & Community Development*

Wesley Lloyd, *Construction Science*

Brad McCorkle, *Architecture*

Ben McMillan, *Architecture*

**FACULTY (continued)**

Tracey Moore, *Art*  
Barry Norwood, *Architecture*  
Anne McGowan, *Construction Science*  
John Okello, *Architecture*  
Hilal Ozcan, *Architecture*  
Camilo Parra, *Architecture*  
Arsenio Rodrigues, *Architecture*  
Courtney Johnson Rose, *Community Development*  
Ikhlas Sabouni, *Architecture & Community Development*  
Yunsik Song, *Architecture*  
Jeffery Taebel, *Community Development*  
Robert Welch, *Architecture*  
Peter Wood, *Architecture*

**MISSION**

The School of Architecture combines teaching, research and service to proactively develop the discipline of creative and innovative problem solving to address the needs of our society.

**VISION**

Graduates of the School of Architecture will participate in the contemporary milieu, encourage, anticipate and respond to changes in the local, national and international communities.

The programs in the School of Architecture (Architecture, Construction Science and Community Development) are dedicated to accomplishing their mission through excellence in teaching, research and service by preparing graduates for leadership roles in rebuilding America's cities and improving the quality of the built environment. By offering a diverse curriculum led by an accomplished faculty in a comprehensive studio and classroom environment, the School of Architecture programs will educate students for significant roles as practitioners, developers and leaders in architecture, construction, community planning and community development. Students in the programs of the school will be challenged to develop their abilities in problem solving, creative thinking and informed decision making as a focus of their professional education. They will accomplish this in a nurturing and student centered environment that fosters personal development and professional excellence.

The location of the School of Architecture near the City of Houston offers an opportunity for students to enrich their learning experience through access to the greater architectural and construction community of the region and to many employment opportunities in the field.

## **CENTERS**

Within the School of Architecture, the Texas Institute for the Preservation of History and Culture and the Community Urban and Rural Enhancement Service Center serve as the research and service arms in the Community. Both centers serve to educate and involve the students and faculty in the School and the University with projects and activities related to the historic fabric and urban settings of the community.

### **COMMUNITY URBAN AND RURAL ENHANCEMENT SERVICE CENTER (CURES)**

CURES center's key focus is to work with inner city neighborhoods and rural communities across the state of Texas to identify their needs pertaining to the built environment and to help them shape their communities. Through collaboration within the School of Architecture programs, CURES Center is prepared to help community-based organizations develop visions and plans for many types of places and open spaces using green building concepts. Faculty and students involved in the center apply their education and training in architecture, construction and development to promote innovation in community planning and re-adaptive use of exciting and historic structures. The Center is also involved in many of the university's wide service learning activities that involve students of all disciplines with the enhancement of communities in our state and across our country.

### **THE TEXAS INSTITUTE FOR THE PRESERVATION OF HISTORY AND CULTURE (TIPHC/[www.tiphc.org](http://www.tiphc.org))**

Serving as a research center for the University and the School of Architecture, The Institute Integrates multiple disciplines and a wide range of knowledge, e.g., oral history, historic preservation; comprehensive documentation reflecting the historical influence of large scale on small scale communities in Texas. The institute also views indigenous culture, architecture and community development as potentially symbiotic; it moves beyond the tripartite disciplines to a search for ways to educate the community and to actively regenerate human understanding.

## **INSTRUCTIONAL ORGANIZATION**

The School of Architecture offers the following graduate degree programs:

<b>Program</b>	<b>Degree Offered</b>
<i>Architecture</i>	Master of Architecture
<i>Community Development</i>	Master of Community Development

## **MASTER OF ARCHITECTURE**

The Master of Architecture, a professional degree program prepares students for roles in the profession of architecture by building on the content of the pre-professional degree through intensive and focused advanced studies in architecture practice and design. A major objective of this program is preparing its graduates to the professional program obtain their professional architecture registration. The degree program consists of an undergraduate curriculum of 132 credit hours plus a graduate curriculum of 36 credit hours and is the accredited program at Prairie View A&M University.

## **ADMISSION REQUIREMENTS**

All students admitted to the Master of Architecture program must meet the admission requirements of the Graduate School of Prairie View A&M University. In addition, for students matriculating from a four-year, pre-professional program (for example, Program B of the Prairie View A&M University Bachelor of Science in Architecture degree) or entering the program with a bachelors degree in some field other than architecture, the School of Architecture will require submission of a design portfolio for review.

## **ACCREDITATION**

The Master of Architecture degree is accredited by the National Architectural Accrediting Board (NAAB). “The NAAB provides the following mandatory accreditation statement.”

“In the United States, most registration boards require a degree from an accredited professional degree program as a prerequisite for licensure. The National Architectural Accrediting Board (NAAB), which is the sole agency authorized to accredit U.S. professional degree programs in architecture, recognizes three types of degrees: the Bachelor of Architecture, the Master of Architecture, and the Doctor of Architecture. A program may be granted a 6-year, 3-year, or 2-year term of accreditation, depending on the extent of its degree of conformance with established educational standards.



Master's degree programs may consist of a preprofessional undergraduate degree and a professional graduate degree that, when earned sequentially, constitute an accredited professional education. However, the preprofessional degree is not, by itself, recognized as an accredited degree." (NAAB 2005)

**PROFESSIONAL DEGREE PROGRAM REQUIREMENTS**

The degree requires a minimum of 36 semester credit hours. The core of the program consists of 30 credit hours of courses required of all students. A list of pre-approved core courses is provided below. Students may select the remaining six credit hours from the architecture or community development level courses. Alternative courses may be selected from offerings of other degree programs on campus with departmental approval.

<b>Required graduate-level courses</b> .....	<b>30 SCH</b>
ARCH 5506 Internship	
ARCH 5513 Research Seminar	
ARCH 5566 Architecture Design IX	
ARCH 5579 Comprehensive Project Studio	
ARCH 5593 Professional Practice	
ARCH 5483 Structure Systems III	
<b>Elective courses from Architecture, Community Development or Others</b> ....	<b>6 SCH</b>
Examples to select from, but not limited to are:	
ARCH 5423 Urban Planning .....	3 SCH
ARCH 5523 Historic Preservation and Adaptive Reuse.....	3 SCH
ARCH 5973 Special Topics.....	3 SCH
CODE 5213 Negotiation.....	3 SCH
CODE 5323 Real Estate.....	3 SCH
CODE 5313 Community Management Leadership . . . . .	3 SCH
<b>Total Degree Requirements</b> .....	<b>36 SCH</b>

**SUGGESTED DEGREE PROGRAM SEQUENCES**

**PROGRAM I:** For students matriculating from Program A – the Professional Track of the Prairie View A&M University Architecture Program. This option will offer the coursework necessary to complete the accredited professional degree in architecture.

**FIRST YEAR**

<i>Summer</i>		<i>Hours</i>		
ARCH 5506	Internship	6		
<i>Total</i>		6		
<i>Fall Semester</i>		<i>Hours</i>	<i>Spring Semester</i>	<i>Hours</i>
ARCH 5556	Architecture Design IX	6	ARCH 5579 Comprehensive Project Studio	9
ARCH 5513	Research Seminar	3	ARCH 5483 Structural Systems III	3
ARCH 5593	Professional Practice	3	Elective	3
	Elective	3		
<i>Total</i>		15	<i>Total</i>	15

**PROGRAM II:** For students matriculating from a four-year, pre-professional program (for example the Program B option in the Prairie View A&M University Bachelor of Science in Architecture Degree). This option will require between 36 and 63 semester credit hours of study depending on the extent and level of the preparation of the applicant.

**FIRST YEAR**

<i>Fall Semester</i>		<i>Hours</i>	<i>Spring Semester</i>	<i>Hours</i>
ARCH 4456	Architecture Design VII	6	ARCH 4476 Architecture Design VIII	6
ARCH 3453	Environmental Systems I	3	ARCH 3463 Environmental Systems II	3
ARCH 4443	CAD Documents and Codes	3	ARCH 5483 Structural Systems III	3
	Graduate Elective	3		
<i>Total</i>		15	<i>Total</i>	12

<i>Summer</i>		<i>Hours</i>
ARCH 5506	Internship	6
<i>Total</i>		6

**SECOND YEAR**

<i>Fall Semester</i>		<i>Hours</i>	<i>Spring Semester</i>	<i>Hours</i>
ARCH 5556	Architecture Design IX	6	ARCH 5579 Comprehensive Project Studio	9
ARCH 5513	Research Seminar	3	ARCH Elective	3
ARCH 5593	Professional Practice	3	Elective	3
	Elective	3		
<i>Total</i>		15	<i>Total</i>	15

**PROGRAM III:** For students entering the program with a bachelors degree in some field other than architecture. This option will require a minimum of 112 semester credit hours of study involving a combination of undergraduate and graduate study.

**FIRST YEAR**

<i>Summer</i>	<i>Hours</i>
ARCH 2006 Intensive Architecture Design I	6
ARCH 2016 Intensive Architecture Design II	6
<i>Total</i>	<i>12</i>

<i>Fall Semester</i>	<i>Hours</i>	<i>Spring Semester</i>	<i>Hours</i>
ARCH 3256 Architecture Design V	6	ARCH 3266 Architecture Design VI	6
ARCH 2233 History and Theory of Architecture I	3	ARCH 2243 History and Theory of Architecture II	3
ARCH 3293 Structural Systems I	4	ARCH 4433 Structural Systems II	3
ARCH 2273 Materials and Methods I	3	ARCH 3283 Materials and Methods II	3
ARCH 1273 Intro. to Multimedia Computing	3	ARCH 2223 Computer Aided Design	3
<i>Total</i>	<i>19</i>	<i>Total</i>	<i>18</i>

**SECOND YEAR**

<i>Fall Semester</i>	<i>Hours</i>	<i>Spring Semester</i>	<i>Hours</i>
ARCH 4456 Architecture Design VII	6	ARCH 4476 Architecture Design VII	6
ARCH 3453 Environmental Systems I	3	ARCH 3463 Environmental Systems II	3
ARCH 4443 CAD Documents and Codes	3	ARCH 5483 Structural Systems III	3
Graduate Elective	3		
<i>Total</i>	<i>15</i>	<i>Total</i>	<i>12</i>

<i>Summer</i>	<i>Hours</i>
ARCH 5506 Internship	6
<i>Total</i>	<i>6</i>

**THIRD YEAR**

<i>Fall Semester</i>	<i>Hours</i>	<i>Spring Semester</i>	<i>Hours</i>
ARCH 5556 Architecture Design IX	6	ARCH 5579 Comprehensive Project Studio	9
ARCH 5513 Research Seminar	3	ARCH Elective	3
ARCH 5593 Professional Practice Elective	3	Elective	3
<i>Total</i>	<i>15</i>	<i>Total</i>	<i>15</i>

## **MASTER OF COMMUNITY DEVELOPMENT DEGREE PROGRAM**

The Master of Community Development is designed to meet the needs of individuals with diverse academic backgrounds who care about the problems and potential of socially, physically and economically distressed communities. Students will also be involved with the design and development of new and growing communities with the anticipation of avoiding future problems being faced by communities today. The degree consists of a minimum of 36 credit hours, of which 24 are required courses and 12 elective courses. The curriculum is designed to broaden the knowledge base, promote research, service learning and decision making along with developing interactive and collaborative skills applicable to teamwork, management, leadership and entrepreneurship.

### **ADMISSION REQUIREMENTS**

Regular application requirements of the University apply to all applicants for the Community Development Masters degree. In addition, the candidates must schedule a meeting with the program director to develop a study plan which will lay out course selections and identify the need, if any, for additional credit hours beyond the required 36. During the application submission process students must include their Graduate Record Examination (GRE) scores.

### **DEGREE PROGRAM REQUIREMENTS**

The degree requires a minimum of 36 semester credit hours. The core of the program consists of 24 credit hours of courses required of all students. A list of pre-approved courses is provided, from which the student may select the remaining twelve credit hours. Alternative courses may be selected from offerings of other degree programs on campus, with departmental approval.

<b>Required courses</b> .....	<b>24 SCH</b>
CODE 5013 Community Development Seminar	
CODE 5033 Community Development Studio	
CODE 5043 Community Development Practicum I	
CODE 5063 Community Development Practicum II	
CODE 5343 Community Development Research	
CODE 5323 Community Development Analysis	
CODE 5073 Community Development Finance	
CODE 5083 Demography & GIS in Community Planning	

\*Note: CODE 5406 Internship can be used as a required course to replace CODE 5043 and 5063 with departmental approval.

<b>Elective courses</b> .....	<b>12 SCH</b>
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For a broad base understanding of the field of community development, the following are recommended. However, students can select other electives in the noted certification programs.

- CODE 5103 Cultural Heritage Preservation
- CODE 5503 Capital Development
- CODE 5603 Land Development in Declining Communities
- CODE 5203 Community Leadership in Developing Communities

**Total Degree Requirements .....36 SCH**

**School of Architecture  
Community Development Graduate Certification Program**

The School of Architecture under its graduate program in Community Development offers certifications in the following study areas:

- Real Estate Development
- Historic Preservation
- Fundraising
- Community Planning
- International Community Development

The purpose for offering graduate certificates is to meet the additional education needs of the community development professional. As jobs responsibilities change due to emerging new markets and demands, additional training or specialized training are often required for many of the other professions. For example, an architect may become involved in the preservation of historic districts or the planning and development of a community; a non-profit executive being involved in fundraising activities; a developer being involved in the development of another country's infrastructure, etc. Students in the Community Development Master's Program or any other master's program have the option to select courses from these study areas to fulfill their elective course requirement. The Community Development Graduate Certification Program is a set of courses that provides in-depth knowledge in a subject matter. The set of courses are more practice-oriented than the required courses in a graduate academic program.

Certificates in Historic Preservation, Fundraising, International Community Development, Real Estate Development, and Community Planning are awarded after the completion of the program, and must be signed by the program director and/or the Dean of the School of Architecture.

The certificate course work consists of 12 semester hours as follows:

**Certification in Historic Preservation (12 hrs)**

CODE 5103 – Cultural Heritage Preservation (3hrs) – The theory and practice of preserving the cultural and physical heritage of buildings, structures, sites, and communities.

CODE 5113 – Preservation Theory (3hrs) – Preservation practices and policy issues, along with preservation and adaptation design.

CODE 5123 – Historic Preservation (3hrs) – History of the preservation movement in the United States, and architectural and regulatory techniques employed in building preservation.

CODE 5143 - Preservation Law and Economics (3hrs) – This course will provide students with a working understanding of the laws that are used in a professional historic preservation practice.

**Certification in Fundraising (12hrs)**

CODE 5503 – Capital Development (3hrs) – Fundraising strategies and relationship building; or CODE 5353 – Resource Development (3hrs) – The techniques of promoting financial, human and organization support for community development.

CODE 5513 – Grant Development (3hrs) – Grant proposal writing, grant application process, and other written communication aspects of grant fund's management.

CODE 5523 – Fundraising Campaigns and Planned Gifts (3hrs) – Campaign strategic planning and techniques used in driving donor decisions.

CODE 5543 – Research for Capital and Grant Development (3hrs) – Research for fundraising efforts.

**Certification in Community Planning (12hrs)**

CODE 5603 – Land Development in Declining Communities (3hrs) - Techniques used to identify and acquire vacant or un-kept properties in depressed neighborhoods.

CODE 5613 – Land Development and Use Control Strategies (3hrs) - Strategies used by communities to control land use and development.

CODE 5363 – Community Physical Structure (3hrs) – The physical context of the community and its impact on community health and development.

CODE 5203 – Introduction to Community Leadership (3hrs) – Identifying and anticipating future leaders of communities through selected programs.

**Certification In International Community Development (/12hrs)**

CODE 5743 – Global Community Development in the United States (3hrs) – The role of immigrants, non-U.S. citizens, and foreign investors in developing rural and urban America.

CODE 5203 – Introduction to Community Leadership (3hrs) – Identifying and anticipating future leaders of communities through selected programs.

CODE 5753 – International Community Development Policies and Practices (3hrs) – The role of government and private organizations in developing distressed foreign communities.

CODE 5303 - Community Political and Social Structures in War/Disaster-Torn Communities. (3-0) Credit 3 semester hours. The role and function of public and private organizations and local, state and national government in the community development process.

**Certification in Real Estate Development (12 hrs)**

CODE 5803 – Real Estate I – Basic principles of the Real Estate profession, licensing requirements and the taxes real estate licensing act we covered

CODE 5813 – Real Estate II – This course exposes students to the many activities involved in real estate transactions

CODE 5823 – Law of Agency – This course covers the representation of property owners, buyers and/or intermediaries.

CODE 5833 – Law of Contracts – This course covers FHS, VA, and Conventional Contracts.

## **CERTIFICATION PROCEDURE**

### **Step 1: Application for the Certificate Program**

Apply to the Graduate School for Admission. After being admitted by the Graduate School, the student will complete an Application for one of the five Certification Programs and submit it for review by the Director of the Community Development Program.

### **Step 2: Review of the Application**

The Director will review the application for compliance with the requirements for content. The student would meet with the Director to develop a study plan to lay out the certification course selections. The Director will review the study plan for compliance with the established requirements for certification.

### **Step 3: Issue of the Certificate**

Upon completion of the certification requirements, the student must notify the Director of their status by applying for certification. The student is required to pay a certification fee of \$15 to cover the cost to administer the certification. The Director after their review of the student's study plan and progress will advise the dean of the college. The director/dean will then authorize the granting of the certificate.



## **Marvin D. and June Samuel Brailsford College of Arts and Sciences**

### **ADMINISTRATIVE OFFICER**

Danny R. Kelley, *Dean*

### **ADMINISTRATIVE STAFF**

Onimi Wilcox, *Associate Dean*

### **MISSION STATEMENT**

The Marvin D. and June Samuel Brailsford College of Arts and Sciences is committed to serving all students through academic programs aimed at developing creative thinking, critical analysis, problem solving, and communication skills that are fundamental to intellectual development and professional success. Equally important is the College's commitment to developing students' ethical and civic standards. The College strives to integrate teaching and research in the context of interdisciplinary learning through individual attention to students, innovative strategies of teaching, effective use of technology, and the promotion of economic development, partnerships, and cultural pursuits. An innovative and responsive spirit guides the College, balancing access and quality with efficiency, diversity, and a commitment to partnerships with local and global communities.

The College's departments and programs are aligned with the university's threefold missions- Teaching, Research, and Service.

### **INSTRUCTIONAL ORGANIZATION**

The Brailsford College of Arts and Sciences offers graduate programs leading to the Master's degree in the areas of Biology, Chemistry, English, Mathematics, and Sociology. Students admitted to the graduate programs as degree candidates in the Brailsford College of Arts and Sciences must follow a degree program as outlined by the specific department. A degree plan will be designed according to the student's academic background, personal needs, and interests.

<b>Department Offered</b>	<b>Program</b>	<b>Degree</b>
<i>Biology</i>	Biology	M.S.
<i>Chemistry</i>	Chemistry	M.S.

<i>Languages and Communications</i>	English	M.A.
<i>Mathematics</i>	Mathematics	M.S.
<i>Division of Social Work, Behavioral and Political Science</i>	Sociology	M.A.

Graduate coursework in Chemistry, English, and Mathematics may also be applied to a master's degree program in education with a concentration in these areas. Students seeking this option should apply for admission to graduate study in the College of Education.

### **ADMISSION REQUIREMENTS**

The student seeking admission to the graduate program is required to:

1. Submit a formal application for admission to the Graduate School. See Admissions Section for deadline dates and requirements. Formal application for admission to graduate studies is made to the Office of Graduate Programs. Students should also consult specific departments for degree requirements.
2. Meet all requirements outlined by the graduate school for a degree status.
3. Applicants admitted to the university Graduate School must also be admitted by the college or department in which the student plans to pursue a degree. Students should consult the catalog section covering the specific discipline for departmental requirements for admission.

## Department of Biology

### ADMINISTRATIVE OFFICER

Harriette Howard-Lee Block, *Department Head, Molecular Biology*

### FACULTY

George E. Brown, *Genetics*

Al T. Burrs, *Anatomy and Physiology*

Lee E. Henderson, *Anatomy and Physiology*

Alphonso K. Keaton, *Physiology*

Joy L. Marshall, *Microbiology*

Edward W. Martin, *Embryology*

E. Gloria Regisford, *Reproductive Physiology*

Seab A. Smith, *Botany*

Deirdre L. Vaden, *Genetics*

### PURPOSE AND GOALS

The graduate program in Biology is designed to provide training at the master's degree level for students who wish to pursue the doctorate; teach biology in high schools, junior, community and liberal arts colleges; or seek employment in various fields of biology, which include research, and aspects of applied biology.

Graduate study provides students with an opportunity to develop their knowledge and creativity in biology to the maximum of their capabilities.

### ADMISSION REQUIREMENTS

A student entering graduate study in biology must present a minimum of 24 semester hours in undergraduate biology, which include courses in General Biology and Botany. In addition to the minimum biology course requirement, at least eight semester credit hours in inorganic chemistry and eight semester credit hours in organic chemistry are required. The grade point average in biology courses should be at least 2.75 based upon the 4.00 grading system.

Students who do not meet the minimal prerequisites must do so before being admitted to graduate status unconditionally. Admission to graduate school does not imply admission to candidacy for the Master's degree.

### **ADVANCEMENT TO CANDIDACY**

Admission to candidacy for the Master of Science (M.S.) degree is granted after the student completes a minimum of twelve (12) semester hours of resident graduate credit in biology. Only two courses with “C” grades, regardless of credit hours, will be accepted toward credit for the master’s degree. The overall grade point average in biology of a student seeking the Master of Science degree must be a “B” or better.

Persons failing to meet candidacy requirements are placed on probation for a semester or a summer. In the event candidacy requirements are not met at this time, it will be understood that no further graduate credits by the student will be applicable to the M.S. degree in biology.

### **MASTER OF SCIENCE IN BIOLOGY DEGREE PROGRAM**

Courses for which graduate credit may be obtained are numbered 5000 and above. Upon successful completion of the course work and thesis, the student must pass (1) a written comprehensive examination in biology and (2) an oral examination in defense of the thesis and fundamentals of biology.

### **DEGREE PROGRAM REQUIREMENTS**

#### **Program A (Non-Thesis)**

A minimum of 36 hours of graduate biology courses and a major project

#### **Program B (Thesis)**

A minimum of 30 hours of graduate biology courses and a thesis.

Students may select from the following list of courses to complete the minimum 30 hour requirements:

#### **Core Courses..... 10 SCH**

- BIOL 5074 Genetics
- BIOL 5123 Cell Biology
- BIOL 5143 Field and Animal Ecology

#### **Required Courses.....8 SCH**

- BIOL 5003 Research
- BIOL 5094 General Microbiology
- BIOL 5141 Seminar in Biological Problems

#### **Elective Courses.....12 SCH**

- Select four from:
- BIOL 5013 Genomics
  - BIOL 5024 Microbial Anatomy
  - BIOL 5033 Physiology, Environment and Man
  - BIOL 5053 Air Pollutants
  - BIOL 5063 Microbial Activity in Toxicology
  - BIOL 5073 Selected Topics in Environmental Toxicology
  - BIOL 5183 Experimental Genetics

## Department of Chemistry

### ADMINISTRATIVE OFFICER

Remi Oki, Professor and Head, *Inorganic Chemistry, Biomaterials*

### FACULTY

Ananda Amarasekara, *Organic Chemistry*

Antoine Carty, *Organic Chemistry*

Vasant M. Doctor, *Biochemistry*

Hua-jun Fan, *Inorganic Chemistry*

Max Fontus, *Physical Chemistry*

Abu Kanu, *Analytical Chemistry*

Hylton G. McWhinney, *Analytical Chemistry*

Tamiko N. Porter, *Biochemistry*

John R. Williams, *Physical Chemistry*

### PURPOSE AND GOALS

The Department of Chemistry offers a program of advanced study that prepares graduate students for careers in research, teaching, or industry. Graduate training in the department is multifaceted and flexible, depending on the interests and needs of the student. The program includes coursework, seminars, teaching and/or research, experience, and writing of a thesis.

### ADMISSION REQUIREMENTS

Students who plan to work toward the M.S. degree in chemistry must fulfill the following undergraduate requirements: two semesters of inorganic chemistry, one semester of analytical chemistry, two semesters of organic chemistry, and two semesters of physical chemistry. It is expected that the average grades in these chemistry courses and in related courses will not be less than a grade of "C". A student whose overall GPA in graduate coursework falls below 3.0 on a 4.0 scale will be required to demonstrate improvement during the next enrollment or be discontinued in the program. The Department reserves the right to administer a qualifying examination to these students and to advise them on courses they can take to successfully complete the graduate degree.

### ADVANCEMENT TO CANDIDACY

The Application for Candidacy Form must be approved by the department head, Dean of Arts and Sciences, and submitted to the Dean of the Graduate School for approval. Research projects for the thesis will be assigned before the student is approved as a candidate.

### **MASTER OF SCIENCE IN CHEMISTRY DEGREE PROGRAM**

It is recommended that students who plan to qualify for the M.S. Degree in Chemistry spend at least one year in residence and that those who plan to study during the summer periods plan to devote at least one summer to research. Below is a suggested outline of study for the various fields of chemistry. The outlines represent only the minimum requirements:

#### **DEGREE PROGRAM REQUIREMENTS**

Each candidate is expected to successfully complete a minimum of 24 semester hours of course work exclusive of research.

- A. Core Classes: twenty (20) SCH  
CHEM 5313, 5322, 5323, 5402, 5534, 5613, 5783
  - B. Electives: four (4) SCH  
Selected from any graduate chemistry courses
- Thesis: six (6) SCH**

## **Department of Languages and Communications**

### **ADMINISTRATIVE OFFICER**

Dejun Liu, *Department Head*

### **FACULTY**

Diljit K. Chatha, *English*

Antonio Jocson, *English*

Robert Kirschten, *English*

DeLinda Marzette, *English*

Ymitri Mathison, *English*

James Palmer, *English*

Tonya Scott, *English*

E. Joahanne Thomas-Smith, *English and Education*

Sarah Wakefield, *English*

### **PURPOSE AND GOALS**

Graduate study in English leads to the Master of Arts degree. Courses enhance students' ability to critically interpret culturally diverse texts and to demonstrate sophisticated knowledge of theoretical approaches to analyses of language, literature, and composition. Students are trained in scholarly research and to analyze historical, social, cultural, and technological influences on language, literature, and pedagogy. The graduate program prepares students who aspire to teach at the higher secondary and/or lower levels of college English, or to pursue careers in the public and private sectors.

### **ADMISSION REQUIREMENTS**

For admission to the program, a student should present a minimum of 18 semester hours of undergraduate English coursework and a minimum grade of "B" in that work. Prerequisite courses not taken at the undergraduate level, such as the *History of the English Language*, must be taken before the student advances beyond 12 semester hours of graduate coursework.

Action on admission to candidacy for a Master of Arts degree in English will be taken after the student has been in residence for at least one semester or summer session; *earned at least 12 semester hours of graduate course credits; and maintained a "B" average or better. The graduate student admitted to full degree status does not automatically become a candidate for the master's degree.*

The student failing to meet the above requirements will be continued on probation for a second semester. In the event the requirements for candidacy remain unmet, it will be understood that no further graduate credits earned by the student will be applicable to a master's degree.

## **MASTER OF ARTS IN ENGLISH DEGREE PROGRAM**

Of the semester hours required for graduation with the M.A. in English, 27 must be taken at this university. Students may select from a thesis (33 SCH) or non-thesis (36 SCH) degree plan. In consultation with their graduate advisor, students select courses in Language, Literature, Creative Writing, and/or Technical Communication to satisfy core and elective requirements. In the final semester of their studies, students must pass a comprehensive examination.

### **MA in English COMPREHENSIVE EXAM**

A student who applies for candidacy to the M.A. English degree is expected to pass a comprehensive examination at the close of their studies based on works of literature, composition, and literary theory. The student is expected to prove to examiners that s/he can conduct independent study and advanced research in language and literature.

The examination will be conducted by a committee of three senior English professors from the Department of Languages and Communications. The exam requires students to demonstrate understanding of texts from major periods in the history of British, American, and world literatures, draw parallels and demonstrate differences among literatures, support claims with textual evidence, and use standard terminology and appropriate theoretical applications. It will also demonstrate the student's ability to conduct scholarly research and to document sources appropriately using the MLA style. The exam will consist of two parts: 1) the submission of a fully revised (highly polished) seminar paper of at least fifteen pages originally written for a course in the M.A. program; and 2) a one- to two-hour oral exam based on a reading list devised by the department and the student. The student should be prepared to discuss the revised seminar paper with the examination committee at the oral exam. Two of the three examiners must assign a passing grade. Otherwise, the examinee will be asked to retake the examination at a later date. Failure the second time will cause dismissal from the degree program.

The reading consists of fifteen works selected by faculty and three texts added by the student in an area chosen as a specialization or area of interest. Students receive the list when they enter the program. To prepare for the exam students should take courses in as many periods as they can, but should supplement course work with additional preparation on their own. Students should consult the M.A. Exam reading list, faculty, and useful reference works in language and literature to prepare for the exam. Students apply in the department for the comprehensive examination after earning 24 SCH toward the degree.

### **MA in English THESIS option and Thesis defense**

The MA Thesis Option allows students to prepare a major writing project in an area selected by the student in consultation with faculty. Students demonstrate the ability to conduct advanced academic research and scholarly writing, while receiving guidance from three senior members of the department. Students selecting the thesis option make a formal request for a thesis advisor and committee using the thesis advisor form available from the Graduate Director. Upon approval, the student enrolls in ENGL 5133 Seminar in Thesis Writing. After completion of the thesis, generally between 70-100 pages, the student undergoes an oral thesis defense. The candidate will present an overview of the project and answer any questions posed by the committee in a defense generally lasting one to two hours. Upon successful completion of the defense, the student makes any necessary changes to the thesis and submits the final and properly formatted version to the graduate office. Students selecting the thesis option do not take the comprehensive examination.



**MA in English DEGREE PROGRAM**

**Required Core Courses.....18 SCH**

- ENGL 5113: Linguistics and Grammar
- ENGL 5123: Research Methods
- ENGL 5273: Chaucer & Medieval Literature
- ENGL 5313: Literary Theory & Criticism
- ENGL 5403: African American Literature
- ENGL 5433: 20th Century American Literature

**English Electives.....18 SCH**

**For the NON-THESIS option, select six courses from:**

- ENGL 5053: Studies in Teaching English
- ENGL 5213: A Study of the Short Story
- ENGL 5243: Shakespeare & Renaissance Literature
- ENGL 5263: Seminar in Masterpieces of Literature
- ENGL 5323: Introduction to Creative Writing
- ENGL 5333: Film/Scriptwriting
- ENGL 5343: Genres in Creative Writing
- ENGL 5633: Principles of Technical Writing
- ENGL 5993: Independent Study

**English Electives.....12 SCH**

**For the THESIS option, select four courses from:**

- ENGL 5053: Studies in Teaching English
- ENGL 5213: A Study of the Short Story
- ENGL 5243: Shakespeare & Renaissance Literature
- ENGL 5263: Seminar in Masterpieces of Literature
- ENGL 5323: Introduction to Creative Writing
- ENGL 5333: Film/Scriptwriting
- ENGL 5343: Genres in Creative Writing
- ENGL 5633: Principles of Technical Writing

- ENGL 5993: Independent Study

**Thesis Option.....3 SCH**

**Students pursuing the thesis option must take:**

- ENGL 5133: Seminar in Thesis Writing

If a concentration in **Technical Communication** is desired, two 5000-level Communications courses may be used to satisfy 6 SCH of the English Electives. Select two from the following:

- COMM 5203: Introduction to Web Design
- COMM 5323: Desktop Publishing
- COMM 5413: Multimedia Authoring

## **Department of Mathematics**

### **ADMINISTRATIVE OFFICER**

Aliakbar Montazer Haghighi, Professor & Department Head, *Probability & Statistics, and Queueing Theory*

### **FACULTY**

Nelson Butuk, *Computational Mathematics*  
Arouna R. Davies, *Operation Research*  
Natali Hritonenko, *Differential Equations*  
Vera C. King, *Mathematics Education*  
Jian-ao Lian, *Wavelet Analysis and Applications*  
Dimitar P. Michev, *Differential and Difference Equations*  
n'Ekwunife Muoneke, *Computational Linear Algebra*  
Mohammed Shayib, *Statistics*  
Evelyn E. Thornton, *Algebraic Topology*  
Johnson K. Wetiba, *Statistics*

### **MISSION, PURPOSE AND GOALS**

The purposes of the Department of Mathematics are as follows:

1. To provide quality instruction, research and outreach programs in mathematics that produce independent learners equipped with approaches to problem solving and decision-making techniques necessary to meet the challenges of their chosen careers function in the mainstream of the communities in which they live.
2. To train competent mathematics teachers and prospective mathematicians, engineers, scientists, and other mathematics based and/or related professionals with the knowledge-based necessary to perform successfully in graduate and professional schools in the world of work.

### **OBJECTIVES**

To reach its mission, purpose and goals, the Department of Mathematics offers innovative and comprehensive undergraduate (leading to BS degree) and graduate programs (leading to MS degree) in Mathematics from which a major may select one of four emphasis options:

Applied Mathematics  
Statistics  
Pure Mathematics

Mathematics Teaching (The College of Education will identify certification requirements for teaching in the public schools).

Students are encouraged to be creative in putting together a program of study that will lead to the fulfillment of individual professional goals. The curricula are rigorous and demanding but flexible enough to allow students to sample several disciplines or to focus on a special interest within the major area. Faculty advisors assist each student on a continual basis to ensure proper course selection relative to career goals.

### **DEGREE PROGRAM**

The Department of Mathematics offers a Master of Science degree program with thesis and non-thesis options. The Department also provides graduate support courses for degree programs in science and engineering.

### **ADMISSION REQUIREMENTS**

Application for admission to graduate study is made through the Graduate School. Applicants seeking a Master of Science degree in mathematics should have the equivalent of an undergraduate major in mathematics from an accredited institution. Applicants who do not hold the equivalent of an undergraduate major in mathematics should request an approved deficiency plan from the Mathematic Department in order to meet this requirement.

### **MASTER OF SCIENCE IN MATHEMATICS DEGREE PROGRAM REQUIREMENTS – THESIS OPTION**

A minimum of 36 semester hours (including thesis) is required for this M.S. degree in mathematics. These courses must be selected from approved 5000 level courses and a grade point average of 3.00 or better must be maintained with no grade below a “C”.

Twelve (12) credit hours of the 36 semester credit hours must include:

MATH 5003 The Real Number System  
MATH 5013 Introduction To Point-Set Theory  
MATH 5023 Complex Analysis I  
MATH 5123 General Topology I

Twelve (12) semester credit hours of the 36 semester credit hours must be selected from approved 5000 level courses, preferred from one area.

Thesis: 6 SCH

The student must prepare and defend an approved (by the Mathematics Department Head) thesis in accordance with the Graduate School guidelines.

The remaining 6 semester credit hours must be selected from any of the other 5000 level mathematics courses.

**MASTER OF SCIENCE IN MATHEMATICS DEGREE PROGRAM  
REQUIREMENTS –  
NON-THESIS OPTION**

A minimum of 36 semester hours is required for this M.S. degree in mathematics. These courses must be selected from approved 5000 level courses and a grade point average of 3.00 or better must be maintained with no grade below a “C”. In addition, all applicants seeking this degree option must pass a comprehensive written exit exam administered by the Mathematics Department, the content of which is determined by the department, and give an oral presentation on an approved topic in mathematics. The selection, approval and presentation of a topic, must follow procedures developed and set in the department.

Twelve (12) credit hours of the 36 semester credit hours must include:

MATH 5003 The Real Number System

MATH 5013 Introduction To Point-Set Theory

MATH 5023 Complex Analysis I

MATH 5123 General Topology I

For Mathematics Teaching eighteen (18) SCH and for all other areas twenty-four (24) SCH of 36 SCH must be selected from the 5000 level courses approved by the department.

For Mathematics Teaching area, the following six (6) SCH of Curriculum and Instruction must be taken:

CURR 5003, Theory & Dynamics of Curriculum & Instruction

EDEN 5103, Foundations of Educational Research

## **Division of Social Work, Behavioral and Political Sciences**

### **ADMINISTRATIVE OFFICER**

Walle Engedayehu, *Division Head, Political Science*

### **FACULTY**

Jackie Burns, *Sociology*

Kenyatta K. Phelps, *Sociology*

Sarah Williams, *Sociology*

### **PURPOSE AND GOALS**

The mission of the graduate program in Sociology at Prairie View A&M University is to develop professional sociologists who are broadly educated in substantive areas of sociology and well trained in theory and methods.

The Master of Arts degree program in sociology offers a curriculum that enables students to analyze, critically evaluate and engage in the planning of solutions to problems that evolve from patterns of human social interaction. The graduate program prepares students for advanced study (e.g., Ph.D.) in sociology, criminology, law, and social welfare.

### **ADMISSION REQUIREMENTS**

In addition to the regular application requirements of the university, applicants to the M.A. program must have the following:

- 1) A minimum of fifteen hours of undergraduate sociology courses is required, including one course in sociological theory, a basic statistics course, and a course in research methods. Students who apply without this background may be admitted under the condition that they must make up the undergraduate deficiency before starting the MA degree program courses. None of the courses used to correct the deficiency may be counted toward the MA degree.
- 2) Applicants must present evidence that they are capable of successfully completing a rigorous graduate program. Such evidence must include completion of a department application,, and three letters of recommendation from persons in a position to evaluate the student's academic potential.

## **MASTER OF ARTS IN SOCIOLOGY DEGREE PROGRAM**

A total of 36 semester hours of graduate course work must be completed in graduate status. For those opting to do a thesis, the requirements include 30 hours of course work and 6 hours devoted to the M.A. thesis. Upon the decision to undertake a thesis, the student will form a committee consisting of two sociology faculty, one of whom will serve as the principle advisor, and one additional faculty member from the Division of Social Work, Behavioral and Political Sciences. The topic of the thesis will be determined by the student and the advisor. The format will follow ASA thesis guidelines in conjunction with established criteria by the Sociology Program. The thesis must be orally defended and approved by all members of the faculty thesis committee before the degree is conferred. The student must register for thesis each semester until satisfactorily completed. No graduate credit will be given for undergraduate courses.

For students selecting the thesis option, 30 hours of course work must be completed and 6 hours of supervised thesis hours. Of the 30 hours of course work, 9 hours are core requirements and the remaining 21 are sociology support/elective requirements no more than 6 hours of which should be taken from outside the program.

For students selecting the non-thesis option, 36 hours of course work must be completed: 9 hours of core courses, 21 hours of support area requirements, and 6 hours taken outside the program.

Admission to candidacy will be granted upon completion of 12 semester hours of graduate work in sociology with an average grade of B or better. These hours must be completed in residence. The student must complete the Application for Admission to Candidacy form, through the Division of Social Work, Behavioral and Political Sciences, to the Dean of the Graduate School for approval.

Students must maintain an average GPA of 3.0. Only two courses with a “C” grade, regardless of credit hours, will be accepted toward credit for the Master’s degree.

### **DEGREE PROGRAM REQUIREMENTS**

**Common Core** ..... **9 SCH**

All of the following must be taken within the student’s first two semesters of enrollment:

- SOCG 5123 Social Statistics
- SOCG 5213 Classical Sociological Theory
- SOCG 5223 Research Methods

Non-Thesis Option

21 SCH Selected From:

- SOCG 5243 Urban Sociology
- SOCG 5263 Sociology of Education
- SOCG 5333 Criminology
- SOCG 5353 Seminar in Race Relations
- SOCG 5413 Contemporary Sociological Theory
- SOCG 5423 Social Stratification
- SOCG 5433 Theory of Criminal Justice System
- SOCG 5443 Social Movements
- SOCG 5453 Complex Organizations
- SOCG 5553 Sociology of Gender and Sex Roles

6 SCH Selected From:

Related fields approved by advisor

Total Degree Requirements 36 SCH

Thesis Option

15 SCH Selected From:

- SOCG 5243 Urban Sociology
- SOCG 5263 Sociology of Education
- SOCG 5333 Criminology
- SOCG 5353 Seminar in Race Relations
- SOCG 5413 Contemporary Sociological Theory
- SOCG 5423 Social Stratification
- SOCG 5433 Theory of Criminal Justice System
- SOCG 5443 Social Movements
- SOCG 5453 Complex Organizations
- SOCG 5553 Sociology of Gender and Sex Roles

6 SCH Selected From:

Related fields approved by advisor

6 SCH Thesis

SOCG 5613 Thesis

SOCG 5623 Thesis

Total Degree Requirements 36 SCH

## **College of Business**

### **ADMINISTRATIVE OFFICER**

Munir Quddus, *Dean*

### **ADMINISTRATIVE STAFF**

John W. Dyck, *Director, Graduate Programs in Business*

### **GRADUATE FACULTY**

Reginald L. Bell, *Business Communication*

Venugopal Balijepally, *Management Information Systems*

Wenshin Chen, *Management Information Systems*

Hock Gin Chong, *Accounting*

Sukumar C. Debnath, *Management*

John Dyck, *Management*

Frederick J. Feucht, *Accounting*

Jeanne C. Hill, *Marketing*

He (Henry) Huang, *Accounting*

Kishwar Joonas, *Marketing*

Mohiuddin M. Khan, *Finance*

Sonja Langley, *Economics*

Bu-Ryung Lee, *Accounting*

Ahmed Y. Mahfouz, *Management Information Systems*

Emmanuel U. Opara, *Management, Management Information Systems*

Rahim Quazi, *Economics*

Munir Quddus, *Economics*

Sammie L. Robinson, *Management*

Sudhir Tandon, *Marketing*

Manoj Vanajakumari, *Management*

William Vetter, *Business Law*

Michael Williams, *Economics*

Yi Zhang, *Finance*

### **MISSION STATEMENT**

The vision of the College of Business (COB) is to be a premier business institution that empowers students to realize their dreams through an excellent education. The mission of the COB is to provide a diverse student body with a business education that produces readily employable professionals who are productive, ethical, entrepreneurial, and prepared to succeed in a global economy.



The College is committed to the pursuit of excellence in teaching, research and service. We will achieve these through an outstanding faculty and alliances with stakeholders. While undergraduate education remains our primary focus, the COB aspires to expand its graduate programs. The student experience will be distinguished by personal attention, teamwork, leadership training, and an understanding of the link between business and society.

## **INSTRUCTIONAL ORGANIZATION**

The College of Business offers a Master of Business Administration (MBA) degree and a Master of Science in Accounting (MSA). The MBA degree requires the successful completion of a minimum of 36 semester credit hours and the MSA degree requires the successful completion of a minimum of 30 semester credit hours. There is no thesis option in either program. An online MBA option is available. All programs are fully accredited by AACSB International.

### **ONLINE MBA**

The MBA degree program is available on line. The curriculum and program learning goals are identical to those of the courses delivered in the classroom. Some scheduling adjustments have been made to accommodate the online environment. Contact the Director of the Graduate Programs in Business if you are interested.

John W. Dyck  
Director, Graduate Programs in Business  
College of Business  
Prairie View A&M University  
P.O. Box 519, MS 2320  
Prairie View, TX 7446  
936-261-9217  
FAX: 936-261-9232

## **ADMISSION REQUIREMENTS**

A student desiring admission to the MBA or MSA degree program must meet the general admission requirements outlined in the Graduate School section of this catalog. Admission to the graduate school does not constitute admission to the MBA or MSA degree program in the College of Business. The admission decision is based on a combination of factors including, but not limited to, GMAT scores, undergraduate cumulative GPA, grades in previous graduate courses in business, an essay, an interview and professional work experience.

### **Mathematics and Computer Proficiency Requirements**

Normally, prior to enrolling in the MBA or MSA degree program, the student must have successfully accomplished at least six hours of college-level mathematics. In addition, the new graduate student must have successfully completed MISY 1013 or the equivalent course in computer literacy with a grade of “C” or better.

### **Degree-status Admission**

An applicant may be admitted to the MBA or MSA degree program as a degree-status graduate student if he or she:

1. Has an undergraduate degree in business from an accredited university.
2. Has a cumulative undergraduate grade point average (GPA) of 2.75 or better on a 4.0 scale or has a GPA of 2.75 or better for the last 60 earned hours of undergraduate credit.
3. Takes the Graduate Management Admissions Test (GMAT) prior to enrollment.
4. Submits an essay describing why he or she wants a graduate degree in business. The essay will not exceed 1,000 words.

### **Provisional Admission**

Provisional admission to the MBA or MSA degree program may be granted to applicants who do not satisfy the above admission requirements. A student with provisional status may be required to complete additional coursework, retake the GMAT, and/or maintain a specific grade point average. General restrictions on the provisional status student are:

1. The student must enroll in courses recommended by the Director.
2. If the student’s GPA is below 2.45 on a 4.0 scale, he or she may be asked to supply additional information to support his or her application.
3. The student may enroll for a maximum of 12 semester credit hours of graduate courses. In order to continue in the program, the student must be admitted to degree status.
4. For the provisional student in the MBA degree program that does not have an undergraduate degree in business the first 12 semester credit hours must include at least two of the following courses: MGMT 5113, ACCT 5003, or FINA 5003. For a provisional student who has an undergraduate degree in business, the first 12 semester credit hours must include ACCT 5103 and FINA 5103.
5. For the provisional student in the MSA degree program the first 12 semester credit hours must include at least two of the core courses if the student has an undergraduate major in accounting. For a provisional student who does not hold an undergraduate degree with a major in accounting, all of the first 12 semester credit hours must include prerequisite courses. The student may be exempted from selected courses if their undergraduate program contained subject matter equivalent to that required by the prerequisite courses.

6. Submission of an essay describing why the student wants a graduate degree in business. The essay will not exceed 1,000 words.
7. The maximum length of a provisional period is four academic semesters, counted from the time of the first enrollment.

A student with conditional admission may attain degree status if he or she:

1. Maintains a cumulative GPA of 3.0 or greater during the first 12 semester credit hours.
2. Has no more than one grade of "C."
3. Has no grade lower than "C."
4. Takes the Graduate Management Admissions Test (GMAT) prior to completing 12 semester credit hours.
5. Is recommended for degree status by the Director and the Dean of the College of Business.

### **ACADEMIC PERFORMANCE STANDARDS**

In order to show academic progress, a graduate business student must maintain a cumulative GPA of 3.0 or higher. A student with a cumulative GPA below 3.0 will be placed on probationary status, academic suspension or academic dismissal. A graduate business student is considered to be in good standing if he or she has:

1. Graduate degree status.
2. A cumulative GPA of 3.0 or higher.
3. No more than two grades of "C" in core courses.
4. No grade lower than "C" in core courses counted toward their graduate business degree.
5. An approved degree plan.

### **Probationary Status**

A student is placed on probation when his or her cumulative GPA falls below 3.0. A student can stay in the probationary status for a maximum of 12 semester credit hours or two consecutive semesters.

### **Academic Suspension**

A student who is on academic probation for more than two consecutive semesters, will be suspended from the program. A student under suspension cannot enroll in any course for one semester. A suspended student may request to return to the program by submitting a written petition to the Director of Graduate Programs in Business. In the petition the student must identify the problem(s) with their academic performance and steps intended to improve their academic performance. If the petition is approved, the student may return to the program in a probationary status.

### **Academic Dismissal**

After the second academic suspension, a student will be dismissed from the graduate business program. A dismissed student may request readmission to the program by submitting a written petition to the Director. The petition must identify the problem(s) with the student's past academic performance and steps planned to improve future academic performance. Readmission to the program may be possible, but no specific time for a decision is established.

### **The Two-C Rule**

A maximum of two "C" grades in core courses (or six SCH) will be accepted toward the graduate degree.

### **Repeating a Course ("C" or lower grade)**

A student may petition to retake a course to improve a grade. Courses with a grade of "C" or lower may be repeated only once. The most recent grade is used in calculating the cumulative GPA.

### **TRANSFER CREDIT**

A new student may transfer a maximum of two courses (6 SCH) from an accredited institution by:

1. Submitting an *Approval for Transfer of Credits* form to the Director during the first semester at PVAMU.
2. Submitting a (official catalog) description of the course to the Director.
3. Obtaining written approval for the courses from the Director who will include the transferred hours in the *Graduate Degree Plan*.

A current student in good academic standing may transfer a maximum of six graduate credit hours from an accredited institution by:

1. Attaining degree status and having a cumulative GPA of 3.0 or better.
2. Submitting the official catalog description of the transfer courses to the Director at least four weeks prior to enrollment. A course syllabus may be required.
3. Submission of written approval for the course by the Director prior to enrollment.
4. Earning "B" or better in the course.

The student must request the university where the course was taken to send the official transcript (showing the final grade) to the Director.

## **ADMISSION TO CANDIDACY AND DEGREE PLAN**

Admission to the graduate business program does not constitute admission to candidacy. Admission to candidacy will be granted to a degree status student who has completed at least 12 semester hours of graduate credit with a cumulative GPA of 3.0 or more. The student must submit an *Application for Admission to Candidacy* form and a *Graduate Degree Plan* to the Director of Graduate Programs in Business.

The *Application for Admission to Candidacy* and the *Graduate Degree Plan* must be approved by the Director and the Dean. The approval of the *Graduate Degree Plan* and the *Application for Admission to Candidacy* is granted by the Dean upon approval from the Office of Graduate Programs. Failure to fulfill this requirement may prevent the student from enrolling in the next semester.

## **APPLICATION FOR GRADUATION**

The student should inform the Director of their intention to graduate within two semesters of completing their degree. The Director will review the academic record and provide advice regarding graduation procedures. After receiving the approval of the Director, the graduating student must submit the *Application for Graduation* to the Registrar's office.

The *Application for Graduation* cannot be filed unless the applicant has:

1. Been admitted to graduate degree candidacy at least one semester prior to applying for graduation.
2. Earned a 3.0 or greater cumulative GPA.
3. Earned no more than two grades of "C" in graduate courses.
4. Completed or is in the process of completing all the course requirements.

## **SIX-YEAR TIME LIMIT**

The student must complete all program requirements within six consecutive years of starting the program or lose credit for work completed prior to the most recent six years. Graduate credit earned expires at the end of six years from completion. Expired credit cannot be used to fulfill the MBA requirement. The student may submit a petition to the Director to revalidate the expired credits.

**MASTER OF BUSINESS ADMINISTRATION (MBA)**

**DEGREE PROGRAM**

The MBA program provides students with the opportunity to acquire the knowledge and skills necessary to succeed as managers, entrepreneurs, and business leaders. The program integrates various business disciplines to provide the high-quality educational experience needed for managing a business. In addition to emphasizing tools and techniques, the program strives to impart educational qualities that are conducive to a professional life of learning, growth, and ethical conduct. The goal of the program is to produce graduates who are capable of solving managerial problems in a dynamic national and global environment.

**PROGRAM LEARNING GOALS**

Mastery of Content: Graduates will demonstrate an ability to think critically and to solve business problems.

Teamwork: Graduates will demonstrate an ability to work well in a team environment.

Ethics: Graduates will have an ethical perspective.

Global Perspective: Graduates will be knowledgeable in global business issues.

Communications: Graduates will be effective communicators.

**MBA DEGREE PROGRAM REQUIREMENTS**

The MBA degree program requires a total of 36 semester credit hours including 30 SCH of core courses and 6 SCH of electives assuming all prerequisites for the core courses have been satisfied. A student whose undergraduate program includes some subject content equivalent to the prerequisite courses may be exempted from selected courses. A student may also receive an exemption from specific prerequisite courses through examination or transfer. Specific course requirements will be determined during the admission process which includes a complete review of undergraduate transcripts and work experience.

<b>Core Courses</b> .....	<b>30 SCH</b>
ACCT 5103	Managerial Accounting
BCOM 5203	Managerial Communications
MISY 5103	Management Information Systems
ECON 5103	Managerial Economics
FINA 5103	Theory of Financial Management
MGMT 5103	Organizational Behavior
MGMT 5123	Quantitative Analysis
MGMT 5323	Strategy and Policy
MGMT 5433	Production and Operations Management
MRKT 5303	Marketing Management

<b>Elective Courses (select two)</b> .....	<b>6 SCH</b>
ECON 5313	International Trade and Business
FINA 5313	Investment Analysis and Management
FINA 5333	International Finance
FINA 5383	Financial Markets & Institutions
MGMT 5343	Human Resource Management
MGMT 5353	Entrepreneurship and Innovation
MGMT 5613	Special Topics
MISY 5323	Data Communication and Networking
MISY 5413	Applied Database Management
MISY 5423	Information System Analysis & Design
MISY 5533	Special Topics in MIS
MRKT 5313	International Marketing

**Total Degree Requirements:** ..... **36 SCH**

**MBA TRACKS (MINORS)**

**MIS Track (minor)**

The *MIS* track requires a total of 15 SCH of courses of which 3 SCH is required as part of the MBA program. MBA students who want to pursue this track need 12 SCH of additional courses. The required courses for the *MIS* track are:

1. MISY 5103 Management Information Systems
2. MISY 5413 Applied Database Management
3. MISY 5423 Information System Analysis & Design
4. MISY 5323 Data Communication and Networking
5. MISY 5533 Special Topics in MIS

For students who want the *MIS* track in the MBA program, a minimum of 42 SCH of courses would be required when 6 SCH of elective courses, which are required in the MBA program, are selected from the above list except MISY 5103 which is a required course in the MBA program as well as in the *MIS* track.

**Finance Track (minor)**

The *Finance* track requires a total of 12 SCH of courses of which 3 SCH is required as part of the MBA program. MBA students who want to pursue this track need 9 SCH of additional courses. The required courses for the *Finance* track are:

1. FINA 5103 Financial Management
2. FINA 5313 Investment Analysis & Management
3. FINA 5383 Financial Markets & Institutions
4. FINA Elective or FINA 5513 International Finance

For students who want the *Finance* track in the MBA program, a minimum of 39 SCH of courses would be required when 6 SCH of elective courses, which are required in the MBA program, are selected from the above list except FINA 5103 which is a required course in the MBA program as well as in the *Finance* track.

## MASTER OF SCIENCE IN ACCOUNTING (MSA)

### DEGREE PROGRAM

The Master of Science in Accounting (MSA) degree is designed to provide advanced accounting preparation for careers in public, private and governmental accounting. The MSA will also prepare students to meet the Texas State Board of Public Accountancy prerequisites to the Uniform CPA Examination.

### PROGRAM LEARNING GOALS

Mastery of Content: Graduates will demonstrate an ability to solve problems in taxation, auditing, accounting information systems, and general accounting.

Teamwork: Graduates will demonstrate an ability to work well in a team environment.

Ethics: Graduates will have an understanding of ethical issues in accounting.

Communications: Graduates will be effective communicators.

### MSA DEGREE PROGRAM REQUIREMENTS

The MSA degree program requires a total of 30 semester credit hours (SCH) including 21 SCH of core courses and 9 SCH of electives. A student with a non-accounting undergraduate degree must complete the prerequisite courses with a grade of “C” or greater before he or she can be formally admitted to the MSA degree program. These courses cannot be used to fulfill the requirements of the MSA degree program. A student whose non-accounting undergraduate program contained subject matter equivalent to that required by the prerequisite courses may be exempted from selected courses. A student may also be exempted through examination or transfer. Specific program requirements will be determined during the admission process which includes a complete review of undergraduate transcripts and work experience.

<b>Core Courses</b> .....	<b>21 SCH</b>
ACCT 5113	Advanced Auditing
ACCT 5123	Accounting Information Systems & Controls
ACCT 5133	Accounting for Managerial Decision-Making
ACCT 5143	Accounting Theory
ACCT 5153	Seminar on Tax Consulting, Planning & Research
ACCT 5163	Law & Ethics for Accountants
BCOM 5203	Managerial Communications



**Elective Courses ..... 9 SCH**

Select three from:

- ACCT 5243 International Accounting
- MISY 5103 Management Information Systems
- ECON 5103 Managerial Economics
- ECON 5313 International Trade and Business
- FINA 5103 Theory of Financial Management
- FINA 5313 Investment analysis and Management
- FINA 5333 International Finance
- FINA 5383 Financial Markets and Institutions
- MGMT 5103 Organizational Behavior
- MGMT 5123 Quantitative Analysis
- MGMT 5343 Human Resource Management
- MGMT 5353 Entrepreneurship and Innovation
- MGMT 5433 Production and Operations Management
- MGMT 5613 Special Topics
- MISY 5323 Data Communication and Networking
- MISY 5413 Applied Database Management
- MISY 5423 Information System Analysis & Design
- MISY 5533 Special Topics in MIS
- MRKT 5303 Marketing Management
- MRKT 5313 International Marketing

**Total Degree Requirements ..... 30 SCH**

## **Whitlowe R. Green College of Education**

### **ADMINISTRATIVE OFFICERS**

Lucian Yates, III, *Dean*  
Barry Pelphrey, *Associate Dean*

### **ADMINISTRATIVE STAFF**

Pamela T. Barber-Freeman, *Interim Head, Educational Leadership and Counseling*  
Douglas M. Butler, *Acting Head, Special Education, Diagnostician Coordinator*  
Marion Henry, *Director of Teacher Certification*  
Patricia Hoffman Miller, *Interim Department Head, Educational Administration*  
Patricia A. Smith, *Interim Director of Student Teaching and Field Experiences*

### **PURPOSE AND GOALS**

The College of Education is the designated teacher education unit of the University. The objectives of the college center on the areas of pre-service, in-service, and continuing education of teachers in elementary and secondary schools.

The purpose of graduate programs offered by the college is to help the practitioners in the field to gain a mastery of knowledge and skills in a particular area or discipline. Programs are designed to meet the needs of a diverse student population including but not limited to elementary teachers, subject area teachers, teachers of children with special needs, counselors, and those who aspire for supervisory and administrative roles in elementary and secondary schools. The graduate coursework also enables educators to receive certification and/or endorsement in additional fields. Individuals with degrees in fields outside education who desire to be certified as teachers may pursue graduate studies to meet the state certification requirements.

### **ACCREDITATION**

All teacher education programs offered by the College of Education are fully accredited by the Texas State Board for Educator Certification (SBEC) and the National Council for Accreditation of Teacher Education (NCATE).

### **INSTRUCTIONAL ORGANIZATION**

The College of Education provides programs of study leading to the Master of Arts (M.A.), Master of Arts in Education (M.A.Ed.), the Master of Science in Education (M.S.Ed.), the Master of Education (M.Ed.) and the Doctor of Philosophy (Ph.D.) degrees. Requirements for the masters' degrees include a common core of twelve semester credit hours, a program concentration of twelve semester credit hours and a research/resource area containing a research requirement or thesis and electives. The Ph.D. in Educational Leadership offers several specializations.

The departments within the college and departments with related fields in other colleges provide program concentrations required for advanced degrees, professional certificates, and endorsements to certificates. Courses are also available for continuing education and professional development.

Departments in the College of Education offer the following majors and program concentrations:

<b>Department</b>	<b>Degree</b>	<b>Major</b>	<b>Program Concentration</b>
<i>Curriculum and Instruction</i>	M.Ed./M.S.Ed.	Curriculum and Instruction	Agriculture Education Educational Media and Technology Instructional Technology Elementary Education: Strand #1 Early Childhood Education Strand #2 Elementary Education Home Economics Education Industrial Education Mathematics Education Reading Education Science Education: Strand #1 Biology Strand #2 Chemistry
	M.A.Ed./M.Ed.	Curriculum and Instruction	English Education Music Education
	M.Ed./M.S.Ed.	Special Education	Special Education

<b>Department</b>	<b>Degree</b>	<b>Major</b>	<b>Program Concentration</b>
<b><i>Health and Human Performance</i></b>	M.Ed./M.S.Ed.	Health and Physical Education	Health Education Physical Education
		Educational Administration	Educational Administration Instructional Supervision
<b><i>Educational Leadership and Counseling</i></b>	M.A./M.S.Ed.	Counseling	Counselor Education
	Ph.D.	Educational Leadership	Educational Leadership General Superintendency Human Resources and Personnel Management

**Master Reading Teacher Certification Program**

The Master Reading Teacher certification program is available to practitioners with a Master’s degree, valid Texas teaching certificate and three years teaching experience. Certified reading specialists may also pursue the MRT certification program. The program offers three options: Elementary, Secondary; and Special Education.

**ADMISSION TO THE PROGRAMS**

A student seeking admission to graduate programs in the College of Education must first be admitted to graduate study and be classified as degree only, certificate-only, degree and certificate, or special graduate student. Specific criteria for admission can be found in the catalog section, “Graduate Admissions.”

Formal application for admission to graduate studies is made to the Office of Graduate Programs. The departments offering graduate degrees may set requirements over and above those set by the Office of Graduate Programs.

**GRADUATE TEACHER EDUCATION CERTIFICATE AND ENDORSEMENT PROGRAMS**

Graduate-level certificate programs are coordinated and administered by the College of Education. Components of these programs are provided by various colleges and departments throughout the University. In general, all professional certificate programs require the following components:

1. An Area of Specialization (12 semester hours), approved by the State Board for Educator Certification (SBEC), that consists of graduate-level courses in a teaching field or support area common to Texas public schools.
2. Professional Development Courses (6 semester hours), consisting of advanced study in the theory, methods, and problems of education; designed to improve the efficiency and effectiveness of public schools and public school personnel.
3. Resource Area(s) (6 semester hours), consisting of courses that provide background or support knowledge and skills for the specialization, or that extend the student's preparation in a closely related field.
4. Electives (6 semester hours) usually in one of the three areas above or a combination of them.

Eligibility for a professional certificate requires two or three years of acceptable teaching experience in an accredited elementary or secondary school. All candidates for certification must pass the appropriate components of the Examination for the Certification of Educators in Texas (ExCET) or the examinations of Educator Standards (TExES). A listing of certificates available and of the specific requirements for each is provided in this catalog section.

Applications for admission to graduate teacher certification programs may be obtained from the Office of the Dean, College of Education, the Office of Certification, or the Graduate School.

### **APPROVED PROFESSIONAL CERTIFICATE AND ENDORSEMENT PROGRAMS**

#### **Professional All-Level**

Learning Resources Specialist

#### **Professional Elementary**

Early Childhood EC-4 Generalist

#### **Professional Secondary**

Health

Spanish

Theater Arts

Industrial Technology

Physical Education

#### **Professional Services Certificates**

Principal Standard (formally known as Mid-Management Administrator)

School Counselor

Reading Specialist

Superintendent

**Professional Special Education Certificates**

Educational Diagnostician

**Probationary Certificates (1 year)**

Assistant Principal

Principal

Superintendent

**Professional Vocational Certificates**

Agriculture

Home Economics

**Agriculture**

Family and Consumer Sciences (Home Economics)

## **Department of Curriculum and Instruction**

### **ADMINISTRATIVE OFFICER**

Douglas M. Butler, *Acting Department Head*

### **FACULTY**

Clarissa Gamble Booker, *Reading Education Coordinator*

Douglas M. Butler, *Special Education, Diagnostician Coordinator*

L. Irene Duke, *Secondary Education, Educational Foundations*

Judith Hansen, *Instructional Technology, Coordinator*

Mary S. Hawkins, *Secondary Education, Mathematics Education, Elementary Education*

Debra J. Johnson, *Special Education*

Taugamba Kadhi, *Educational Research and Statistics*

Edward L. Mason, *Educational Research and Statistics*

Kaarin D. Perkins, *Early Childhood Education, Coordinator*

Earnestyne Walter-Sullivan, *Educational Foundations*

### **PURPOSE AND GOALS**

The graduate program is designed to develop those advanced competencies in leadership and instruction that will enable individuals to demonstrate analytical processes in the teaching/learning environment and procedures of educational research and its application.

### **ADMISSION TO PROGRAM**

Students desiring admission to the graduate programs in the Department of Curriculum and Instruction must meet the general admission requirements outlined in the catalog section, "Graduate Admissions Requirement." Admission to graduate study; however, does not constitute admission to a master's degree program in the Department of Curriculum and Instruction.

In determining an applicant's eligibility for admission to the Department of Curriculum and Instruction, the following are essential:

1. A baccalaureate degree from an institution accredited by a regional accrediting agency equivalent to the Southern Association of Colleges and Schools;
2. An overall undergraduate grade point average of 2.75 on a 4.0 scale, or the equivalent;
3. Scores on the Graduate Record Examination (GRE); and
4. Three letters of recommendation.

Students who fail to meet the criteria for regular admission may be placed in a non-degree/special or provisional status. Such students are not entitled to pursue a degree in the Department of Curriculum and Instruction until they receive unconditional admission.

Students who fail to satisfy the admission GPA minimum may not enroll in more than six (6) semester hours of graduate work in any one semester or full summer term while attempting to attain unconditional status. A student may not enroll in more than 12 semester hours while in this category.

Students admitted conditionally (non-degree/special or provisional status) when the GPA is less than 2.75 but no less than 2.45 on a 4.0 scale, may attain unconditional status by achieving a 3.0 GPA for the first 12 hours of graduate work.

Students may apply for conditional admission to graduate study (non-degree/special status) when the GPA is less than 2.45 but a minimum of 2.25.

Students may not enroll in more than six (6) semester hours of graduate work per term and may not enroll in more than 12 semester hours while in this category.

#### **Completion of Entrance Requirements**

Students enrolled in non-degree/special or provisional status may take no more than 12 semester hours prior to attainment of unconditional admission, and must attain unconditional status within four school terms from the time of their first enrollment (three regular and one summer semester). If unconditional status has not been attained within that time frame; the student will be dismissed from the program. Provisionally admitted students may withdraw from no more than three courses during their initial probationary status. Unconditional admission will require completion of all university requirements.

#### **TRANSFER CREDIT**

Either transfer or continuing students may transfer credit from other universities to Prairie View A&M University; however, the grade of "C" will not be accepted for transfer credit. Additional guidelines are indicated below:

- a. Transfer students newly admitted may apply up to six hours of graduate credit earned at another accredited institution to their Prairie View A&M University program. Transfer requests should be made during the first semester of registration at Prairie View A&M University and included in the degree plan along with official transcripts. Work taken at other institutions expires at the end of six years from completion, just as does work completed at Prairie View A&M University.



- b. Continuing students may request transfer of up to six hours of credit from other universities to the programs in the Department of Curriculum and Instruction for substitution for Prairie View courses provided:
  1. The official catalog description of the courses and official transcripts are provided to the Department of Curriculum and Instruction for review at least two weeks prior to the final registration day of the semester in which the course is to be taken.
  2. The Prairie View A&M University Program Coordinator, within the Department, approves the courses for transfer credit prior to enrollment.
  3. Subsequent to completion of the course, the student must have the University where the course was taken furnish the Office of Graduate Programs and the Program Coordinator with either an official course grade report or a transcript that reflects the official grade. (Instructor submissions to the Office of Graduate Programs or the Registrar will not suffice.)
  4. The continuing student is in good standing in the Department--unconditionally admitted and with a minimum GPA of 3.0.

#### **REMOVAL OF INCOMPLETES**

A graduate student can receive a grade of "I," incomplete, in a course with the privilege of finishing the work before the end of one calendar year from the close of the term in which the grade was earned. The "I" should be removed and replaced with a grade acceptable in the student's degree program if the student is seeking a degree and the "I" is in a course to be counted toward degree completion requirements. If a student does not complete the course requirements within one calendar year; the "I" will change to a grade of "F."

#### **ACADEMIC PERFORMANCE STANDARDS**

Students whose semester GPA for courses leading to the Master's degree in the Department of Curriculum and Instruction falls below 3.0 for one semester, and whose overall GPA falls below 3.0, will be placed on probation for one semester.

##### **Academic Suspension**

Academic suspension is an administrative action taken by the Department Head and/or Dean of the College of Education. It bars a student from enrollment in graduate courses for at least one term. Students may request return to the program in a probationary status through written petition to the Department Head and/or Dean, who will refer the request to a committee of graduate faculty for review and recommendation. Students are limited to one suspension.

##### **Probationary Status**

A condition in which a student must maintain at least a 3.0 GPA each semester until his/her cumulative GPA reaches 3.0.

**The Two-C Rule**

Students who earn more than two grades of “C” or below may be dismissed from the program. This applies to courses repeated and to those taken for the first time.

**ADVANCEMENT TO CANDIDACY**

Admission of an applicant for the Master’s degree programs does not constitute advancement to candidacy. Such advancement will be granted upon the completion of at least 12 semester hours of graduate credit with at least a “B” average. The student must submit a formal application for Advancement/Admission to Candidacy, to the Department of Curriculum and Instruction, to the College of Education, and to the Graduate School. Failure to complete the Advancement/Admission to Candidacy form may prevent the student from enrolling in program courses in subsequent semesters.

Admission to candidacy cannot be granted unless the conditions for admittance have been satisfied and all appropriate test scores have been placed on file in the Department of Curriculum and Instruction. Admission to candidacy is recommended by the advisor, Department Head and Dean of the College and the Graduate School. The Office of Graduate Programs must approve admission to candidacy. The application for admission to candidacy and the application for graduation may not be filed during the same semester. In general, a minimum of 12 hours must be completed before one can be admitted to candidacy.

**CERTIFICATION**

Students seeking certification must meet all requirements listed in the catalog section, “Graduate Certification.” Specific requirements may be obtained from the Office of Teacher Certification in the College of Education.

**MASTER OF SCIENCE IN EDUCATION AND MASTER OF EDUCATION PROGRAM REQUIREMENTS**

**Common Core .....12 SCH**

- CURR 5003 Theory and Dynamics of Curriculum and Instruction
- EDFN 5103 Foundations of Educational Research
- EDFN 5113 Psychology of Learning and Development
- EDFN 5123 Socio-Cultural Issues in Education

**Program Concentration ..... 12-18 SCH**

Students seeking a reading education or instructional technology concentration must complete 18 SCH of program concentration course credit. Students in all other concentrations must complete 12 SCH of program concentration course credit. Courses must be selected from the following areas:

Agriculture Education  
Curriculum and Instruction  
Early Childhood Education  
Educational Media and Technology  
Elementary Education  
English Education  
Home Economics Education  
Industrial Education  
Instructional Technology [Instructional Technology Requires 18 semester hours]  
Mathematics Education  
Music Education  
Reading Education [Reading requires 18 semester hours]  
Science Education  
Special Education

**Resource and Research and Requirements .....12 SCH**

*Master of Science Requirements:*

EDFN 5903 Thesis Research – six (6) semester hours  
Electives: Six (6) semester hours  
Elective: Reading Education concentration three (3) semester hours  
Elective: Instructional Technology concentration three (3) semester hours

*Master of Education Requirements:*

EDFN 5923 Master’s Seminar – three (3) semester hours  
Electives: Nine (9) semester hours  
Elective: Instructional Technology concentration requires only three (3) semester hours  
Elective: Reading concentration requires only three (3) semester hours

**Total Degree Requirements .....36 SCH**

**REQUIREMENTS FOR MASTER READING TEACHER CERTIFICATE**

**Option 1 (Elementary)**

RDNG 5613 Teaching Reading in Elementary Grades  
RDNG 5663 Clinical Experience in Reading  
RDNG 5643 Diagnosis and Correction of Reading Difficulties  
SPED 5233 Language and Communication Disorders  
RDNG 5673 Issues, Problems and Trends in Reading (Capstone Course)

**Option 2 (Secondary)**

RDNG 5633 Teaching Reading in Secondary Schools  
RDNG 5663 Clinical Experience in Reading  
RDNG 5643 Diagnosis and Correction of Reading Difficulties  
SPED 5233 Language and Communication Disorders  
RDNG 5673 Issues, Problems and Trends in Reading (Capstone Course)

**Option 3 (Special Education)**

RDNG 5613 Teaching Reading in Elementary Education  
RDNG 5663 Clinical Experience in Reading  
RDNG 5643 Diagnosis and Correction of Reading Difficulties or SPEC 5263 Diagnostic and Prescription Techniques for the Exceptional Learner  
SPEC 5233 Language and Communication Disorders  
SPED 5203 Seminar in Special Education (Capstone Course) College of Education

**DEGREE AND CERTIFICATE PROGRAMS**

The Industrial Education program offers graduate coursework which may be applied to a master’s degree program in education with a concentration in Industrial Education. Students seeking this option should apply for admission to the Graduate School. The department also offers courses required for endorsement as a vocational counselor and certification as a vocational supervisor and vocational-industrial teacher/coordinator.

**VOCATIONAL INDUSTRIAL TEACHER-COORDINATORS**

This program is designed to meet the Texas Education Agency (TEA) requirements for Vocational Industrial Teacher-Coordinators. Persons seeking their certification must have an earned degree from an approved college or university, two years of experience in industry, and must have been selected as a teacher coordinator in a secondary school program.

Courses required for Certification as a Vocational Industrial Teacher-Coordinator are listed below:

Courses	Hours
VOED 4103 Instructional Materials	3
VOED 4203 Instructional Methods	3
VOED 4303 Shop Organization and Classroom Management	3
VOED 4403 Occupational Analysis and Course Making	3
VOED 4603 Aims and Objectives	3
VOED 4803 Human Relations	3
Total Hours Required:	18

## **Department of Educational Leadership and Counseling**

### **ADMINISTRATIVE OFFICER**

Pamela T. Barber-Freeman, *Interim Head*

### **ADMINISTRATIVE STAFF**

Douglas Hermond, *Coordinator, Educational Leadership*

### **FACULTY**

Roman Alvarez, *Counseling*

Pamela Barber-Freeman, *Educational Administration*

Lee R. Coleman, *Counseling*

Donald Collins, *Counseling*

Bernadine Duncan, *Counseling*

Clement E. Glenn, *Educational Administration*

J.D. Gregory, *Educational Administration*

Marion Henry, *Research*

Douglas Hermond, *Educational Leadership*

David Herrington, *Educational Administration*

Patricia Hoffman Miller, *Educational Administration*

Lisa Hobson-Horton, *Educational Administration*

Ronald Howard, *Counseling*

Wanda Johnson, *Counseling*

William Kritsonis, *Educational Leadership*

Michael L. McFrazier, *Educational Administration*

M. Paul Mehta, *Research, Supervision, and Educational Foundations*

Karen C. Osterholm, *Counseling*

Barry Pelphrey, *Educational Administration*

William Ross, *Counseling*

Patricia Smith, *Educational Administration*

Tyrone Tanner, *Educational Leadership*

E. Joahanne Thomas-Smith, *Educational Administration*

Lisa Thompson, *Educational Administration*

Willie F. Trotty, *Educational Administration*

F.A. White, *Counseling*

### **PURPOSE AND GOALS**

The Department of Educational Leadership and Counseling offers programs of study leading to the Master of Arts in Counseling, the Master of Science in Counseling and the Master of Science in Educational Administration, the Master of Education in Educational Administration, and the Doctor of Philosophy in Educational Leadership.

The instructional program is designed to provide coursework leading to certificates and the Professional Counseling License. Certificates and licenses are awarded by the appropriate state agency following the applicants' completion of all requirements including any applicable examinations. Prospective students should know that professional licenses or certificates are not granted to convicted felons in the state of Texas.

### **Doctor of Philosophy in Educational Leadership**

The Ph.D. program in Educational Leadership is designed for individuals who wish to develop and improve their abilities to provide the highest level of leadership. The educational objectives of the Ph.D. Program in Educational Leadership are: 1) to meet higher education needs of the state and nation in this rapidly growing area; 2) to educate, train, and prepare individuals who possess the research and methodological skills to initiate, conduct and evaluate independent research; 3) to prepare educated citizens who are both able and willing to meet private leadership and public sector needs of society; and 4) to prepare liberally educated individuals who know how to think, reason, and apply knowledge that will enable them to work and use technology in an ever changing world.

### **ADMISSION TO PROGRAM**

#### **Master's Degree**

Students desiring admission to the graduate programs in the Department of Educational Leadership and Counseling must meet the general admission requirements outlined in the catalog section, "Graduate Admissions Requirement." Admission to graduate study; however, does not constitute admission to a master's degree program in the Department of Educational Leadership and Counseling.

In determining an applicant's eligibility for admission to the Department of Educational Leadership and Counseling, the following are essential:

1. A baccalaureate degree from an institution accredited by a regional accrediting agency equivalent to the Southern Association of Colleges and Schools;
2. An overall undergraduate grade point average of 2.75 on a 4.0 scale, or the equivalent;
3. Scores on the Graduate Record Examination (GRE); on file in the Graduate School;
4. A valid State of Texas Teaching Certificate and proof of three (3) years teaching experience if the student is pursuing the Educational Administration track.

Students who fail to meet the criteria for admission may be placed in a non-degree/special or provisional status. Such students are not entitled to pursue a degree in the Department of Educational Leadership and Counseling until they receive unconditional admission.

Students who fail to satisfy the admission GPA minimum may not enroll in more than six (6) semester hours of graduate work in any one semester or full summer term while attempting to attain unconditional status. A student must obtain unconditional admission by the time 12 hours are earned or be dropped from the program.

Students admitted conditionally (non-degree/special or provisional status) when the GPA is less than 2.75 but no less than 2.45 on a 4.0 scale, may attain unconditional status by achieving the following:

1. A 3.0 GPA for the first 12 hours of graduate work, with no more than one “C”;
2. Satisfactory completion (grades of A or B) of ADMN 5003 - Fundamentals of School Administration, and ADMN 5093, Educational Statistics (Administration); and
3. Satisfactory completion (grades of A or B) of CNSL 5123 - Appraisal Techniques, and CNSL 5093, Educational Statistics (Counseling).

Students may apply for conditional admission to graduate study (non-degree/special status) when the GPA is less than 2.45 but a minimum of 2.25. In addition to the general application requirements, supplementary requirements under this category are indicated below:

1. Request and pass a departmental interview, and
2. Make a passing score of 260 on the Reading Section of the TASP Examination (only the Reading Section of the TASP Examination must be taken), and maintain at least a “B” (3.0) average in all coursework.

Students may not enroll in more than six (6) semester hours of graduate work per term and may not enroll in more than 12 semester hours while in this category. Students who have completed a total of 12 semester hours, but who have been unsuccessful in scoring 260 or above on the Reading portion of the TASP Examination, will be dismissed from the program.

#### **The Ph.D. Program**

Admission Criteria for the Ph.D. Program in Educational Leadership, as established by the Program faculty, are as follows:

**Required elements:** (In order for an applicant to be considered, all criteria below must be submitted by the semester deadline.)

1. Baccalaureate degree conferred by an accredited institution;
2. A Grade Point Average (GPA) of 2.75, on a four-point scale on all completed undergraduate coursework preferred;
3. Master’s degree prior to entering doctoral course work, conferred by an accredited institution;
4. A Grade Point Average (GPA) of 3.2, or higher, on a four-point scale on all completed coursework above the Master’s degree;
5. Original transcripts, submitted to the Graduate School for all academic work taken at the undergraduate and graduate levels (unofficial copies may be used by the Doctoral Committee in initial screening);

6. Official Graduate Record Examination (GRE) score report, submitted to the Graduate School (an unofficial copy may be used by the Doctoral Committee in initial screening);
7. Three letters of recommendation from persons sufficiently acquainted with the applicant's ability and his or her potential to successfully complete a doctoral program;
8. Original written essay demonstrating strong writing skills that includes the following: autobiography, professional aspirations and achievements and how obtaining the Ph.D. in Educational Leadership will enhance the applicant's ability to affect change in the educational arena; and
9. If a foreign student, submission of official results from the Test of English as a Foreign Language (TOEFL). A score of 600 or higher is mandatory.

***Preferences:***

1. A minimum of 3 years teaching experience in public or private institutions;
2. A Grade Point Average (GPA) of 3.0, or higher, on four-point scale on all completed undergraduate coursework;
3. Master's degree in Educational Leadership/Administration or related fields. A Secondary preference is given to applicants who are certified administrators and have a minimum of 2 years administrative experience;
4. A Grade Point Average (GPA) of 3.5, or higher, on a four-point scale in all completed graduate course work;
5. Graduate Record Exam (GRE) Verbal and Quantitative scores in the higher percentiles;
6. Demonstrated evidence of scholarly activity that includes: publications, presentations at conferences, and grantsmanship;
7. Graduate research methods course (if not taken, course must be completed); and
8. Graduate statistics course (if not taken, course must be completed).

**Completion of Entrance Requirements**

Students enrolled in non-degree/special or provisional status may take no more than 12 semester hours prior to attainment of unconditional admission, and must attain unconditional status within four school terms from the time of their first enrollment (three regular and one summer semester). If unconditional status has not been attained within that time frame, the student will be dismissed from the program. Provisionally admitted students may withdraw from no more than three courses during their initial probationary status. Unconditional admission will require completion of all university requirements. Discovery of enrollment completed in violation of these requirements may result in permanent bar from enrollment in the Administration/Counseling Program.

**TRANSFER CREDIT**

Either transfer or continuing students may transfer credit from other universities to Prairie View A&M University; however, the grade of "C" will not be accepted for transfer credit. Additional guidelines are indicated below:



- a. Transfer students, newly admitted, may apply up to six hours of graduate credit earned at another accredited institution to their Prairie View A&M University program. Transfer requests should be made during the first semester of enrollment at Prairie View A&M University and included in the degree plan. Coursework taken at the University or other institutions expires at the end of six years.
- b. Continuing students may request transfer of up to six hours of credit from other universities to the Administration/Counseling program for substitution for Prairie View courses provided:
  1. The official catalog description of the courses is furnished to the Department of Educational Leadership and Counseling Coordinator for review at least two weeks prior to the final registration day of the semester in which the course is to be taken.
  2. The Prairie View A&M University Program Coordinator approves the courses for transfer credit prior to enrollment.
  3. Subsequent to completion of the course, the student must have the University where the course was taken furnish the Office of Graduate Programs and the Program Coordinator with either an official course grade report or a transcript that reflects the official grade. (Instructor submissions to the Office of Graduate Programs or the Registrar will not suffice.)
  4. If prior to enrollment in the transfer course, the student has not made a grade of "C" or below in the Prairie View A&M University course which is equivalent to the transfer course.
  5. The continuing student is in good standing in the Department--unconditionally admitted and with a minimum GPA of 3.0.

### **Incomplete "I" Grade**

The grade of "I", incomplete, is assigned to students who are unable to complete a course due to circumstances beyond their control. For lecture, seminar, independent study, and similar organized instruction courses, the student must complete the work necessary to remove the grade of "I" in one calendar year from the semester in which the "I" was awarded. All grades of "I" in courses that are included in the requirements for a degree must be replaced with a grade acceptable in the program. Students are not to re-enroll in a course for which a grade of "I" has been recorded.

### **In Progress "IP" Grade**

An "IP", in progress, is assigned to thesis, dissertation, internship, project, and practicum provided the student remains enrolled and makes satisfactory progress as certified by the committee chair, dean and director/coordinator of graduate program. The time allocated for removal of the "IP" shall be the same as the maximum time for completion of a degree or certificate.

## **ACADEMIC PERFORMANCE STANDARDS**

Students whose semester GPA for courses leading to the Master's degree in Administration/Counseling falls below 3.0 for two consecutive semesters, and whose overall GPA falls below 3.0, will be suspended from the program.

### **Academic Suspension**

Academic suspension is an administrative action taken by the Department Head and/or Dean of the College of Education. It bars a student from enrollment in graduate courses for at least one term. Students may request return to the program in a probationary status through written petition to the Department Head and/or Dean, who will refer the request to a committee of graduate faculty for review and recommendation. Students are limited to one suspension. The second suspension will result in dismissal from the program of study.

### **Probationary Status**

A condition in which a student must maintain at least a 3.0 GPA each semester until his/her cumulative GPA reaches 3.0.

### **The Two-C Rule**

Students who earn more than two grades of "C" or below may be dismissed from the program. This applies to courses repeated and to those taken for the first time.

### **A Grade below a C**

Students earning a grade below a "C" shall be dismissed from the program.

## **ADVANCEMENT TO CANDIDACY**

Admission of an applicant for the Master's degree programs does not constitute advancement to candidacy. Such advancement will be granted upon the completion of at least 12 semester hours of graduate credit with at least a "B" average. The student must submit a formal application, through the Department of Educational Leadership and Counseling/College of Education, to the Office of Graduate Programs. Failure to fulfill this requirement may prevent the student from enrolling the following semester or having credits considered for a degree.

Admission to candidacy cannot be granted unless the conditions for admittance have been satisfied and all appropriate test scores have been placed on file in the Department of Educational Leadership and Counseling. Admission to candidacy is recommended by the Department Head and Dean of the School or College offering the program. The Office of Graduate Programs must approve admission to candidacy. The application for admission to candidacy and the application for graduation may not be filed during the same semester. In general, a minimum of 12 hours must be completed before one can be admitted to candidacy.

## **COURSE LOAD**

The following limitations on course load are in effect:

1. During a regular semester, a graduate student may not enroll in more than 12 semester credit hours.
2. During a five- or six-week summer session, a graduate student may not enroll in more than six semester hours per session (12 hours total during the entire summer term), except when one course is a four-hour course, in which case the student may enroll in seven hours. The total credit hours earned for the two summer sessions may not exceed fourteen.
3. A graduate student may not enroll in more than three semester credit hours during a three-week summer session.
4. A graduate student enrolled in a three-week session may not enroll in more than one three-hour course in the five-week session being conducted concurrently.
5. This university defines full time enrollment for a graduate student as a minimum of 9 semester credit hours during the regular terms and a minimum of 4 semester credit hours during each summer term.

## **APPLICATION FOR GRADUATION**

An application for graduation may not be filed unless the applicant has:

1. Completed at least twenty-four (24) semester hours of coursework.
2. Earned a 3.0 cumulative Grade Point Average with no more than two “Cs” in graduate courses.
3. Presented written evidence of any course transferred, with grade(s) of “B” or above.
4. Secured formal evaluation of all academic work prior to registration for the final semester.
5. Been admitted to candidacy at least one semester prior to applying for graduation.
6. Taken the GRE.

## **MASTER OF ARTS, MASTER OF SCIENCE AND MASTER OF EDUCATION DEGREE PROGRAMS**

Students seeking certification must meet all requirements listed in the teacher certification section of this catalog. Specific requirements may be obtained from the Office of Teacher Certification in the College of Education.

**MASTER OF ARTS IN COUNSELING DEGREE PROGRAM REQUIREMENTS**

<b>Common Core</b> .....	<b>12 SCH</b>
CNSL 5093 Educational Statistics	
CNSL 5123 Appraisal Techniques	
CNSL 5143 Human Growth and Development	
CNSL 5153 Cross-Cultural Issues	
<b>Recommended Program Concentration</b> .....	<b>18 SCH</b>
CNSL 5013 Counseling Techniques	
CNSL 5023 Counseling Theory and Practice	
CNSL 5053 Professional Orientation	
CNSL 5083 Psychology of Abnormal Behavior	
CNSL 5113 Career Development Counseling	
CNSL 5133 Group Dynamics	
<b>Research</b> .....	<b>3 SCH</b>
CNSL 5163 Research	
<b>Practicum</b> .....	<b>3 SCH</b>
<b>Total Degree Requirements</b> .....	<b>36 SCH</b>

**MASTER OF SCIENCE IN COUNSELING DEGREE PROGRAM REQUIREMENTS**

<b>Common Core</b> .....	<b>12 SCH</b>
CNSL 5093 Educational Statistics	
CNSL 5123 Appraisal Techniques	
CNSL 5143 Human Growth and Development	
CNSL 5153 Cross-Cultural Issues	
<b>Recommended Program Concentration</b> .....	<b>18 SCH</b>
CNSL 5013 Counseling Techniques	
CNSL 5023 Counseling Theory and Practice	
CNSL 5053 Professional Orientation	
CNSL 5083 Psychology of Abnormal Behavior	
CNSL 5113 Career Development Counseling	
CNSL 5133 Group Dynamics	
<b>Research</b> .....	<b>3 SCH</b>
EDFN 5903 Thesis Research	

<b>Practicum</b> .....	<b>3 SCH</b>
<b>Total Degree Requirements</b> .....	<b>36 SCH</b>

**MASTER OF EDUCATION IN EDUCATIONAL ADMINISTRATION DEGREE  
PROGRAM REQUIREMENTS**

<b>Common Core</b> .....	<b>12 SCH</b>
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- ADMN 5073 School Curriculum Leadership
- ADMN 5093 Educational Statistics
- CNSL 5143 Human Growth and Development
- CNSL 5153 Cross-Cultural Issues

<b>Recommended Program Concentration</b> .....	<b>21 SCH</b>
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- ADMN 5003 Fundamentals of Administration
- ADMN 5023 Public School Law (ADMN 5103 Prerequisite)
- ADMN 5033 School Business Management
- ADMN 5043 The School Principalship (ADMN 5003 Prerequisite)
- SUPV 5113 Principles of Supervision (ADMN 5073 Prerequisite)
- ADMN 5103 School Personnel
- ADMN 5133 School Community Relations

<b>Research</b> .....	<b>3 SCH</b>
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- ADMN 5163 Research (ADMN 5093 Prerequisite)

<b>Total Degree Requirements</b> .....	<b>36 SCH</b>
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**MASTER OF SCIENCE IN EDUCATIONAL ADMINISTRATION DEGREE  
PROGRAM REQUIREMENTS**

<b>Common Core</b> .....	<b>12 SCH</b>
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- ADMN 5073 School Curriculum Leadership
- ADMN 5093 Educational Statistics
- CNSL 5143 Human Growth and Development
- CNSL 5153 Cross-Cultural Issues

<b>Recommended Program Concentration</b> .....	<b>21 SCH</b>
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- ADMN 5003 Fundamentals of Administration
- ADMN 5023 Public School Law (ADMN 5103 Prerequisite)
- ADMN 5033 School Business Management
- ADMN 5043 The School Principalship (ADMN 5003 Prerequisite)
- SUPV 5113 Principles of Supervision (ADMN 5073 Prerequisite)
- ADMN 5133 School Community Relations

**Research** ..... **3 SCH**  
EDFN 5903 Thesis Research

**Total Degree Requirements** ..... **36 SCH**

**Superintendency Certification**

- ADMN 5013 Educational Administration: Theory, Practice & Research
- ADMN 5063 Problems in Education Administration
- ADMN 5113 Planning & Managing Education Facilities
- ADMN 5123 School Finance
- ADMN 5513 Superintendency Internship

**DOCTOR OF PHILOSOPHY IN EDUCATIONAL LEADERSHIP**

Students who enter the Educational Leadership Ph.D. Program will be required to complete a minimum of sixty-nine (69) credit hours after the Master's degree.

**Core Courses** ..... **30 SCH**

- EDUL 7003 Fundamental of Strategic Thinking (3 hours)
- EDUL 7013 Strategic Planning (3 hours)
- EDUL 7023 Organizational Theory (3 hours)
- EDUL 7053 Cultural Diversity (3 hours)
- EDUL 7033 Dynamics of Leadership (3 hours)
- EDUL 7043 Organizational Development and Change (3 hours)
- EDUL 7077 Philosophy of Leadership in Education (3 hours)
- EDUL 7143 Human Resource Management (3 hours)
- EDUL 7213 Educational Laws and Policies (3 hours)
- EDUL 7435 Grant Writing (3 hours)

**Concentration Core Hours** ..... **12 SCH (minimum)**

Concentration in General Administration and Superintendency

- EDUL 7223 Educational Governance (3 hours)
- EDUL 7233 School-Community Relations (3 hours)
- EDUL 7243 Educational Facilities Planning and Management (3 hours)
- EDUL 7123 Ethical Decision Making in Educational Leadership (3 hours)
- EDUL 7263 Critical Issues in Educational Leadership (3 hours)
- EDUL 7303 Educational Budgeting and Resource Allocation (3 hours)

Concentration in Human Resources and School Personnel Management

- EDUL 7503 Personnel Administration in Education (3 hours)
- EDUL 7513 School Personnel Selection and Evaluation (3 hours)
- EDUL 7523 School Staff Development (3 hours)
- EDUL 7533 TQM in Schools (3 hours)

**Research.....12 SCH**

The following courses are required for all students:

- EDUL 7603 Quantitative Research Design and Analysis (3 hours)
- EDUL 7613 Qualitative Research Design (3 hours)
- EDUL 7623 Advanced Research (3 hours)
- EDUL 7073 Special Topics in Educational Leadership--Advanced Statistics (3 hours)

**Dissertation.....12 SCH**

- EDUL 8013 Dissertation Seminar (3 hours)
- EDUL 8003 Dissertation hours

**Internship in concentration area.....3 SCH**

EDUL-7083 Internship I: Observation and Field Experience (3 hours)

**Total Degree Requirements .....69 SCH**

**Time Limit**

Students attending full- time should be able to complete the formal doctoral course work within 2 – 2 ½ years if they attend during both regular session and summer. Students who only enroll full-time during regular semesters require longer than two full years. Each student will be given seven (7) years to complete the doctoral program. Students who earn two “C”s” may be dismissed from the doctoral program.

\*See Program Handbook for Additional Information

## **Department of Health and Human Performance**

### **ADMINISTRATIVE OFFICER**

Patricia Hoffman Miller, *Interim Department Head*

### **FACULTY**

Angela Branch-Vital, Assistant Professor, *Health*

William Davis Hale, Assistant Professor, *Human Performance*

Kenyta Ford, Assistant Professor, *Health*

Queen Martin, Assistant Professor, *Health*

Brigid Wilson, Assistant Professor, *Human Performance*

Marsha Kay Wilson, *Health and Human Performance*

### **PURPOSE AND GOALS**

The programs in the Department of Health and Human Performance are designed to meet the professional needs and interests of students who wish to pursue a Master of Science in Education or a Master of Education, with a concentration in Health and Physical Education. The graduate programs are designed for those students with special interests in the areas of health and physical education.

The master's degree with a concentration in physical education is primarily for teachers, coaches, and school administrators. The curriculum prepares students for advanced teaching and/or administrative endeavors at the elementary or secondary levels.

The master's degree with a concentration in health is primarily for those students who are interested in school health education or working in various health care settings such as hospitals, public and private health and education agencies, or health promotion programs. An internship is required.

### **MASTER OF SCIENCE IN EDUCATION AND MASTER OF EDUCATION DEGREE PROGRAMS**

Students seeking certification must meet all requirements listed in the teacher certification section of this catalog. Specific requirements may be obtained from the Office of Teacher Certification in the College of Education.

### **Degree Requirements for Applicants without a Baccalaureate Degree in Health and/or Physical Education**

Professional students who seek admission to the master's program must meet the same prerequisite and degree requirements as baccalaureate degree students. Students are expected to complete the prerequisite curriculum within two years of the initial admission date.



**Internship/Practicum in Health and Human Performance**

The internship is an integral part of the instructional program in the Health/Physical Education/Community Health curriculum. The experience is designed to enhance the understanding and application of knowledge and research findings to public health and wellness or physical fitness settings by providing an opportunity to gain practical experience, at an appropriate level and content, in the Community/Public Health field. All students in the Health and Physical Education/Community Health focus area are required to complete a minimum of two hundred hours of an internship/practicum experience. Further information regarding the internship/practicum will be provided upon matriculation by the Department of Health and Human Performance.

**Thesis**

For the capstone of their educational experience, students in the department are expected to conduct an original piece of publishable research and/or contribute to the knowledge base of behavioral sciences and health education. Theses are written under the supervision of individual faculty members in the department. Research topics and support for studies are provided by health agencies and organizations in the area.

**Master’s Degree Programs – Concentration in Physical Education or Health Education**

**Common Core For Each of the four Graduate Degrees .....12 SCH**  
PHED 5133 Physical Education Curriculum\*  
EDFN 5103 Foundations of Educational Research  
EDFN 5113 Psychology of Learning and Development  
EDFN 5123 Socio-Cultural Issues in Education

**MASTER OF SCIENCE IN EDUCATION (M.S. - Education) CONCENTRATION IN PHYSICAL EDUCATION**

**Program Concentration.....12 SCH**  
PHED 5123 Scientific Foundations of Physical Education  
PHED 5143 Sociology of Sport  
PHED 5303 Tests and Measurements in Health and Physical Education\*PHED 5503 Teaching Physical Education\*  
**Research and Resource.....12SCH**  
EDFN 5143 Advanced Educational Statistics  
EDFN 5903 Thesis Research  
+ 9 semester hours from the following:  
PHED 5103 Psychology of Motor Learning\* ..... 3 SCH  
PHED 5113 Supervision in Physical Education\* ..... 3 SCH  
PHED 5203 Physiology of Muscular Exercises\*..... 3 SCH  
PHED 5343 Professional Preparation in Health, Physical Education, Recreation and Dance\* ..... 3 SCH

PHED 5353 Mainstreaming in Health, Physical Education, Recreation and Dance*	3 SCH
PHED 5403 Administrative Problems in Health and Physical Education*	3 SCH
HLTH 5043 Alcohol and Drugs	3 SCH
HLTH 5073 Epidemiology and Diseases	3 SCH
HLTH 5133 Seminar - Selected Topics	3 SCH
HLTH 5143 Medical Foundations for Health Professions	3 SCH
HLTH 5183 Contemporary Health	3 SCH

**Total Master of Science in Education-Concentration in Physical Science.....36 SCH**

**MASTERS IN EDUCATION (M.Ed.) CONCENTRATION IN PHYSICAL EDUCATION**

**Common Core .....12 SCH**

PHED 5133 Physical Education Curriculum*	
EDFN 5103 Foundations of Educational Research	
EDFN 5113 Psychology of Learning and Development	
EDFN 5123 Socio-Cultural Issues in Education	

**Program Concentration .....12 SCH**

PHED 5123 Scientific Foundations of Physical Education	
PHED 5143 Sociology of Sport	
PHED 5303 Tests and Measurements in Health and Physical Education*	
PHED 5503 Teaching Physical Education*	

**Research and Resource .....12SCH**

EDFN 5923 Master's Seminar	
+ 9 semester hours from the following:	
PHED 5103 Psychology of Motor Learning*	3 SCH
PHED 5113 Supervision in Physical Education*	3 SCH
PHED 5203 Physiology of Muscular Exercises*	3 SCH
PHED 5343 Professional Preparation in Health, Physical Education, Recreation and Dance*	3 SCH
PHED 5353 Mainstreaming in Health, Physical Education, Recreation and Dance*	3 SCH
PHED 5403 Administrative Problems in Health and Physical Education*	3 SCH
HLTH 5043 Alcohol and Drugs	3 SCH
HLTH 5073 Epidemiology and Diseases	3 SCH
HLTH 5133 Seminar - Selected Topics	3 SCH
HLTH 5143 Medical Foundations for Health Professions	3 SCH
HLTH 5183 Contemporary Health	3 SCH

**Total Masters in Education (M.Ed.) Concentration in Physical Education .....36 SCH**

**MASTER OF SCIENCE IN EDUCATION (M.S. – Education) CONCENTRATION  
IN HEALTH EDUCATION**

**Common Core .....12 SCH**

- PHED 5133 Physical Education Curriculum\*
- EDFN 5103 Foundations of Educational Research
- EDFN 5113 Psychology of Learning and Development
- EDFN 5123 Socio-Cultural Issues in Education

**Program Concentration.....12 SCH**

- HLTH 5063 Human Behavior and Health Education
- HLTH 5173 Nutrition and Environment
- HLTH 5193 Community Health
- PHED 5303 Tests and Measurements in Health and Physical Education\*

**Research and Resource.....12SCH**

- EDFN 5143 Advanced Educational Statistics
- EDFN 5903 Thesis Research or HLTH 5993 Independent Study
- + 6 semester hours (3 from PHED and 3 from HLTH) from the following:

- PHED 5103 Psychology of Motor Learning\* ..... 3 SCH
- PHED 5113 Supervision in Physical Education\* ..... 3 SCH
- PHED 5203 Physiology of Muscular Exercises\* ..... 3 SCH
- PHED 5343 Professional Preparation in Health, Physical Education, Recreation  
and Dance\* ..... 3 SCH
- PHED 5353 Mainstreaming in Health, Physical Education, Recreation and Dance\* 3 SCH

- HLTH 5043 Alcohol and Drugs..... 3 SCH
- HLTH 5073 Epidemiology and Diseases..... 3 SCH
- HLTH 5133 Seminar - Selected Topics ..... 3 SCH
- HLTH 5143 Medical Foundations for Health Professions..... 3 SCH
- HLTH 5183 Contemporary Health ..... 3 SCH

**Total Master of Science in Education (M.S. – Education) Concentration in Health36-  
SCH**

**MASTERS IN EDUCATION (M. Ed.) CONCENTRATION IN HEALTH  
EDUCATION**

**Common Core .....12 SCH**

- PHED 5133 Physical Education Curriculum\*
- EDFN 5103 Foundations of Educational Research
- EDFN 5113 Psychology of Learning and Development
- EDFN 5123 Socio-Cultural Issues in Education

<b>Program Concentration</b> .....	<b>12 SCH</b>
HLTH 5063 Human Behavior and Health Education	
HLTH 5173 Nutrition and Environment	
HLTH 5193 Community Health	
PHED 5303 Tests and Measurements in Health and Physical Education*	
<b>Research and Resource</b> .....	<b>12SCH</b>
EDFN 5923 Master's Seminar or HLTH 5993 Independent Study	
+ 9 semester hours from the following:	
HLTH 5183 Contemporary Health .....	3 SCH
HLTH 5043 Alcohol and Drugs .....	3 SCH
HLTH 5073 Epidemiology and Diseases.....	3 SCH
HLTH 5133 Seminar - Selected Topics.....	3 SCH
HLTH 5143 Medical Foundations for Health Professions .....	3 SCH
PHED 5103 Psychology of Motor Learning* .....	3 SCH
PHED 5113 Supervision in Physical Education* .....	3 SCH
PHED 5203 Physiology of Muscular Exercise* .....	3 SCH
PHED 5343 Professional Preparation in HPERD* .....	3 SCH
PHED 5353 Mainstreaming in HPERD* .....	3 SCH
<b>Total Masters in Education (M.Ed.) Concentration in Health Education</b> .....	<b>36 SCH</b>

\*Requires Department Administration Approval

## College of Engineering

### ADMINISTRATIVE OFFICER

Kendall T. Harris, *Dean*

### ADMINISTRATIVE STAFF

Shield B. Lin, *Interim Associate Dean*

Kelvin K. Kirby, *Interim Assistant Dean*

### FACULTY

Sukesh Aghara, *Nuclear-Engineering*

Cajetan M. Akujuobi, *Electrical and Computer Engineering*

Annamalai, Annamalai, *Electrical and Computer Engineering*

John Okyere Attia, *Electrical and Computer Engineering*

Paul O. Biney, *Mechanical Engineering*

Ronald D. Boyd, *Mechanical Engineering*

Ing Chang, *Mechanical Engineering*

Kamel H. Fotouh, *Chemical Engineering*

Sherri Frizell, *Computer Science*

John H. Fuller, *Electrical and Computer Engineering*

Jorge F. Gabitto, *Chemical Engineering*

Michael Gyamerah, *Bio-Chemical Engineering*

Kendall T. Harris, *Mechanical Engineering*

Ziaul Huque, *Mechanical Engineering*

Kelvin K. Kirby, *Electrical and Computer Engineering*

Siew T. Koay, *Electrical and Computer Engineering*

Raghava R. Kommalapati, *Civil & Environmental Engineering*

A. Anil Kumar, *Electrical and Computer Engineering*

Lin Li, *Computer Science*

Akhtar Lodgher, *Computer Science*

Shield B. Lin, *Mechanical Engineering*

Yi Lu, *Computer Science*

Felecia M. Nave, *Chemical Engineering*

Franklin D. Nkansah, *Electrical and Computer Engineering*

Pamela Obiomon, *Electrical and Computer Engineering*

Irvin W. Osborne-Lee, *Chemical Engineering*

Kolawole Olasupo, *Electrical and Computer Engineering*

Xiaobo Peng, *Mechanical Engineering*

Judy A. Perkins, *Civil & Environmental Engineering*

Lijun Qian, *Electrical and Computer Engineering*

Ramalingam Radhakrishnan, *Civil & Environmental Engineering*

**FACULTY (continued)**

Gerald Rambally, *Computer Science*  
Matthew Sadiku, *Electrical and Computer Engineering*  
Charlie L. Tolliver, *Electrical and Computer Engineering*  
Dhadesugoor R. Vaman, *Electrical and Computer Engineering*  
Richard T. Wilkins, *Electrical and Computer Engineering*  
Feng-Jen Yang, *Computer Science*  
Yonggao Yang, *Computer Science*  
Hsiang Y. Yeh, *Civil & Environmental Engineering*  
Jianren Zhou, *Mechanical Engineering*

**PURPOSE AND GOALS**

The graduate Engineering programs are designed to enhance the student's research capabilities and to make the student more competitive in the professional practice. They are the continuation of the intellectual, scholarly and professional development of the individual producing technological leaders and creative engineers and computer scientists devoted to the discovery, development, and refinement of knowledge and methodologies associated with the various engineering and computer disciplines. Each degree candidate is expected to have demonstrated the highest degree of professional ethics and standards. The College of Engineering provides excellent facilities in support of its graduate programs.

**INSTRUCTIONAL ORGANIZATION**

The College of Engineering offers the following graduate degree programs:

<b>Programs</b>	<b>Degree Offered</b>
<i>Computer Information Systems</i>	M.S.C.I.S.
<i>Computer Science</i>	M.S.C.S.
<i>Engineering</i>	M.S.ENGR.
<i>Electrical Engineering</i>	M.S.E.E.
<i>Electrical Engineering</i>	PH.D.

## **SUPPORTING FACILITIES**

### **Chemical Engineering**

The Chemical Engineering Department has research facilities available in several areas including bioengineering, materials, nuclear engineering, economic and environmental impact assessment. Bioengineering facilities include laboratories for biotechnology, bioprocess engineering and bioseparations studies. Materials facilities include equipment for measuring such properties as flash point, thermal expansivity and coefficient of friction. Nuclear studies facilities include a laboratory for the detection and measurement of ionizing radiation of different types. Modeling and simulation tools enable the study and comparison of alternative chemical processing routes on the basis of performance cost and risk. Other facilities are available for studying transport processes in oil recovery and bioremediation operations, as well as in general purpose laboratories

### **Civil Engineering**

The Civil and Environmental Engineering Department research facilities consists of several laboratories, namely the construction materials, environmental, geotechnical, hydraulics, transportation, geographic information systems (GIS), and computer information systems. These laboratories are used to enhance our undergraduate education as well as conduct research.

The Construction Materials laboratory is equipped with an Instron machine which has the capability to perform tension, compression, bending, fatigue and other dynamic and cyclic loading tests. The laboratory also has equipment with testing capabilities for torsion and hardness. Several other material testing facilities are available in the college though other departments and research centers and are accessible to our graduate students. The Environmental Engineering laboratory is equipped with water and wastewater analysis tools and sedimentation, filtration, jar test and aerobic digestion apparatus to study various treatment methods. The Geotechnical Engineering lab has equipment with the capability to perform triaxial, consolidation, direct shear and unconfined compressive strength tests. Located in the Hydraulics Engineering Laboratory is state of the art equipment in fluid mechanics and hydraulic machinery. The Transportation Engineering, GIS and computer information systems laboratory house over fifteen (15) state of the art computers loaded with civil and environmental engineering software, transportation engineering, and other GIS tools.

### **Computer Science**

The Computer Science Department has a variety of computing facilities, including several MS Windows-based PC labs, distance learning and video conference laboratory, graduate student laboratory equipped with multiple operating systems, databases and other software. The department research facilities include a Graphics and 3-D Visualization laboratory, a networks laboratory, and artificial intelligence laboratory, a data-mining laboratory, and an RFID applications laboratory.

The Graphics and 3-D visualization laboratory consists of several 3-D visualization workstations with head-mounted displays and data gloves for developing tactile and motion sensing applications. The networks laboratory consists of several different types of network appliances including switches, VPN, routers, etc., using which students study the various network topographies and traffic patterns. The artificial intelligence laboratory has several neural network software modules and the data-mining laboratory has several database and data-mining software modules,. The RFID laboratory has setups of several types of RFID readers and writers which enable students to configure the hardware and software for various real-time RFID application scenarios.

### **Electrical and Computer Engineering**

The Electrical and Computer Engineering Department has a wide range of facilities available to support graduate studies and research. The Department has the following laboratories available for research: Analog and Mixed Signal Lab, Wireless Communications Lab, Computer Networking Lab, Digital Systems Lab, VLSI Design Lab, Device Characterization Lab, the Sprint Broadband Telecommunications Lab, and the Texas Instruments DSP Solutions Lab.

The laboratories are equipped with state-of-art equipment and instruments. The pieces of equipment include: spectrum analyzers, logic analyzers, network analyzer, pattern generators, signal generators, NI Elvis, power supplies, oscilloscopes, function/arbitrary waveform generators, Xilinx FPGA development tools, semi-automatic probe station, Hewlett-Packard 4145 Parametric Analyzer System, Keithley System 83 Variable Temperature Probe Station with C-V & I-V Measurements, personal computers, workstations, plotters and printers.

Software packages available for academic instructions and research include: Matlab, Simulink, LabView, Pspice circuit simulator, NI MultiSim, Cadence tools for VLSI design, Synopsis device simulator, Opnet, COMSOL Multiphysics 3D simulator,

There are several centers of excellence in the university where students will have opportunities to work with the faculty on their research. The following are research centers within the EE Department:

- The NASA Center for Applied Radiation Research (CARR) is a comprehensive research center focused on studies related to fundamental understanding of space radiation effects on humans, devices and materials. CARR research emphasizes emerging technologies related to human space flight in conjunction with the missions and strategic plans of NASA for human space flight. CARR research is fundamentally inter-disciplinary in nature and beneficial to all of NASA, since all aerospace activities take place in a potentially hostile radiation environment.
- The Center of Excellence for Communications Systems Technology Research (CECSTR). Part of the Center's mission is to establish a comprehensive research program with the capabilities of seeking an understanding of selected aspects of communication systems, DSP Solutions, Image Processing, Mixed Signal Systems, and High Speed (Broadband) Communication Systems by way of algorithm developments, modeling, simulation, analysis, design, testing, and performance evaluation. The Center's laboratories are equipped with state-of-the-art equipment and instruments.



- The Center for Digital Battlefield Communications is funded by the US Army Research Laboratory. The mission of the Center is to achieve National Excellence in Telecommunications Research, Technology Transfer and Focused Education by collaborating with US DOD, Texas State and Industry. Projects include: (i) Digital Battlefield Network Architecture Design, (ii) Power Control for Efficient Sensor Network Architecture Design, (iii) Embedded Transform Coding for Efficient Use of Available Bandwidth and (iv) Design & Implementation of Seamless Application QoS for Secure Multi-service Applications
- The NASA sponsored PVAMU Center of Radiation Engineering and Science for Space Exploration (CRESSE) will have the infrastructure to investigate the scientific and engineering challenges faced by NASA and the international space community caused by space radiation. CRESSE will focus on space radiation research directly applicable to astronaut health and safety during future lunar and Martian missions. The research approach will consist of experimental and theoretical radiation modeling studies utilizing governmental and academic particle accelerator facilities.

### **Mechanical Engineering**

Research facilities are available in the Thermal Science Research Center, the Future Aerospace Science and Technology Center (FAST) on Lightweight Structural Materials and Processing, Nanomaterials facilities,, Surface Coating facilities, the Computational Fluid Dynamics Institute, and Computer-Aided Engineering, Design and Manufacturing facilities.

Research on nanomaterials and in the FAST center include: development of scalable methods for purification and functionalization of carbon nanotubes to improve dispersion into polymeric resins during processing; development of low-cost methods for processing composites; processing and fabrication of lightweight structural polymer matrix composites/nanocomposites using autoclave, RTM, heated platen press, and heated blanket; thermal characterization of composites and neat resins using TGA, DSC, and DMA; simulated environments on composite and nanocomposite properties using humidity chambers and an automatic cycling system capable of cycling materials between 500 °C and -196 °C; mechanical characterization (using Instron testing machines) including tension, compression, short-beam shear, flexural, fatigue and testing at cryogenic (down to -196 °C) and high temperature (up to 600 °C) conditions; measurement of permeability of films, neat resins & composites using a mass spectrometer optimized to sense helium; and non-destructive evaluation of composites using C-Scan.

The CFD Institute has a state-of-the-art sixteen node parallel computing cluster. The server node has four processors with 1 GB memory each with 2.33 GHz speed and 250 GB storage memory. The rest of the fifteen nodes are dual processing nodes. Each processor has a RAM of 2 GB and a speed of 3 GHz with a storage memory of 160 GB. This cluster enables the CFD Institute to perform large computation within reasonable time. The Institute uses several codes including CHEM, FLUENT, GRIDGEN and Tecplot.

The Computer-Aided Engineering Lab is equipped with twenty high-end engineering workstation and offers the state-of-the-art collaborative engineering design facilities. It consists of a Tandberg video conference and distance learning system and three Sun servers,

## **ADMISSION TO PROGRAMS**

### **Master's Programs**

The following are university admission requirements to the master's programs in the College of Engineering. Students will be awarded graduate degree status admission if they satisfy all the admission requirements.

- 1) Meet the requirements for admission to the graduate school.
- 2) Have an undergraduate degree from an ABET (or equivalent) accredited program.
- 3) Have a cumulative Grade Point Average (GPA) of 3.00 on a 4.00 scale.
- 4) Have GRE verbal and quantitative scores in the higher percentiles.
- 5) Have previous educational background in the intended area of study.

Students may be awarded provisional graduate degree status admission if they satisfy the following requirements.

- 1) Have a minimum cumulative Grade Point Average (GPA) of 2.75 on a 4.00 scale.
- 2) Have GRE verbal and quantitative scores in upper percentiles.

Provisional students must petition the Dean of Engineering for full status to the graduate program during the term in which the first 12 graduate semester credit hours will be completed. To be considered for full degree status provisional students must have earned a minimum GPA of 3.0 in all courses recommended by the faculty advisor and the head of the graduate program.

Students may be awarded non-degree status admission or special student status admission if they satisfy the requirements as outlined in the catalog section "Types of Admission" under Admissions Information and Requirements. Special students must petition the Dean of Engineering for full status to the graduate program during the term in which the first 12 graduate semester credit hours will be completed. To be considered for full degree status, special students must have earned a minimum GPA of 3.0 and have GRE verbal and quantitative scores in upper percentiles.

### **Doctoral Program**

The following are admission requirements to the Doctor of Philosophy program in the Department of Electrical Engineering. The candidate should:

1. Hold a baccalaureate degree in engineering, mathematics or the physical sciences conferred by a regionally accredited institution.
2. Have a 2.75 Grade Point Average (GPA) on a four-point scale on all completed undergraduate course work.
3. Hold a Masters of Science degree in Electrical Engineering or one of the related disciplines, conferred by an accredited institution.

4. Have a 3.2 GPA on all completed graduate work.
5. Produce original transcripts for all academic work completed at the undergraduate and graduate levels.
6. Have GRE verbal and quantitative scores in the higher percentiles.
7. Submit three letters of recommendation. These should preferably come from faculty sufficiently acquainted with the student to comment on the student's potential to successfully complete the doctoral program.
8. Submit a personal statement describing the applicant's academic or professional accomplishments, research interest and professional goals.
9. International students, when deemed appropriate are required to take the Test of English as a Foreign Language (TOEFL); a score of 550, or higher, is required.

### **MASTER OF SCIENCE IN ENGINEERING DEGREE PROGRAM**

The Master of Science Degree in Engineering is a general engineering program with four areas of concentration:

Chemical Engineering  
Civil Engineering  
Environmental Engineering  
Mechanical Engineering

Each area of concentration has an option of a thesis or non-thesis degree plan. The thesis option requires 30 semester credit hours including 6 semester credit hours for the thesis. The non-thesis option requires 33 semester credit hours including 3 semester hours for a major project. Each option includes 12 semester credit hours of graduate courses in general engineering with the remaining hours to be determined by the student and his academic advisor during the first semester of acceptance to the graduate program as a degree status student.

During the first semester of graduate degree status, the student should select an advisory committee consisting of at least three members, two of whom must come from the engineering faculty, and the chairman of the committee who shall be a full member of the graduate faculty in engineering.

### **THESIS OPTION DEGREE PROGRAM REQUIREMENTS**

**General Requirements.....6 SCH**  
GNEG 5086 Thesis

**\*General Engineering Requirements.....12 SCH**  
GNEG 5063 Engineering Analysis I  
GNEG 5073 Engineering Analysis II  
GNEG 5033 Engineering Probability and Statistics  
GNEG 5133 Numerical Methods in Engineering  
GNEG 5023 Operations Research  
GNEG 5193 Special Topics

**Technical Electives.....12 SCH**  
Selection based on consent of student's academic advisor.

**Total Degree Requirements .....30 SCH**

\* The student must consult his/her academic advisor and take at least two courses in GNEG 5063, 5073, 5033, 5133 or 5023.

**NON-THESIS OPTION DEGREE PROGRAM REQUIREMENTS**

**General Requirements.....3 SCH**  
GNEG 5303 Graduate Project or  
GNEG 5203 Graduate Internship

**\*General Engineering Requirements.....12 SCH**  
GNEG 5063 Engineering Analysis I  
GNEG 5073 Engineering Analysis II  
GNEG 5033 Engineering Probability and Statistics  
GNEG 5133 Numerical Methods in Engineering  
GNEG 5023 Operations Research  
GNEG 5193 Special Topics

**Technical Electives.....18 SCH**  
Selection based on consent of student's academic advisor.

**Total Degree Requirements .....33 SCH**

\*The student must consult his/her academic advisor and take at least two courses in GNEG 5063, 5073, 5033, 5133 or 5023.

## Department of Computer Science

### ADMINISTRATIVE OFFICER

Akhtar Lodgher, Department Head

### FACULTY

Sherri Frizell, *Computer Science*, Human-Computer Interaction

Lin Li, *Computer Science*, Networks

Yi Lu, *Computer Science, Bioinformatics and Data Mining*

Akhtar Lodgher, *Computer Science*, Computer Systems Applications

Gerard Rambally, *Computer Science*, Bioinformatics

Feng-Jen Yang, *Computer Science*, Artificial Intelligence

Yonggao Yang, *Computer Science*, Graphics and Visualization

### PURPOSE AND GOALS

The Master's degree programs prepare graduate students for positions in industry and research. Master's degree graduates are also provided with a foundation for continuing their study at the doctoral level in Computer Science or Computer Information Systems.

The major objectives of the programs are to:

1. Address the critical shortage of professionals in Computer Science and Information Technology in Texas and the nation;
2. Provide an avenue for computer professionals in industry to upgrade their professional skills; and
3. Prepare graduates to pursue the terminal degree in Compute Science and Computer Information Systems.

### Special Student Admission

Applicants who wish to take graduate courses but who do not meet the minimum GPA for admission as degree, provisional, or non-degree status may apply for special student status admission to the University in order to enroll in the required computer science background courses. These students must have been highly recommended based upon evidence of scholarly potential.

A student with a bachelor's degree in a discipline other than computer science must possess a computer science background equivalent to the following PVAMU courses before being admitted to the MS in Computer Science program:

- COMP 2013 – Data Structures
- COMP 2103 – Discrete Structures
- COMP 3034 Computer Organization
- MATH 2024 Calculus II
- MATH 3073 – Linear Algebra

### MASTER OF SCIENCE IN COMPUTER INFORMATION SYSTEMS (CINS) DEGREE PROGRAM REQUIREMENTS

#### THESIS OPTION DEGREE PROGRAM REQUIREMENTS

**General Requirements**.....6 SCH  
CINS 5906 Master's Thesis

**Computer Information Systems Core Requirements** .....21 SCH  
CINS 5003 Research Methods and Graduate Seminars  
CINS 5013 Information Resources Management  
CINS 5033 Database Management Systems  
CINS 5043 Data Communications and Computer Networks  
CINS 5063 Data Structures and Algorithms  
CINS 5073 Information Technology  
CINS 5183 Software Engineering

**Computer Information Systems Track Requirements** .....9 SCH  
Students are required to declare one of the tracks listed below and take the requirements under that track.

**General Computer Information Systems Track**  
9 hours from the list of CINS Electives

**Internet Technologies Track**

6 hours from the list of IT CINS Electives

3 hours from the list of CINS Electives

**Total Degree Requirements .....36 SCH**

**NON-THESIS OPTION DEGREE PROGRAM REQUIREMENTS**

**General Requirements .....3 SCH**

CINS 5913 Master's Project

**Computer Information Systems Core Requirements .....21 SCH**

CINS 5003 Research Methods and Graduate Seminars

CINS 5013 Information Resources Management

CINS 5033 Database Management Systems

CINS 5043 Data Communications and Computer Networks

CINS 5063 Data Structures and Algorithms

CINS 5073 Information Technology

CINS 5183 Software Engineering

**Computer Information Systems Track Requirements .....12 SCH**

Students are required to declare one of the tracks listed below and take the requirements under that track.

**General Computer Information Systems Track**

12 hours from the list of CINS Electives

**Internet Technologies Track**

6 hours from the list of IT CINS Electives

6 hours from the list of CINS Electives

**Total Degree Requirements .....36 SCH**

**General CINS Electives**

CINS 5103 Decision Support Systems

CINS 5143 Advanced Database Management Systems

CINS 5173 Information Storage and Retrieval

CINS 5213 Advanced Data Communication and Computer Networks

CINS 5223 Artificial Intelligence and Expert Systems

CINS 5233 Distributive Computing and Parallel Processing

CINS 5303 E-Commerce

CINS 5323 Multimedia Applications

CINS 5333 Reverse Logistics

CINS 5413 Object Oriented Analysis and Design  
CINS 5463 Human Computer Interaction and Interface Design  
CINS 5983 Special Topics in Computer Information Systems  
CINS 5993 Independent Study

**IT CINS Electives**

CINS 5143 Advanced Database Management Systems  
CINS 5173 Information Storage and Retrieval  
CINS 5303 E-Commerce  
CINS 5323 Multimedia Applications

**MASTER OF SCIENCE IN COMPUTER SCIENCE DEGREE PROGRAM  
REQUIREMENTS**

**THESIS OPTION DEGREE PROGRAM REQUIREMENTS**

**General Requirements.....6 SCH**  
COMP 5906 Master's Thesis

**Computer Science Core Requirements .....21 SCH**  
COMP 5003 Research Methods and Graduate Seminars  
COMP 5113 Fundamentals and Concepts of Programming  
COMP 5123 Advanced Computer Architecture  
COMP 5133 Advanced Operating Systems  
COMP 5143 Advanced Database Management Systems  
COMP 5153 Design and Analysis of Algorithms  
COMP 5423 Software Engineering Processes

**Computer Science Track Requirements .....9 SCH**  
Students are required to declare one of the tracks listed below and take the requirements under that track.

**General Computer Science Track**  
9 hours from the list of Computer Science Electives

**Software Engineering Track**  
6 hours from the list of Software Engineering Electives  
3 hours from the list of Computer Science Electives

**Total Degree Requirements .....36 SCH**



**NON-THESIS OPTION DEGREE PROGRAM REQUIREMENTS**

**General Requirements.....3 SCH**  
COMP 5913 Master’s Project

**Computer Science Core Requirements .....21 SCH**  
COMP 5003 Research Methods and Graduate Seminars  
COMP 5113 Fundamentals and Concepts of Programming  
COMP 5123 Advanced Computer Architecture  
COMP 5133 Advanced Operating Systems  
COMP 5143 Advanced Database Management Systems  
COMP 5153 Design and Analysis of Algorithms  
COMP 5423 Software Engineering Processes

**Computer Science Track Requirements .....12 SCH**  
Students are required to declare one of the tracks listed below and take the requirements under that track.

**General Computer Science Track**  
12 hours from the list of Computer Science Electives

**Software Engineering Track**  
6 hours from the list of Software Engineering Electives  
6 hours from the list of Computer Science Electives

**Total Degree Requirements .....36 SCH**

**General Computer Science Electives**  
COMP 5213 Advanced Data Communications and Computer Networks  
COMP 5223 Artificial Intelligence and Expert Systems  
COMP 5233 Distributed Computing and Parallel Processing  
COMP 5243 Numerical Analysis  
COMP 5253 Theory of Computation  
COMP 5263 Advanced Computer Graphics  
COMP 5413 Object-Oriented Analysis and Design Methodology  
COMP 5433 Software Project Planning and Management  
COMP 5443 Advanced Software Quality Assurance  
COMP 5463 Human Computer Interaction and Interface Design  
COMP 5983 Special Topics in Computer Science  
COMP 5993 Independent Study

**Software Engineering Electives**  
COMP 5433 Software Project Planning and Management  
COMP 5443 Advanced Software Quality Assurance  
COMP 5463 Human Computer Interaction and Interface Design

## **Department of Electrical and Computer Engineering**

### **ADMINISTRATIVE OFFICER**

John O. Attia, *Department Head*

### **FACULTY**

Cajetan Akujuobi, *Electrical and Computer Engineering*  
Annamalai, Annamalai, *Electrical and Computer Engineering*  
John O. Attia, *Electrical and Computer Engineering*  
John H. Fuller, *Electrical and Computer Engineering*  
Kelvin K. Kirby, *Electrical and Computer Engineering*  
Siew T. Koay, *Electrical and Computer Engineering*  
A. Anil Kumar, *Electrical and Computer Engineering*  
Franklin D. Nkansah, *Electrical and Computer Engineering*  
James A. Northern, *Electrical and Computer Engineering*  
Pamela Obiomon, *Electrical and Computer Engineering*  
Kolawole Olasupo, *Electrical and Computer Engineering*  
Lijun Qian, *Electrical and Computer Engineering*  
Matthew Sadiku, *Electrical and Computer Engineering*  
Charlie L. Tolliver, *Electrical and Computer Engineering*  
Dhadesugoor R. Vaman, *Electrical and Computer Engineering*  
Richard Wilkins, *Electrical and Computer Engineering*

### **PURPOSE AND GOALS**

The primary purpose of the Electrical and Computer Engineering Program is to enhance students' skills in specialized areas and provide opportunities for students to pursue careers in private industry, government research laboratories and design facilities.

The objectives of the program are:

1. To produce graduate students who have advanced training in one of the following areas of emphasis in Electrical Engineering: (i) Microelectronics, (ii) Computer Engineering, (iii) Telecommunications and Signal processing.
2. To produce a significant number of graduates with experience in research.
3. To prepare outstanding students to pursue doctoral degrees.
4. To produce post-graduates who have the technical, cognitive and interpersonal skills that will allow them to secure employment within the State of Texas, or in the nation.

**MASTER OF SCIENCE IN ELECTRICAL AND COMPUTER ENGINEERING  
DEGREE PROGRAM REQUIREMENTS**

**THESIS OPTION DEGREE PROGRAM REQUIREMENTS**

**General Requirements.....6 SCH**  
ELEG 5996 Thesis

**General Engineering Requirements .....6 SCH**  
GNEG 5033 Engineering Probability and Statistics  
GNEG 5063 Engineering Analysis I  
GNEG 5073 Engineering Analysis II  
GNEG 5133 Numerical Methods in Engineering

**Electrical Engineering Track Requirements .....6 SCH**  
Students are required to declare one of the tracks listed and take two courses under that track.

**Technical Electives.....12 SCH**  
At least two technical electives must be taken in the Electrical Engineering department.

**Total Degree Requirements .....30 SCH**

**NON-THESIS OPTION DEGREE PROGRAM REQUIREMENTS**

**Masters Project .....3 SCH**  
ELEG 5913 Engineering Project

**General Engineering Requirements .....6 SCH**  
GNEG 5063 Engineering Analysis I  
GNEG 5073 Engineering Analysis II  
GNEG 5133 Numerical Methods in Engineering  
GNEG 5033 Engineering Probability and Statistics

**Electrical Engineering Track Requirements .....9 SCH**  
Students are required to declare one of the tracks listed and take two courses under that track.

**Technical Electives.....15 SCH**  
At least two technical electives must be taken in the Electrical Engineering department.

**Total Degree Requirements .....33 SCH**

**Courses for Electrical and Computer Engineering Tracks**

**(A) Computer Engineering Track**

ELEG 6103 Advanced Computer Systems Design  
ELEG 6113 Computer Architecture & Advanced Logic Design  
ELEG 6123 The Internet: Design and Implementation  
ELEG 6133 Fault Tolerant Computing  
ELEG 6143 Modeling and Performance of Computer Architectures  
ELEG 6153 Information Networks

**(B) Communication and Signal Processing Track**

ELEG 6203 Wireless Networks  
ELEG 6213 Digital Communications  
ELEG 6223 Network Management  
ELEG 6243 Advanced Broadband Communications Systems  
ELEG 6313 Stochastic Processes  
ELEG 6323 DSP Hardware Systems Design  
ELEG 6333 Wavelets and Their Applications  
ELEG 6353 Advanced Digital Signal Processing

**(C) Microelectronics Track**

ELEG 6403 Solid State Devices  
ELEG 6413 Integrated Circuits Fabrication  
ELEG 6423 VLSI and ULSI Design  
ELEG 6433 Semiconductor Devices  
ELEG 6543 Advanced Solid State  
ELEG 6553 Advanced Mixed Signal

**Other Technical Electives**

GNEG 5193-001 Special Topics – Advanced Heat Transfer  
GNEG 5193-003 Special Topics – Dynamics of Mechanical Systems  
GNEG 5193-015 Special Topics – Modern Control Systems  
GNEG 5193-019 Special Topics – Advanced Analytic Basis Design  
GNEG 5193-172 Special Topics - Environmental Modeling  
GNEG 5193-175 Special Topics – Water Quality Management  
GNEG 5193-179 Special Topics – Management of Engineering Projects  
MCEG 5023 Advanced Thermodynamics  
MCEG 5123 Advanced Computer Aided Engineering Design  
CVEG 5123 Structured Dynamics  
CVEG 5133 Advanced Mechanics of Materials  
MATH 5033 Complex Analysis II

MATH 5343 Boundary Value Problem  
MATH 5613 Theory of Matrices  
MATH 5723 Partial Differential Equations  
MATH 5773 Advanced Analysis  
MATH 5903 Modern Algebra

**DOCTOR OF PHILOSOPHY IN ELECTRICAL AND COMPUTER  
ENGINEERING DEGREE PROGRAM**

**PURPOSE AND GOALS**

The Doctor of Philosophy program in Electrical and Computer Engineering is designed to prepare students to be scholars, to develop the students' capacities to understand issues and problems at the frontiers of knowledge and to make significant contributions to that knowledge. The Ph.D. program's overall educational goals are to provide doctoral training in Electrical Engineering research, to develop new knowledge in engineering, and to disseminate the knowledge gained.

The educational objectives of the Ph.D. in Electrical and Computer Engineering program are

1. To produce competent engineering researchers who can communicate new and innovative research findings to engineers and scientists,
2. To train engineers who are well versed in the general body of knowledge in Electrical Engineering,
3. To produce researchers with specialized knowledge in Electrical Engineering, and
4. To increase the number of Electrical Engineering doctorates.

**PROGRAM REQUIREMENTS**

The minimum required coursework beyond the Master's degree is 53 semester credit hours (SCH). This credit hour requirement includes coursework prescribed for students in support of area of concentration (9 SCH), free electives in support of doctoral dissertation and specialization (15 SCH), doctoral research (12 SCH), dissertation (12 SCH), stochastic process course (3 SCH) and graduate seminars (2 SCH). Courses taken during a master's degree program may not be repeated for credit at the doctoral level

**Student Advisement and Supervision**

The Electrical and Computer Engineering Graduate Program Administrator will serve as the Graduate Advisor of each student upon admission into the Ph.D. program. After the student completes nine hours of doctoral class work, the student will be required to choose a chairperson of the student's Ph.D. Advisory committee. The student will select the members of the student's Ph.D. committee in consultation with the Graduate Program Administrator and the chairperson of the student Ph.D. committee. The chair of the individual doctoral student's committee is responsible for advising that student for courses taken beyond the first nine credit hours.

### **Doctoral Advisory Committee**

The Graduate Program Administrator will assist the graduate student in securing an Academic Advisor, who will act as the Chair of the Doctoral Advisory Committee and will be responsible for advising and supervising the student. After the student has successfully completed the qualifying examination, the Chair of the Doctoral Advisory Committee and the Graduate Program Administrator will select the Doctoral Advisory Committee, consisting of five graduate faculty members. One member of the doctoral Advisory committee will be chosen from outside the department of Electrical Engineering. The choice of the outside faculty members will be based on the individual student needs and the selected dissertation topic. As soon as a student's program has been determined, the Graduate Program Administrator will recommend the Doctoral Advisory Committee to the Dean of the College of Engineering for approval. The Dean of the College of Engineering may change the Chair of the Doctoral Advisory committee upon request of the doctoral student.

The Doctoral Advisory Committee and the Graduate Program Administrator will develop a tentative timetable for completion of all requirements for the degree program; monitor the student's coursework and research; provide advice and feedback to the student; file an Annual Report of the student's progress with the Office of the Dean of the College of Engineering; approve a research topic; supervise the preparation of the research project; uphold the standards of the College and the University; inform the Dean of the College of Engineering, in writing, if a student's performance is inadequate and provide relevant advisory committee recommendations; and formulate and conduct the preliminary and qualifying examinations. The student's Advisory Committee Chair acts as head of the Doctoral Advisory Committee and takes the lead in completing these duties.

### **Graduate Plan of Study**

Each doctoral student will be required to file a Graduate Study Plan (GSP) with the College of Engineering before completing 18 semester hours of course work. The GSP outlines the curriculum of study and a timetable to be followed by the doctoral student in meeting the graduate degree requirements. The student prepares the GSP in consultation with the Doctoral Advisory Committee.

### **Preliminary Examination**

When the student has completed 9 semester hours of coursework in the doctoral program, he or she will be required to take a preliminary examination. The preliminary examination will be taken at the beginning of the second semester of the student's doctoral program. The preliminary examination will be a written test of knowledge in at least three areas of electrical engineering. The student will choose from the following areas: Microelectronics, Computer Networks, Power Engineering, Control Systems, Communications, Digital Systems, Engineering Mathematics, and Signal Processing. The preliminary examination will be prepared and administered by the Graduate Program Administrator and graduate faculty. Students failing any portion of the preliminary examinations must consult with the Graduate Program Administrator to determine the steps to be taken. Two consecutive failures on the examination will result in the student's dismissal from the Ph.D. program.

### **Qualifying Examination**

A doctoral student will be required to successfully pass a qualifying examination. The qualifying examination consists of a research proposal, written and oral examinations on the student's area of research. The doctoral student must take a qualifying examination by the time he or she has completed 36 semester hours of coursework. The qualifying examination will be prepared and administered by the Graduate Program Administrator and the student's Doctoral Advisory Committee.

The student must pass either unconditionally or conditionally. A conditional pass indicates specific weaknesses in the student's background that must be remedied before degree requirements are completed. All remedies should be completed within a year after the first attempt at passing the Qualifying examination. Two consecutive failures on the examination will result in the student's dismissal from the Ph.D. program. The Graduate Program Administrator will recommend the doctoral students who pass the qualifying examinations to the Dean of the College of Engineering for admission to candidacy.

### **Advancement to Candidacy**

Following successful completion of the qualifying examinations, it is the student's responsibility to petition for advancement to candidacy. To be advanced to candidacy, students must have completed all of the following requirements and/or procedures:

1. Achieved a cumulative grade-point average of 3.0 or above in program course work.
2. Successfully passed the preliminary examination.
3. Successfully passed the qualifying examination.

The doctoral student is required to submit the application for advancement to candidacy at least one semester before the doctoral degree is awarded. The admission to graduate study does not imply "advancement to candidacy" for the doctoral degree.

### **Doctoral Dissertation**

Successful completion of the doctoral dissertation is required. Every doctoral student would be required to pass an oral defense of the dissertation project. Two attempts at passing the dissertation defense are permitted. Failure to pass the dissertation defense will result in the student's dismissal from the program.

Having met other requirement for the degree, students who successfully defend their dissertations and complete the submission process will be granted the degree of Doctor of Philosophy in Electrical Engineering. The determination of completion requirements for the Doctor of Philosophy degree in Electrical Engineering is solely the province of the program faculty.

The dissertation will not be recommended for final submission to the Dean of the College of Engineering until it has been successfully defended and approved by at least four members of the student's Doctoral Advisory Committee.

**Transfer of Graduate Courses from Other Universities**

A maximum of six (6) units of electrical engineering related course work may be transferred from other accredited universities. A minimum grade of "B" is required in any such courses. Transfer credit is granted by petition to, and approval by, the Doctoral Advisory Committee, with final approval by the Dean of the College of Engineering. It is the student's responsibility to initiate the petition and justify the acceptance of the course. Courses presented for transfer credit must be the equivalent of courses in the doctoral program.

**Special Requirements: Residency and Refereed Papers**

Every doctoral student will be required to complete, on campus, at least nine (9) months of graduate study beyond the master's degree. The residence requirement is fulfilled through completion of a full schedule (at least 9 semester hours) of graduate course work in each of two consecutive semesters (excluding summer months).

Each candidate is required to have submitted at least two papers for publication in refereed journals. The candidate should be the first author of the one of the papers submitted for publication. The papers should be based on results of the candidate's doctoral research.

**Good Standing**

Ph.D. students remain in good standing when they maintain a minimum cumulative GPA of 3.0 for graded courses in the doctoral program. Only grades of "B" or better count toward required course work of the program. If a grade lower than "B" is received in a required course, the course must be retaken. If a second grade lower than "B" is earned, the student will be dismissed from the program, but may petition the Graduate Program Administrator and Doctoral Advisory Committee for readmission. After reviewing the petition, the committee may allow readmission under such conditions, as it deems appropriate. A third grade lower than "B" will result in permanent dismissal from the program with no recourse to petition.

**Time Limit**

A student must complete all requirements for the Ph.D. degree within nine (9) consecutive years after the first date of enrollment in the program. Any exception to this policy requires the approval of the Graduate Program Administrator and the Dean of the College of Engineering.



**Financial Assistance**

The Graduate Programs of the Electrical Engineering Department offer a limited number of graduate assistantships to qualified full-time students. Students who receive such an award are required to assist faculty in research projects and/or teach courses in the undergraduate program. Criteria for assignment of master’s assistantships include quantitative information (GPA, GRE score) and qualitative information (undergraduate preparation, publications, and letters of recommendation). Criteria for assignment of doctoral assistantships to new students include quantitative information (graduate GPA, GRE scores and TOEFL scores) and qualitative and/or supplemental information (letters of recommendation, applicant’s statement of interest and intent, preparation in the fields of study, academic publications, previous college-level teaching experience, research work in the field, and grant-writing experience). No standardized test scores will be used as the sole criterion for awarding assistantships or for rejecting applicants for assistantships. Student loans are available to graduate students at Prairie View A&M University on the basis of need. For more information about loans and other sources of aid, contact the Office of Student Financial Services, Evans Hall, Room 201, Prairie View A&M University, Prairie View, TX 77446.

**DEGREE PROGRAM REQUIREMENTS**

**Courses Required for all students .....29 SCH**

- ELEG 6011 Graduate Seminar I
- ELEG 6021 Graduate Seminar II
- ELEG 6313 Stochastic Processes
- ELEG 7016 Doctoral Research I
- ELEG 7026 Doctoral Research II
- ELEG 7916 Doctoral Dissertation I
- ELEG 7926 Doctoral Dissertation II

**Elective Courses Prescribed for Students .....9 SCH**

6000 or 7000 level Electrical Engineering courses selected from one of the Electrical Engineering tracks.

**Free Electives.....15 SCH**

5000 to 7000 level graduate courses, but not more than 9 SCH course at the 5000 level will be accepted.

**Degree Requirements.....53 SCH**

**Courses for Electrical and Computer Engineering Tracks**

**(A) Computer Engineering Track**

ELEG 6103 Advanced Computer Systems Design  
ELEG 6113 Computer Architecture & Advanced Logic Design  
ELEG 6123 The Internet: Design and Implementation  
ELEG 6133 Fault Tolerant Computing  
ELEG 6143 Modeling and Performance of Computer Architectures  
ELEG 6153 Information Networks  
ELEG 7103 Advanced Topics in Computer Engineering

**(B) Communication and Signal Processing Track**

ELEG 6203 Wireless Networks  
ELEG 6213 Digital Communications  
ELEG 6223 Network Management  
ELEG 6233 Coding Theory  
ELEG 6243 Advanced Broadband Communications Systems  
ELEG 6253 Telecommunications Network Security  
ELEG 6303 Signal Detection and Estimation  
ELEG 6313 Stochastic Processes  
ELEG 6323 DSP Hardware Systems Design  
ELEG 6333 Wavelets and Their Applications  
ELEG 6343 Advanced Signal and System  
ELEG 6353 Advanced Digital Signal Processing  
ELEG 7123 Advanced Topics in Telecommunications and Signal Processing

**(C) Microelectronics Track**

ELEG 6403 Solid State Devices  
ELEG 6413 Integrated Circuits Fabrication  
ELEG 6423 VLSI and ULSI Design  
ELEG 6433 Semiconductor Devices  
ELEG 6503 Advanced Photonics Materials and Devices  
ELEG 6513 Advanced Quantum Devices  
ELEG 6523 Advanced Characterization of Materials and Devices  
ELEG 6533 Advanced VLSI Design  
ELEG 6543 Advanced Solid State  
ELEG 6553 Advanced Mixed Signal  
ELEG 7143 Advanced Topics in Microelectronics

**Other Technical Electives**

GNEG 5063 Engineering Analysis I  
GNEG 5073 Engineering Analysis II  
GNEG 5033 Engineering Probability & Statistics

GNEG 5133 Numerical methods in Engineering  
CVEG 5173 Finite Element Analysis  
CHEG 5023 Microelectronics Materials  
MCEG 5253 Advanced Engineering Materials  
GNEG 5193-001 Special Topics – Advanced Heat Transfer  
GNEG 5193-003 Special Topics – Dynamics of Mechanical Systems  
GNEG 5193-015 Special Topics – Modern Control Systems  
GNEG 5193-172 Special Topics - Environmental Modeling  
GNEG 5193-175 Special Topics – Water Quality Management  
GNEG 5193-179 Special Topics – Management of Engineering Projects  
MATH 5033 Complex Analysis II  
MATH 5133 General Topology II  
MATH 5343 Boundary Value Problem  
MATH 5613 Theory of Matrices  
MATH 5723 Partial Differential Equations  
MATH 5773 Advanced Analysis  
MATH 5903 Modern Algebra  
CINS 5033 Database Management Systems  
CINS 5063 Data Structures and Algorithms  
CINS 5413 Object Oriented Analysis and Design Methodologies  
CINS 5323 Multimedia Applications  
COMP 5153 Design and Analysis of Algorithms  
COMP 5183 Software Engineering  
COMP 5223 Artificial Intelligence and Expert Systems  
COMP 5233 Distributed Computing and Parallel Processing  
COMP5263 Computer Graphics

## **College of Juvenile Justice and Psychology**

### **ADMINISTRATIVE OFFICER**

H. Elaine Rodney, *Dean*

### **ADMINISTRATIVE STAFF**

Myrna Cintrón, *Department Head, Department of Justice Studies*  
Bonnie Walker, *Interim Department Head, Department of Psychology*

### **FACULTY**

Harry Adams, *Justice Studies*  
Louis Anderson, *Psychology*  
Aisha Asby, *Psychology*  
Myrna Cintrón, *Justice Studies*  
O. Oko Elechi, *Justice Studies*  
Camille Gibson, *Justice Studies*  
Rebecca Johnson, *Psychology*  
Michelle Rhodes, *Psychology*  
Sharon Morgan, *Psychology*  
Gbolahan Solomon Osho, *Justice Studies*  
Jonathan Sorensen, *Justice Studies*  
Tracy Thompson, *Psychology*  
Bonnie Walker, *Psychology*

### **PURPOSE AND GOALS**

The College of Juvenile Justice & Psychology is the academic unit housing the undergraduate and graduate programs for Criminal Justice, Juvenile Justice, Juvenile Forensic Psychology, and Clinical Adolescent Psychology. Its purpose is to provide education and training in juvenile justice-allied disciplines and to produce students who will ultimately improve the juvenile justice system and work to resolve the problems of delinquency.

The College of Juvenile Justice & Psychology at Prairie View A&M University offers undergraduate courses leading to a Bachelor of Science degree in Criminal Justice or Criminal Justice with a Specialization in Juvenile Justice as well as a Bachelor of Science degree in Psychology. The College also offers graduate courses leading to a Master of Science degree in Juvenile Justice, a Master of Science degree in Juvenile Forensic Psychology, a Ph.D. degree in Juvenile Justice, and a Ph.D. degree in Clinical Adolescent Psychology.

The College seeks a diverse group of qualified students with backgrounds in various disciplines committed to improving the life experiences of youths involved in the juvenile justice system.

**Master of Science Degree in Juvenile Justice**

The Master of Science degree program in Juvenile Justice offers a curriculum that enables students to critically evaluate and confront the humanistic, technical, and scientific aspects of criminal justice as applicable to juvenile crime and delinquency. This program is web based.

The primary objectives of the Master of Science degree in Juvenile Justice are to:

- Enhance students' knowledge, skills, and resourcefulness related to detained and institutionalized juveniles in the juvenile justice system;
- Increase students' knowledge of theoretical explanations and the etiologies of delinquency and juvenile crime;
- Assure that students engage in the humanistic, technical, and scientific aspects of delinquency and juvenile crime;
- Increase students' knowledge concerning effective methods to intervene and prevent delinquency;
- Increase students' skills in how to conduct research and evaluate programs related to delinquency; and
- Expand students' knowledge of programs and policies related to delinquency.

Since there are no comparable degree programs in the nation, graduates will have a unique opportunity to acquire specialized skills and competencies that should positively impact the lives of troubled youth across the state of Texas.

**Master of Science Degree in Juvenile Forensic Psychology**

The Master of Science degree in Juvenile Forensic Psychology is a unique program in the State of Texas, and probably the only degree of its kind in the world. Its creation is in keeping with the intent of the timely and insightful action of the Texas Legislature in its determination to focus on children in the creation of the Texas Juvenile Crime Prevention Center at Prairie View A&M University.

The student in the graduate program of Juvenile Forensic Psychology at Prairie View A&M University will study psychological theories of behavior, misbehavior, and deviance.

The primary objectives of the Master of Science degree in Juvenile Forensic Psychology are to:

- Enhance students' knowledge of how psychology interacts with the law and the legal system;
- Increase students' knowledge of theoretical explanations of juvenile delinquency, juvenile crime, and juvenile aggression, especially from the viewpoint of psychological theories;

- Provide students with skills in research methodology and statistics;
- Enhance students' knowledge of the cognitive and personality development of youth especially as it pertains to aggression in various stages;
- Enhance students' knowledge of the psychological dynamics of family violence such as child abuse, spouse abuse, incest, and other forms of interfamilial violence;
- Provide students with knowledge and skills pertaining to the assessment, classification, and treatment of juvenile offenders; and
- Provide students with skills in psychological assessment and evaluation.

**Doctor of Philosophy Degree in Juvenile Justice (Ph.D.)**

The goal of the Ph.D. program is to provide doctoral training in juvenile justice research. General objectives include the development of new knowledge, juvenile crime prevention, improvement in the juvenile justice system, and dissemination of knowledge gained. The specific intention of the program is to produce scholars with three characteristics: First, graduates will have superior empirical skills. Second, they will be specialists in the subject matter of the juvenile justice discipline. Third, they will be generalists in the subject matter of criminal justice. The program produces scholars to teach in criminal justice and criminology departments in colleges and universities and researchers to work in federal, state, and large local agencies.

**Doctor of Philosophy Degree in Clinical Adolescent Psychology (Ph.D.)**

The goal of the Ph.D. program is to offer education and training that will emphasize the scientist/practitioner model. The course work, clinical practica and other educational experiences will give students broad exposure to theoretical models, clinical skills, and professional roles that prepare them for current and future practice of psychology.

The curriculum is organized around competency areas fundamental to the practice of psychology: theories, relationships, assessment, intervention, basic science, research, and evaluation. Attention to issues of cultural and individual diversity is an integral part of this curriculum. Students will demonstrate competencies as they proceed through course work and clinical practica training.

**The Texas Juvenile Crime Prevention Center**

In 1997, the Texas Legislature authorized the creation of the Texas Juvenile Crime Prevention Center (Texas JCPC) at Prairie View A&M University. This resulted in the creation of the College of Juvenile Justice and Psychology. The Texas JCPC is unique in the State of Texas and the nation and is committed to assisting with the reduction of juvenile crime and delinquency among youth.

The purpose of the Texas JCPC is to:

- Increase the knowledge of educators, practitioners, and others by conducting research and evaluation relating to juvenile crime;
- Improve the knowledge and skills of students in the field of criminal justice by offering undergraduate degrees, graduate degrees, and continuing education;
- Improve the dissemination of information relating to the reduction of juvenile crime;
- Increase knowledge about programs and policies that address juvenile crime; and
- Enhance the skills of personnel by providing training and advice for practitioners engaged in juvenile crime and delinquency prevention.

## **INSTRUCTIONAL ORGANIZATION**

### ***Degree Programs***

The College of Juvenile Justice and Psychology offers the following degree programs:

Juvenile Justice, M.S. & Ph.D.

Juvenile Forensic Psychology, M.S.

Clinical Adolescent Psychology, Ph.D.

### ***Degree Offered***

Master of Science & Doctor of Philosophy

## **ADMISSION REQUIREMENTS**

### **The Master of Science Degree Programs\***

In addition to the general admission requirements to the Graduate School described elsewhere in the catalog, students seeking admission to the M.S. degrees in juvenile justice and juvenile forensic psychology should meet the following requirements:

- A baccalaureate degree from an accredited college or university;
- A minimum GPA of 2.75 with a GPA of 3.0 or higher preferred;
- Three letters of recommendation from persons in the field of the applicant's academic major or area of concentration, including academic references preferably from professors with personal knowledge of the candidate's skills and potential for master's work;
- Official scores on the general component of the Graduate Record Examination (GRE) which consists of verbal, analytical and quantitative scores. An unofficial copy may be used by the Master's Admission Committee in initial screening;
- Completion of liberal arts courses at the undergraduate level such as social sciences, behavioral sciences, college algebra, and statistics;

- Completion of a 1000 word essay detailing the applicant's reasons for pursuing the degree; and
- Original transcripts for all academic work taken at the undergraduate level.
- International students must submit official scores from the Test of English as a Foreign Language (TOEFL). Unless the student has a degree from an U.S.A. institution of higher education.

\*Program areas may establish additional admission requirements, for example required prerequisites for Juvenile Forensic Psychology are General Psychology, Personality and Abnormal Psychology.

### **The Ph.D. Program in Juvenile Justice**

Admission criteria for the Ph.D. Program in Juvenile Justice, as established by the Program faculty, are as follows:

**Required elements:** (In order for an application to be considered, all elements below must be present in the applicant's file by the application deadline.)

- Baccalaureate degree conferred by a regionally accredited institution;
- Master's degree, prior to entering doctoral course work, conferred by a regionally accredited institution;
- Official scores on the general component of the Graduate Record Examination (GRE) which consists of verbal, analytical and quantitative scores . An unofficial copy may be used by the Doctoral Admission Committee in initial screening. An application without GRE scores will not be reviewed;
- Original transcripts for all academic work taken at the undergraduate and graduate levels (unofficial copies may be used by the Doctoral Admission Committee in initial screening);
- Three letters of recommendation from professors with personal knowledge of the candidate's skills and potential for doctoral work;
- Original 1000 word essay as described in the doctoral application form *and* a copy of the master's thesis or other lengthy report or paper; and
- International students must submit official scores from the Test of English as a Foreign Language (TOEFL). Unless the student has a degree from an U.S.A. institution of higher education. A score of 550 or higher is mandatory.

### **Preferences:**

- Baccalaureate degree in juvenile justice, criminal justice, or criminology. A secondary preference is a directly related social science discipline (such as sociology) in which there is evidence of the study of crime-related phenomena;
- 3.0 Grade Point Average (GPA), or higher, on a four-point scale on all completed undergraduate course work;



- Master's degree in juvenile justice, juvenile forensic psychology, criminal justice or criminology. A secondary preference is a directly related social science discipline (such as sociology) in which there is evidence of the study of crime-related phenomena;
- 3.5 GPA, or higher, on a four-point scale in all completed graduate course work;
- Graduate research methods course (if not present, stem work must be completed);
- Graduate statistics course (if not present, stem work must be completed);
- Graduate Record Exam (GRE) verbal, quantitative and analytical scores in the higher percentiles;
- Evidence of a successfully completed master's thesis or published research paper;
- 1000 word essay demonstrating strong writing skills; an expressed desire to teach at college level, work as researcher in a juvenile justice agency, and/or assist in developing juvenile justice policy within a governmental environment; realistic expectation of the degree's value; evidence of commitment to completing the degree; strong rationale for wanting this specific Ph.D.; and a rationale expressing what the applicant will add to the field; and
- Letters of recommendation from faculty sufficiently acquainted with the student to be able to comment on the potential to successfully complete a doctoral program and demonstrate evidence of excellent critical thought, motivation, study skills, and writing skills. Preferred ratings would be primarily excellent in all categories with an overall rating in the top 3 to 10 percent of all graduate students

***Enhancing qualities:***

The committee will consider the following as information that will enhance an application:

- Three or more years of paid work experience in a juvenile justice agency (law enforcement, probation/parole, or correctional institution);
- Completion of a previous doctoral degree in any field;
- College-level teaching experience, either as a part-time or full-time instructor;
- Publication(s) in academic and/or scholarly outlets, with greatest emphasis on peer-reviewed publications;
- Paid research *work* experience (not that involved in the production of a thesis);
- Grant-writing experience; and
- Ability to attend courses as a full-time student (requires less than full-time outside employment).

***Interview:***

In the event the initial committee decision is favorable, applicants must submit to an interview with the Doctoral Committee prior to final acceptance. That interview may be either in person or via the equivalent of a telephone conference call, depending upon the distance and hardship involved in a personal interview. The student may pass or fail the interview based on the criteria established by the faculty which will focus on professional promise and interpersonal competence. However, a positive qualifying score and interview do not automatically result in admission to the Ph.D. program.

Applicants will be admitted in one of two statuses: full graduate status or provisional status.

1. Full graduate status is conferred on those students admitted to the program with no conditions of admission, or who have satisfied all conditions of admission.
2. Provisional admission status is used when the Doctoral Committee feels that prerequisites have not been met, official versions of required forms have not been received, and/or there is a question of ability to perform at doctoral standards by virtue of a failure to meet specific admissions criteria. Students who are provisionally admitted must satisfy all requirements prior to being admitted to full graduate status (conditions and requirements will be provided via letter to the student). In the event of a failure to meet prerequisites, deficiencies must be completed prior to beginning doctoral course work. No doctoral course work may be taken when there are prerequisite deficiencies nor may stem work be used to meet doctoral program requirements. Where stem work is assigned to rectify deficiencies, any grade lower than “B” will automatically result in a decision to deny admission. No more than 12 units of course work may be taken in provisional status.

It is the student’s responsibility to ensure that all conditions of admission are met in a timely fashion and to notify the Department Head when all conditions are met. Following the first semester in provisional status (non-prerequisite-deficiency cases), the Doctoral Committee will meet to consider placing the student in full graduate status. Based on the evidence at hand, the Committee may admit to full graduate status or dismiss from the program.

Students will not be accepted in courses unless they are in full graduate status or provisional status within the Juvenile Justice Doctoral Program.

#### **DOCTOR OF PHILOSOPHY DEGREE PROGRAM IN CLINICAL ADOLESCENT PSYCHOLOGY**

Admission criteria for the Ph.D. Program in Clinical Adolescent Psychology follow:

##### ***Required elements:***

- Master’s degree in psychology with a 3.5 GPA, prior to entering doctoral course work, conferred by a regionally-accredited institution;
- Or Master’s degree in counseling with a GPA of 3.5 and above along with other factors such as experience working in a psychological setting and/or holding license as a professional counselor;
- Original Graduate Record Examination (GRE) scores, (An application without GRE scores will not be reviewed); Original GRE scores must be reported directly to the Graduate School with a copy sent to the College of Juvenile Justice & Psychology (P.O. Box 519 M. S. 2600, Prairie View, TX 77446-0519);
- Original 1000 word essay as described in the doctoral application form;
- A copy of the master’s thesis or other lengthy report or a scientific paper;

- Three letters of recommendation (preferably from faculty sufficiently acquainted with the applicant to be able to comment on the potential to successfully complete the doctoral program);
- International students must submit official results from the Test of English as a Foreign Language (TOEFL). A score of 600 or higher is mandatory; and
- Original Transcripts submitted to the Graduate School, for all academic work taken at the undergraduate and graduate levels (unofficial copies may be used by the doctoral committee in initial screening).

***Interview:***

In the event the initial committee decision is favorable, applicants will be interviewed by the Doctoral Committee prior to final acceptance. That interview may be either in person or via the equivalent of a telephone conference call, depending upon the distance and hardship involved in a personal interview which will focus on professional promise and interpersonal competence. The student may pass or fail the interview based on the criteria established by the faculty which will focus on professional promise interest, match with faculty and interpersonal competence. However, a positive qualifying score and interview do not automatically result in admission to the Ph.D. program.

Applicants will be admitted in one of two statuses: full graduate status or provisional status.

1. Full graduate status is conferred on those students admitted to the program with no conditions of admission, or who have satisfied all conditions of admission.
2. Provisional admission status is used when the Doctoral Committee feels that prerequisites have not been met, official versions of required forms have not been received, and/or there is a question of ability to perform at doctoral standards by virtue of a failure to meet specific admissions criteria. Students who are provisionally admitted must satisfy all requirements prior to being admitted to full graduate status (conditions and requirements will be provided via letter to the student). In the event of a failure to meet prerequisites, deficiencies must be completed prior to beginning doctoral course work. No doctoral course work may be taken when there are prerequisite deficiencies nor may stem work be used to meet doctoral program requirements. Where stem work is assigned to rectify deficiencies, any grade lower than “B” will automatically result in a decision to deny admission. No more than 12 units of course work may be taken in provisional status.

Part-time students will not be considered.

## **MASTER OF SCIENCE DEGREE IN JUVENILE JUSTICE PROGRAM (MSJJ)**

The MSJJ Program requires the completion of 36 semester credit hours. Two options are available for students: thesis and non-thesis. Students opting for the thesis curriculum must successfully complete 30 hours of course work in addition to 6 hours of thesis. The non-thesis option requires the successful completion of 36 hours of course work and passing a comprehensive examination. This program is web-based and face-to-face.

### **Transfer of Graduate Courses from Other Universities**

A maximum of six (6) credits of juvenile-justice related graduate coursework may be transferred from other accredited universities. A minimum grade of “B” is required in any such courses. The transferred class must be equivalent to a course not previously taken, from the list of courses offered in the MSJJ degree program. Students should follow the process described below. Transfer course work will not be considered that will be more than six (6) years old at the time the MSJJ degree from the College of Juvenile Justice and Psychology is awarded. It is suggested that students gain transfer approval from their advisor, the Department Head, and the Dean’s office before taking the proposed transfer course. The following procedure is recommended.

1. The student gathers information/credentials about the course. Each desired transfer course must be from a regionally accredited graduate program. Information and credentials include; syllabus, course description in the catalogue of the university in which the class was taken (or will be taken), or a letter from the professor stating the subject matter covered in the class. The more information provided the better.
2. The student provides his/her advisor with the information. The advisor reviews the information for adequacy. If the advisor feels that enough information has not been gathered, the student is told what information is needed. If the class(es) is/are transferable in the opinion of the advisor, a university transfer form is completed by the advisor and forwarded to the Department Head for consideration by the Dean’s office. The transfer form states why the course should or should not be transferred. If the advisor feels that the course is not transferable, the student may write a letter of appeal to the Department Head.
3. The Department Head will verify the transferability of the course and recommend approval or disapproval. If disapproved, the student may appeal to the Office of the Dean of the College of Juvenile Justice and Psychology.
4. To transfer courses from the MSJFP program to the MSJJ, please refer to the MSJJ handbook.

### **Continuous Enrollment and Leave of Absence**

Students in the MSJJ program who have not completed their formal course requirements are expected to enroll continuously in the program during all consecutive long semesters after initial registration. Students who do not expect to be enrolled, should notify the Department Head in writing.

During a leave of absence, a student cannot make use of the University or College of Juvenile Justice and Psychology resources, nor attempt comprehensive exams nor defend a thesis.

### **Good Academic Standing**

Students remain in good standing when they maintain a minimum graduate GPA of 3.0 for graded coursework. An average of “B” must be maintained by the student in all graduate coursework. While one grade of “C” may be counted towards the MS degree, only grades of “B” or better (and 3.00 GPA) indicate satisfactory completion of requirements for the degree. Only grades earned in or approved by the College of Juvenile Justice and Psychology will be used to calculate a student’s GPA. If a student receives a total of two grades of “C” in any combination of courses (required/elective), his/her graduate status is reviewed by a committee of the graduate faculty. The committee will consider the advisability of continued enrollment in the program, termination or remedial work, i.e. repeat course(s). If the student receives three grades of “C”, his/her enrollment as a graduate student is automatically terminated. Obtaining grades higher than “C” in a repeated course does not remove the original two “C” grades and will be counted against the student toward the three “C” limit. If the student receives a grade of “D” or “F” in any course, he/she is automatically dismissed from the program. In any of the above scenarios, the student may petition the graduate committee for readmission. The above requirements apply to all courses taken while enrolled in the program.

### **Time Limit**

A student must complete all requirements for the MSJJ degree within six (6) consecutive calendar years after the first date of enrollment. Any exception must be petitioned to the Head of Department, the Dean of the College & the Dean of the Graduate School.

### **Comprehensive Examination**

Comprehensive examinations in the MSJJ program are an elective option for those students who choose not to complete a thesis. These examinations are employed to test the student’s general knowledge and his/her ability to integrate and synthesize the wealth of information in the field.

### **Financial Aid**

The University offers various forms of financial aid, from scholarships to work-student arrangements and loans. Scholarships are usually in very short supply. Those interested in financial aid are encouraged to contact or make an appointment with the financial aid office on campus. <http://www.pvamu.edu/pages/2169.asp>.

**Graduate Assistantships**

The College of Juvenile Justice and Psychology offers a limited number of graduate assistantships to eligible students. Research assistants are required to work with a faculty member or members on ongoing research projects for 20 hours per week. Responsibilities will vary but may include data input, questionnaire distribution, and data analysis. Student’s work may be incorporated into a Master’s thesis or a Texas Juvenile Crime Prevention Center project.

**DEGREE PROGRAM REQUIREMENTS**

<b>Required Courses</b> .....	<b>12 SCH</b>
JJUS 5123 Foundations of Juvenile Justice .....	3 SCH
JJUS 5763 Theories of Delinquency.....	3 SCH
JJUS 5943 Research Methods*.....	3 SCH
JJUS 5963 Applied Statistical Methods and Computing* .....	3 SCH

Student must complete JJUS 5963 Applied Statistics Methods & Computing within the first twelve hours of coursework.

<b>Elective Courses</b> .....	<b>18-24 SCH**</b>
Select from:	
JJUS 5113 Foundations of Criminal Justice .....	3 SCH
JJUS 5223 Substance Abuse* .....	3 SCH
JJUS 5233 Community Structure and Problems.....	3 SCH
JJUS 5243 Community Building and Organizing.....	3 SCH
JJUS 5253 Domestic and Family Violence*.....	3 SCH
JJUS 5413 Economic Life and Juvenile Crime .....	3 SCH
JJUS 5423 Conflict Mediation/Resolution .....	3 SCH
JJUS 5433 Counseling* .....	3 SCH
JJUS 5523 Management of Juvenile Justice Organizations.....	3 SCH
JJUS 5783 Ethics* .....	3 SCH
JJUS 5913 Special Topics.....	3 SCH
JJUS 5973 Policy Analysis .....	3 SCH

<b>Optional Requirements (Choose one) **</b>	
JJUS 5986 Thesis .....	6 SCH
or	
Comprehensive Examination	
( Select 2 extra elective courses from list of elective courses above) .....	6 SCH

<b>Total Degree Requirements</b> .....	<b>36 SCH</b>
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\* Cross-listed courses

**MASTER OF SCIENCE DEGREE IN JUVENILE FORENSIC PSYCHOLOGY  
(MSJFP)**

The MSJFP Program requires the completion of 36 semester credit hours. Two options are available: thesis and externship. The thesis option is designed for students interested in research and a Ph.D. The externship option is designed for students who desire to work in the field of forensic psychology.

**Transfer of Graduate Courses from Other Universities**

A maximum of six (6) credits of psychology-related graduate coursework may be transferred from other accredited universities. A minimum grade of “B” is required in any such courses. The transferred class must be equivalent to a course not previously taken, from the list of courses offered in the MSJFP degree program. Students should follow the process described below. Transfer course work will not be considered that will be more than six (6) years old at the time the MSJFP degree from the College of Juvenile Justice and Psychology is awarded. The student must gain transfer approval from their advisor, the Department Head, and the Dean’s office before taking the proposed transfer course.

The following procedure is recommended:

1. The student gathers information/credentials about the course. Each desired transfer course must be from a regionally accredited graduate program. Information and credentials include; syllabus, course description in the catalogue of the university in which the class was taken (or will be taken), or a letter from the professor stating the subject matter covered in the class. The more information provided the better.
2. The student provides his/her advisor with the information. The advisor reviews the information for adequacy. If the advisor feels that enough information has not been gathered, the student is told what information is needed. If the class(es) is/are transferable in the opinion of the advisor, a university transfer form is completed by the advisor and forwarded to the Department Head for consideration by the Dean’s office. The transfer form states why the course should or should not be transferred. If the advisor feels that the course is not transferable, the student may write a letter of appeal to the Department Head.
3. The Department Head will verify the transferability of the course and recommend approval or disapproval. If disapproved, the student may appeal to the Office of the Dean of the College of Juvenile Justice and Psychology.
4. To transfer courses from the MSJJ program to the MSJFP please refer to the MSJFP handbook.

**Leave of Absence**

Students in the MSJFP program who have not completed their formal course requirements are expected to enroll continuously in the program during all consecutive long semesters after initial registration. Students who do not expect to be enrolled should notify the Department Head in writing.

During a leave of absence, a student cannot make use of the University or College of Juvenile Justice and Psychology resources, nor can a student attempt comprehensive exams or defend a thesis.

### **Good Academic Standing**

Students remain in good standing when they maintain a minimum graduate GPA of 3.0 for graded coursework. An average of "B" must be maintained by the student in all graduate coursework. Only grades earned in the College of Juvenile Justice and Psychology will be used to calculate a student's GPA. If a student receives a total of two grades of "C" in any combination of courses, his/her graduate status is reviewed by a committee of the graduate faculty. The committee will consider the advisability of continued enrollment in the program, termination or remedial work. Any grade lower than "B" in a required core course will require the student to retake the course and pass it with a grade of "B" or higher. If the student receives three grades of "C", his/her work as a graduate student is automatically terminated. Obtaining grades higher than "C" in a repeated course does not remove the original two "C" grades and will be counted against the student toward the three "C" limit. If the student receives a grade of "D" or "F" in any course, he/she is automatically dismissed from the program. In any of the above scenarios, the student may appeal to Department Head for a review. Although appeals are handled in a timely manner it is likely that a final decision on an appeal may occur during a subsequent semester. The above requirements apply to all courses taken while enrolled.

### **Time Limit**

A student must complete all requirements for the MSJFP degree within six (6) consecutive calendar years after the first date of enrollment. Any exception must be petitioned to the Head of Department, the Dean of the College & the Dean of the Graduate School.

### **Professional Externship**

Students are required to complete 400 hours of professional externship. The process of validation of the externship hours requires the completion of a Master of Science in Juvenile Forensic Psychology Externship form. The Clinical Training Supervisor will ensure the externship is at an acceptable site. The externship must be completed within four (4) long semesters.

### **Financial Aid**

The University offers various forms of financial aid, from scholarships to work-student arrangements and loans. Scholarships are usually in very short supply. Those interested in financial aid are encouraged to contact or make an appointment with the financial aid office on campus. <http://www.pvamu.edu/pages/2169.asp>.

### **Graduate Assistantships**

The College of Juvenile Justice and Psychology offers a limited number of graduate assistantships to eligible students. Research assistants are required to work with a faculty member or members on ongoing research projects for 20 hours per week. Responsibilities will vary but may include data input, questionnaire distribution, and data analysis.



Student’s work may be incorporated into a Master’s thesis or a Texas Juvenile Crime Prevention Center project.

**THESIS OPTION DEGREE PROGRAM REQUIREMENTS**

<b>Required Courses**</b> .....	<b>18 SCH</b>
JPSY 5113 Psychology and the Juvenile Law .....	3 SCH
JPSY 5123 Psychology of Crime & Delinquency .....	3 SCH
JPSY 5763 Developmental Psychology* .....	3 SCH
JPSY 5943 Research Methods* .....	3 SCH
JPSY 5963 Applied Statistical Analysis* .....	3 SCH
JPSY 5983 Thesis (empirical).....	3 SCH

\*\* completion means passing with a least a grade of “B”

<b>Elective Courses</b> .....	<b>18 SCH</b>
JPSY 5223 Substance Abuse* .....	3 SCH
JPSY 5233 Violence and Aggression .....	3 SCH
JPSY 5253 Domestic and Family Violence* .....	3 SCH
JPSY 5263 Psychology and Treatment of the Juvenile Offender .....	3 SCH
JPSY 5413 Behavior Modification and Learning Theory.....	3 SCH
JPSY 5423 Conflict Mediation/Resolution* .....	3 SCH

JPSY 5433 Counseling* .....	3 SCH
JPSY 5443 Group Dynamics and Group Treatment .....	3 SCH
JPSY 5453 Childhood Psychopathology .....	3 SCH
JPSY 5523 Introduction to Neuropsychology.....	3 SCH
JPSY 5533 Social Psychology and the Legal System.....	3 SCH
JPSY 5773 Psychology Seminar on Selected Topics.....	3 SCH
JPSY 5783 Ethics* .....	3 SCH
JPSY 5843 Personality Assessment I.....	3 SCH
JPSY 5853 Personality Assessment II .....	3 SCH
JPSY 5863 Clinical Interviewing.....	3 SCH
JPSY 5973 Field Work in Psychology.....	3 SCH

<b>Total Degree Requirements</b> .....	<b>36 SCH</b>
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\* Web-based and face-to-face or cross-listed with Juvenile Justice

**EXTERNSHIP OPTION DEGREE PROGRAM REQUIREMENTS**

<b>Required Courses**</b> .....	<b>18SCH</b>
JPSY 5113 Psychology and the Juvenile Law .....	3 SCH
JPSY 5123 Psychology of Crime & Delinquency .....	3 SCH
JPSY 5763 Developmental Psychology* .....	3 SCH
JPSY 5843 Personality Assessment I .....	3 SCH
JPSY 5853 Personality Assessment II .....	3 SCH
JPSY5973 Field Work in Psychology.....	3 SCH

\*\*completion means passing with at least a grade of “B”

<b>Elective Courses</b> .....	<b>18 SCH</b>
JPSY 5863 Clinical Interviewing.....	3 SCH
JPSY 5223 Substance Abuse* .....	3 SCH
JPSY 5233 Violence and Aggression .....	3 SCH
JPSY 5253 Domestic and Family Violence* .....	3 SCH
JPSY 5263 Psychology and Treatment of the Juvenile Offender .....	3 SCH
JPSY 5413 Behavior Modification & Learning Theory .....	3 SCH
JPSY 5423 Conflict Mediation/Resolution* .....	3 SCH
JPSY 5433 Counseling .....	3 SCH
JPSY 5443 Group Dynamics and Group Treatment .....	3 SCH
JPSY 5453 Childhood Psychopathology .....	3 SCH
JPSY 5523 Introduction to Neuropsychology .....	3 SCH
JPSY 5533 Social Psychology and the Legal System.....	3 SCH
JPSY 5773 Psychology Seminar on Selected Topics .....	3 SCH
JPSY 5783 Ethics* .....	3 SCH
JPSY 5863 Clinical Interviewing.....	3 SCH
JPSY 5943 Research Methods* .....	3 SCH
JPSY 5963 Applied Statistical Methods and Computing* .....	3 SCH
<b>Total Degree Requirements</b> .....	<b>36 SCH</b>

**\* Web-based and face-to-face or cross-listed with Juvenile Justice**

**DOCTOR OF PHILOSOPHY DEGREE IN JUVENILE JUSTICE (Ph.D.)**

The program requires a minimum of 61 semester credit hours for the Ph.D. Of these hours, 43 are course work hours and 18 are dissertation hours. The Juvenile Justice Ph.D. Program has no tracks. There is a common core and students may develop a specialty by structuring their choice of substantive courses, elective courses, and dissertation topic.

Courses taken during a master’s degree program may not be repeated for credit at the doctoral level.

### **Transfer of Graduate Courses from Other Universities**

A maximum of six (6) units of juvenile-justice-related doctoral-level course work may be transferred from other accredited universities. A minimum grade of “B” is required in any such course. Transfer credit is granted by petition to, and approval by, the Doctoral Committee, with final approval by the Dean of the College. It is the student’s responsibility to initiate the petition and justify the acceptance of the course. In the event a student has taken less than 7000-level courses to be used toward the course work requirements of the doctoral program, the number of allowed transfer units will be reduced on a one-for-one basis. Courses presented for transfer credit must be the equivalent of courses in the doctoral program.

### **Continuous Enrollment**

Continuous enrollment defines the minimal level of academic activity needed to remain enrolled in the program. A Ph.D. student is considered to be continuously enrolled when he or she is enrolled for at least one course during each of the spring and fall academic semesters. Once a Ph.D. student has been admitted to candidacy he or she must enroll for a minimum of 6 hours during the 9-month academic year to be continuously enrolled. Students who fail to meet the continuous enrollment criteria will be withdrawn from the program and must apply for readmission. The sole exception is enrollment during comprehensive exams. Students taking comprehensive exams are not required to be enrolled in course work.

### **Residency**

Students must establish course work residency before being admitted to candidacy. The residency requirement is considered to be met when a student has been continuously enrolled on campus for two consecutive semesters (excluding the summer semester).

### **Leave of Absence**

Graduate students who have not completed their formal course requirements are expected to enroll continuously in the program during all consecutive long semesters after initial registration. Students who do not expect to be enrolled should request a leave of absence in a letter to the Department Head for Justice Studies. A leave of absence is granted at the discretion of the Dean of the College.

This provision includes students who have completed their formal course requirements and are writing the dissertation away from the campus. During a leave of absence, a student cannot make use of the University or College of Juvenile Justice and Psychology resources, nor can a student attempt comprehensive exams or defend a dissertation.

### **Good Standing**

Ph.D. Students remain in good standing when they maintain a minimum cumulative GPA of 3.0 for graded courses in the doctoral program. Only grades of "B" or better count toward required course work (i.e., all but the elective courses) and dissertation hours. Only grades earned in, or approved by the College of Juvenile Justice & Psychology doctoral level courses will be used to calculate a student's GPA. Any grade lower than "B" in a required area course will require the student to retake the course and pass it with a grade of "B" or higher. While one elective grade of "C" may be counted toward the Ph.D., only grades of "B" or better indicate satisfactory completion of courses required for the Ph.D. If a student receives a total of two grades of "C," in any combination of courses (elective/required), the student will be dismissed from the program, but may petition the Doctoral Committee for readmission. After reviewing the petition, the committee may allow readmission under such conditions as it deems appropriate. A third grade lower than "B" will result in permanent dismissal from the program with no recourse to petition.

### **Time Limit**

A student must complete all requirements for the Ph.D. degree within seven (7) consecutive years after the first date of enrollment in the program. If transfer courses are permitted, the initial enrollment date of those courses must not exceed seven years prior to the date the degree is awarded.

### **Comprehensive Examination**

Before they may be admitted to candidacy, students must successfully complete their doctoral examinations. These examinations are employed to test the student's general knowledge, his or her ability to integrate and synthesize the wealth of information in the field, and his or her preparation for engaging in the kind of independent scholarship required to complete a doctoral dissertation. Students failing any portion of the comprehensive examinations must consult with the Department Head for Justice Studies to determine the steps to be taken. Two consecutive failures on any examination will result in the student's dismissal from the Ph.D. program.

### **Advancement to Candidacy**

Following successful completion of the comprehensive examinations, it is the student's responsibility to petition for advancement to candidacy. To be advanced to candidacy, students must have completed all of the following requirements and/or procedures:

1. Achieved a cumulative grade-point average no lower than 3.0 in program course work and a minimum grade of "B" (3.0) in all required area courses.
2. Completed all program course work with no more than one grade lower than "B" (unless the student successfully petitions his or her dismissal and retakes a second "C" course with a grade of "B" or higher).
3. Successfully passed all comprehensive examinations.

Following approval of the student's application to candidacy, the student may enroll in Dissertation hours.

Students admitted to candidacy are required to accumulate a minimum of 6 credit hours during each twelve month period following admission to candidacy and until such time as the degree is granted. Further, a student must be enrolled for a minimum of 3 dissertation hours during any semester in which University resources are used. Assistantship students must continue to meet the enrollment criteria for maintaining their assistantship. Any exception to this policy requires the approval of the Head of the Department and the Dean of the College of Juvenile Justice & Psychology. Students who fail to enroll for the appropriate number of hours following advancement to candidacy shall be placed on probation. To be removed from probation, the student must enroll for the deficient number of credits plus three additional credits in the next semester. Students who do not meet these requirements will be dismissed from the doctoral program and required to reapply for admission, subject to any new admissions criteria in effect at the time of readmission.

### **Dissertation**

Following approval of the student's application to candidacy, the student may enroll in dissertation hours. Two attempts at passing both the dissertation prospectus defense and the dissertation defense are permitted. Having met other requirements for the degree, students who successfully defend their dissertations and complete the submission process are granted the degree of Doctor of Philosophy at the commencement ceremony immediately following. Failure to pass either the dissertation prospectus defense or the dissertation defense will result in the student's dismissal from the program.

The determination of completion requirements for the Doctor of Philosophy degree in Juvenile Justice is solely the province of the program faculty.

### **Financial Assistance**

The University offers various forms of financial aid, from scholarships to work-study arrangements and loans. Scholarships are usually in very short supply. Those interested in financial aid are encouraged to contact or make an appointment with the financial aid office on campus. The web address for the University Financial Aid Office is <http://www.pvamu.edu/pages/2169.asp>.

The College of Juvenile Justice & Psychology will normally have two forms of financial aid available: (1) graduate assistantships (usually requiring 20 hours of work a week) for up to 10 individuals and (2) research assistants supported by externally-funded grants. All teaching and research assistantships in excess of \$1,000 carry a waiver of out-of-state tuition fees. For information on these opportunities, contact the Department Head or individual faculty in charge of various grants.

Assistantships will be competitively awarded to full-time students only. The maximum award available is \$2,000.00 per month for each of the nine academic months (summer excluded). Half assistantships may also be awarded at the discretion of the Doctoral Committee and the Dean. All full-time applicants admitted to the program should apply to be considered for assistantships by the Doctoral Committee. These assistantships will normally be awarded for a period of one academic year (nine months) and may be renewed for a second year (nine months). For newly admitted doctoral students who show exceptional potential to successfully complete the program, the doctoral committee might make a recommendation that the assistantship be extended for a third year. The students recommended for third year assistantships must demonstrate evidence of excellence in the following areas: excellent research and writing skills, excellent commitment to the discipline, excellent critical thought, exceptional personal commitment and motivation to complete the degree, evidence of overall strong faculty recommendation rating the student as top 3% or top 5% of all currently enrolled doctoral students. Assignments most likely will include teaching and/or teaching support, research/research support, and/or editorial duties.

Award criteria for assistantships are similar to admission criteria. Those who are admitted under full-time status will be ranked by the Committee based on their Graduate GPA, GRE scores, and additional evidence of preparation for the discipline (see Doctoral Policy 3 for specific details). Third year assistantships will include the above criteria and other criteria the faculty deems appropriate. Other forms of award other than student loans also will be taken into consideration in the awarding of assistantships. The Committee will award assistantships based on ranking and the available number of assistantships.

In order to maintain an assistantship the following are necessary:

- Continuing full-time enrollment (9–12 hours)
- Doctoral Grade Point Average above “B”
- Satisfactory evaluation by the supervising professor
- Satisfactory progress evaluation by the Doctoral Committee
- Indications of professional potential

In the event of a failure to meet one of these areas, the Doctoral Committee may decide to continue the assistantship, predicated on the student’s acceptance of appropriate remedial activity.

If a student receiving compensation for an assistantship of 20 hours a week decides to seek either full-time or part-time employment elsewhere, that fact shall be made known in writing to the Doctoral Coordinator. In general, full-time employment constitutes grounds for automatic termination of assistantship and/or scholarship awards. Part-time employment will be considered on an individual basis, but normally will be discouraged.

**DEGREE PROGRAM REQUIREMENTS**

**Prerequisite Courses** (necessary for admission, not counted in program hours) ...**12 SCH**  
JJUS 5123 Foundations of Juvenile Justice ..... 3 SCH  
JJUS 5763 Theories of Delinquency ..... 3 SCH  
JJUS 5943 Research Methods (or equivalent)..... 3 SCH  
JJUS 5963 Applied Statistical Methods and Computing (or equivalent) ..... 3 SCH

**Required Support Courses**.....**13 SCH**  
JJUS 7661 Juvenile Justice Statistics Lab ..... 1 SCH  
JJUS 7943 Advanced Research Methods I..... 3 SCH  
JJUS 7953 Advanced Research Methods II..... 3 SCH  
JJUS 7963 Advanced Statistical Techniques I ..... 3 SCH  
JJUS 7973 Advanced Statistical Techniques II ..... 3 SCH

**Required Juvenile Justice Courses** .....**9 SCH**  
JJUS 7113 Juvenile Justice Issues and Practice..... 3 SCH  
JJUS 7653 Seminar on Juvenile Corrections ..... 3 SCH  
JJUS 7683 Philosophy of Punishment ..... 3 SCH  
JJUS 7753 Demographics and Juvenile Justice ..... 3 SCH  
JJUS 7763 Seminar on Juvenile Processing by Police and Courts ..... 3 SCH  
JJUS 7783 Legal Aspects of Juvenile Justice ..... 3 SCH  
JJUS 7863 Policy Analysis and Program Evaluation..... 3 SCH

**Required Delinquency Theory Courses** .....**9 SCH**  
JJUS 7673 The Juvenile Offender and Youth Gangs ..... 3 SCH  
JJUS 7773 Theories of Crime and Delinquency..... 3 SCH  
JJUS 7873 Advanced Seminar in Crime and Delinquency Theory ..... 3 SCH

**Elective Courses** .....**12 SCH**  
Select from:  
JJUS 7623 Seminar in Grant Writing ..... 3 SCH  
JJUS 7643 Management and Administration ..... 3 SCH  
JJUS 7653 Seminar on Juvenile Corrections ..... 3 SCH  
JJUS 7683 Philosophy of Punishment ..... 3 SCH  
JJUS 7693 Qualitative Methods in Social Sciences ..... 3 SCH  
JJUS 7713 Special Topics ..... 3 SCH  
JJUS 7753 Demographics and Juvenile Justice..... 3 SCH  
JJUS 7763 Seminar on Juvenile Processing by Police and Courts ..... 3 SCH  
JJUS 7783 Legal Aspects of Juvenile Justice..... 3 SCH  
JJUS 7853 Prevention and Treatment of Crime and Delinquency ..... 3 SCH  
JJUS 7863 Policy Analysis and Program Evaluation ..... 3 SCH

<b>Dissertation</b> .....	<b>18 SCH</b>
JJUS 8913 Dissertation I .....	3 SCH
JJUS 8923 Dissertation II.....	3 SCH
JJUS 8933 Dissertation III.....	3 SCH
JJUS 8943 Dissertation IV .....	3 SCH

**DOCTOR OF PHILOSOPHY DEGREE IN CLINICAL ADOLESCENT PSYCHOLOGY (Ph.D.)**

The program requires a minimum of 76 semester credit hours for the Ph.D. Of these, 37 are course work hours, 15 are practica hours, 12 are dissertation hours, and 12 are internship hours. There are neither tracks nor specialties. Students will be provided a wide range of settings to do their practica and internships.

**Transfer of Graduate Courses from Other Universities**

A maximum of six (6) units of doctoral-level course work may be transferred from other accredited universities. A minimum grade of “B” is required in any such courses. Transfer credit is granted by petition to, and approval by, the Doctoral Committee, with final approval by the Dean of the College. It is the student’s responsibility to initiate the petition and justify the acceptance of the courses.

**Continuous Enrollment**

Continuous enrollment defines the minimal level of academic activity needed to remain enrolled in the program. A Ph.D. student on an assistantship is considered to be continuously enrolled when he or she is registered for at least 9 hours of the spring, fall and summer semesters. Once a Ph.D. student has been admitted to candidacy, he or she must register while still on an assistantship for a minimum of 9 hours per semester to be continuously enrolled. Students who fail to meet the continuous enrollment criteria will be withdrawn from the program and must apply for readmission. The sole exception is enrollment during comprehensive exams.

**Residency**

Students must establish course work residency before being admitted to candidacy. The residency requirement is considered to be met when a student has been continuously enrolled on campus for three consecutive semesters (including the summer semester).

**Leave of Absence**

Graduate students who have not completed their formal course requirements are expected to enroll continuously in the program during all consecutive semesters after initial registration. Students who do not expect to be enrolled should request a leave of absence in a letter to the Head of the Department. A leave of absence is granted at the discretion of the Dean of the College.



This provision includes students who have completed their formal course requirements and are writing the dissertation away from the campus. During a leave of absence, a student cannot make use of the University or College of Juvenile Justice and Psychology resources, nor can a student attempt comprehensive exams or defend a dissertation.

**Good Standing**

Ph.D. students remain in good standing when they maintain a minimum cumulative GPA of 3.0 for graded courses in the doctoral program. Only grades of “B” or better count toward required course work and dissertation hours. Any grade lower than “B” in a required area course will require the student to retake the course and pass it with a grade of “B” or higher. While one elective grade of “C” may be counted toward the Ph.D., only grades of “B” or better indicate satisfactory completion of courses required. If a second “C” is earned, the student will be dismissed from the program, but may petition the Doctoral Committee for readmission. After reviewing the petition, the committee may allow readmission under such conditions as it deems appropriate. A third grade lower than “B” will result in permanent dismissal from the program with no recourse to petition.

**Time Limit**

A student must complete all requirements for the Ph.D. degree within seven (7) consecutive years after the first date of enrollment in the program. If transfer courses are permitted, the initial enrollment date of those courses must not exceed seven years prior to the date the degree is awarded.

**Comprehensive Examination**

Before they may be admitted to candidacy, students must successfully complete their doctoral comprehensive examinations. These examinations are employed to general knowledge, and to integrate and synthesize information in the field, for engaging in independent scholarship for the doctoral dissertation. Students failing any portion of the comprehensive examinations must consult with the Head of the department to determine the steps to be taken. Two consecutive failures on any examination will result in the student’s dismissal.

**Advancement to Candidacy**

Following successful completion of the comprehensive examinations, it is the student’s responsibility to petition for advancement to candidacy. To be advanced to candidacy, students must have completed all of the following requirements and/or procedures:

1. Achieved a cumulative grade-point average no lower than 3.0 in program course work and a minimum grade of “B” in all required area courses.
2. Completed all program course work with no more than one grade lower than “B” (unless the student successfully petitions his or her dismissal and retakes a second “C” course with a grade of “B” or higher).
3. Successfully passed all comprehensive examinations.

Following approval of the student's application to candidacy, the student may enroll in Dissertation hours.

Students admitted to candidacy are required to accumulate a minimum of 6 credit hours during each twelve month period following admission to candidacy and until such time as the degree is granted. Further, a student must be enrolled for a minimum of 3 dissertation hours during any semester in which University resources are used. Assistantship students must continue to meet the continuous enrollment criteria for maintaining their funding. Any exception to this policy requires the approval of the Head of the Department and the Dean of the College of Juvenile Justice & Psychology. Students who fail to enroll for the appropriate number of hours following advancement to candidacy shall be placed on probation. To be removed from probation, the student must enroll for the deficient number of credits plus three additional credits in the next semester. Students who do not meet these requirements will be dismissed from the doctoral program and required to reapply for admission, subject to any new admissions criteria in effect at the time of readmission.

### **Dissertation**

Following approval of the student's application to candidacy, he/she may enroll in dissertation hours. Two attempts at passing the dissertation prospectus and dissertation defense are permitted. Having met other requirements for the degree, students who successfully defend their dissertation will be eligible to serve their internships under the supervision of an advisor.

The determination of completion requirements for the Doctor of Philosophy Degree in Clinical Adolescent Psychology is solely the province of the program faculty and the Department Head.

### **Financial Assistance**

The Graduate Programs of the College offer a limited number of graduate assistantships to qualified full-time students at the doctoral Degree level. All full-time doctoral students will be eligible for assistantships. Students who receive such an award are required to assist faculty on research projects for twenty hours per week and/or teach courses in the undergraduate programs. Criteria include quantitative information (GPA, GRE scores) and qualitative information (undergraduate preparation, writing, and letters of recommendation). Criteria for assignment of doctoral assistantships to new students include quantitative information (graduate GPA, GRE scores and TOEFL scores) and qualitative and/or supplemental information (letters of recommendation, examples of student writing, applicant's statement of interest and intent, preparation in the field of study, academic publications, previous college-level teaching experience, research *work* in the field, and grant-writing experience).

Standardized test scores will not be used as the sole criterion for awarding assistantships or for rejecting applicants for assistantships.

Student loans are available to graduate students at Prairie View A&M on the basis of need. For more information about loans and other sources of aid, contact the Office of Student Financial Services, Memorial Student Center, third floor, Prairie View A&M University, Prairie View, TX 77446 (936) 261-1000.

**DEGREE PROGRAM REQUIREMENTS**

<b>Required Coursework</b> .....	<b>37 SCH</b>
CPSY 7661 Statistics Lab .....	1 SCH
CPSY 7703 Cognitive Psychology .....	3 SCH
CPSY 7713 Social Psychology .....	3 SCH
CPSY 7723 Neuropsychology .....	3 SCH
CPSY 7733 Child & Adolescent Development.....	3 SCH
CPSY 7743 Professional Ethics .....	3 SCH
CPSY 7793 Personality Psychology .....	3 SCH
CPSY 7803 Systems of Psychotherapy .....	3 SCH
CPSY 7813 Assessment & Testing .....	3 SCH
CPSY 7883 Psychopathology .....	3 SCH
CPSY 7933 History & Systems of Psychology.....	3 SCH
CPSY 7943 Advanced Research Methods I .....	3 SCH
CPSY 7963 Advanced Statistical Techniques I.....	3 SCH
<b>Practicum</b> .....	<b>15 SCH</b>
CPSY 7823 Practicum I .....	3 SCH
CPSY 7833 Practicum II .....	3 SCH
CPSY 7843 Practicum III.....	3 SCH
CPSY 7853 Practicum IV.....	3 SCH
CPSY 7863 Practicum V.....	3 SCH
<b>Dissertation</b> .....	<b>12 SCH</b>
CPSY 8913 Dissertation I .....	3 SCH
CPSY 8923 Dissertation II.....	3 SCH
CPSY 8933 Dissertation III.....	3 SCH
CPSY 8943 Dissertation IV .....	3 SCH
<b>Internship</b> .....	<b>12 SCH</b>
CPSY 8946 Internship I .....	6 SCH
CPSY 8986 Internship II.....	6 SCH
<b>TOTAL</b> .....	<b>76 HOURS</b>

## **College of Nursing**

### **ADMINISTRATIVE OFFICER**

Betty N. Adams, *Dean and Professor*

### **ADMINISTRATIVE STAFF**

Jennifer Goodman, *Professor, Director, Graduate Program*  
Gloria Rose, *Coordinator of Family Nurse Practitioner Program*  
Vivian Dawkins, *Coordinator of Nurse Administration Program*  
Annette McClinton, *Director of Distance Education*

### **FACULTY**

Jane Anderson, *Family Nurse Practitioner*  
JoAnn P. Blake, *Nurse Education*  
Ruth H. Caggins, *Psychiatric Mental Health Nursing*  
Vivian H. Dawkins, *Nurse Administration*  
Chloe Gaines, *Family Nurse Practitioner*  
Jennifer Goodman, *Nurse Education*  
Vera Harmon, *Nurse Education*  
Immaculata Igbo, *Advanced Pathophysiology/Pharmacology*  
Sandra Jenkins, *Nurse Education*  
Shirley Levenson, *Family Nurse Practitioner*  
Annette McClinton, *Adult Health Nursing, Research, and Education*  
Mindi Miller, *Nurse Education*  
Effie Nix, *Family Nurse Practitioner*  
Karen Pancheri, *Nurse Administration/Health Informatics*  
Gloria Rose, *Family Nurse Practitioner*  
Abida Solomon, *Community –Based Research and Health Programs*  
Jeffrey T. Sherer, *Pharmacology*  
Pamela Willson, *Family Nurse Practitioner*

### **ACCREDITATION AND REGULATORY AGENCIES**

The program is organized to meet and or exceed the requirements of regulatory and other agencies including, but not limited to: The Texas Higher Education Coordinating Board, the Texas Board of Nursing (BON), the National League for Nursing Accrediting Commission (NLNAC), the Commission on Collegiate Nurse Education (CCNE), the American Association Colleges of Nursing, and the National Organization of Nurse Practitioner Faculties.

## **MISSION STATEMENT**

The Faculty of the College of Nursing, in accordance with the mission statement of Prairie View A&M University, emphasizes excellence in education, research, and public service. The primary mission of the College of Nursing is to prepare graduates of diverse economic, ethnic and cultural backgrounds as beginning nurse generalists and advanced practice nurses who have a foundation for continuing professional and personal growth. The College of Nursing provides opportunities for faculty and students to make significant contributions to healthcare delivery in a rapidly changing, multicultural society.

## **PHILOSOPHY**

The philosophy of the Prairie View A&M University College of Nursing reflects the beliefs of the faculty and provides the foundation for the curriculum. While striving to maintain effective teaching and a strong curriculum, the faculty believe our role should include the fostering of academic excellence and intellectual curiosity in our students. The faculty believe in educating students of diverse ethnic, academic and socio-economic backgrounds through professional role-modeling, mentoring relationships and the development of culturally sensitive paradigms for clinical practice. The faculty strive to foster commitment to values believed to be inherent in professional nursing: altruism, human dignity, truth, justice, freedom, equality and esthetics.

The faculty believe that learning is a life-long process which progresses along a continuum from simple recall of information, through comprehension, application, and synthesis of concepts, toward the creative use of new information and technology. Each student brings to the learning environment knowledge, values, attitudes and beliefs. Although the faculty facilitates learning by providing a receptive environment for students to use and expand their body of knowledge, the student must assume responsibility for the interactive learning process, which requires active participation of both the student and faculty.

Health is culturally and individually defined. The faculty believe that health is a dynamic state of integrated functioning/balance and purposeful direction within the internal and external environment to maximize one's potential. The faculty believe that all human beings have a right to health care, including the increasing vulnerable populations who do not have complete access to health care.

In this rapidly changing society, health care delivery must also change to meet changing needs of consumers. The faculty believe that consumers are not merely passive recipients of health care services, but active participants in the decision-making process affecting their health. The faculty espouse a primary health care strategy, which encourages advocacy and partnerships with consumers in systematic efforts to identify and address major health needs. The faculty empower consumers to be self-reliant and competent in managing the health aspects of their lives.

Nursing has a caring and holistic role in the promotion, protection, and restoration of health for culturally diverse individuals, families, aggregates, communities, and society. The nurse in collaboration with clients and other health care providers, functions in a variety of roles and settings to provide effective care based upon a planned, deliberate decision making process. The nursing process serves as the method by which therapeutic interventions and decisions are implemented.

The faculty believe that community service is a vital component of nursing practice. Community service involves providing cultural sensitive primary health care, direct services, and educational information designed to promote and maintain healthy communities in rural and urban settings.

The faculty believe that research provides a foundation for analytical thinking and guides nursing practice. The baccalaureate graduate uses the research process in clinical problem solving and incorporates research findings into practice. Research at the undergraduate level provides a basis for continued study at the graduate level.

Professional nursing education is based upon a general liberal arts education with an emphasis on the behavioral and natural sciences. The ability to process information, problem-solve, make informed decisions and think critically are desired outcomes of nursing education. The professional nurse who can communicate effectively, intervene therapeutically, think critically, and is technologically competent will be uniquely valuable in the present and future health care system.

The outcome of baccalaureate education is to empower graduates to continually develop as contributing members of the nursing profession and of the larger society to practice in a variety of settings, to assume leadership roles in response to the health needs of a rapidly changing, complex society, and to practice nursing within a framework that encompasses legal, ethical, and professional standards. The graduates are prepared for entry into graduate nursing education to further develop their professional roles.

Building upon the broad generalist foundation of baccalaureate education in nursing, the faculty believe that graduate education in nursing consists of an advanced research-based specialized body of knowledge which is required to deliver high quality consumer-focused health care. The advanced practice nurse has specialized knowledge and skills sets in leadership and health care management. Also, there is understanding and appreciation of curriculum theory and development, and the ethical responsibility and accountability for safety, best practices, and competencies as evidenced for effectiveness in teaching and management of health care delivery.

The faculty further believe graduate education in nursing to be the most effective means of preparing nurses to deliver advanced culturally sensitive health care to diverse and vulnerable populations; to advance nursing's research base by linking nursing theory to advanced clinical practice; and to advocate for continuous improvement in health care through the formulation and implementation of consumer-focused health policy and health legislation.

## **PROGRAM OBJECTIVES**

The program objectives are designed to accomplish a Master of Science Degree through three degree programs: family nurse practitioner, nurse educator and nurse administration. Upon completion of the program, the graduate is prepared to:

- Use evidenced-based research to enhance nursing practice and promote healthy communities and diverse populations.
- Collaborate with others to influence the social, political and economic trends in health care delivery and health policy.
- Analyze ethical, legal, and professional standards within the health care system.
- Incorporate professional values, accountability, and responsibility into advanced nursing practice, education and administration.
- Integrate knowledge, theories and professional standards of nursing and related disciplines into advanced nursing roles.
- Demonstrate competency in an advanced nursing role in serving a cultural, ethnical and technological diverse society.
- Deliver specialized care to culturally diverse populations through health promotion, disease prevention and health maintenance activities.

## **DEGREE OFFERINGS**

### **Master of Science (MSN) Family Nurse Practitioner**

The Family Nurse Practitioner degree prepares advanced-practice nurses to provide primary health care to clients, families and communities. Students take core and advanced courses covering theoretical foundations for nursing practice, advanced pathophysiology, advanced pharmacology, nursing research and advanced health assessment. Nurse practitioner specialty courses emphasize the care of women and children, adult, and geriatric patients and their families. The total number of credit hours required is 53, which includes 780 hours of clinical practice. The curriculum consists of 14 semester hours of core content, 10 semester hours of advanced practice core content, 20 semester hours of nurse practitioner specialty content, 3 semester hours of electives and 6 semester hours of either thesis or non-thesis option. Clinical experiences occur in urban and rural settings. This course of study prepares nurses to take the American Nurses Credentialing Center's Family Nurse Practitioner Certification Examination or the American Academy of Nurse Practitioner Certification Examination.

## **DEGREE OFFERINGS (cont'd)**

### **Master of Science (MSN) Nurse Administration**

The Nurse Administration degree prepares nurses to serve in a variety of leadership and managerial roles within the health care delivery system. The Nurse Administration curriculum consists of 14 semester hours of core content, 12 semester hours of nurse administration specialty content, 9 semester hours of electives in business or health informatics, or a combination, and 6 semester hours of either thesis or non-thesis option. Business courses provide the student the opportunity to learn business skills that further enhance their administrative backgrounds, where health informatics courses provide a background in the area of informatics. The course of study prepares nurses to take the American Nurses Credentialing Center's Certification Examination in Nursing Administration, Advanced.

### **Master of Science (MSN) Nurse Education**

The Nurse Education degree prepares nurses to teach in a variety of settings including the teaching of patients and their families, nursing students, nursing staff and health consumers. Through a four course sequence, students gain necessary teaching knowledge and skills to prepare them to become nurse educators, a complex role that requires both pedagogical and clinical competency. The nurse education track requires students to complete 14 semester hours of core content, 12 semester credit hours in Nurse Education courses, 10 semester hours in advanced practice core courses, a 120 hour teaching practicum, and 6 semester hours of either a thesis or non-thesis option. This course of study prepares nurses to take the National League for Nursing Certified Nurse Education Examination.

## **ADMISSION REQUIREMENTS**

The general policies relating to admission of graduate students to the College of Nursing are consistent with those of the Graduate School. Applicants applying for admission to graduate study in the Prairie View A&M University College of Nursing must hold a baccalaureate degree in nursing from a program accredited by the National League for Nursing Accrediting Commission (NLNAC) or the Commission on Collegiate Nursing Education (CCNE), hold a current license as a registered nurse in the State of Texas or have an application for licensure in progress and be employed as a professional nurse for at least one year.

The applicant must also meet the following criteria for admission for graduate study in the College of Nursing:

1. Submit an application for admission and official transcripts covering all periods of enrollment in institutions of higher education to the Graduate School and the College of Nursing.



2. Satisfactorily complete a basic statistics course and a health assessment course.
3. Possess a GPA of 2.75 on a 4.0 scale in the last 60 hours of coursework toward the undergraduate nursing degree and a minimum GPA of 3.0 (B average) in all prior graduate course work.
4. Submit Graduate Record Examination (GRE) scores that are within ten (10) years.
5. Submit three (3) letters of recommendation from professional nurses, one of which must be from a former nursing faculty.
6. Present a current resume´ or curriculum vita.
7. Present official documentation of a negative criminal background check and drug screening tests.
8. Complete an individual interview with graduate faculty/committee.

### **POST – MASTER’S CERTIFICATE**

*A Post-Masters Certificate is offered for all degree options: Family Nurse Practitioner, Nurse Administration, and Nurse Education. The Post-Masters Certificate is designed for nurses who have a master’s degree in nursing and need to complete a course of study leading to a national certification (see each degree option for specific courses).*

#### *Admission criteria:*

1. A master’s degree in nursing from an NLNAC or CCNE accredited program
2. Official transcripts covering all periods of enrollment in institutions of higher education.
3. Current licensure as a registered nurse in the State of Texas or application for licensure in progress.
4. A minimum cumulative GPA of 3.0 (B average) in all prior graduate course work.
5. Three (3) satisfactory professional nursing /academic letters of recommendation. One of which must be from a nursing faculty.
6. A current resume´ or curriculum vita.
7. Official documentation of a negative criminal background check and a drug screening test upon request.
8. An interview is required of qualified applicants.

*Applicants who are certified Nurse Practitioners seeking a Post-Master’s Certificate as a Family Nurse Practitioner will be considered on an individual basis. In addition the applicant must meet the following criteria:*

1. Must be recognized as a Nurse Practitioner in the State of Texas.
2. Submit proof of employment as a Nurse Practitioner.

### **Health Requirements**

A physical examination, negative TB skin test or chest x-ray, proof of measles, mumps and rubella immunity, varicella immunity (blood titer or evidence of immunizations) and Hepatitis B vaccination are required upon admission to the master's program. Verbal history of disease is not accepted as proof of immunity. Also, there may be additional health requirements students must meet. An annual TB skin test or chest x-ray as well as physical exam are required of each student.

### **Professional Liability Insurance and CPR Certifications**

All clinical agencies that provide clinical experiences for the College of Nursing students require professional liability insurance and current certifications in cardiopulmonary resuscitation. Students must provide evidence of current adult and child CPR certification. Liability insurance (\$3,000,000.00 minimum coverage) is purchased at registration through course fees.

### **Background Check and Drug Screening Policy**

Prairie View A&M University College of Nursing requires all students to submit to a criminal background check and drug screening prior to enrollment. Failure to submit to the criminal background check and drug screening will immediately nullify admission and enrollment in the graduate nursing program.

The screening will be honored for the duration of the student's matriculation except (a) when the student has a break in enrollment or (b) the student engages in acts of academic misconduct as illustrated in the College of Nursing Student Handbook and the University Code of Ethics and Student Handbook, 2008-09.

### **TYPES OF ADMISSION**

**The Graduate Nursing Program accepts students in four different types of admission categories.**

#### **Graduate Degree Status (Unconditional)**

A student admitted to this category has met all requirements for full graduate degree status (completed application and payment of applicable fee, bachelor's degree from an accredited college or university, official transcripts from all universities attended, letters of recommendation; official GRE scores, undergraduate GPA of at least 2.75 on a 4.0 scale in the last 60 hours of course work, and a GPA of at least 3.00 on a 4.00 scale in all prior graduate coursework.

### **Provisional Status**

Students may be considered for admission as provisional graduate students and must meet the terms of the provision within the first 12 semester credit hours after admission. Grounds for provisional admission include: (1) a GPA of less than 2.75 on a 4.0 scale in the last 60 hours of course work; (2) graduated with a Bachelor of Science Degree from a nursing school that is not accredited by NLNAC or CCNE; and/or, (3) have not yet completed the GRE examination.

In order to continue, the student must have achieved a GPA of 3.0 after one year of study and be recommended by the department and college for graduate degree status or non-degree status. Official scores on the Graduate Record Examination (GRE) must be on file within the second semester of enrollment and may not be more than 10 years old at the time of enrollment. Failure to submit the GRE scores will result in an academic hold on registration.

### ***Non-Degree (Transient) Status***

A student who has a bachelor's degree (minimum cumulative GPA of 2.75) and who wishes to take graduate courses without qualifying for a degree can be admitted as a Non-Degree (Transient) Student. Students must meet all course prerequisites in order to be admitted to advanced courses. Elevation to degree status must be recommended by the Director of Graduate Studies and approved by the Deans of the College of Nursing and Graduate School.

### **Special Student Status**

Students who wish to take graduate courses but who do not meet the minimum GPA for admission as degree, provisional or non-degree status, are considered special students. Students may enroll in no more than 12 graduate semester credits covering a maximum of two consecutive terms and must achieve a 3.00 GPA.

### **CANCELLATION OF ADMISSION**

Admission will be cancelled automatically if an applicant is accepted by the University for a given semester and does not register for that semester. If the applicant wishes to undertake work at the University at a later date, he/she must file a new application, pay a new application fee, and meet the current requirements for admission. Materials supporting the application for admission, such as transcripts and test scores are retained by the Office of Graduate Admissions for one year and may be used during this time to support the requirements associated with a new application.

### **TRANSFER OF CREDIT**

Graduate credit earned at another accredited institution, not exceeding six (6) semester hours, may be transferred and applied toward the master's degree at Prairie View A&M University. Only courses with a grade of "B" or better may be considered for transfer. An "A" grade from another institution may not be used to validate a grade of "C" earned at Prairie View A&M University. An official transcript denoting the transfer course(s), year, and grade received must be on file in the Office of the Registrar before acceptance of transfer credit is official.

This institution will not consider credits from other institutions to meet requirements for a graduate degree unless the institution offering the courses will allow these credits to be applied toward the requirements of an advanced degree on its own campus. Under no circumstances will transfer course work be considered that will be more than six (6) years old at the time the degree is awarded.

**Time Limit on Work for Master's Degree**

A student must complete requirements for the degree within six consecutive years after the first date of enrollment in the Graduate School. Credit for individual courses completed in residence between six and seven years before all requirements for the master's degree are completed may be validated by special examination given by the department concerned. Courses completed in extension or at another institution beyond the time limit cannot be validated. A course in which a grade of "C" was earned cannot be validated. A validated course is valid as credit toward the master's degree only during the term in which it is validated.

**GRADING SYSTEM FOR GRADUATE NURSING STUDENTS**

- A = 90 – 100
- B = 81 – 89
- C = 75 – 80
- D = 65 – 74
- F = below 65
- I = Incomplete
- IP = Incomplete Passing
- S = Satisfactory (for thesis option only)
- W = Withdrew officially

**ADVISEMENT/REGISTRATION**

Students in the Graduate Nursing Program must be advised for each semester prior to registration. During the scheduled advisement session a student will complete a Registration Form for the semester. Both the advisor and student are required to sign this form. The Registration form also indicates that an advisement session was held with the student and there is agreement between both parties that the student will take the classes listed.

**PROGRESSION**

In order to successfully progress in the Graduate Nursing Program a student must remain in good standing. To remain in good standing a student must earn a grade of "B" or better in each course and maintain an overall GPA of 3.00.

### **Degree Plans**

The student should file a degree plan within the first semester of matriculation in the university. Degree plan forms may be obtained by meeting with the major advisor. The major advisor, graduate program director, dean of the college and graduate dean review and approve the degree plan.

### **Admissions to Candidacy**

The graduate student must complete the following minimum requirements to become a candidate for Master's Degree in Nursing:

1. Submit Graduate Record Examination (GRE) Scores that are within ten (10) years.
2. Submit an official *Application for Admission to Candidacy Form* showing the applicant's successful completion of 12 semester hours of required graduate courses with an average of "B" or better.
3. Submit the application, to the Graduate Studies Director, Dean of the College of Nursing, and the Graduate School for final approval.

### **Change of Program/Major**

Under certain circumstances, it is possible for a student to change the graduate major. **ONLY** students who have a cumulative GPA of 3.0 or higher in all course work taken in post-baccalaureate standing at Prairie View A&M University are eligible to begin the process to change from one degree program to another. The following steps are required before the change can be made. The student must:

1. Consult the graduate major advisor in the proposed field of study.
2. File with the Graduate School a change of major form signed by the major advisor in the proposed field of study, and to the advisor in the field from which the transfer request is made.

### **Concurrent Study for Two Different Degrees**

A student pursuing a graduate degree program at Prairie View A&M University may not simultaneously enroll and complete course work for the purpose of meeting requirements for any other degree offered by this institution. Each degree must be completed in its entirety before work may be taken for the purpose of meeting requirements for a new degree.

## **RETENTION**

**In order to show satisfactory progress toward the masters degree in nursing, a student must meet the following criteria:**

- Maintain a “B” average in all course work. A student who, in any two consecutive semesters or summer terms, has a cumulative grade point average below 3.00 is subject to academic dismissal upon recommendation of the Director of the Graduate Nursing Program to the Dean of the College of Nursing.
- Achieve a minimum grade of “B” in the Advanced Practice Core courses: Advanced Pathophysiology, Advanced Pharmacology, Advanced Health Assessment and all Specialty courses .
- A student may receive a grade of “I” (incomplete) in a course, under special circumstances and with the approval of the Dean, College of Nursing. The “I” must be removed before the end of one calendar year from the close of the term in which the grade was earned. This regulation does not apply to thesis and research credit courses but does apply to terminal project credit courses. A fee, payable to the registrar, is required for the change of grades.
- An “IP”, in progress, is assigned to thesis and projects provided the student remains enrolled and makes satisfactory progress as certified by the committee chair, dean, and director of the graduate program. The time allotted for removal of the “IP” shall be the same as the maximum time for completion of a degree or certificate.
- A student must complete requirements for the degree within six consecutive years after the first date of enrollment for graduate study.
- A student who chooses to withdraw from the College of Nursing Graduate Studies for any reason prior to the completion of a semester or summer term after having registered for classes is required to comply with the official withdrawal procedure as defined in the catalog section, “Withdrawal from a Course and from the University.”

## **CRITERIA FOR GRADUATION**

To obtain the Master of Science Degree in Nursing from Prairie View A&M University, the student must:

1. File a degree plan with the Graduate School.
2. Successfully complete the semester credit hours of required course work with an average of “B”.

3. Complete each of the required advanced practice courses and degree speciality courses with grades of “B” or higher.
4. Meet all the general requirements for graduation as outlined in the University’s Graduate Catalog.

A student may graduate with one “C” grade only provided that the “C” is not earned in the advanced practice courses; advanced pharmacology, advanced pathophysiology, advanced health assessment, and the degree speciality courses and the cumulative GPA is minimum of 3.00.

### **Application for Graduation**

A student who plans to receive a degree from Prairie View A&M University must apply for graduation. Students are to apply by the published deadline available on the website for each graduation semester (fall, spring or summer). The application for graduation for any student submitted after the published deadline for that semester will be processed for graduation for the following semester.

To start the process, secure the application for graduation form from the Office of the Registrar’s webpage at [www.pvamu.edu/registrar](http://www.pvamu.edu/registrar). Proceed to your academic department for appropriate approval/signatures. A fee is required as part of the application process and will be billed to the student at the time the approved application is submitted to the Office of the Registrar. Payment of the application fee is to be submitted to the Office of Treasury Services. Students that apply for graduation that are not enrolled for the term in which they plan to graduate will be charged an absentia fee. Finally, Students receiving financial aid must participate in the financial aid exit loan process and should visit the Office of Student Financial Aid for assistance.

Students who are indebted to the University will not be allowed to participate in the commencement exercises. The degree will be posted, if earned, but the transcript and diploma will be withheld until the debt is paid.

### **WITHDRAWAL POLICY**

Students are allowed only TWO (2) withdrawals (W) from required nursing courses. For example, a withdrawal from one course twice constitutes TWO (2) withdrawals; or a withdrawal from two different courses constitutes TWO (2) withdrawals. Withdrawal from a course that is a companion to a co-requisite course will constitute ONE withdrawal if the grade is passing in one of the above courses. A third withdrawal from any one or more courses will result in DISMISSAL from the nursing program.

### **RE-ADMISSION**

An application for readmission to the Graduate School is required for an applicant or student in one of the following categories:

1. An applicant who was previously admitted to the University but did not enroll in the term stated in the acceptance letter.
2. A graduate student at Prairie View A&M University who was accepted into one degree program but wishes to enter another degree program.
3. Degree candidates and non-degree students who have not enrolled in courses for two consecutive years.
4. A graduate student who voluntarily withdraws from the university.

### **PROBATION**

1. Students are placed on probation when they have one or more of the following:
  - a. Are admitted provisionally.
  - b. Have a GPA of less than a 3.0 in a given term.
  - c. Receive a grade of “C” or below in any course.
2. Students are allowed one “C” and one opportunity to retake *one course only*. A student will not graduate with a “C” grade in any one of the advanced practice courses and the degree specialty courses.
3. Students will receive written notification of the academic probation status.

### **ACADEMIC DISMISSAL**

Students shall be dismissed from the master’s program for any one of the following reasons:

1. A grade of “C” or below is received in any two courses or the same course twice.
2. Failure to meet the provision(s) of probation.
3. Failure to maintain a GPA of less than 3.0 in two consecutive terms.
4. Academic and/or professional misconduct
5. Third withdrawal from a course from a course.

### **GRIEVANCE APPEALS**

A student who encounters problems arising from course matriculations, advancement to candidacy, degree requirements, or general regulations should follow the academic appeal procedure that starts with the academic advisor. If a student wishes to appeal the decision, the Dean may refer the matter to an appeals panel for investigation and a recommended course of action. Appeals that move beyond the Dean, College of Nursing, should be referred to the Office of Graduate Programs who may refer the matter to the Provost and Senior Vice President for Academic Affairs.



Unresolved conflicts occurring within the student/faculty body which do not fall within the realm of the academic appeals process may be filed as a grievance. The grievance procedure is written in the university's student handbook.

**MASTER OF SCIENCE IN NURSING DEGREE PROGRAMS**

***MSN-FAMILY NURSE PRACTITIONER DEGREE REQUIREMENTS***

**Core Courses .....14 SCH**

NURS 5003 Transcultural Family Health Care in Rural and Urban Settings

NURS 5013 Theoretical Foundation of Nursing

NURS 5133 Clinical Research

NURS 5042 Role Theory and Ethics in Advanced Practice Nursing

NURS 5713 Health Policy

**Advanced Practice Core Courses .....10 SCH**

NURS 5023 Advanced Pharmacology

NURS 5033 Advanced Pathophysiology

NURS 5214 Advanced Health Assessment with Practicum/Lab

**Nurse Practitioner Specialty Core Courses .....20 SCH**

NURS 5215 Primary Health Care for the Childbearing/Childrearing Family

NURS 5245 Primary Health Care for the Adult and Elderly

NURS 5763 Financial Management in Advanced Nursing Practice

NURS 5257 Management of Complex Health Problems

**\*Electives .....3 SCH**

**Thesis Option.....6 SCH**

NURS 5803 Thesis: Proposal Writing

NURS 5903 Thesis

**OR**

**Non-Thesis Option. ....6 SCH**

NURS 5743 Writing for Publication

One Elective Course

**TOTAL DEGREE REQUIREMENTS .....53 SCH**

***Post-Master's Certificate - Family Nurse Practitioner***

**Graduate Core Course ..... 2 SCH**

NURS 5042 Role Theory and Ethics in Advanced Practice Nursing

**Advanced Practice Core Courses .....10 SCH**

NURS 5023 Advanced Pharmacology

NURS 5033 Advanced Pathophysiology

NURS 5214 Advanced Health Assessment with Practicum/Lab

**Nurse Practitioner Specialty Courses .....20 SCH**  
NURS 5215 Primary Health Care for the Childbearing/Childrearing Family  
NURS 5245 Primary Health Care for the Adult and Elderly  
NURS 5763 Financial Management in Advanced Nursing Practice  
NURS 5257 Management of Complex Health Problems

**TOTAL REQUIREMENTS FOR CERTIFICATE ..... 32 SCH**

\*Advanced Practice Courses must be taken if not completed within the past 5 years. Transfer credits may be accepted for the Advanced Practice Courses. Nurses that are recognized as Advanced Practice Nurses are required to take the Nurse Practitioner Specialty Courses (20hrs).

**MSN-FAMILY NURSE PRACTITIONER CURRICULUM SEQUENCES*****Full Time Option***

<b>Year1: Fall</b>	<b>Spring</b>	<b>Summer</b>
NURS 5013 – Theoretical Foundation NURS 5003 – Transcultural Family NURS 5033 – Adv. Pathophysiology	NURS 5133 – Clinical Research NURS 5023 – Advanced Pharmacology NURS 5042 – Role Theory Ethics NURS 5214 – Adv. Health Assessment	NURS 5245 – Adult/ Elderly NURS 5713 – Health Policy NURS 5743 – Writing for Publication or N5803 – Thesis
<b>Year2: Fall</b>	<b>Spring</b>	
NURS 5215 – Childbearing/ Childrearing NURS 5763 – Financial Management NURS 5983 – Elective	NURS 5257 – Management of Complex Health Problems NURS 5903 – Thesis or NURS 5983 – Elective	

***Part Time Option***

<b>Year1: Fall</b>	<b>Spring</b>	<b>Summer</b>
NURS 5013 – Theoretical Foundation NURS 5003 – Transcultural Family	NURS 5133 – Clinical Research NURS 5023 – Adv. Pharmacology	NURS 5713 – Health Policy NURS 5743 – Writing for Publication or N5903-Thesis
<b>Year2: Fall</b>	<b>Spring</b>	<b>Summer</b>
NURS 5033 – Adv. Pathophysiology NURS 5983 – Elective or N5803-Thesis	NURS 5042 – Role Theory Ethics NURS 5214 – Adv. Health Assessment	NURS 5245 – Adult/ Elderly
<b>Year3: Fall</b>	<b>Spring</b>	<b>Summer</b>
NURS 5215 – Childbearing/ Childrearing NURS 5763 – Financial Management	NURS 5323 – Management of Complex Health Problems  NURS 5983 – Elective or N5803-Thesis	

**MSN-NURSE ADMINISTRATION DEGREE REQUIREMENTS**

**Core Courses .....14 SCH**

NURS 5003 Transcultural Family Health Care in Rural and Urban Settings  
NURS 5013 Theoretical Foundation of Nursing  
NURS 5042 Role Theory and Ethics in Advanced Practice Nursing  
NURS 5133 Clinical Research  
NURS 5713 Health Policy

**Nurse Administration Courses .....12 SCH**

NURS 5403 ADM I – Organizational Theory  
NURS 5413 ADM II – Health Care Management  
NURS 5423 ADM III – Health Care Economics & Financial Management  
NURS 5433 ADM IV – Nurse Administration Role Practicum

**Graduate Business or Health Informatics Electives .....9 SCH**

Examples of Business courses include:  
ACCT 5003, ACCT 5103, ECON 5003, FINA 5003, MISY 5203, MGMT 5003  
MGMT 5103, MGMT 5343, MGMT 5353, MRKT 5003

Examples of Health Informatics  
NURS 5983-010 and NURS5983-011

**Thesis Option .....6 SCH**

NURS 5803 Thesis: Proposal Writing  
NURS 5903 Thesis

**OR**

**Non-Thesis Option .....6 SCH**

NURS 5743 Writing for Publication  
One Elective Course \*

**Total Degree Requirements .....41 SCH**

***Post-Master's Certificate - Nurse Administration***

**Nurse Administration Courses .....12 SCH**

NURS 5403 ADM I – Organizational Theory  
NURS 5413 ADM II – Health Care Management  
NURS 5423 ADM III – Health Care Economics & Financial Management  
NURS 5433 ADM IV – Nurse Administration Role Practicum

Graduate Business Courses or Health Informatics Electives..... 9 SCH

**TOTAL REQUIREMENTS FOR CERTIFICATE.....21 SCH**

**MSN-NURSE ADMINISTRATION CURRICULUM SEQUENCE**

***Full Time Option***

<b>Year 1: Fall</b>	<b>Spring</b>	<b>Summer</b>
NURS 5013 – Theoretical Foundation NURS 5003 – Transcultural Family NURS 5983 – Health Informatics or B5xxx – Business Course Elective	NURS 5133 – Clinical Research NURS 5042 – Role Theory Ethics NURS 5403 – Organizational Theory	NURS 5403 – Health Care Management NURS 5713 – Health Policy NURS 5743 – Writing for Publication or NURS 5803 – Thesis
<b>Year 2: Fall</b>	<b>Spring</b>	<b>Summer</b>
NURS 5423 – Health Care Economics & Financial Management NURS 5983 – Health Informatics or B5xxx – Business Course Elective  NURS 5903 – Thesis or NURS 5983 – Elective	NURS 5433 – Nurse Administration Practicum NURS 5983 – Health Informatics or B5xxx – Business Course Elective	

***Part Time Option***

<b>Year 1: Fall</b>	<b>Spring</b>	<b>Summer</b>
NURS 5013 – Theoretical Foundation NURS 5003 – Transcultural Family	NURS 5133 – Clinical Research NURS 5042 – Role Theory Ethics	NURS 5713 – Health Policy NURS 5743 – Writing for Publication or NURS 5803 – Thesis
<b>Year 2: Fall</b>	<b>Spring</b>	<b>Summer</b>
NURS 5983 – Health Informatics or B5xxx – Business Course Elective  NURS 5983 – Nursing Elective or NURS 5903 – Thesis	NURS 5403 – Organizational Theory NURS 5983 – Health Informatics or B5xxx – Business Course Elective	NURS 5403 – Health Care Management NURS 5983 – Health Informatics or B5xxx – Business Course Elective
<b>Year 3: Fall</b>	<b>Spring</b>	<b>Summer</b>
NURS 5423 – Health Care Economics & Financial Management	NURS 5433 – Nurse Administration Practicum	

**MSN-NURSE EDUCATION DEGREE REQUIREMENTS**

**Core Courses .....14 SCH**

NURS 5003 Transcultural Family Health Care in Rural and Urban Settings  
NURS 5013 Theoretical Foundation of Nursing  
NURS 5042 Role Theory and Ethics in Advanced Practice Nursing  
NURS 5133 Clinical Research  
NURS 5713 Health Policy

**Advanced Practice Core Courses .....10 SCH**

NURS 5023 Advanced Pharmacology  
NURS 5033 Advanced Pathophysiology  
NURS 5214 Advanced Health Assessment with Practicum/Lab

**Nurse Education Courses .....12 SCH**

NURS 5303 – Program and Curriculum  
NURS 5313 – Instructional Methods and Strategies  
NURS 5323 – Evaluation in Nurse Education  
NURS 5333 - Nurse Education Role Practicum

**Thesis Option .....6 SCH**

NURS 5803 Thesis: Proposal Writing  
NURS 5903 Thesis

**OR**

**Non-Thesis Option .....6 SCH**

NURS 5743 Writing for Publication  
One Elective Course

**TOTAL DEGREE REQUIREMENTS .....42 SCH**

***Post-Master's Certificate - Nurse Education***

**Advanced Practice Core Courses \* .....10 SCH**

NURS 5023 Advanced Pharmacology  
NURS 5033 Advanced Pathophysiology  
NURS 5214 Advanced Health Assessment with Practicum/Lab

**Nurse Education Courses .....12 SCH**

NURS 5303 – Program and Curriculum  
NURS 5313 – Instructional Methods and Strategies  
NURS 5323 – Evaluation in Nurse Education  
NURS 5333 - Nurse Education Role Practicum

**TOTAL REQUIREMENTS FOR CERTIFICATE .....22 SCH**

\* Advanced Practice Courses must be taken if not completed within the past 5 years.  
Transfer credits may be accepted for the Advanced Practice Courses.

**MSN-NURSE EDUCATION CURRICULUM SEQUENCE**

***Full Time Option***

<b><i>Year 1: Fall</i></b>	<b><i>Spring</i></b>	<b><i>Summer</i></b>
NURS 5013 – Theoretical Foundation	NURS 5133 – Clinical Research	NURS 5713 – Health Policy
NURS 5003 – Transcultural Family	NURS 5023 – Advanced Pharmacology	NURS 5743 – Writing for Publication or NURS 5803 – Thesis
NURS 5033– Adv. Pathophysiology	NURS 5042 – Role Theory Ethics	
	NURS 5214 – Adv. Health Assessment	

<b><i>Year 2: Fall</i></b>	<b><i>Spring</i></b>	<b><i>Summer</i></b>
NURS 5303 – Program & Curriculum	NURS 5323 - Evaluation in Nursing	
NURS 5313 – Instructional Methods & Strategies	NURS 5333 - Education Nursing Education Practicum	
NURS 5803 - Thesis or NURS 5983 – Elect.		

***Part Time Option***

<b><i>Year 1: Fall</i></b>	<b><i>Spring</i></b>	<b><i>Summer</i></b>
NURS 5013 – Theoretical Foundation	NURS 5133 – Clinical Research	NURS 5713 – Health Policy or N5803-Thesis or N5983-Elective
NURS 5003 – Transcultural Family	NURS 5023 – Adv. Pharmacology	
<b><i>Year 2: Fall</i></b>	<b><i>Spring</i></b>	<b><i>Summer</i></b>
NURS 5033 – Adv. Pathophysiology	NURS 5042 – Role Theory Ethics	
NURS 5743 – Writing for Publication or NURS 5903-Thesis	NURS 5214 – Adv. Health Assessment	
<b><i>Year 3: Fall</i></b>	<b><i>Spring</i></b>	
NURS 5303 – Program & Curriculum	NURS 5323 – Evaluation in Nursing Education	
NURS 5313 – Instructional Methods & Strategies	NURS 5333 – Nursing Education Practicum	

## **Distance Education Programs**

The central purpose of Distance Education at Prairie View A&M University is the elimination of geographical distance and time as barriers to access to quality courses and programs. Current course offerings include education, agriculture, sociology, engineering, social work, english, spanish, speech, business, juvenile justice, health, architecture, and nursing.

As a support service for the academic enterprise, Distance Education works collaboratively across the university community to:

- electronically extend the campus of Prairie View A&M University through the NORTHSTAR and TTVN Telecommunications Networks for video delivery and through WebCT for online course delivery;
- provide an open learning environment where teaching and learning occur anytime and anyplace;
- share the practical applications of the university's knowledge and expertise to benefit society and support the economic growth and vitality of the local community;
- provide training for faculty and staff involvement in Distance Learning;
- increase Prairie View A&M University's access to the world and the world's access to the University;
- research Distance Learning environments and emerging academic technologies.

Distance Education and WebCT courses are listed in the Schedule of Classes and may also be accessed through Panther Tracks.

### **Approved Programs:**

- LVN-BSN Program
- RN-BSN Program
- MSN-Family Nurse Practitioner
- MSJJ-Juvenile Justice
- MBA-Business

### **Distance Sites:**

- College Station, College Station, TX
- Huntsville Memorial Hospital, Huntsville, TX
- Northwest Graduate Center, Spring, TX
- The University Center, Conroe/Woodlands, TX



## University Courses

### College of Agriculture and Human Sciences

**AGEC 5213. Land Use and Resource Management.** (3-0) Credit 3 semester hours. Nature and the economic dimensions of private and public control of land. Use of natural resources, including land, stock and flow resource concepts; time and space as they affect resource utilization and benefits.

**AGEC 5223. Farm and Ranch Management.** (3-0) Credit 3 semester hours. Theories of the farm and of the management process; farm-ranch business growth and productive efficiency; control and coordination of the agents of production; risk and uncertainty; agribusiness organization and management; and managerial decision making. Laboratory application of principles of economics to the production process, including analysis of costs, returns, and productivity.

**AGEC 5233. Price Analysis.** (3-0) Credit 3 semester hours. Theories and principles fundamental to pricing of agricultural factors of production and agricultural commodities; relationship of prices within the agricultural sector and between the agricultural sector and the general economy; kinds of price changes; forecasting factors and conditions that affect agricultural prices; futures trading; parity prices; and administrated prices.

**AGEC 5243. Agricultural Policy.** (3-0) Credit 3 semester hours. Theoretical foundations of policy making and economic value of public policies and programs to the agricultural industry; interrelation between the social, political, and economic systems and agriculture; policy development and implementation; and the value of agricultural policy to society.

**AGEC 5253. Marketing of Farm Products.** (3-0) Credit 3 semester hours. Theoretical foundations of the modern economic system, including values added in the marketing system; dimensions and functions of marketing in relation of time, space, and value; market integration and product quality control; and market contracting orders and power.

**AGEC 5263. Research Methods in the Agricultural Sciences.** (3-0) Credit 3 semester hours. Philosophy, methods, and techniques of scientific inquiry in the discovery of new knowledge in the food, agricultural and human sciences; role of theory and assumptions. Defining and evaluating research project proposals, including objectives and procedures, analytical methods and techniques, evaluation of research studies, and development of thesis prospectus or equivalent.

**AGEC 5283. Agricultural Finance.** (3-0) Credit 3 semester hours. Theories, principles, and problems of financing agricultural business, including farms and ranches; costs and returns from the use of capital; forms and roles of capital in agriculture; capital productivity and earning, and capital market organization, and institutions; supply and demand of financial resources; and role of debt in farm growth.

**AGHR 5303. Research.** (0-6) Credit 3 semester hours. Conduct data collection, manuscript preparation, and presentation of research. Registration with permission of the graduate advisor/research chair. Student may enroll in this course twice for a total of 6 semester credit hours. Lab fee: \$15.00

**AGHR 5323. Workshop in Food and Agricultural Sciences.** (2-2) Credit 3 semester hours. Study of selected problems and issues in the food and agricultural sciences with emphasis on teacher and/or extension education programs. Analysis of contemporary educational needs. Selection and organization of course/program content, criteria and procedures for evaluation. Lab fee: \$15.00

**AGHR 5333. Administration and Supervision of Agriculture and Human Resources.** (3-0) Credit 3 semester hours. Development, organization, administration, and supervision of vocational agricultural education at the local, state, and national levels.

**AGHR 5343. Youth Leadership Development.** (3-0) Credit 3 semester hours. Procedures of organizing and conducting agricultural programs and activities for developing leadership skills in youth.

**AGHR 5353. Technological Change.** (3-0) Credit 3 semester hours. A study of advanced technological changes affecting the food and agricultural economy. Cultural and socioeconomic forces retarding and/or accelerating change. Processes of planning and implementing change.

**AGHR 5373. Seminar.** (3-0) Credit 3 semester hours. Study of current legislative and research developments in the food and agricultural sciences. Readings, discussions and written reports focusing on application of developments in professional practice.

**AGHR 5813. Vocational Guidance and Counseling.** (3-0) Credit 3 semester hours. Study of educational and occupational opportunities to assist youth in making career choices. Special attention is given to rural and limited resource youth. Techniques of individual and group counseling.

**AGHR 5823. Special Topics in the Food and Agricultural Sciences.** (2-2) Credit 3 semester hours. Directed individual study of a problem affecting some aspect of the food and agricultural sciences. Special work in an identified area of special interest. Reports, discussion, and major paper required. Lab fee: \$10.00

**AGHR 5833. Organization and Administration of Agricultural Extension Programs.** (3-0) Credit 3 semester hours. Study of extension programming in agriculture and human sciences. Principles of developing objectives and program planning; coordination and procedures of teaching and evaluating. One week observation with a County Extension Agent required. Prerequisite: Last semester senior or graduate student classification.

**AGHR 5991-5992-5993. Independent Study.** (0-2); (0-4); (0-6) Credit 1; 2; or 3 semester hours. Readings, research, and/or field placement focusing on pre-selected issues in the food and agricultural sciences.

**AGRO 5613. Environmental Microbiology.** (3-0) Credit 3 semester hours. Study of the biological and chemical interactions between microbes and microbial metabolites with the environment (e.g., air, water, and soil) as related to food, agriculture quality and safety, animal and human health, and waste management. Emphasis will be on bioremediation, microbial bioprocesses, microbial by-products, microbial control and aerobiology. Laboratory, field and greenhouse situations will be practiced.

**AGRO 5653. Soil Chemistry.** (2-2) Credit 3 semester hours. Study of the theories, principles, and practices of soils from a chemical process perspective. Soils and the application of nutrient cycling, plant nutrition, waste disposal, acid rain, pesticides and heavy metals. Soil, plant, and water interactions and analysis in laboratory settings required. Lab fee: \$15.00

**AGRO 5663. Principles of Environmental Science and Management.** (3-0) Credit 3 semester hours. Discussion, study and analysis of the methods of monitoring, assessing, and designing remedies for environmental pollution, including the physical, chemical and biological components utilized in maintaining and improving the capacity of varied environmental characteristics as related to agricultural production.

**AGRO 5713. Biostatistics.** (3-0) Credit 3 semester hours. Study of the application of mathematical and statistical methods to the study of living organisms. Application of experimental design, scientific methods, data analysis procedures, and computer applications in varied situations required.

**AGRO 5723. Soil-Plant Relations.** (3-0) Credit 3 semester hours. Discussion, study and analysis of the theories, principles, and practices which combine the production and management of plants for food, feed, and fiber with the determination of soil properties and their conservation and management. Review and analysis of recent literature pertaining to growth response curves, nutrient uptake, movement of nutrients in the soil, measurement of availability of nutrients to plants, and movement of nutrient to natural water systems.

**AGRO 5733. Agricultural Chemicals and Water Quality.** (2-2) Credit 3 semester hours. Study and analysis of practices underlying the economical use of fertilizers, pesticides, and other agricultural chemicals. Emphasis on the relationship of soil properties and plant growth, selectivity and impact on the environment. Lab fee: \$15.00.

**AGRO 5743. Land Disposal of Wastes.** (3-0) Credit 3 semester hours. Theoretical, regulatory, and practical aspects of disposal of municipal wastes, sewage effluent and sludge, industrial and hazardous wastes by land treatment and filling. Identification and assessment of strategies for clean-up of soil resources contaminated by past waste disposal as well as environmental impact of organic wastes.

**AGRO 5753. Soils, Ecology, and Land Uses.** (3-0) Credit 3 semester hours. Soils and their properties as planned related to landscape ecology and specific land uses will be examined on a global, regional, and local level. An ecosystem approach will be used to examine issues and current problems associated with ecology and land use practices in agricultural systems, rangelands, forests, and wetlands. Also, ethical and philosophical points will be considered based on different soils, ecology, and land use viewpoints.

**AGRO 5783. Application of Biostatistics.** (3-0) Credit 3 semester hours. Techniques of experimental designs for biological, food and agricultural research. Techniques for application in field, greenhouse, survey and laboratory situations. Emphasis on methods to reduce error and enhance experimental control.

**AGRO 5793. Problems and Issues in Environmental Science.** (3-0) Credit 3 semester hours. Identification and analysis of current trends and issues in environmental science. Evaluation of pending legislation, federal agency regulations and state and local policy applications. Reports, discussions, projects.

**ANSC 5513. Physiology of Reproduction.** (2-2) Credit 3 semester hours. Basic biochemical, physiological, and endocrine mechanisms involved in reproductive function. Current research principles and techniques useful in studying physiology of reproduction. Lab fee: \$10.00

**ANSC 5533. Non-Ruminant Nutrition.** (2-2) Credit 3 semester hours. Concepts of the function deficiency, interrelation and bioadaptability of nutrients as part of total feed formulation. The physical, chemical, and biological interrelationships of nutrients as they relate to growth, development, and production of monogastric animals. Lab fee: \$10.00

**ANSC 5543. Ruminant Nutrition.** (2-2) Credit 3 semester hours. Current concepts in anatomy, physiology, and microbiology of digestion of ruminants, with application of basic principles to efficient management of beef cattle, dairy cattle, goats and sheep. Lab fee: \$10.00

**ANSC 5553. Dairy Goat Production and Management.** (2-2) Credit 3 semester hours. Review of current research and production practices; the application of developing technology to goat enterprises, with economic evaluation of such enterprises. Lab fee: \$10.00

**ANSC 5563. Animal Health and Diseases.** (2-2) Credit 3 semester hours. Etiology, epidemiology, immunology, preventive measures, and management practices pertinent to diseases and health of animals. Lab fee: \$10.00

**ANSC 5573. Beef Cattle Production and Management.** (2-2) Credit 3 semester hours. Current research and production practices; the application of developing technology for beef cattle enterprises with economic evaluation of such enterprises. Lab fee: \$10.00

**HUSC 5313. Family Economics and Resource Management.** (3-0) Credit 3 semester hours. Review and analysis of the economic status of families at varied income levels and correlated patterns of resource identification and management as they impact family economic well-being. Analysis of the impact of public policy on family systems. Review of research studies and the written presentation of a research required.

**HUSC 5323. Marriage and Family Therapy Pre-Practicum.** (3-0) Credit 3 semester hours. Experimental application of varied therapeutic techniques, i.e., lecture, role play, small group and self-exploration as applied by the therapist in a variety of therapeutic settings. Prerequisite: HUSC 5753 - Individual and Clinical Psychotherapy.

**HUSC 5326. Advanced Practice in Dietetics I.** (0-12) Credit 6 semester hours. Preplanned experience at the professional level in dietetic administration, food service management, clinical and therapeutic nutrition and community and public health nutrition. Prerequisite: Acceptance in Dietetic Internship Program.

**HUSC 5333. Introduction to Clinical Hypnosis.** (3-0) Credit 3 semester hours. History, ethic, suggestions, induction, and deepening techniques utilizing hypnosis with client issues. Training in understanding, interpretation, and application of various hypnotic approaches. Suggestions utilized with major hypnotically indicated illness, disorders and varying client concerns. Prerequisites: Graduate student must have earned a minimum of 15 semester hours in an approved graduate program Prerequisite: ; HUSC 5753 Individual and Clinical Psychotherapy and HUSC 5323 – Marriage and Family Therapy Pre-practicum.

**HUSC 5336. Advanced Practice in Dietetics II.** (0-12) Credit 6 semester hours. Continuation of Advanced Practice in Dietetics I.

**HUSC 5343. Research Problems.** (3-0) Credit 3 semester hours. Study of research methods, strategies and techniques application to the social and behavioral sciences with focus on individual and family studies and the role of research in professional and therapeutic services. Critical comparative analysis of the strengths and weaknesses of current research studies and the planning for needed research. Proposal writing required. Open to non-majors.

**HUSC 5346. Marriage and Family Therapy Practicum II.** (0-12) Credit 6 semester hours.. Supervises clinical practicum in marriage and family therapy. Therapeutic sessions with a variety of client issues and the utilization of major therapeutic techniques required. 1400 clock hours of supervised field placement required. Prerequisite: 30 semester hours and/or advisors approval;HUSC5563 - Marriage and Family Therapy Practicum I.

**HUSC 5353. Dietetic Seminar I.** (0-6) Credit 3 semester hours. Study of the delivery of nutritional services for individuals, families and institutions. Major emphasis on the current development in nutrition and dietetics. Reading, discussion and reports and presentations focusing on the professional practice of dietetics. Prerequisite: Acceptance into Dietetic Internship Program or consent of instructor.

**HUSC 5363. Dietetic Seminar II.** (0-6) Credit 3 semester hours. Continuation of Dietetic Seminar I. Study of current research and legislative events in nutrition and dietetics as they relate to the health and wellness of individuals and families. Prerequisite: Acceptance into the Dietetic Internship Program or graduate status with consent of instructor..

**HUSC 5373. Sex Therapy.** (3-0) Credit 3 semester hours. Analysis and treatment of varied factors affecting sexual functioning among men and women with an emphasis on marital and family dynamics. Emphasis also given to male and female dysfunctional behavior and psychological dynamics. Prerequisite: HUSC 5563 - Marriage and Family Therapy Practicum I.

**HUSC 5383. Child and Adolescent Therapy.** (3-0) Credit 3 semester hours. Analysis and study of cognitive, behavioral, ecological, and psychological treatment modalities indicated in the treatment of childhood disorders and illnesses. Examination, diagnosis, and evaluation of childhood symptomatology and the utilization of therapeutic interventions. Prerequisite: HUSC 5383 - Mental Health and Psychopathology.

**HUSC 5393. Family Communication.** (3-0) Credit 3 semester hours. An examination and application of various communication theories, patterns and techniques. Analysis of verbal and non-verbal communication patterns within the family are examined in family settings.

**HUSC 5513. Families as Consumers.** (3-0) Credit 3 semester hours. Study of factors involved in individual and family consumption from a family systems perspective as related to levels and standards of living. Analysis of current consumer issues and trends of consumption, including the acquisition and use of public and private goods and services as impactors on family life quality. Review of research studies and the written presentation of a research report required.

**HUSC 5523. Marriage and Family Therapy.** (3-0) Credit 3 semester hours. Issues, practices and principles of marriage and family therapeutic strategies and techniques. Analysis of strategies and application of techniques in simulated situations required. Prerequisite: HUSC 5533 - Family Therapy and Issues.

**HUSC 5533. Family Theory and Issues.** (3-0) Credit 3 semester hours. A comprehensive review of theoretical-conceptual frameworks and research in family studies. Role of theory and research in the interdisciplinary study of individual and family behavior throughout the life cycle. Prerequisite: HUSC 5753 Individual and Clinical Psychotherapy.

**HUSC 5543. Theories of Child Development.** (3-0) Credit 3 semester hours. A study of the developmental characteristics of the child from birth to age 20. Analysis of major theories and research with emphasis on interpretation and application of research findings to programs for children and parenting education.

**HUSC 5553. Human Development.** (3-0) Credit 3 semester hours. Study of multiple psychosocial characteristics of human development and behavior throughout the lifespan. Examination, evaluation and interpretation of developmental theories and current issues and trends.

**HUSC 5563. Marriage and Family Therapy Practicum I.** (0-6) Credit 3 semester hours. Supervised clinical practicum in marriage and family therapy. Therapeutic sessions with a variety of client issues and the utilization of major therapeutic techniques required. 600 clock hours of supervised field placement required. Prerequisite: 27 semester credit hours and/or advisor's approval. Prerequisites: HUSC 5323 – Marriage and Family Pre-practicum and HUSC 5583- Mental Health and Psychopathology.

**HUSC 5573. Theories of Personality.** (3-0) Credit 3 semester hours. Review and study of major psychological personality theories and theoreticians of personality from a historical perspective. Principles, constructs, assumptions, and concepts that describe and predict individual behavior, affect and cognition.

**HUSC 5583. Mental Health and Psychopathology.** (3-0) Credit 3 semester hours. Exploration of healthy personality and functional coping in personal/social context. Review and study of various models of psychopathology including DSM and organic disease in the mental health setting. Roles and characteristics of the therapist in the supervision of trainees in varied clinical settings. . Prerequisite: HUSC 5553 – Human Development.

**HUSC 5593. Clinical Supervision.** (3-0) Credit 3 semester hours. Study and application of marriage and family therapy supervisory functions as they relate to trainees under clinical supervision. The process of supervision including roles, characteristics, and models are examined in varied clinical settings. Prerequisite: HUSC 5563 – Marriage and Family Practicum I.

**HUSC 5683. Family Ethics and Issues.** (3-0) Credit 3 semester hours. Critical review of current literature on family ethics: principle problems of confidentiality, therapist and client relationships; special consideration given to state and federal law.

**HUSC 5693. Thesis.** (0-6) Credit 3 semester hours. Independent and original research leading to an acceptable master's thesis prospectus prepared under the direction of a faculty thesis committee and must be orally defended and approved by all members of the faculty thesis committee before credit is recorded. The student must be registered for Thesis until satisfactorily completed. Prerequisite: HUSC 5343 and statistics course.

**HUSC 5713. Group Therapy.** (3-0) Credit 3 semester hours. Comprehensive study of methods, processes and strategies utilized in group therapy with individuals throughout the life span. Focus on the roles of client and therapist within varied settings for practical application of group therapy approaches. Prerequisites: ; HUSC 5323- Marriage and Family Therapy Pre-practicum and HUSC 5753-Individual and Clinical Psychotherapy.

**HUSC 5723. Family Financial Counseling.** (3-0) Credit 3 semester hours. Identification, review, and analysis of techniques and strategies to assist individuals and families of varied socioeconomic levels in financial decision making and planning. Special attention to debt and risk management and retirement and estate planning. Survey and analysis of consumer financial counseling services. Analysis of case and research studies and the written presentation of a research report and/or educational training manual required.

**HUSC 5733. Special Topics.** (3-0) Credit 3 semester hours. Directed individual study of issues affecting implementation of knowledge and skills in human sciences disciplinary specializations. Topical areas may include, but are not limited to: individual and family development; housing studies; family/consumer resource management; family and community studies; food and nutrition studies; adult development; clothing/apparel and textile studies; family and consumer sciences education; and individual and family and other related therapeutic services. Victims and Victimization. An exploration into the dynamics of the victimization process and services available for victims. Focusing on the expected results of experiencing traumas of nature and man, including the characteristics of victims and offenders of criminal acts.

**HUSC 5743. Addiction and Family Intervention.** (3-0) Credit 3 semester hours. Analysis of the psychodynamics of addictions as they relate to individual, family and community from a family systems perspective. Comparison of major theories and treatment modalities as viewed from ethical, multicultural and legal perspectives. Prerequisite: HUSC 5323 – Marriage and Family Therapy Practicum.

**HUSC 5753. Individual and Clinical Psychotherapy.** (3-0) Credit 3 semester hours. Study and utilization of major therapeutic models in the diagnosis and treatment of cognitive, emotional, moral, social, developmental and mental disorders in the individual. Emphasis on diagnosis, prescriptive treatment, and referral of individuals from varied human and environmental systems.

**HUSC 5763. Nutrition and Wellness.** (3-0) Credit 3 semester hours. Study of nutrition principles and practices that promote the general health and wellness of individuals in a multicultural society. Review of current nutritional research studies and the written presentation of a research report required. Open to senior level students by permission.

**HUSC 5993. Independent Study.** (0-0) Credit 3 semester hours. Readings, research, and/ or field placement focusing on pre-selected issues.

## **School of Architecture**

**ARCH 5423. Urban Planning.** (3-0) Credit 3 semester hours. Study of theories and concepts concerning the structure and function of urban communities; spatial and temporal aspects of urban development; problems and consequences of planned and unplanned changes in urban society.

**ARCH 5483. Structural Systems III.** (3-0) Credit 3 semester hours. Structural design and analysis of building systems in steel and reinforced concrete; long spans, lateral forces, connections, code requirements, and economics of structural systems. Prerequisite: ARCH 4433.

**ARCH 5506. Internship.** (0-0) Credit 6 semester hours. Approved summer internship in an architecture office, the building construction industry or a planning or public service agency or approved foreign study program. Appropriate documentation of the experience will be required. Permission of the Dean.

**ARCH 5513. Research Seminar.** (3-0) Credit 3 semester hours. Research and programming for the Comprehensive Project Studio.

**ARCH 5523. Historic Preservation and Adaptive Reuse.** (3-0) Credit 3 semester hours. Introduction to the methods and practices of preservation and reuse of architectural heritage.

**ARCH 5566. Architecture Design IX.** (2-8) Credit 6 semester hours. Advanced design studio with emphasis on comprehensive architectural design projects.

**ARCH 5579. Comprehensive Project Studio.** (3-12) Credit 9 semester hours. A comprehensive design project based on research and programming accomplished in ARCH 5513. Prerequisites: ARCH 5513, 5566.

**ARCH 5593. Professional Practice.** (3-0) Credit 3 semester hours. The ethical, legal and administrative responsibilities of the architect. Relationships between the architect, the client, and the contractor involved in comprehensive architectural services and emerging techniques of practice.

**ARCH 5973. Special Topics.** (3-0), Credit 3 semester hours. The study of various specialized fields of architecture as they relate to contemporary social or technical issues. Topics vary by semester. Course may be repeated for credit when topics vary.

**ARCH 5976. Special Topics.** (2-8) Credit 6 semester hours. Design studio with a focus on a particular issue or area of architecture. Topics vary by semester. Course may be repeated for credit when topics vary.

**ARCH 5986. Special Projects.** (2-8) Credit 6 semester hours. Design projects of differing lengths and content with group or individual involvement. May be repeated for credit.

**ARCH 5993, 5996. Independent Study.** (0-0) Credit 3 or 6 semester hours. Readings, research, and/or field work on selected topics. Prerequisite: Consent of advisor.

**CODE 5013. Community Development Seminar.** (3-0) Credit 3 semester hours. History, theory and practice of the community development profession. Prerequisite: Concurrent enrollment in CODE 5016.



**CODE 5016. Community Development Studio I.** (2-8) Credit 6 semester hours. A selection of supervised field trips, case studies, research projects and other hands-on community experiences to give students a contextual understanding of the community development profession. Prerequisite: Credit or concurrent enrollment in CODE 5013.

**CODE 5023. Advanced Community Development.** (3-0) Credit 3 semester hours. Advanced studies in the history, theory and practice of community development. Prerequisite: CODE 5013.

**CODE 5026. Community Development Studio II.** (2-8) Credit 6 semester hours. Projects and case studies applying community development theory. Prerequisite: Credit or concurrent enrollment in CODE 5023.

**CODE 5033. Community Development Studio.** (3-0) Credit 3 semester hours. Research projects and hands on experience to give students a contextual understanding of the community development profession. The focus of this class will be on the social and physical aspects of a community's development. Prerequisite: Credit or concurrent enrollment in CODE 5013.

**CODE 5043. Community Development Practicum I.** (3-0) Credit 3 semester hours. Laboratory and supervised practical experience in a community-based organization. Students will be involved in the actual operation of a community organization. The focus of this class will be on management, economics and political aspects of implementing community projects.

**CODE 5063. Community Development Practicum II.** (3-0) Credit 3 semester hours. Laboratory and supervised practical experience in a community-based organization. Students will be involved in the actual operation of a community organization. The focus of this class will be on management, economics and political aspects of implementing community projects. This course is a continuation of CODE 5043.

**CODE 5073. Community Development Financing.** (3-0) Credit 3 semester hours. Non-traditional financing strategies will be studied to support projects addressing the development of distressed communities.

**CODE 5083. Demography and GIS in Community Planning:** (3-0) Credit 3 semester hours. This course will introduce students to the use of demography and geographic information systems (GIS) in the design and development of communities. This course is designed to enhance student's research skills with GIS technology.

**CODE 5093. Collaborative Community Project Studio.** (3-0) Credit 3 semester hours. Multi-disciplinary (fields of business, social science, architecture, civil engineering, nursing, health science, construction science, criminal and juvenile justice, and urban planning) research projects and other hands-on community experiences to give students a contextual understanding of the field of community development within their disciplines.

**CODE 5103. Cultural Heritage Preservation.** (3-0) Credit 3 semester hours. The theory and practice of preserving the cultural and physical heritage of buildings, structures, sites and communities.

**CODE 5113. Historic Preservation Material Conservation.** (3-0) Credit 3 semester hours. Preservation practices and policy issues along with preservation and adaptation design.

**CODE 5123. Historic Preservation Marker Programs.** (3-0) Credit 3 semester hours. History of the preservation movement in the United States and architectural and regulatory techniques employed in building preservation.

**CODE 5133. Recording Historic Building Sites.** (3-0) Credit 3 semester hours. Documenting according to Historic American Building Survey (H.A.B.S.) standards.

**CODE 5143. Preservation Law and Economics.** (3-0) Credit 3 semester hours. This course will provide students with a working understanding of the governing laws that are used in a professional historic preservation practice.

**CODE 5203. Community Leadership in Developing Communities.** (3-0) Credit 3 semester hours. Identifying and anticipating future leaders of communities through selected programs.

**CODE 5213. Negotiation, Mediation and Facilitation.** (3-0) Credit 3 semester hours. Skill building strategies and exercises in critical thinking, listening and identity based communications.

**CODE 5303. Community Political and Social Structures in War/Disaster-Torn Communities.** (3-0) Credit 3 semester hours. The role and function of public and private organizations and local, state and national government in the community development process.

**CODE 5313. Community Management and Leadership.** (3-0) Credit 3 semester hours. The theory and practice of leadership and management in various community development related settings.

**CODE 5323. Community Development Analysis.** (3-0) Credit 3 semester hours. The basic skills of studying and understanding the structure, function, goals, standards and performance of a community.

**CODE 5343. Community Development Research.** (3-0) Credit 3 semester hours. Methods for recognizing information needs, sources and applications.

**CODE 5353. Resource Development.** (3-0) Credit 3 semester hours. The techniques of promoting financial, human and organization support for community development.

**CODE 5363. Community Physical Structure.** (3-0) Credit 3 semester hours. The physical context of the community and its impact on community health and development.

**CODE 5406. Internship.** (0-0) Credit 6 semester hours. Approved internship with a community development related organization. Prerequisite: Permission of program coordinator.

**CODE 5503. Capital Development.** (3-0) Credit 3 semester hours. Fundraising strategies and relationship building.

**CODE 5513. Grant Development.** (3-0) Credit 3 semester hours. Grant proposal writing, grant application process and other written communication aspects of grant fund's management.

**CODE 5523. Fundraising Campaigns and Planned Gifts.** (3-0) Credit 3 semester hours. Campaign strategic planning and techniques used in driving donor decisions.

**CODE 5543. Research for Grant.** (3-0) Credit 3 semester hours. Research for fundraising efforts.

**CODE 5603. Land Development in Declining Communities.** (3-0) Credit 3 semester hours. Techniques used to identify and acquire vacant or un-kept properties in depressed neighborhoods.

**CODE 5613. Land Development and Use Control Strategies.** (3-0) Credit 3 semester hours. Strategies used by communities to control land use and development.

**CODE 5743. Global Community Development.** (3-0) Credit 3 semester hours. The role of immigrants, non-U.S. citizens and foreign investors in developing rural and urban America.

**CODE 5753. International Community Development Policies and Practices.** (3-0) Credit 3 semester hours. The role of government and private organizations in developing distressed foreign communities.

**CODE 5803. Real Estate I.** (3-0) Credit 3 semester hours. This course will introduce students to the basic principles of the real estate profession. Licensing requirements and the Texas Real Estate Licensing Act are covered. This course satisfies one of the core course requirement to apply for a State of Texas Real Estate License.

**CODE 5813. Real Estate II.** (3-0) Credit 3 semester hours. This course will introduce students to real world practices through the use of lectures, guest speakers, and case studies. This course will expose students to the many activities involved in real estate transactions. This course satisfies one of the core course requirement to apply for a State of Texas Real Estate License.

**CODE 5823. Law of Agency.** (3-0) Credit 3 semester hours. This course covers the representation of property owners, buyers and/or intermediaries. This course satisfies one of the core course requirement to apply for a State of Texas Real Estate License.

**CODE 5833. Law of Contract.** (3-0) Credit 3 semester hours. This course covers FHA, VA and Conventional contracts. Students will be exposed to the applications of property acquisition contracts. This course satisfies one of the core course requirement to apply for a State of Texas Real Estate License.

**CODE 5903. Community Arts.** A study on the influence of community arts and its impact on society. This course will explore the impact of art as a means of communication and expression. The historical context will include studies of the Paleolithic cave writings to modern day murals and graffiti.

**CODE 5973. Special Topics.** (3-0) Credit 3 semester hours. The study of various specialized fields of community development as they relate to contemporary issues. Topics may vary by semester. Course may be repeated for credit when topics vary.

**CODE 5976. Special Topics.** (2-8) Credit 6 semester hours. The study of various specialized fields of community development as they relate to contemporary issues. Topics may vary by semester. Course may be repeated for credit when topics vary.

**CODE 5993. Independent Study.** (0-0) Credit 3 semester hours. Individual reading, research and/or field work in selected topics.

**CODE 5996. Independent Study.** (0-0) Credit 6 semester hours. Individual reading, research and/or field work in selected topics.

**Marvin D. and June Samuel Brailsford  
College of Arts and Sciences**

**BIOL 5003. Research in Zoology.** (0-6) Credit 3 semester hours. Selected individual research problems in any specified area in which the student has a sufficient background. Lab fee.

**BIOL 5013 Genomics.** (3-0) Credit 3. The study of the genomes on a holistic manner, thus providing information on the uses and shortcomings of genetic information. The application of genomic data to determine the incidences of disease; to identify disease markers and develop gene based therapeutics.

**BIOL 5024 Microbial Anatomy.** (2-4) Credit 4. Microscopic study of tissues and organ of vertebrates; relation of structure to function. Lab Fee.

**BIOL 5033 Physiology , Environment, and Man.** (3-0). Credit 3. This course explores the absorption, metabolism and excretion of environmental agents, their mechanisms of action , and the processes of adaptation by the exposed organism from the sub-cellular level to that of the total organism.

**BIOL 5053 Air Pollutants.** (3-0) Introduction of essentials of the toxicology of major air contaminants , the factors governing air quality criteria and standards, and alternatives for air pollution abatement.

**BIOL 5063 Microbial Activity in Toxicology .** (3-0) Credit 3. Survey of microbial actions in the field of environmental toxicology. Toxigenic microorganisms, major microbial toxins and use of microbial systems in toxicological studies. Microbial alterations of environmental contaminants.

**BIOL 5073. Selected Topics in Environmental Toxicology.** (3-0) Credit 3 semester hours. In-depth treatments of several important areas in the field of environmental toxicology, including studies of microbiology of toxic substances, toxic substances in food, poisonous plants and venomous animals, occupational health and safety and chemical ecology.

**BIOL 5074. Genetics.** (2-4) Credit 4 semester hours. Laws and principles governing heredity in plants and animals; plant and animal improvement through eugenics. Lab fee.

**BIOL 5094. General Microbiology.** (2-4) Credit 4 semester hours. Morphology, physiology, classification, cultivation of micro-organisms and their relation to agriculture, pre-medicine, and industry. Lab fee.

**BIOL 5141. Seminar in Biological Problems.** (1-0) Credit 1 semester hour. Student participation in general and specific research topics in Biology.

**BIOL 5123 Cell Biology .** (3-0) Credit 3. An in-depth study of the morphological and functional aspects of the cell. Emphasis will be placed on the current understanding of cell structure and how this relates to physiological and biochemical processes.

**BIOL 5143 Field and Animal Ecology .** (1-4) Credit 3. Composition, dynamics and distribution of biotic communities in various sections of the southwest. Outdoor camping and cooking. Lab fee.

**BIOL 5183. Experimental Genetics.** (3-0) Credit 3 semester hours. Thorough experimentation to show how variations may be brought about; techniques of mating and breeding to support accepted principles. Lab fee.

**BIOL 5991-5993. Independent Study.** (0-0) Credit 1-3 semester hours. Reading, research and/or field work on selected topics in Biology. Prerequisite: consent of advisor. Students may register this course each semester. Only six credit hours may be earned.

**CHEM 5013. Research.** (0-0) Credit 3 semester hours. Problems for investigation may be selected from one of the following fields of Chemistry: 1. Analytical; 2. Biochemistry; 3. Inorganic; 4. Organic; and 5. Physical.

**CHEM 5023. Research.** See CHEM 5013.

**CHEM 5026. Research.** (0-0) Credit 6 semester hours. Problems for investigation may be selected from one of the following fields of chemistry: 1. Analytical; 2. Biochemistry; 3. Inorganic; 4. Organic; 5. Physical.

**CHEM 5313. Advanced Analytical Chemistry.** (0-3) Credit 3 semester hours. Fundamental principles and investigation of chemical reactions as they relate to application of classical and modern instrumental methods. Focuses on the processes occurring in sampling, separation and quantitative measurement emphasizing chemical concepts. Prerequisites: CHEM 3413, and CHEM 3423.

**CHEM 5322. Instrumental Lab.** (0-4) Credit 2 semester hours. An integrated laboratory that uses modern instrumentation to analyze complex chemical systems. Theories and principles encountered in CHEM 5313 and CHEM 5323 will provide the basis for bulk, surface, and interfacial analysis at the atomic and molecular levels. Co-requisites: CHEM 5323.

**CHEM 5323. Instrumental Analysis.** (3-0) Credit 3 semester hours. Fundamental principles and theories underlying modern instrumental methods and techniques for analysis of complex systems. Atomic and molecular level characterization of surfaces, interfaces, and bulk systems will be emphasized.

**CHEM 5402. Advanced Organic Chemistry.** (2-0) Credit 2 semester hours. A review of elementary Organic Chemistry with an extension of more advanced topics. Includes assigned subject materials.

**CHEM 5414. Identification of Organic Compounds.** (2-4) Credit 4 semester hours. The separation and identification of pure organic compounds and mixtures.

**CHEM 5442. Polymer Chemistry Laboratory.** (0-4) Credit 2 semester hours. A laboratory course in polymer chemistry focusing on characterization and synthesis of polymers and copolymer systems.

**CHEM 5443. Polymer Chemistry** (3-0) Credit 3 semester hours. Presentation of polymer concepts including polymerization and copolymerization processes, nomenclature, classifications, stereochemistry, structure-property relationships and morphology. Prerequisite: graduate standing or consent of instructor.

**CHEM 5534. General Biochemistry.** (2-4) Credit 4 semester hours. A basic and extension course designed for graduate students planning to major or minor in Biochemistry or related fields and who require more than an elementary knowledge of the subject. Prerequisite: CHEM 4033 or permission of instructor.

**CHEM 5613. Advanced Inorganic Chemistry.** (3-0) Credit 3 semester hours. Consideration of important aspects of modern inorganic chemistry. Application of thermodynamics and kinetics in inorganic chemistry; practical and potential applications of inorganic systems. Prerequisites: CHEM 4063.

**CHEM 5783. Advanced Physical Chemistry.** (3-0) Credit 3 semester hours. A lecture course dealing with advanced topics of special interest in modern physical chemistry in areas including experimental and theoretical thermodynamics, chemical kinetics, collision and transition state theories, atomic and molecular spectra, quantum mechanical systems, photochemistry, structure of crystals and liquids, surface chemistry, macro-molecules, and gas phase reactions. Prerequisites: CHEM 3413-3423.

**COMM 5203. Introduction to Web Design.** (3.0) Credit 3. Fundamentals of website development, including html, web-building software applications, multilevel site planning and construction, basic interactivity (VIA Java script and CGI), information organization, web site management, and the delivery of basic multimedia content. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**COMM 5323. Desktop Publishing.** (3.0) Credit 3. This course introduces students to the most popular graphics, and page layout programs for electronic publishing (Photoshop, InDesign) Prerequisite: Acceptance to graduate study or to the teacher certification program.

**COMM 5413. Multimedia Authoring.** (3.0) Credit 3. Students learn to create and publish multimedia productions for various formats including DVD/CD and the Web. Hands-on activities using Director and DVD Pro. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**ENGL 5053. Studies in Teaching English.** (3.0) Credit 3. Special problems, critical study and evaluations of methods of teaching English at secondary level. Prerequisite: Acceptance to graduate study or to the teacher certification program /12 semester hours of English at 3000 level or above and one year of teaching experience.

**ENGL 5113. Linguistics and Grammar:** (3.0) Credit 3. Nature of modern linguistic science and its approach to phonology, morphology, syntax, and semantics; structural, generative-transformational grammar in the linguistic context. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**ENGL 5123. Research Methods.** (3.0) Credit 3. Principles of literary theory and research techniques. Pre-thesis research practice. Prerequisite: 12 hours of graduate study.

**ENGL 5133. Seminar in Thesis Writing.** (3-0) Credit 3 semester hours. Application of research skills to thorough development of thesis on topic approved by advisor. Prerequisite: Candidacy for graduate degree.

**ENGL 5213. A Study of the Short Story.** (3.0) Credit 3. The history, art, and technique of the short story with emphasis on the American short story. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**ENGL 5243. Shakespeare & Renaissance Literature.** (3.0) Credit 3. Analysis of Shakespeare's texts within the dramatic tradition of comedy, tragedy, history, and romance. Course will also consider authors such as Marlowe, Sidney, and Spenser. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**ENGL 5263. Seminar in Masterpieces of Literature.** (3.0) Credit 3. Study and analysis of form, language, and style of masterpieces of world literature. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**ENGL 5273. Chaucer & Medieval Literature.** (3.0) Credit 3. Detailed study of selected works of Chaucer and medieval literature. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**ENGL 5313. Literary Theory & Criticism.** (3.0) Credit 3. Survey of critical theories of literature from Plato and Aristotle to the present. Prerequisite: 9 hours of graduate study.

**ENGL 5323. Introduction to Creative Writing.** (3.0) Credit 3. Introductory course in a variety of genres, including poetry, fiction, and drama. Literary models will be used throughout. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**ENGL 5333. Film/Scriptwriting.** (3.0) Credit 3. Discussion of theories of comedy, comic character, and structure. May focus on classic film comedies. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**ENGL 5343. Genres in Creative Writing.** (3.0) Credit 3. Study of works of established writers. Workshop focus on one of the following: poetry writing, fiction writing, drama writing. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**ENGL 5403. African American Literature.** (3.0) Credit 3. Study of major writers, genres, and themes of the African American literary canon. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**ENGL 5433. Twentieth Century American Literature.** (3.0) Credit 3. Studies in technique, history, and cultural context of works of Twentieth century. May emphasize poetry, drama, or fiction. Prerequisite: Acceptance to graduate study or to the teacher certification program

**ENGL 5633. Principles of Technical Writing (Required).** (3.0) Credit 3. Defines specific genres and aims of technical writing. Focuses on the formative and persuasive principles underlying successful documents in printed and electronic versions. Prerequisite: Acceptance to graduate study or to the teacher certification program.

**ENGL 5993. Independent Study.** (3.0) Credit 3. Readings, research, and/or field work on selected topics. Prerequisite: Consent of Department Head and instructor.

**MATH 5003. The Real Number System.** (3-0) Credit 3 semester hours. The development of the real number system, deductive systems, field properties, order properties, completeness properties, powers and roots, and decimal representation. Prerequisite: Approval of the Mathematics Department.

**MATH 5013. Introduction to Point-Set Theory.** (3-0) Credit 3 semester hours. Basic set theory; cardinal and ordinal numbers, countable and well-ordered sets; and the study of the basic properties of metric spaces with an introduction to completeness, separability and compactness. Prerequisite: MATH 4123 or equivalent or Approval of the Mathematics Department.

**MATH 5023. Complex Analysis I.** (3-0) Credit 3 semester hours. Holomorphic functions, complex integration, residue theorem. Taylor series, Laurent series, conformal mapping, and harmonic functions. Prerequisite: MATH 4223 or equivalent or Approval of the Mathematics Department.

**MATH 5033. Complex Analysis II.** (3-0) Credit 3 semester hours. Infinite products, Weierstrass factorization theorem, Mittag-Leffler's theorems, normal families, Picard's theorem, and Riemann mapping theorem. Prerequisite: MATH 5023 or Approval of the Mathematics Department.

**MATH 5103. Special Problems.** (3-0) Credit 3 semester hours. Reading and discussion of articles appearing in various mathematical journals; and statistics patterns and techniques of mathematical research; modern techniques and trends in the field of advanced mathematics. Trends in the field of elementary mathematics and statistics. Prerequisite: Graduate standing in mathematics or Approval of the Mathematics Department.

**MATH 5113. Elementary Functions.** (3-0) Credit 3 semester hours. Real number system, algebraic functions, circular functions, exponential functions, logarithmic functions, hyperbolic functions, and their properties. Prerequisite: Graduate standing in mathematics and Approval of the Mathematics Department.

**MATH 5123. General Topology I.** (3-0) Credit 3 semester hours. Topological spaces including continuous functions, compactness, separation properties, connectedness and metric spaces. Prerequisite: MATH 5013 and Approval of the Mathematics Department.

**MATH 5173. Computer Programming.** (3-0) Credit 3 semester hours. Basic computer concepts and terminology. Computer characteristics and storage fundamentals of output and input operations. Flow charts and block diagrams. Programming elementary algorithms using a scientific language. Prerequisite: Graduate standing in mathematics and Approval of the Mathematics Department.

**MATH 5203. Calculus for High School Teachers.** (3-0) Credit 3 semester hours. Concise treatment of certain fundamental ideas in the mathematics of the calculus with the intention of extending, illuminating, and clarifying the teacher's past knowledge. Prerequisite: Graduate standing in mathematics and Approval of the Mathematics Department.

**MATH 5233. Selected Topics in Mathematics.** (3-0) Credit 3 semester hours. Measure Theory, Set Theory, Symbolic Logic, Linear Algebra, Probability, Statistics, Stochastic Processes, and Operations Research Prerequisite: Approval of the Mathematics Department.



**MATH 5283. Structure of Arithmetic.** (3-0) Credit 3 semester hours. Introduction to sets, the number concept, the evolution of numeration systems, modular systems, the number system, measurement, ratio, proportion, and percentage. Prerequisite: Graduate standing in mathematics and Approval of the Mathematics Department.

**MATH 5293. Logic and Geometry.** (3-0) Credit 3 semester hours. Elementary logic, plausible reasoning, informal geometry, and coordinate geometry as a mathematical system. Prerequisite: Graduate standing in mathematics and Approval of the Mathematics Department.

**MATH 5303. Modern Techniques in Secondary Mathematics.** (3-0) Credit 3 semester hours. Teaching strategies; instructional packages composed of modules of various areas and topics of mathematics; performance-based teaching methods; effective use of audiovisual equipment and materials; and small group methods. Prerequisite: Graduate standing in mathematics and Approval of the Mathematics Department.

**MATH 5343. Boundary Value Problems.** (3-0) Credit 3 semester hours. Fourier Series and integrals, application of partial differential equations to problems, including heat flow, fluid flow, electric fields, mechanical vibration, and similar problems arising in chemistry, physics, radiotherapy and engineering. Prerequisite: MATH 2043 or equivalent and Approval of the Mathematics Department.

**MATH 5413. Seminar.** (3-0) Credit 3 semester hours. Seminar in mathematics lectures, demonstrations, and reports on current trends in the field of mathematics and statistics. Prerequisites: Approval of the Mathematics Department.

**MATH 5443. Statistics for High School Teachers.** (3-0) Credit 3 semester hours. Processes of statistical methods, with reference to applications in various fields and with special application to analysis of school data. Prerequisite: MATH 3023 or equivalent or Approval of the Mathematics Department.

**MATH 5473. Probability.** (3-0) Credit 3 semester hours. Laws of Large Numbers, Central Limit Theorems, Random Walks, Martingales, Markov Chains, Ergodic Theorems and Brownian Motion. Prerequisite: MATH 3023 or equivalent or Approval of the Mathematics Department.

**MATH 5543. Integrated Introduction to Geometry.** (3-0) Credit 3 semester hours. The origin of geometry; the three classical problems of antiquity; the five Platonic solids; Euclid's elements and fallacies; a modern set of axioms for geometry; geometries in the Euclidean plane; transformation groups; hyperbolic geometry; and elliptic geometry. Prerequisite: MATH 3933 or equivalent or Approval of the Mathematics Department.

**MATH 5613. Theory of Matrices.** (3-0) Credit 3 semester hours. Definitions in matrix algebra; inverse of a matrix, transposition of a matrix, rank of a matrix, linear transformations; differentiation and integration of matrices; and application of matrices to systems of linear equations; quadratic forms, bilinear forms, and systems of differential equations. Prerequisite: MATH 3073 or equivalent or Approval of the Mathematics Department.

**MATH 5723. Partial Differential Equations.** (3-0) Credit 3 semester hours. Existence and uniqueness theorems, techniques for solving first and second order partial differential equations, approximate (numerical) solutions and applications. Prerequisite: MATH 5343 or Approval of the Mathematics Department.

**MATH 5753. Intermediate Analysis.** (3-0) Credit 3 semester hours. Continuous functions; sequences; limits of functions; integral functions; the integral of continuous and bounded functions; series and step-functions. Prerequisite: Consent of instructor and MATH 4213 or equivalent or Approval of the Mathematics Department.

**MATH 5763. Intermediate Differential Equations.** (3-0) Credit 3 semester hours. Existence theorems, uniqueness theorems, and vector and matrix treatment of linear and non-linear systems of ordinary differential equations. Prerequisite: MATH 4113 or equivalent or Approval of the Mathematics Department.

**MATH 5773. Advanced Analysis.** (3-0) Credit 3 semester hours. Continuous functions of several numbers; properties of functions of several numbers; the double integral; and the Riemann-Stieltjes integral. Prerequisite: MATH 5753 or Approval of the Mathematics Department.

**MATH 5823. Analytic Mechanics.** (3-0) Credit 3 semester hours. Axiomatic foundations of mechanics; Newton's laws; harmonic oscillator; planetary motion; non-inertial coordinate systems; systems of particles; plane motion of rigid bodies; space motion of rigid bodies; Lagrange's equations; and Hamilton's principle. Prerequisite: Graduate standing in mathematics and Approval of the Mathematics Department.

**MATH 5893. Thesis Research, A-D.** (0-0) Credit 3 semester hours. Research for thesis. Course may be repeated for credit, at most two times. Prerequisite: Approval of the Mathematics Department.

**MATH 5903. Modern Algebra.** (3-0) Credit 3 semester hours. Fundamental concepts of algebra; integral domain, fields, and introduction to such concepts as groups, vector spaces, and lattices. Prerequisite: Graduate standing in mathematics and MATH 3013 or equivalent or Approval of the Mathematics Department.

**MATH 5993. Independent Study.** (3-0). Credit 3 semester hours. Course description will vary according to course chosen for independent study. Prerequisite: Approval of the Mathematics Department and other chains of commands.

**SOCG 5123. Social Statistics.** (3-0) Credit 3 semester hours. This course is designed to enhance students' statistical knowledge of measurement of central tendency, z-test, t-tests, and analysis of variance, correlation techniques and regression analysis.

**SOCG 5213. Classical Sociological Theory.** (3-0) Credit 3 semester hours. Major sociological contributions of the classical theorists including but not limited to Thomas Hobbes, Auguste Comte, Alexis de Tocqueville, Karl Marx, Emile Durkheim, Max Weber, Harriet Martineau, W.E.B. DuBois, and Jane Addams, providing the foundation for contemporary theory.

**SOCG 5223. Research Methods.** (3-0) Credit 3 semester hours. Advanced instruction in sociological research requiring a detailed treatment of qualitative and quantitative techniques of data collection and analysis. Written paper based on original research required.

**SOCG 5243. Urban Sociology.** (3-0) Credit 3 semester hours. Examines the social structure of cities and the adjustment people make to urban conditions. Urban neighborhoods, population groupings, social processes, trends and problems are treated in the light of historical, ecological and social factors. A review of selected problems including urban tensions and the persistence of local ties such as family and ethnicity are explored.

**SOCG 5263. Sociology of Education.** (3-0) Credit 3 semester hours. Exploration of knowledge in society and its relationship to the social structure and individual consciousness; how the social attributes of groups as well as individuals affect the production, ordering, and presentation of information as well as the form knowledge takes in a particular society.

**SOCG 5283. Aspects of Poverty.** (3-0) Credit 3 semester hours. Presentation of several theoretical perspectives on poverty in American society. Past, current, and proposed solutions of poverty are discussed.

**SOCG 5333. Criminology.** (3-0) Credit 3 semester hours. A survey of the historical and contemporary explanations of phenomena of crime and criminal behavior from the perspective of contemporary theories and the analysis of evidence supportive of various theoretical positions. Crime measurement and crime statistics are also discussed, as are the techniques for crime analysis.

**SOCG 5353. Seminar in Race Relations.** (3-0) Credit 3 semester hours. Wide range exploration of the dynamics of inter-group relations including historical and sociological factors in race and ethnic relations. An examination of politico-economic and societal development processes that serve to maintain social positions in contemporary society.

**SOCG 5413. Contemporary Sociological Theory.** (3-0) Credit 3 semester hours. Basic ideas of contemporary sociological theory: structuralism, functionalism, conflict, symbolic interaction, exchange; includes but not limited to the works of Parsons, Merton, Mead, Cooley, Goffman, Coser, Dahrendorf, Marcuse and Habermas and their application to current research. Prerequisite: SOCG 5213.

**SOCG 5423. Social Stratification.** (3-0) Credit 3 semester hours. Analysis of the nature of social stratification and its relation to other aspects of society: distribution of influence and wealth occupational structural, family relations, religious and educational institutions, minority problems, and cultural patterns. Comparison between open class, caste and other arrangements. Sources of mobility and change in stratification systems. Also addresses the impact of different forms of ranking and the consequent inequalities that arise.

**SOCG 5433. Theory of Criminal Justice System.** (3-0) Credit 3 semester hours. Theoretical analysis of crime and criminal justice systems including the police, courts and prisons that deal with people who are accused of having committed crimes. Theories of crime commission include: Differential Association Theory, Control Theory, Labeling Theory, Strain Theory, and Illegitimate Opportunity Theory among others.

**SOCG 5443. Social Movements.** (3-0) Credit 3 semester hours. Examination of theories and research on social movement and social change; historical and contemporary social movements in the United States and elsewhere; collective violence and protest; terrorism and social and political revolutions.

**SOCG 5453. Complex Organizations.** (3-0) Credit 3 semester hours. Introduces students to the critical examination of modern organizations, the nature of bureaucracy and its effect on personality, social relations, group dynamics and social change. Examines bureaucratic arrangements and processes in a variety of organizational context such as corporations, universities, unions, professionals associations, government bureaus and religious institutions. The role of power in bureaucratic settings and exchanges is explored.

**SOCG 5463. Special Topics.** (3-0) Credit 3 semester hours. Seminar on specialized topics in sociology. Subject matter may vary by semester. May be repeated for credit when topics vary.

**SOCG 5553. Sociology of Gender and Sex Roles.** (3-0) Credit 3 semester hours. Analyzes the social significance of gender. Explores the theoretical assumptions that under gird the nature of women's oppression sex-class-race cleavage, plus inequalities between women and men. A cross-cultural analysis of the development of gender roles and an examination of contemporary gender inequality in terms of gender work patterns, labor force participation, and occupational mobility as well as alternatives to conventional division of labor by sex in society.

**SOCG 5613. Thesis.** (0-0) Credit 3 semester hours. A candidate for the Master of Sociology is required to prepare a thesis under the direction of a faculty thesis committee. The thesis must be orally defended and approved by all members of the faculty thesis committee before the degree is conferred. The student must register for thesis each semester until satisfactorily completed

**SOCG 5623. Thesis.** (0-0) Credit 3 semester hours. A candidate for the Master of Sociology is required to prepare a thesis under the direction of a faculty thesis committee. The thesis must be orally defended and approved by all members of the faculty thesis committee before the degree is conferred. The student must register for thesis each semester until satisfactorily completed. Prerequisite: SOCG 5613.

**SOCG 5993. Independent Study.** (0-0) Readings, research, and/or field work on selected topics. Prerequisite: Consent of advisor.

## College of Business

**ACCT 5003. Concepts of Accounting.** (3-0) 3 semester credit hours. The review of basic accounting concepts and principles with an emphasis on the accounting cycle, financial statement preparation, and their applications in making managerial decisions in the areas of cost-volume-profit analysis, inventory management, and comparative cost allocation systems.

**ACCT 5103. Managerial Accounting.** (3-0) 3 semester credit hours. The interpretation and use of accounting data for management purposes in the areas of cost accounting, budgets, standards, production costing, distribution costing, and special analyses. Prerequisite: ACCT 5003 or ACCT 2123 or equivalent.

**ACCT 5113. Advanced Auditing.** (3-0) 3 semester credit hours. An advanced study of the practices and principles that guide the auditing environment. Specialty topics will be introduced as well as current readings in auditing literature. Prerequisite: ACCT 4223 or equivalent.

**ACCT 5123. Accounting Information Systems & Controls.** (3-0) 3 semester credit hours. A study of the analysis, design, installation, and operations of an accounting information system. Emphasis will be placed on system design and acquisition. Prerequisite: ACCT 5003 or ACCT 2123 or equivalent.

**ACCT 5133. Accounting for Managerial Decision Making.** (3-0) 3 semester credit hours. A study of the preparation of internal reports for decision making, planning and control. Additional areas of study include cost determination, budgeting, and quantitative techniques. Prerequisite: ACCT 5003 or ACCT 2123 or equivalent.

**ACCT 5143. Accounting Theory.** (3-0) 3 semester credit hours. Development of the theory of accounting with particular emphasis on concepts, income measurement, valuation of assets, valuation and measurement of equities, and the application of accounting theory to contemporary problems. Prerequisite: ACCT 3213 or equivalent.

**ACCT 5153. Seminar on Tax Consulting, Planning and Research.** (3-0) 3 semester credit hours. A study of current U.S. tax law with emphasis on the interrelationships between taxation and business and personal financial planning. Tax research, planning, and professional communications are significant components. Prerequisite: ACCT 3333 or equivalent.

**ACCT 5163. Law & Ethics for Accountants.** (3-0) 3 semester credit hours. A study of the legal, regulatory, and ethical issues of business. Special emphasis will be placed on issues pertaining to accounting. Prerequisite: ACCT 5003 or ACCT 2123 or equivalent.

**ACCT 5243. International Accounting.** (3-0) Credit 3 semester hours. Fundamentals, principles and practices of international accounting with emphasis on social, political and economic backgrounds that influence and interact with accounting, reporting and evaluation processes. Prerequisites: ACCT 5103 or 5133 and graduate classification

**BCOM 5203. Managerial Communication.** (3-0) 3 semester credit hours. Applications of communications theory, human relations concepts, research methods, and information technology to the internal communication of the manager's work environment. Survey of the organizational communication climate, applications, oral and written reports. Prerequisite: MGMT 5003

**BLAW 5013. Legal Environment of Business.** (3-0) 3 semester credit hours. Introduction to the legal foundation of business and international business regulation. Examines legal topics including the laws on property, tort, contract, crime, consumers, agency, business organizations, employment and employment discrimination, and various regulatory areas.

**ECON 5003. Concepts of Economic Analysis.** (3-0) 3 semester credit hours. Analysis of supply and demand, production and cost functions, price and output determination under different market conditions, and resource pricing. Means of national income and output determination, and issues related to unemployment, inflation, business cycles, monetary and fiscal policies, economic development and growth, and the global linkage of national economies.

**ECON 5103. Managerial Economics.** (3-0) 3 semester credit hours. Economic theory and tools needed to make sound managerial decisions for optimal outcomes, theoretical and empirical demand functions, theoretical and empirical production and cost functions, profit maximization under different market conditions over time and under uncertainty, game theory, economics of information and government in the market place. Prerequisite: ECON 5003 or equivalent.

**ECON 5313. International Trade and Business.** (3-0) 3 semester credit hours. Introduces the principles and practices of international trade emphasizing international business opportunities and challenges. Topics include overview of globalization, basic trade models, tariffs and quotas, labor and environmental controversies in trade, fundamentals of export marketing, economic integration in North America, and international business environment in major U.S. export markets. Prerequisite: ECON 5003 or equivalent.

**FINA 5003. Concepts of Finance.** (3-0) 3 semester credit hours. An overview of financial securities and markets, financial statement analysis, cash budgeting, working capital management, time value of money, valuation of securities, and capital budgeting.

**FINA 5103. Theory of Financial Management.** (3-0) 3 semester credit hours. Risk-return analysis, cost of capital, cash-flow analysis in capital budgeting, capital structure policy, dividend policy, corporate restructuring, and international financial management. Prerequisite: FINA 5003 or equivalent.

**FINA 5313. Investment Analysis and Management.** (3-0) 3 semester credit hours. Fundamentals of investment, investment securities and markets, analysis of risk and return, fixed income securities and valuation, common stock and valuation, mutual funds, options and futures, portfolio theory and management. Prerequisite: FINA 5003 or consent of advisor.

**FINA 5333. International Finance.** (3-0) 3 semester credit hours. International financial markets and the flow of funds, interrelation of foreign exchange rates, interest and inflation rates, financial risk management for multinationals, short- and long-term financing for multinationals, multinational capital budgeting, direct foreign investment, country risk analysis, and international banking. Prerequisite: FINA 5003 or equivalent.

**FINA 5383. Financial Markets & Institutions.** (3-0) Credit 3 semester hours. Analysis of the major financial markets, domestic and international, and their interrelationship through interest rates and prices, as well as flow of funds and price behavior of the market as a whole. Also, the role of financial institutions in the flow of funds and their regulation. Prerequisite(s): FINA 5003, ECON 5003 or equivalents.

**MGMT 5003. Concepts of Management.** (3-0) 3 semester credit hours. Examines major concepts, theories, and practices in management. Topics include theories of management, decision-making, organizational structure, human behavior in organizations, and control processes.

**MGMT 5103. Organizational Behavior.** (3-0) 3 semester credit hours. A study of social science concepts relevant to understanding and predicting human behavior in organizations. Topics include perception, learning, group processes, motivation and leadership, and organizational structure and change. Prerequisite: MGMT 5003 or equivalent.

**MGMT 5113. Business Statistics.** (3-0) 3 semester credit hours. A study of statistical methodology useful for solving business problems. Topics addressed include probability, inferential statistics, regression analysis, and analysis of variance.

**MGMT 5123. Quantitative Analysis.** (3-0) 3 semester credit hours. A study of the principles and methods of applied mathematical modeling for managerial decision making. Topics addressed include linear and nonlinear optimization models, simulation, and project management. Prerequisite: MGMT 5113 or equivalent.

**MGMT 5323. Strategy and Policy.** (3-0) 3 semester credit hours. Examines top management strategy, formulation, implementation, and evaluation. This course is the MBA capstone which synthesizes and integrates material from the various functions of business as it presents itself to organizational strategic managers. Prerequisite: 12 hours of graduate management courses and ACCT 5103; ECON 5103; FINA 5103, MRKT 5303.

**MGMT 5343. Human Resource Management.** (3-0) 3 semester credit hours. An analysis of the methods and issues pertaining to the recruitment, selection, testing, promotion and remuneration of members of organizations. Covers job design and labor relations concepts. Prerequisite: MGMT 5003 or equivalent.

**MGMT 5353. Entrepreneurship and Innovation.** (3-0) 3 semester credit hours. Provides an opportunity to experience the entrepreneurial process through team projects, presentations, and feedback. Topics include critical factors for starting a business, evaluating opportunities, entry strategies, creating a marketing plan, financial projections, forms of financing, external resources, legal and tax issues, recordkeeping and systems support.

**MGMT 5433. Production and Operations Management.** (3-0) 3 semester credit hours. A study of systematic direction and control of the processes that transform inputs into products and services. Topics addressed include strategic decisions, capacity design, location and layout decisions, inventory management, material requirements planning, scheduling, and quality management. Prerequisite: MGMT 5123 or equivalent.

**MGMT 5613. Special Topics.** (3-0) 3 semester credit hours. Explores and examines contemporary subjects and trends in business. Topics deal with issues of current importance. Prerequisite: Consent of advisor.

**MISY 5103. Management Information System.** (3-0) Credit 3 semester hours. Foundational understanding of IS functions in relation to other business functions; current and emerging technologies; managerial and organizational understanding of IS functions within a networked or virtual organization; introduction to computer application software used by contemporary managers. Prerequisite: MISY 1013 or equivalent

**MISY 5323. Data Communication & Networking.** (3-0) Credit 3 semester hours. Integration of business management with data communications and networking core concepts such as fundamentals of data communication, various networking architectures and design, communication circuits and communication protocols. Prerequisite: MISY 5103 or equivalent.

**MISY 5413. Applied Database Management.** (3-0) Credit 3 semester hours. Concepts, tools, and technologies associated with the design, implementation and management of large databases for organizational effectiveness. Emphasis on the application aspect of databases. Prerequisite: MISY 5103 or equivalent.

**MISY 5423. Information System Analysis & Design.** (3-0) Credit 3 semester hours. Focus on project planning, analysis, design, and implementation techniques, with an emphasis on the development of computer systems. Prerequisite: MISY 5103 or equivalent.

**MISY 5533. Special Topics in MIS.** (3-0) Credit 3 semester hours. The course provides a forum to bring in current issues in the MIS area such as project management, information security, data mining, etc. Topics may vary from semester to semester. Course can be repeated for credit. Prerequisite: MISY 5103 or equivalent.

**MRKT 5003. Concepts of Marketing.** (3-0) 3 semester credit hours. Surveys the different aspects of the marketing function, including the use of marketing research to understand consumer and industrial markets and the development of the marketing strategy elements of product, distribution, price, and promotion.

**MRKT 5303. Marketing Management.** (3-0) 3 semester credit hours. Application course dealing primarily with strategic marketing planning; specifically, the formulation of marketing strategies, evaluation of alternatives, and implementation of a marketing program. Examines selection of target markets, analysis of market data, and the development of a marketing mix to meet target market needs. Prerequisite: MRKT 5003 or equivalent.

**MRKT 5313. International Marketing.** (3-0) 3 semester credit hours. Analysis of the economic, political, social, and cultural environments of international business and the development of product, price, channels of distribution, and promotion strategies for international markets. Prerequisite: MRKT 5003 or equivalent.



## **Whitlowe R. Green College of Education**

**ADMN 5003. Fundamentals of School Administration.** (3-0) Credit 3 semester hours. A study of educational administration, basic concepts of administrative theory and practice, and the relationship of administrative practice to school organization and control.

**ADMN 5013. Educational Administration: Theory, Practice and Research.** (3-0) Credit 3 semester hours. The analysis and study of theory, practice, and research as they relate and interrelate to effective educational management. This course includes an in-depth study of contemporary research and practice in educational administration.

**ADMN 5023. Public School Law.** (3-0) Credit 3 semester hours. An examination and study of legal principles as they apply to public education.

**ADMN 5033. School Business Management.** (3-0) Credit 3 semester hours. Management techniques for the school administrator in the areas of preparing and managing the school budget, in-school accounts, and the financial auditing process.

**ADMN 5043. The School Principalship.** (3-0) Credit 3 semester hours. Problems in elementary and secondary school administration with emphasis on the organization, administration, and supervision of curricular and extra-curricular programs, and the management of school personnel and students.

**ADMN 5053. Administration of Special Programs.** (3-0) Credit 3 semester hours. Administrative and management techniques for implementing special school programs in the areas of special education, reading, career education, vocational-technical education and pupil services.

**ADMN 5063. Problems in Education Administration.** (3-0) Credit 3 semester hours. Study and analysis of contemporary issues related to the administrative function in an educational setting.

**ADMN 5073. Public School Curriculum Leadership.** (3-0) Credit 3 semester hours. An examination of educational leadership as it relates to curriculum development and improvement. Consideration is given to the administrator's role in identifying and implementing innovations in curriculum construction at all levels; furnishing leadership in coordinating educational offerings in elementary and secondary schools; diagnosing and prescribing learning activities for all students' needs; planning and evaluating curriculum content and changes; and designating personalized programs in specific skill areas such as reading, math, etc.

**ADMN 5083. Special Topics in Educational Administration.** The purpose of this course is to provide students an opportunity to research selected topics in an identified area of educational administration.

**ADMN 5093. Educational Statistics.** (3-0) Credit 3 semester hours. Basic educational statistics course for master's degree candidates in administration. Includes concepts and operations as applied to frequency distributions, graphing techniques, measurement of central tendency and variability, normal distribution curves, sampling theory and tests of significant differences between related and independent samples. Computer application packages and their utilization in classrooms and social agencies are also introduced.

**ADMN 5103. School Personnel Administration.** (3-0) Credit 3 semester hours. The administration of school personnel services, including standards and procedures of the personnel office and the supervision and evaluation of personnel records and policies.

**ADMN 5113. Planning and Managing Educational Facilities.** (3-0) Credit 3 semester hours. Educational facilities planning with emphasis on design, financing, and management.

**ADMN 5123. School Finance.** (3-0) Credit 3 semester hours. Fiscal planning for educational excellence. Includes systems of needs assessment, budget preparation, and management. Federal, state, and local resources for financing education.

**ADMN 5133. School-Community Relations.** (3-0) Credit 3 semester hours. A study of the relationships between the school and other elements of the community. Insight into the development of a comprehensive school-community relations program.

**ADMN 5163. Research.** (3-0) Credit 3 semester hours. General orientation research course for master's degree candidates in administration. The course considers the nature of research problems and techniques used by investigators in solving those problems. Study is made of types and methods of educational research, the collecting of data, analyzing and sharing of data with public. The student is expected to complete a research project or field study utilizing appropriate methods of educational research.

**ADMN 5173. Computer Applications for Administrators.** (3-0) Credit 3 semester hours. Application of computers and selected software to information management, scheduling, and other functions of administrators.

**ADMN 5503. Mid-Management Internship.** (0-3) Credit 3 semester hours. Field-based and seminar experiences designed to provide on-site school-related activities, and the analysis of actual administrative situations and problems. Prerequisites: 18 semester hours of ADMN course work.

**ADMN 5513. Superintendency Internship.** (0-3) Credit 3 semester hours. Field-based and seminar experiences designed to provide on-site school-system related activities, and the analysis of actual administrative situations and problems.

**ADMN 5991-5992-5993. Independent Study.** (0-0) Credit 1, 2, or 3. Readings, research, and/or field work on selected topics. Prerequisite: consent of advisor.

**CIIT 5713. Using Technology in the Classroom.** (3-0) Credit 3 semester hours. Use of computers in elementary and secondary classrooms. Emphasis is on computer literacy skills, instructional uses of computer applications, and the integration of technology into learning activities.

**CIIT 5723. Instructional Uses of the Internet.** (3-0) Credit 3 semester hours. Instructional use of the Internet in elementary and secondary classrooms. Emphasis is on introducing students to the Internet, use of existing online instructional resources, copyright, security issues, and the creation of online instructional materials.

**CIIT 5733. Current Issues in Instructional Technology.** (3-0) Credit 3 semester hours. Consideration of current issues in instructional technology with implications for professional practice. Emphasis is on current research and theoretical issues relevant to practitioners.

**CIIT 5743. Theories of Instructional Design. (3-0)** Credit 3 semester hours. Traditional and emerging theories of instructional design are explored and evaluated. Emphasis is on the process of designing learner-centered instruction using both linear and non-linear models.

**CIIT 5753. Evaluation of Educational Software Packages. (3-0)** Credit 3 semester hours. General-use and subject-specific educational software applications are reviewed and evaluated. Experiences include assessing user needs and analyzing user feedback as well as developing assessment criteria based on current theory and practice.

**CIIT 5763. Design and Development of Instructional Graphics. (3-0)** Credit 3 semester hours. Creation and manipulation of effective visual images for a variety of instructional purposes. Developing skill in the use of various digital imaging programs such as draw, paint, and image manipulation software is emphasized.

**CIIT 5813. Introduction to Distance Learning. (3-0)** Credit 3 semester hours. Overview of distance education instruction and applications. Emphasis is on planning, developing, and adapting instruction and instructional materials for various distance learning environments.

CIIT 5823 Authoring Tools (3 Credit hours) Creation of interactive, multimedia instructional materials. Basic skills in using authoring tools and collaboration in project development are emphasized. Prerequisites: CIIT 5713 Using Technology in the Classroom, CIIT 5723 Instructional Uses of the Internet, and CIIT 5763 Design and Development of Instructional Graphics or permission of the instructor.

**CNSL 5003. Organization and Administration of Guidance and Human Service Programs. (3-0)** Credit 3 semester hours. Introduction to guidance and counseling programs in schools and community agencies. Emphasis on the history, philosophy, and development of programs; programmatic activities and delivery; organizational and administrative patterns; and the interrelationships of educational and human services agencies.

**CNSL 5013. Counseling Techniques. (3-0)** Credit 3 semester hours. Study and practice of basic interview communication skills and counseling techniques. Emphasis on self-development, attending, feedback and influencing skills and core elements of counseling.

**CNSL 5023. Theory and Practice of Counseling. (3-0)** Credit 3 semester hours. A study of major counseling theories and issues related to therapeutic practice with emphasis on practical application.

**CNSL 5033. Counseling Process. (3-0)** Credit 3 semester hours. Pre-practicum experience with emphasis on the counselor-client relationship and on using appropriate therapeutic strategies and techniques in working with children, adolescents, and adults. Special consideration given to the counseling needs of minorities.

**CNSL 5043. Consultation. (3-0)** Credit 3 semester hours. Theoretical rationale for consultation; content and process of consultation services. Basic principles of and skill development in several approaches to consultation.

**CNSL 5053. Professional Orientation and Development. (3-0)** Credit 3 semester hours. Obligations and problems in professional practice of guidance, counseling, human development services and research. Professional ethics, legal considerations, and relations with other professionals and with the public. Current trends and issues emphasized.

**CNSL 5063. Counseling Practicum I.** (3-0) Credit 3 semester hours. Laboratory and supervised practical experiences in individual/group counseling and related functions in a public school, a university, or a community agency setting. A minimum of 150 clock hours required. Prerequisites: CNSL 5013, 5023, 5113, and 5123 and/or consent of advisor.

**CNSL 5073. Counseling Practicum II.** (3-0) Credit 3 semester hours. A continuation of supervised practical experiences in individual/group counseling and related functions in a public school, a university, or a community agency setting. A minimum of 150 clock hours required. Prerequisites: CNSL 5013, 5023, 5063, 5113, and 5123 and/or consent of advisor.

**CNSL 5083. Psychology of Abnormal Behavior.** (3-0) Credit 3 semester hours. An examination of dysfunction in human behavior, with emphasis on description, causation, and treatment.

**CNSL 5093. Educational Statistics.** (3-0) Credit 3 semester hours. Basic educational statistics course for master's degree candidates in counseling. Includes concepts and operations as applied to frequency distributions, graphing techniques, measurement of central tendency and variability, normal distribution curves, sampling theory and tests of significant differences between related and independent samples. Computer application packages and their utilization in classrooms and social agencies are also introduced.

**CNSL 5113. Career Development Counseling.** (3-0) Credit 3 semester hours. A study of major vocational development and career choice theories. Sources and use of educational and career information; community resources; and use of interest and aptitude instruments in career/vocational decision-making. Individual and group career counseling practice emphasized.

**CNSL 5123. Appraisal Techniques.** (3-0) Credit 3 semester hours. An examination of several instruments used to measure achievement, aptitude, interest and personality, and to collect non-test data. Emphasis on selection and use of these instruments for individual and group assessment, and on techniques of interpretation. Ethical and legal issues of testing addressed.

**CNSL 5133. Group Dynamics.** (3-0) Credit 3 semester hours. Theory and practice in group work. Examination of types of groups; group processes and theories; techniques and methods of practice in group counseling. Ethical and professional issues addressed. Group participation and facilitation required.

**CNSL 5143. Human Growth and Development.** (3-0) Credit 3 semester hours. A study of the growth and development of the individual. Emphasis on stages of human intellectual, physical, social, and emotional development throughout the lifespan.

**CNSL 5153. Cross-Cultural Issues.** (3-0). Credit 3 semester hours. A study of the sociological and cultural factors impacting individuals within a multi-cultural setting. Emphasis on understanding, serving, and managing in multi-racial, multi-ethnic, and multi-cultural settings.

**CNSL 5163. Research.** (3-0) Credit 3 semester hours. General orientation research course for master's degree candidates in counseling. The course considers the nature of research problems and techniques used by investigators in solving those problems. Study is made of types and methods of educational research, the collecting of data, analyzing and sharing of data with public. The student is expected to complete a research project or field study utilizing appropriate methods of educational research.

**CNSL 5993. Independent Study.** (3-0) Credit 3 semester hours. Readings, research, and/or field work on selected topics. Prerequisite: consent of advisor.

**CUIN 5003. Foundations of Secondary Schools of the State and Nation.** (3-0) Credit 3 semester hours. A university based course designed with a field component for graduate students seeking initial certification in secondary education. The course focuses on the internal and external factors which contribute to school culture. The student studies how teacher-teacher relationships, teacher-pupil relationships, and school-home relationships impact student learning. The student also investigates the requirements, expectations, and constraints associated with teaching in Texas and understands his or her role in operating effectively as a teacher in Texas.

**CUIN 5013. Developmental Characteristics of Secondary School Youth.** (3-0) Credit 3 semester hours. A university based course designed with a field component for graduate students seeking initial certification in secondary education. The course focuses on the developmental characteristics of secondary school youth which can have an impact on the accomplishment of learner outcomes. Contemporary models of human growth and development are investigated with emphasis being placed on individual differences in physical, emotional, social and intellectual growth. An analysis of the needs of students with differences in culture, learning styles, self-concept, values, and family/peer/school relationships is accomplished.

**CUIN 5023. Strategies for Planning and Assessing Instruction.** (3.0) Credit 3 semester hours. A proficiency-driven course designed with a field component for graduate students seeking initial certification in secondary education. The course focuses on strategies documented as effective in planning learner centered instruction for students representing various learning levels/styles. Informal and formal assessment strategies which are designed to determine the degree to which learners are accomplishing in predetermined objectives are also analyzed. During the field experiences the student demonstrates that he/she can utilize the strategies in constructing learner centered lesson plans and assessment tools. Prerequisites CUIN 5003 and CUIN 5013.

**CUIN 5033. Research-Based Methods for Classroom Instruction and Management.** (3.0) Credit 3 semester hours. A proficiency-driven course designed with a field component for graduate students seeking initial certification in secondary education. The course focuses on effective teaching practices which have been documented as effective in creating a positive learner centered environment, managing individuals and groups through the learning process, and utilizing instructional strategies which maximize student participation in the learning process. During field experiences, the student demonstrates having the ability to utilize pre-planned strategies with students representing varying learning levels/styles. Prerequisites CUIN 5003 and CUIN 5013.

**CUIN 5043. Post-Baccalaureate Internship: Phase I.** (3.0) Credit 3 semester hours. A one semester internship for graduate students who are seeking initial certification in secondary education. The Phase I internship must be completed during the fall semester when the student works as a "teacher of record" under the guidance of an assigned mentor. Performances of the intern are evaluated by the assigned mentor, the building principal and an assigned university supervisor. A grade of "Incomplete" will be awarded at the end of the Phase I Internship with a final grade being awarded at the end of Phase II Internship.

**CUIN 5053. Post-Baccalaureate Internship: Phase II** (3.0) Credit 3 semester hours. A one semester internship for graduate students who are seeking initial certification in secondary education. The Phase II Internship must follow the completion of the Phase I Internship and must be completed during the spring semester when the student is employed as a “teacher of record” under the guidance of an assigned mentor. The performance of the student during the Phase II Internship is evaluated by the mentor, building principal, and university supervisor. Grades for the two semesters of internship (Phase I and Phase II) will be awarded at the end of Phase II.

**CURR 5003. Theory and Dynamics of Curriculum and Instruction.** (3-0) Credit 3 semester hours. A curriculum of theoretical and logical structures that exceeds the essential elements and promotes higher thinking skills, explores consideration of implications for bilingual, migrant and exceptional education. Expands integration of technology in influencing implementation, planning and evaluation of curriculum at all levels of teaching.

**CURR 5133. Principles of Instructional Design.** (3-0) Credit 3 semester hours. Development of competencies related to translating general and theoretical knowledge about learning and instruction into specifications for materials, devices, or settings.

**CURR 5143. Managing Classroom Interaction.** (3-0) Credit 3 semester hours. Identification of a practice with the skills and dynamics of instructional behavior. Examination of the predictability of student response behavior when strategies are selected according to pre-determined criteria.

**CURR 5503. Curriculum Evaluation.** (3-0) Credit 3 semester hours. An examination of the several procedures used to evaluate curricular materials and development activities. Formative and summative evaluation methodologies are compared and contrasted and the consequences of model evaluative systems demonstrated.

**CURR 5993. Independent Study.** (3-0) Credit 3 semester hours. Readings, research, and/or field work on selected topics. Prerequisite: consent of advisor.

**ECED 5303. Development of the Young Child.** (3-0) Credit 3 semester hours. A study of the sequential stages of growth and maturation of the young child to include physical, social, emotional and cognitive development.

**ECED 5313. Foundations of Early Childhood Education.** (3-0) Credit 3 semester hours. An overview of the historical, philosophical, and theoretical development of early childhood and its relationship to child development.

**ECED 5323. Methods and Materials for Teaching Young Children.** (3-0) Credit 3 semester hours. A study of the teaching strategies, techniques and materials designed to enhance learning experiences for young children.

**ECED 5333. Assessment Techniques in Early Childhood Education.** (3-0) Credit 3 semester hours. A study of evaluative instruments appropriate for the assessment of young children’s intellectual, social and motor development. Practical experiences are provided in test administration, scoring, interpretation and utilization of results.

**ECED 5343. Organization and Administration of Programs for Young Children.** (3-0) Credit 3 semester hours. An examination of the organization and administration of early childhood programs with emphasis on early childhood. A study of the impact of legislation and professional organizations on program operations.

**ECED 5353. Seminar in Early Childhood Education.** (3-0) Credit 3 semester hours. An analysis of current research literature trends and issues in Early Childhood Education.

**ECED 5363. Early Childhood Practicum.** (3-0) Credit 3 semester hours. Planned observation and interaction experiences with young children in a classroom setting. Organized feedback sessions are provided in structured seminars.

**EDFN 5103. Foundations of Educational Research.** (3-0) Credit 3 semester hours. Basic concepts of research design, strategies of experimental, historical and descriptive research, and basic statistical procedures are introduced.

**EDFN 5113. Psychology of Learning and Development.** (3-0) Credit 3 semester hours. An analysis of mental processes involved in learning the developmental relationship of these processes. In-depth study of major theories which relate learning, development, and physiology.

**EDFN 5123. Socio-Cultural Issues in Education.** (3-0) Credit 3 semester hours. An analysis of historical, philosophical, and multi-cultural issues in American education and their implications for the setting of standards that govern educational policy and practice.

**EDFN 5143. Advanced Educational Statistics.** (3-0) Credit 3 semester hours. Computer applications and Statistical used in educational measurement and research design, analysis of variance, and introduction to non-parametric statistics. Prerequisite: EDFN 5103.

**EDFN 5903. Thesis Research.** (3-0) Credit 3 semester hours. Selection, preparation, and presentation of a research proposal for purposes of completing thesis requirement. Prerequisite: admission to candidacy and approval of thesis advisor.

**EDFN 5923. Master's Seminar.** (3-0) Credit 3 semester hours. Investigation and analysis of research in the field of curriculum and instruction. Major paper a requirement for this course. Prerequisite: EDFN 5103.

**EDTC 5403. Audiovisual Materials in Instruction.** (3-0) Credit 3 semester hours. Theoretical and practical experience in the use of instructional media, materials selection, evaluation, and equipment operation for classroom instruction.

**EDTC 5423. Reference and Bibliography.** (3-0) Credit 3 semester hours. The theory and principles underlying reference selection, information collection, and reference services. Theory and purpose of bibliography as form of access to information collection, introduction to communication, question-negotiation, and search strategy.

**EDTC 5433. Acquisition and Cataloging of Materials and Information.** (3-0) Credit 3 semester hours. Principles of acquisition, descriptive cataloging, classification, and subject analysis of print and non-print materials. Application of the Dewey Decimal and Library of Congress classification systems.

**EDTC 5443. Local Production of Instructional Materials.** (3-0) Credit 3 semester hours. The development of competencies related to translating specifications for instructional materials into prototype, final version, and/or mass-produced products.

**EDTC 5453. Children and Young Adult Literature.** (3-0) Credit 3 semester hours. Advanced study for librarians and teachers of books and other materials for children and young people. Wide reading of books and magazines and the examination of non-print materials.

**EDTC 5463. School Media Centers.** (3-0) Credit 3 semester hours. Study of the theoretical foundations and objectives of school libraries and media centers; factors to be considered in planning and developing a media center. Consideration of interpretation of media centers; administrative programs in technical services; problems in technical services; and professional literature.

**EDTC 5473. Practicum.** (3-0) Credit 3 semester hours. Identifying current trends of managing media centers and interfacing experience with theoretical and scientific concepts in public school setting.

**EDUL 7003. Fundamental Components of Strategic Thinking.** (3-0) Credit 3. Designed to help students understanding the process of strategic thinking, visioning and the establishment and achievement of organizational goals and objectives. Prerequisite: Admission to doctoral program.

**EDUL 7013. Strategic Planning in Educational Leadership.** (3-0) Credit 3. Focuses on the process of strategic planning in educational leadership and how external environments and internal dynamics affect planning procedures. Prerequisite: Admission to doctoral program.

**EDUL 7023. Organizational Theory.** (3-0) Credit 3. Focuses on organizational theories that shape educational institutions and provide educational leaders with the knowledge of theories as well as strategies to transfer theory into effective practice. Prerequisite: Admission to doctoral program.

**EDUL 7033. Leadership.** (3-0) Credit 3. Designed to provide students with the history, development and understanding of scientific leadership and issues confronting modern and contemporary leadership through a review of research, literature, and the examination of great personalities in education, business, industry, philanthropy, government, environment and politics, including women and other minorities. Prerequisite: Admission to doctoral program.

**EDUL 7043. Organizational Development and Change in Education.** (3-0) Credit 3. Explores global educational change from the perspectives of classical/rational organizational theory, open systems theory, contingency theory, and social systems theories. Educational leaders will understand the dynamics of educational change and the process to manage change. Prerequisite: Admission to doctoral program.

**EDUL 7053. Cultural Diversity in Educational Leadership.** (3-0) Credit 3. Examines critical issues related to providing leadership for diverse student populations. Educational and Social Service leaders will understand what it means to be a culturally responsive and learn strategies to rectify current race, class, and gender inequities that exist throughout educational systems. Prerequisite: Admission to doctoral program.



**EDUL 7063. Philosophy of Leadership in Education.** (3-0) Credit 3. Examines the philosophy of leadership in education and the art of effectively managing and influencing the behavior of others as an extension of who we are. This approach is driven by our beliefs about human nature resulting from our experiences and value systems. Prerequisite: Admission to doctoral program.

**EDUL 7071-3. Special Topics in Educational Leadership.** (1-3) semester hours. An examination of special topics related to educational leadership. This course may be repeated when topics vary. Prerequisite: Admission to doctoral program.

**EDUL 7083. Internship I Observation and Field Experience.** (3-0) Credit 3. Field based experience designed to provide educational leaders with the opportunity to observe in varied social agencies. Prerequisite: Admission to doctoral program.

**EDUL 7093. Internship II Administrative Applications.** (3-0) Credit 3. Field based experience designed to provide educational leaders with the opportunity to participate in actual administrative situations and problems in varied educational settings. Prerequisite: Admission to doctoral program.

**EDUL 7103. Research and Evaluation.** (3-0) Credit 3. Generation, analysis, and use of data and information relevant to decision making at the case, program, and policy levels. Students will learn and expand skill in the collection, analysis and use of data related to fundamental aspects of social service work practice, problem assessment and definition, intervention formulation, refinement and evaluation. Prerequisite: Admission to doctoral program.

### **Educational Technology**

**EDUL 7113. Technology in Education and Human Development.** (3-0) Credit 3. Explores research and practice surrounding the use of computers in educational and training settings. Students will gain the practical knowledge needed to develop and evaluate computer-related curricula through projects and case studies. Prerequisite: Admission to doctoral program.

**EDUL 7123. Critical Issues in Distance Education.** (3-0) Credit 3. Examines historical, conceptual, theoretical, and practical issues associate with distance education as related to educational systems design and school administration and policy. Prerequisite: Admission to doctoral program.

**EDUL 7133. Technology and Disabilities.** (3-0) Credit 3. Technology as it impacts the lives of people with disabilities, including the performance of tasks related to employment, education and activities of daily living. Prerequisite: Admission to doctoral program.

**EDUL 7143. Educational Technology and Organizations.** (3-0) Credit 3. Examines the role of technology in organizations, learning in the workplace and knowledge management in schools and universities. Prerequisite: Admission to doctoral program.

**EDUL 7153. Microcomputer Applications in Education.** (3-0) Credit 3. Designed to study the operations and applications of microcomputers in educational settings. Emphasis is on analysis and applications in the educational environment. Prerequisite: Admission to doctoral program.

**EDUL 7163. Technology, Teaching and Learning (TTL).** (3-0) Credit 3. Examines technology as a tool for communicating, teaching and learning. Explore technology as an essential learning experience, interface multimedia with teaching and learning, examine data and research collection, and apply technology to administration and academic improvement. Prerequisite: Admission to doctoral program.

**General Administration, Leadership and Superintendency**

**EDUL 7203. Organizational Behavior in Education.** (3-0) Credit 3. Through the examination and application of theories of organizational behavior (i.e. motivation, power and influence, group dynamics, change, decision-making, etc.) in educational institutions, this course is designed to develop diagnostic and problem-solving skills necessary for successful leadership of educational organizations. Prerequisite: Admission to doctoral program.

**EDUL 7213. Educational Laws and Policies.** (3-0) Credit 3. An examination of legal principles and laws affecting the management and administration of educational institutions. Emphasis will be placed on federal and state laws, local system; current legal issues; and the interconnectedness of policy-making and laws and policies. Prerequisite: Admission to doctoral program.

**EDUL 7223. Educational Governance.** (3-0) Credit 3. Examines school governance and the current practices related to governance in education. Class participants will have the opportunity to create and or refine their understanding of governance with the exploration of current issues in the governance process. Prerequisite: Admission to doctoral program.

**EDUL 7233. School - Community Relations.** (3-0) Credit 3. Explores the relationship between schools and the communities in which they are imbedded. Specific focus will be placed on, but not limited to, school board relations; site based decision-making, parental involvement, community politics, bond elections, and informing the public. Prerequisite: Admission to doctoral program.

**EDUL 7243. Educational Facilities Planning and Management.** (3-0) Credit 3. An in-depth study of the planning and management of educational facilities will be examined in this course. Attention will be given to the programmatic needs, building design, maintenance of the school plant and accessing community growth patterns and needs. Prerequisite: Admission to doctoral program.

**EDUL 7253. Ethical Decision Making in Educational Leadership.** (3-0) Credit 3. Provides students with the opportunity to apply the concepts of ethical decision making to the personal and professional aspects of educational leadership. The concepts of reasoning, problem solving, and critical thinking will be examined. Prerequisite: Admission to doctoral program.

**EDUL 7263. Critical Issues in Educational Leadership.** (3-0) Credit 3. Examines the current and critical issues in educational leadership. Class participants will have the opportunity to develop strategies to address critical issues found in the educational arena. Prerequisite: Admission to doctoral program.

**EDUL 7143. Human Resource Management.** (3-0) Credit 3. A study of the principles of planning for human resource management in education. Employee recruitment, selection, evaluation, staff development, promotion and retention will be addressed. Prerequisite: Admission to doctoral program.

**EDUL 7293. Organization Theory and Development.** (3-0) Credit 3. Examines historical evolution of administrative theory including classical, sociological and social-psychological dimensions, decision-making theory, implications of public interest theory for public management, basic concepts of organization development and impact on public administration paradigms, new urban administration, and future urban administration. Prerequisite: Admission to doctoral program.

#### **School Finance and Planning**

**EDUL 7303. Educational Budgeting and Resource Allocation.** (3-0) Credit 3. Explores all facets of the budgeting and resource allocation process. The administrative functions of planning, organizing, staffing, and evaluating will be stressed as it related to local, state, and federal fiscal requirements. Prerequisite: Admission to doctoral program.

**EDUL 7313. Economic Dimension of Education. (3-0) Credit 3.** Examines the economic thinking as well as the theory and practice of funding public education. An in-depth study of the following topics will be addressed (sources and characteristics of school revenue, bond elections, equity, private funding sources). Prerequisite: Admission to doctoral program.

**EDUL 7323. Global Economy.** (3-0) Credit 3. Examines the global economy and the adverse affect it has on the funding of public education. Topics addressed include: international financial markets, interest and inflation rates, foreign investments and consumer spending. Prerequisite: Admission to doctoral program.

**EDUL 7333. Grant Writing.** (3-0) Credit 3. Examines the art of grantsmanship and the procedure to locate and submit grants to public and private funding sources. Prerequisites: Admission to doctoral program.

#### **School Law and Policy**

**EDUL 7403. School Law for Administrators.** (3-0) Credit 3. Designed to identify essential legal issues and concepts found in the United States and Texas constitutions, statutes, regulations, and judicial decisions, emphasis us on student learning and mastering legal knowledge and applying the law in educational settings. Prerequisite: Admission to doctoral program.

**EDUL 7413. Special Education Law for Administrators.** (3-0) Credit 3. Students learn the importance of special education law and policy found in the United States and Texas constitutions, statutes, regulations, and judicial decisions, with emphasis on mastering vital knowledge and on applying the law in educational settings. Prerequisite: Admission to doctoral program.

**EDUL 7423. Law and School Personnel.** (3-0) Credit 3. The course is designed to acquaint the school leader with federal and state laws that impact on the personnel functions of schools. Prerequisite: Admission to doctoral program.

### **Human Resources and Personnel Management**

**EDUL 7503. Personnel Administration in Education.** (3-0) Credit 3. Survey and examination of roles, responsibilities, and functions of personnel officers in education; studies in general personnel policies; review of administration of insurance, salary, retirement, sick leave, and other programs under personnel administration. Prerequisite: Admission to doctoral program.

**EDUL 7513. School Personnel Selection and Evaluation.** (3-0) Credit 3. This course will identify the process of recruitment, selection, induction and evaluation of teachers by school administrators. Prerequisite: Admission to doctoral program.

**EDUL 7523. School Staff Development.** (3-0) Credit 3. Explores the knowledge base, standards, and theory base of staff development; activities that allow students to design a comprehensive staff development program in K-12 schools. Prerequisite: Admission to doctoral program.

**EDUL 7533. TQM in Schools.** (3-0) Credit 3. Total Quality Management (TQM) is a management theory designed to promote team-building, customer-oriented leadership, and data-driven decision-making through the integration of traditional management theories. Prerequisite: Admission to doctoral program.

**EDUL 8003. Dissertation.** (3-0) Credit 3-12. Studies, program procedures, and dissertation issues. May be repeated. Prerequisite or co-requisite: Advancement to doctoral candidacy. Prerequisite: Admission to doctoral program.

**EDUL 8013. Dissertation Seminar.** (3-0) Credit 3. This course will help students design and complete the dissertation including data collection, analysis, written report, and oral defense. Prerequisite: Admission to doctoral program.

### **Research**

**EDUL 7603. Quantitative Research Design and Analysis.** (3-0) Credit 3. Examines advanced competencies to conceptualize, design, execute, analyze, report, and publish quantitative research that delivers new and useful knowledge. Course content will balance research theory and computer-based tools with applications to real world problems. Prerequisite: Admission to the doctoral program and ADMN 5093 or equivalent.

**EDUL 7613 Qualitative Research.** (3-0) Credit 3. An introductory course intended to provide a broad understanding of the foundations, purposes, and principles of qualitative research in education, as well as an introduction to a variety of qualitative research designs, data collection methods, and analysis strategies. Prerequisite: Admission to the doctoral program.

**EDUL 7623. Advanced Research** (3-0) Credit 3. Designed to prepare students to: identify a researchable problem statement; develop a defensible doctoral research proposal; develop an understanding of the key elements of the research process (i.e., design methodology; population & sampling; instrumentation) Prerequisite: Admission to the doctoral program.

**ELED 5113. Teaching/Learning Styles in Elementary Classrooms.** (3-0) Credit 3 semester hours. Study of effective instructional performances and effective student learning in elementary classrooms. Analysis of research findings and experiments related to teaching/learning situations.

**ELED 5123. Studies in Elementary Education.** (3-0) Credit 3 semester hours. Investigation of instructional problems, trends, and research related to the development of educational programs for elementary school children.

**ELED 5133. Seminar in Elementary Education.** (3-0) Credit 3 semester hours. Analysis of contemporary issues in elementary education; problems and challenges associated with teaching/learning and the education profession.

**ELED 5143. Individualizing Instruction in Elementary Classrooms.** (3-0) Credit 3 semester hours. Evaluation and creative ideas for educational software programs in computer instruction; self-paced evaluation techniques, logical reasoning activities and materials for diagnostic and prescriptive teaching in elementary classrooms.

**ELED 5153. Classroom Communication.** (3-0) Credit 3 semester hours. Study of the role of communication in the teaching/learning process in elementary classrooms. Analysis of the relationship between verbal and nonverbal messages, classroom management skills, instructional communication and student performances.

**HLTH 5043. Alcohol and Drugs.** (3-0) Credit 3 semester hours. Development and evaluation of educational approaches for primary and secondary prevention of alcohol and other drug abuse and misuse within populations in elementary and secondary schools, businesses, health agencies, higher education and general communities.

**HLTH 5063. Human Behavior and Health Education.** (3-0) Credit 3 semester hours. Analysis of social, psychological and cultural determinants of health related behaviors. Critical review of each factor for interpretation and application in a variety of settings, including classrooms, worksites, health care agencies, and higher education centers.

**HLTH 5073. Epidemiology and Diseases.** (3-0) Credit 3 semester hours. Epidemiologic methods for administrators, policy analysts, and education planners. Identification of and analysis factors influencing infections and chronic diseases in groups of people with a variety of community settings, including schools, businesses, industry, and the health care market.

**HLTH 5133. Seminar- Selected Topics.** (3-0) Credit 3 semester hours. Etiology, epidemiology and impact of health-related behaviors on illness and wellness within specific populations which may impact school, occupational and community health.

**HLTH 5143. Medical Foundations for Health Professions.** (3-0) Credit 3 semester hours. Medical and psychosocial approached to disease detection, prevention and rehabilitation. Emphasis on current trends for the advancement of primary health in school groups, public communities, and special populations.

**HLTH 5173. Nutrition and the Environment.** (3-0) Credit 3 semester hours. Understanding natural principles underlying health issues related to human ecology, nutrition, and non-infectious disease control and population problems.

**HLTH 5183. Contemporary Health.** (3-0) Credit 3 semester hours. Review of factors relating to selected high morbidity and mortality in urban and rural environments. Study of related psychosocial health problems faced by practicing health educators in a dynamic health care market involving school-based and community-based populations.

**HLTH 5193. Community Health.** (3-0) Credit 3 semester hours. Examination of the mission, goals, and policies of community and public health. Current principles, practice models, functions, roles, issues, and policies are critically analyzed.

**HLTH 5991-5992-5993. Independent Study.** (0-0) Credit 1, 2, or 3 semester hours. Readings, research, and/or field work on selected topics. Prerequisite: consent of advisor.

**PHED 5103. Psychology of Motor Learning.** (3-0) Credit 3 semester hours. Learning process in motor skills as the foundation of teaching methods in physical education activities. Practical experience in testing theories.

**PHED 5113. Supervision in Physical Education.** (3-0) Credit 3 semester hours. Study of principles and practices of educational supervision and their application to physical education.

**PHED 5123. Scientific Foundations of Physical Education.** (3-0) Credit 3 semester hours. Study of the scientific foundations of physical activity as they relate to biological, psychological, sociological, and biomechanical factors in the teaching of physical education.

**PHED 5133. Physical Education Curriculum.** (3-0) Credit 3 semester hours. Study of activities, aims, objectives, and outcomes as they relate to courses and their construction. Development of a course of study based on individual student needs.

**PHED 5203. Physiology of Muscular Exercises.** (3-0) Credit 3 semester hours. Physiological effects of exercise upon the body. Basic physiological concepts and their relation to the total physical education program.

**PHED 5303. Tests and Measurements.** (3-0) Credit 3 semester hours. Design and methodologies for health education and physical education. Data collection, statistical applications, analyses, interpretation for evaluation and reporting. Prerequisites: Consent of advisor.

**PHED 5343. Professional Preparation in Health, Physical Education, Recreation, and Dance.** (3-0) Credit 3 semester hours. Focus on professional preparation for those students who are teachers and/or administrators of health, physical education, recreation, or dance.

**PHED 5353. Mainstreaming in Health, Physical Education, Recreation, and Dance.** (3-0) Credit 3 semester hours. Principles and methods of providing educational services for handicapped students in the least restrictive environment.

**PHED 5503. Teaching Physical Education.** (3-0) Credit 3 semester hours. A study of traditional and innovative teaching techniques in physical education, including the practical application of teaching styles.

**PHED 5703. Kinesiology.** (3-0) Credit 3 semester hours. Muscular and bone structure of the body in relation to the science of movement; joint mechanism and muscle action with special application to sports participation and training.

**RDNG 5613. Teaching Reading in the Elementary Grades.** (3-0) Credit 3 semester hours. Detailed consideration of problems involved in selection of content, grade placement, methods, and materials, and the evaluation of achievement.

**RDNG 5623. Psychology of Reading and Reading Difficulties.** (3-0) Credit 3 semester hours. An examination of social and psychological factors related to success and failure in learning to read.

**RDNG 5633. Teaching Reading in Secondary Schools.** (3-0) Credit 3 semester hours. Instructional approaches to reading in the secondary school. Planning, organizing, implementing, and evaluating instructional procedures and outcomes.

**RDNG 5643. Diagnosis and Correction of Reading Difficulties.** (3-0) Credit 3 semester hours. Diagnostic devices and techniques for identifying strengths and weaknesses in reading. Prescriptive techniques for overcoming difficulties in reading.

**RDNG 5663. Clinical Experiences in Reading.** (3-0) Credit 3 semester hours. Case study analysis, seminars, and field experiences in school classrooms. Prerequisite: Consent of instructor.

**RDNG 5673. Issues, Problems and Trends in Reading.** (3-0) Credit 3 semester hours. Study of historical, current and future issues, problems and trends in reading at the elementary and secondary school levels.

**SCED 5503. Principles of Secondary Education.** (3-0) Credit 3 semester hours. Origins, development and organization of the secondary school. Contemporary problems and trends in secondary education are identified and studied.

**SCED 5513. Secondary School Curriculum.** (3-0) Credit 3 semester hours. Characteristics and organization of curriculum and teaching in secondary schools. Relationships to socio-cultural influences in society and within the schools.

**SPED 5203. Special Education Seminar.** (3-0) Credit 3 semester hours. A seminar designed to investigate contemporary issues in the area of special education as well as to increase the students' familiarity with current literature and knowledge in the field.

**SPED 5213. Introduction to Exceptional Children.** (3-0) Credit 3 semester hours. An in-depth study of the various types of exceptional learners and their educational needs.

**SPED 5223. Psychology of Retarded Children.** (3-0) Credit 3 semester hours. Designed to provide the learner with an overview of various tests, learning characteristics and etiology of the exceptional individual.

**SPED 5233. Language and Communication Problems.** (3-0) Credit 3 semester hours. An overview of particular communication problems as they relate to the oral language skills of the exceptional learner. Prerequisites: SPED 5213; 5243, and consent of program coordinator.

**SPED 5243. Methods for the Exceptional Learner.** (3-0) Credit 3 semester hours. Deals with problems of instruction, methods of teaching retarded children and learning disabled, organization of special classes and curriculum development for the exceptional learner.

**SPED 5263. Diagnostic and Prescriptive Techniques for the Exceptional Learner.** (3-0) Credit 3 semester hours. Designed to provide the opportunity for students to experience and develop a descriptive orientation of the learning disabled student. Prerequisites: SPED 5213, 5243 5223, 5243, 5283 and consent of program coordinator.

**SPED 5273. Learning Theory.** (3-0) Credit 3 semester hours. An in-depth study of the various learning theories and an analysis of systematic approaches to learning. Prerequisites: SPED 5213, 5223, 5243, 5283 and consent of program coordinator.

**SPED 5283. Curriculum Adjustment and the Exceptional Child.** (3-0) Credit 3 semester hours. The experience of altering traditional curricula to mesh with the individual learning needs of the exceptional learner. Prerequisites: SPED 5213, 5243; and consent of program coordinator.

**SPED 5343. Practicum.** (3-0) Credit 3 semester hours. Direct experience with children referred to the special education laboratory for testing and evaluation. These referrals are related directly to public school problems.

**SPED 5353. Individual Testing of the Exceptional Child.** (3-0) Credit 3 semester hours. Familiarizes the learner with the administration and interpretation of individualized testing designed for the exceptional learner.

**SUPV 5113. Principles of Supervision.** (3-0) Credit 3 semester hours. Principles, practices and problems of the supervisory program; includes analysis of current research in the field.

**SUPV 5213. The School Supervisor.** (3-0) Credit 3 semester hours. A rationale for supervision, and techniques for the supervision of instructional personnel and programs with special emphasis on the clinical supervision cycle.

**SUPV 5713. Problems in Supervision.** (3-0) Credit 3 semester hours. The study and analysis of contemporary issues related to the supervisory function in an educational setting.



## College of Engineering

**CHEG 5013. Advanced Reaction Engineering.** (3-0) Credit 3 semester hours. Rates and mechanisms of chemical reactions. Thermo and catalytic reactions both homogeneous and heterogeneous with applications. Applications to design of new materials. Prerequisite: CHEG 3063 or equivalent.

**CHEG 5023. Microelectronics Materials.** (3-0) Credit 3 semester hours. Heterogeneous chemical reactions. Chemical engineering aspects of materials fabrication and processing. CVD thin film deposition techniques. Preparation of superconducting powders. Composites. Modeling and practical applications.

**CHEG 5033. Environmental Processes.** (3-0) Credit 3 semester hours. Fundamentals of environmental engineering, chemistry, physical-chemistry and transport properties. Energy and mass balances. Reactions and reactors. Biological processes. Bioremediation.

**CHEG 5043. Remediation Technologies.** (3-0) Credit 3 semester hours. Fundamentals of environmental remediation. Physical-chemical processes. Bioremediation. Stabilization and solidification. Thermal methods. Site characterization. Risk assessment. Containment. Remedial Alternatives Applications to real contaminated sites.

**CINS 5003. Graduate Seminar and Project Research.** (3-0) Credit 3 semester hours. Series of lectures given by faculty and by visiting computer and information scientists and information technologists. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5013. Information Resources Management.** (3-0) Credit 3 semester hours. Topics include information systems analysis, design, application, operation, management, and methods for integrating information resources into a decision support framework. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5033. Database Management Systems.** (3-0) Credit 3 semester hours. Fundamentals of database management systems, techniques for the design of databases, and principles of database administration. The course emphasizes theories of data modeling, database design, database application development, and database management. Topics include conceptual models, query languages, and centralized, distributed, and client/server architectures. Special importance is assigned to the design of databases and the development of client/server and web-based applications using modern software tools. Other topics include database integrity, security, error recovery, and concurrency control. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5043. Data Communications and Computer Networks.** (3-0) Credit 3 semester hours. A broad introduction to network technologies, architectures, services, and management necessary to meet business needs, including network and internet designs, applications, and an overview of the telecommunications industry. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5063. Data Structures and Algorithms.** (3-0) Credit 3 semester hours. Advanced course in data structures with an emphasis on common applications such as pattern matching, data compression, and spell checking. The goals are to provide an insight into data structures, to show how to evaluate data structures, and to provide a basis for making wise choices of data structures in the development of software application systems. The course relates the principles of data structures to the implementation of commercial applications and widely used utilities such as diff (for finding the string edit distance), grep (for pattern matching), and compress (for data compression). Prerequisite: Graduate standing or consent of the instructor.

**CINS 5073. Information Technology.** (3-0) Credit 3 semester hours. Introductory graduate-level course for CIS majors. This course explores the “information technology (IT) infrastructure,” that is, the complex system of computers, networks, software, and delivery goals which collectively form the platform for assimilating and delivering information products and services to an organization and its customers, clients, and suppliers. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5103. Decision Support Systems.** (3-0) Credit 3 semester hours. Use of decision support systems in business-related decision-making, an overview of the business environment, use models, user interfaces for decision support systems, and decision support systems examples. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5143. Advanced Database Management Systems.** (3-0) Credit 3 semester hours. Topics related to database design and data management in a database environment, including data normalization, functional dependencies, database design, query language design, implementation constraints, data integrity and security, and distributed data processing. The emphasis is on the concepts and structures necessary to design and implement a database management system. Selected advanced topics such as distributed databases, object-oriented databases, real-time databases, and multimedia databases will be discussed. Prerequisite: COMP 4953 or CINS 5033, or consent of the instructor.

**CINS 5173. Information Storage and Retrieval.** (3-0) Credit 3 semester hours. Comprehensive coverage of components, applications, and issues of global information technology management for worldwide organizations. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5183. Software Engineering.** (3-0) Credit 3 semester hours. Specifying software requirements and an overview of analysis and design techniques that can be used to structure applications. Topics in software requirements include interacting with end-users to determine needs and expectations, identifying functional requirements, and identifying performance requirements. Analysis techniques include prototyping, modeling, and simulation. Design topics include the system lifecycle, hardware and software trade-offs, subsystem definition and design, abstraction, information hiding, modularity, and reuse. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5213. Advanced Data Communications and Computer Networks.** (3-0) Credit 3 semester hours. Topics related to the development of client-server based applications, including two-tier and multi-tier client-server concepts and programming, concurrency issues in the design of client and server programs, trade-offs of different architectures, the use of remote procedure calls, and broadcasting and multicasting. Prerequisite: Graduate standing, COMP 4123 or CINS 5043, or consent of the instructor.

**CINS 5233. Distributed Computing and Parallel Processing.** (3-0) Credit 3 semester hours. Comprehensive introduction to the field of parallel and distributed computing systems, including algorithms, architectures, networks, systems, theory, and applications. Distributed parallel computation models, and the design and analysis of parallel algorithms will be emphasized. Prerequisite: COMP 5133, or consent of the instructor.

**CINS 5273. Applied Artificial Intelligence and Expert Systems.** (3-0) Credit 3 semester hours. Fundamentals of knowledge-based systems that use artificial intelligence technologies. Businesses are becoming increasingly knowledge-intensive; in particular, with the explosion of data available, there is an increasing need for systems that help people filter, summarize, and interpret large amounts of disparate kinds of data. At the same time, the enabling technologies such as database systems, networks, desktops, and artificial intelligence techniques have reached industrial-strength maturity, providing unprecedented opportunities for building powerful decision support systems. This course will provide a broad understanding of these technologies, the value the new technologies provide, how to recognize when they are useful, and a methodology for evaluating the pros and cons of each technology in the context of real-world problems, and exposure to business cases where this methodology has been applied. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5303. E-Commerce.** (3-0) Credit 3 semester hours. The evolution of electronic commerce, where business is conducted between organizations and individuals relying primarily on digital media and transmission. Participants will investigate the opportunities and challenges of exchanging goods and services over communications networks as well as the manner in which business relationships are being reshaped. Course activities are designed to provide both managerial and entrepreneurial assessments of anticipated advances in information technology with respect to business systems and electronic markets. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5323. Multimedia Applications.** (3-0) Credit 3 semester hours. The background needed for the design and development of computer-based business systems that combine text, still images, sound, animation, and full-motion video. The course will examine hardware characteristics necessary for the development and execution of such systems, design methodologies used in planning these systems, and authoring languages used to create such systems. Students will be required to design, create, and present at least one multimedia system for evaluation by the class. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5333. Reverse Logistics.** (3-0) Credit 3 semester hours. Concepts and methods associated with designing, planning, contracting, and overseeing information technology infrastructure and applications. Systems integration encompasses activities where hardware, software, networks, management, services, and training resources are obtained from a team of outside sources. This course is designed to assist students in developing the knowledge and skills needed to work with systems integration vendors and processes. The course familiarizes students with the legal issues related to preparing, distributing, and evaluating requests for proposal (RFPs) and subsequent integration contracting matters. Students will prepare and evaluate systems integration proposals. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5453. Object-Oriented Analysis and Design.** (3-0) Credit 3 semester hours. An introduction to object-oriented software development using an object-oriented programming language such as C++. Emphasis is placed on both object-oriented design and efficient implementation of the design. Topics include principles of software engineering, management issues, prototyping, development, testing, debugging, and maintenance of software systems. The central theme is to build quality software through reuse. Prerequisite: Graduate standing or consent of the instructor.

**CINS 5906. Master's Thesis.** (6-0) Credit 6 semester hours. A candidate for the Master of Science in Computer Information Systems with thesis option is required to perform a study, a design or investigation, under the direction of a faculty advisory committee. A written thesis is required to be presented, defended orally and submitted to the faculty advisory committee for approval.

**CINS 5913. Master's Project.** (3-0) Credit 3 semester hours. A candidate for the Master of Science in Computer Information Systems with project option is required to perform a study, design, or investigation, under the direction of a graduate faculty advisor. An oral presentation and a written report are required. Prerequisite: candidacy for the Non-Thesis-Option of the Master of Science in Computer Information Systems.

**CINS 5983. Special Topics in Computer Information Systems.** (3-0) Credit 3 semester hours. Special topics in computer information systems or a special interest subject that is offered infrequently. Several different topics may be taught in one semester, such as Information Security or Data Warehousing. Prerequisite: Graduate standing and consent of the instructor and the graduate advisor.

**CINS 5993. Independent Study.** (3-0) Credit 3 semester hours. Individual studies in advanced computer science and technology. Prerequisite: Graduate standing and consent of the instructor and the graduate advisor.

**COMP 5003. Graduate Seminar and Project Research.** (3-0) Credit 3 semester hours. Series of lectures given by faculty and by visiting computer and information scientists and information technologists. Prerequisite: Graduate standing or consent of the instructor.

**COMP 5113. Fundamentals and Concepts of Programming Languages.** (3-0) Credit 3 semester hours. Study of the principles that form the basis of programming language design. Research topics in high-level languages including data abstraction, parameterization, scoping, generics, exception handling, parallelism, and concurrency. Additional topics include alternative language designs (imperative, functional, descriptive, object-oriented, and data flow designs) and an overview of interfacing with support environments. Prerequisite: Graduate standing, COMP 4113, or consent of the instructor

**COMP 5123. Advanced Computer Architecture.** (3-0) Credit 3 semester hours. New technological developments, including details of multiprocessor systems and specialized machines. The main focus is on the quantitative analysis and cost-performance tradeoffs in instruction set, pipeline, and memory design. Descriptions of real systems and their performance data are also given. Topics covered include quantitative performance measures, instruction set design, pipelining, vector processing, memory organization, input/output methods, and an introduction to parallel processing. Prerequisite: Graduate standing, COMP 3043, or consent of the instructor

**COMP 5133. Advanced Operating Systems.** (3-0) Credit 3 semester hours. Theoretical and practical aspects of operating systems, including an overview of system software, time-sharing and multiprogramming operating systems, network operating systems and the Internet, virtual memory management, inter-process communication and synchronization, and case studies. Prerequisite: Graduate standing, COMP 3063, or consent of the instructor.

**COMP 5143. Advanced Database Management Systems.** (3-0) Credit 3 semester hours. Topics related to database design and data management in a database environment, including data normalization, functional dependencies, database design, query language design, implementation constraints, data integrity and security, and distributed data processing. The emphasis is on the concepts and structures necessary to design and implement a database management system. Selected advanced topics such as distributed databases, object-oriented databases, real-time databases, and multimedia databases will be discussed. Prerequisite: Graduate standing, COMP 4953 or CINS 5033, or consent of the instructor

**COMP 5153. Design and Analysis of Algorithms.** (3-0) Credit 3 semester hours. Introduction to algorithm design and analysis, computational complexity, and NP-completeness theory. The course emphasizes how to design and choose appropriate algorithms and data structures to solve a given problem efficiently. Design methods covered include divide-and-conquer techniques, greedy methods, and dynamic programming. Problem domains covered include string matching, polynomials and matrices, graph theory, optimal trees, and NP-hard problems. Prerequisite: Graduate standing, COMP3053, or consent of the instructor.

**COMP 5183. Software Engineering.** (3-0) Credit 3 semester hours. Topics related to specifying software requirements and an overview of analysis and design techniques that can be used to structure applications. Topics in software requirements include interacting with end-users to determine needs and expectations, identifying functional requirements, and identifying performance requirements. Analysis techniques include prototyping, modeling, and simulation. Design topics include the system lifecycle, hardware and software trade-offs, subsystem definition and design, abstraction, information hiding, modularity, and reuse. Prerequisite: Graduate standing or consent of the instructor.

**COMP 5213. Advanced Data Communications and Computer Networks.** (3-0) Credit 3 semester hours. Topics related to the development of client-server based applications, including two-tier and multi-tier client-server concepts and programming, concurrency issues in the design of client and server programs, trade-offs of different architectures, the use of remote procedure calls, and broadcasting and multicasting. Prerequisite: Graduate standing, COMP 4123 or CINS 5043, or consent of the instructor.

**COMP 5223. Artificial Intelligence and Expert Systems.** (3-0) Credit 3 semester hours. Topics in knowledge-based systems and machine learning, including an in-depth engineering approach to artificial neural networks. Topics include different types of network architectures and applications, and their properties and behavior, with a particular emphasis on general concepts of network topologies. Prerequisite: Graduate standing or consent of the instructor.

**COMP 5233. Distributed Computing and Parallel Processing.** (3-0) Credit 3 semester hours. Comprehensive introduction to the field of parallel and distributed computing systems, including algorithms, architectures, networks, systems, theory, and applications. Distributed parallel computation models, and the design and analysis of parallel algorithms will be emphasized. Prerequisite: Graduate standing, COMP 5133, or consent of the instructor.

**COMP 5243. Numerical Analysis.** (3-0) Credit 3 semester hours. Analysis of algorithms and solutions utilizing numeric methods, including linear and nonlinear systems, matrix inversion and eigenvalues, polynomial approximations, quadratic interpolation, least squares, and finite differences. Emphasis is placed on robust mathematical software and its interaction with computer hardware and languages. Prerequisite: Graduate standing, COMP 5153, or consent of the instructor.

**COMP 5253. Theory of Computation.** (3-0) Credit 3 semester hours. Models of computation, complexity theory, intractable problems, complete problems, recursive function theory, incompleteness, formal theory of program semantics and correctness, and logics of programs. Prerequisite: Graduate standing, COMP 3053 or 5153, or consent of the instructor.

**COMP 5263. Computer Graphics.** (3-0) Credit 3 semester hours. Topics in computer graphics and geometric modeling, including B-spline curves and surfaces, solid modeling, radiosity, morphing, animation, simulation, subdivision, fractals, wavelets, and other selected topics. Prerequisite: Graduate standing or consent of the instructor.

**COMP 5413. Object-Oriented Analysis and Design Methodology.** (3-0) Credit 3 semester hours. Design and analysis methods for developing high-quality object-oriented systems. Topics include object-oriented classes, attributes, methods, and relations to other classes, objects, classifications and inheritance, encapsulation, polymorphism, and object-oriented analysis, design, and programming. Prerequisite: Graduate standing or consent of the instructor.

**COMP 5423. Software Engineering Processes.** (3-0) Credit 3 semester hours. Engineering of complex systems that have a strong software component. Topics include deriving and allocating requirements, system and software architectures, systems analysis and design, integration, interface management, configuration management, quality, verification and validation, reliability, and risk. Prerequisite: Graduate standing, or consent of the instructor.

**COMP 5433. Software Project Planning and Management.** (3-0) Credit 3 semester hours. Methods for successful management of a software development project. This includes planning, scheduling, tracking, cost and size estimating, risk management, quality engineering, and process improvement. The course is centered on the concept of a software engineering process and includes discussion of life-cycle models for software development. Prerequisite: Graduate standing, COMP 5423, or consent of the instructor.

**COMP 5443. Advanced Software Quality Assurance.** (3-0) Credit 3 semester hours. The relationship of software testing to quality is examined with an emphasis on testing techniques and the role of testing in the validation of system requirements. Topics include module and unit testing, integration, code inspection, peer reviews, verification and validation, statistical testing methods, preventing and detecting errors, selecting and implementing project metrics, and defining test plans and strategies that assure conformance to system requirements. Testing principles, formal models of testing, and performance monitoring and measurement are also examined. Prerequisite: Graduate standing, COMP 5423, or consent of the instructor.

**COMP 5463. Human Computer Interaction and Interface Design.** (3-0) Credit 3 semester hours. A research-oriented course featuring in-depth analyses of selected current topics with an emphasis on problems related to computer systems, artificial intelligence, and human-computer interaction and interface design. Prerequisite: Graduate standing, or consent of the instructor.

**COMP 5906. Master's Thesis.** (6-0) Credit 6 semester hours. A candidate for the Master of Science in Computer Science with thesis option is required to perform a study, a design or investigation, under the direction of a faculty advisory committee. A written thesis is required to be presented, defended orally and submitted to the faculty advisory committee for approval.

**COMP 5913. Master's Project.** (3-0) Credit 3 semester hours. A candidate for the Master of Science in Computer Science with project option is required to perform a study, design, or investigation, under the direction of a graduate faculty advisor. An oral presentation and a written report are required. Prerequisite: candidacy for the Non-Thesis-Option of the Master of Science in Computer Science.

**COMP 5983. Special Topics in Computer Science.** (3-0) Credit 3 semester hours. Exposure to new and emerging concepts and technologies. Prerequisite: Graduate standing and consent of the instructor and the graduate advisor.

**COMP 5993. Independent Study.** (3-0) Credit 3 semester hours. Individual studies in advanced computer science and technology. Prerequisite: Graduate standing and consent of the instructor and the graduate advisor.

**CVEG 5123. Structural Dynamics.** (3-0) Credit 3 semester hours. Single and multi-degree systems, linear nonlinear systems, damped or forced random vibrations, self-introduced vibrations, numerical and phase plane solutions, modal analysis, formulation by flexibility and stiffness matrices, response spectra, and computer applications.

**CVEG 5143. Hazardous Waste Management.** (3-0) Credit 3 semester hours. Environmental legislation, regulations concerning the identification, storage, transport, and disposal of hazardous wastes. Treatment processes; control mechanisms; landfill technology and disposal practices.

**CVEG 5153. Biological Wastewater Treatment.** (3-0) Credit 3 semester hours. Course on the fundamentals and on selected design aspects of biological wastewater treatment. The need and objectives of wastewater treatment are introduced starting with an overview of the federal water pollution control acts and of the major physical chemical-biological characteristics of waste streams.

**CVEG 5163. Air Pollution Engineering.** (3-0). The nature of the air pollution problem and its effects on the public at large. Present legal and engineering controls to combat pollution. Techniques of air sampling and testing.

**CVEG 5173. Finite Element Analysis.** (3-0) Credit 3 semester hours. Using numerical integration, Galerkin-weighted residual and variation approaches to formulate and solve one-and-two dimensional problems in solid mechanics, fluid flow, heat transfer, and electro-magnetism.

**ELEG 5913. Engineering Project.** (3-0) Credit 3 semester hours. An engineering design and analysis investigation at the master's level. Topic to be decided between student and advisor and should be relevant to students specialty area. A written project report is required to be presented, defended orally and submitted to the faculty advisory committee for approval.

**ELEG 5966. Research.** (6-0) Credit 6 semester hours. Engineering research under the supervision of graduate advisor.

**ELEG 5993. Independent Study.** (3-0) Credit 3 semester hours. Reading, research, and/or field work on selected topics. Prerequisite: consent of advisor.

**ELEG 5996. Thesis.** (6-0) Credit 6 semester hours. A candidate for the Master of Science in Electrical Engineering is required to perform a study, a design of investigation, under the direction of a faculty advisory committee. A written thesis is required to be presented, defended orally and submitted to the faculty advisory committee for approval.

**ELEG 6011. Graduate Seminar I.** (1-0) Credit 1 semester hour. Seminar on emerging areas of electrical engineering. Research presentations by faculty, students and invited guests.

**ELEG 6021. Graduate Seminar II.** (1-0) Credit 1 semester hour. Continuation of ELEG 6011.

**ELEG 6103 Advanced Computer Systems Design.** (3-0) Credit 3 semester hours. Digital Design Methodologies, System Design CAD tools, Hardware Description Language, Simulation, Verification and Synthesis. Prerequisite: ELEG 4303

**ELEG 6113. Computer Architecture & Advanced Logic Design.** (3-0) Credit 3 semester hours. Overview of switching theory, logic design, combinatorial and sequential circuits, and FSMs. Computer architecture: organization and design with CPU, Memory, cache, I/O, OS, DMA, MMU, operations of interrupt and DMA, and performance analysis. Special architectures: Parallel architectures, microprogramming, RISC, and ASIC design overview. Prerequisite: ELEG 4303

**ELEG 6123. The Internet: Design and Implementation.** (3-0) Credit 3 semester hours. Overview of ISO Reference Model. Homogeneous, heterogeneous and ad-hoc network architectures. Reference Model of end-to-end networking: access networks, enterprise networks and core networks, internetworking issues and protocol architecture. Internet network elements and protocols including routers, switches, diffServe, MPLS, and VPN. Internet applications and Quality of Service issues. Pre-requisites: ELEG 4003 and ELEG 4303

**ELEG 6133. Fault Tolerant Computing.** (3-0) Credit 3 semester hours. Key concepts in fault-tolerant computing. Understanding and use of modern fault-tolerant hardware and software design practices. Case studies. Prerequisite: ELEG 4393

**ELEG 6143. Modeling and Performance of Computer Architectures.** (3-0) Credit 3 semester hours. Computer architecture overview, modeling and interconnecting hardware components. Qualitative and quantitative performance analysis and cost effectiveness for different computer design trade-offs. Advanced Processor designs including superscalar and out-of-order execution, advanced memory systems such as non-blocking caches and multi-porting/banking and alternative virtual memory implementations. Analysis of I/O systems, interconnects, introduction to multiprocessor architectures, performance and cost metrics, and benchmarking. Prerequisite: ELEG 6113

**ELEG 6153. Information Networks.** (3-0) Credit 3 semester hours. OSI Reference model overview, concept of peer-to-peer operation, and layer functions. Circuit switched networks, packet switched networks, ATM and FR networks. Access networks: LANs, DSL, T1/E1, and wireless. Enterprise and core networks: Protocol architectures such as TCP, UDP, IP, ATM, VPN, and MPLS. Interconnecting the networks for end-to-end operation for connectionless and connection oriented protocols. Modeling and performance analysis of network protocols. Signaling and network management overview. Pre-requisites: ELEG 4003 and ELEG 4303



**ELEG 6203. Wireless Networks.** (3-0) Credit 3 semester hours. Overview of mobile and cellular networks, I, II, III and IV generation systems. Mobile computing systems, and architecture and design of digital cellular wireless networks. Design of IEEE 802 Wireless LANs and standards. Performance considerations for user and node mobility management. Power and propagation, dynamic routing and re-configurable networks. Mobile transport protocols including IP, ATM, and TCP. Middleware considerations. Mobile applications, management and service provisioning. Prerequisites: ELEG 4003

**ELEG 6213. Digital Communications.** (3-0) Credit 3 semester hours. Overview of Digital Communications fundamentals of AM, FM and PM. Concept of Nyquist criteria, SNR, Wave shaping, Shannon's theory. Digital waveform coding methods. Channel impairments: random noise, cross talk, inter-modulation, information recovery process. Design of modems and SNR improvements by noise shaping and canceling techniques. Integrated Services Digital Networks: Channelization, clock recovery, framing and recovery of information, end-to-end connectivity methods, signaling and management operations. Prerequisites: ELEG 4003 and ELEG 6313

**ELEG 6223. Network Management.** (3-0) Credit 3 semester hours. Overview of network architecture: user plane, control plane and management plane, Network management overview: Concept of Management Information Base (MIB), Reference models for management. SNMP protocol: design, MIB and performance analysis. CMIP protocol: design, MIB and performance analysis. ASN.1 specification. Design examples for LANs, Enterprise and Core networks. Service Management considerations. Pre-requisite: ELEG 6153

**ELEG 6233. Coding Theory.** (3-0) Credit 3 semester hours. Linear codes: parity and generator matrices, syndrome error correction and detection capability, minimum distance. Performance bounds of linear codes, Hamming and Golay codes, Galois fields, shift-register implementation. Cyclic codes. BCH codes: the BCH decoding algorithm, burst-correction codes. Prerequisites: ELEG 4003 and ELEG 6313

**ELEG 6243. Advanced Broadband Communications Systems.** (3-0) Credit 3 semester hours. Overview: Definition of Broadband, broadband architectures: DSL, DSLAM and variations, Digital wireless, and introduction to packet and circuit switching technologies. Standards of DSL. Design of HDSL, ADSL, XDSL systems and methods to improve bandwidth enhancements on TTP. Design of high-speed operation: Impact on existing TTP (Cat3, 5), digital wireless, CATV and satellite network architectures. Modeling and Performance analysis of different broadband systems for data and multi-service environment. Transmission impairments and information recovery process: noise shaping, signal shaping, and Impact of cross-talk, inter-modulation in the physical medium. Prerequisite: ELEG 4313

**ELEG 6253. Telecommunications Network Security.** (3-0) Credit 3 semester hours. Overview of cryptography. Public and private key encryption. Privacy, authentication, authorization and digital signatures, and Hash algorithms. Design of network security using private key encryption (DES) and public key encryption (RSA). Concept of electronic codebook and knowledge proof systems. Intrusion detection and active prevention and firewalls. Scrambling techniques for non-data signals such as voice and video. Security management design for networks. Prerequisite: ELEG 6313

**ELEG 6303. Signal Detection and Estimation.** (3-0) Credit 3 semester hours. Statistical detection theory; signal and parameter estimation theory; likelihood-ratio decision rules; Bayesian probability, maximum-likelihood, maximum-a-posterior, Neyman-Pearson, and minimum-error criteria; Cramer-Rao Bound; unbiased estimators; Kalman and Wiener filters, estimators; simple and composite hypothesis testing, optimum linear filtering, smoothing and prediction, nonlinear estimation. Prerequisite: ELEG 6313

**ELEG 6313. Stochastic Processes.** (3-0) Credit 3 semester hours. Probability overview, distribution and density functions, moments, time averaging and sampled averaging. Stochastic processes: Gaussian, Markov process, Poisson, Rice, Wiener-Levy processes, bi-model and tri-model processes. Modeling of systems using stochastic processes and system analysis. Karhunen-Loeve transform, bounds and their use in systems. Decision Rules: Maximum likelihood, Minimum Error, Kalman and Wiener filters, Linear and non-linear estimation and Optimization techniques. Prerequisite: MATH 3023

**ELEG 6323. DSP Systems Design.** (3-0) Credit 3 semester hours. Overview of Digital filter structures and digital filter design. Digital Processing Architectures: Microprocessors, Programmable arrays, ASICs; design considerations and algorithmic implementations. Interface considerations and interoperability issues for hardware system. Embedded systems designs for DSP applications. Design and implementation of DSP algorithms and Performance considerations. Prerequisite: ELEG 4053

**ELEG 6333. Wavelets and Their Applications.** (3-0) Credit 3 semester hours. Time-frequency analysis. Continuous, discrete, and discrete-time wavelet transform. Multi-rate filter banks. Multi-band wavelets, two-dimensional wavelets. Wavelet packets and matching pursuit. Wavelets in noise filtering, compression, modeling of fractals, communications, detection, adaptive systems, neural networks, and fast computation. Prerequisites: ELEG 4003 and ELEG 4053

**ELEG 6343. Advanced Signals and Systems.** (3-0) Credit 3 semester hours. Concepts of continuous and discrete signals, Fourier series and transforms and multi-dimensional transforms for continuous and discrete systems, and Laplace transforms. Concept of state variable and transfer function matrices. Systems of differential and difference equations, controllability, observability and stability. Continuous and discrete time analysis. Z- transforms, 2-Dimensional z-transforms. Linear prediction, adaptive filtering and applications of transforms. Prerequisites: ELEG 3023, ELEG 6313

**ELEG 6353. Advanced Digital Signal Processing.** (3-0) Credit 3 semester hours. Overview: digital signal processing – DFT, FFT, Z-transforms, filter theory, analysis and design. Optimal signal processing: Spectral estimation, linear prediction, short-term Fourier analysis, adaptive filtering, filtering for bandwidth limits for both correlated and uncorrelated symbol streams. Array processing and homomorphic signal processing. Prerequisites: ELEG 4053 and ELEG 6353

**ELEG 6403. Solid State Devices.** (3-0) Credit 3 semester hours. Development and analysis of solid state physics needed for quantitative modeling of electronic materials and solid state electronic devices and their characteristics; relationship of basic principles to measurable electrical characteristics, structure and material properties of electronic devices. Prerequisite: ELEG 3033

**ELEG 6413. Integrated Circuit Fabrication.** (3-0) Credit 3 semester hours. Basic Integrated Circuit fabrication processes: crystal growth (thin film and bulk), thermal oxidation, dopant diffusion/implantation, thin film deposition/etching and lithography. Introduction to process and device simulators such as SUPREM and PISCES. Fabrication and characterization of resistors, MOS capacitors, junction diodes and MOSFET devices. Prerequisite: ELEG 3033 and ELEG 4043

**ELEG 6423. VLSI and ULSI Design.** (3-0) Credit 3 semester hours. MOS transistor and characteristics, CMOS inverter and transmission gates. Design of complex CMOS gates; combinational and sequential design techniques in VLSI and ULSI; issues in static transmission gate and dynamic logic design; CMOS technology and layout design rules. Use of CAD tools to layout, check and simulate circuits. Design, layout and simulation of a small project. Prerequisite: ELEG 3033, ELEG 4303 and ELEG4043

**ELEG 6433. Semiconductor Devices.** (3-0) Credit 3 semester hours. Operation and modeling of basic bipolar and unipolar semiconductor devices including p-n junctions, Schotky diodes, BJT, MOSFET and HEMTs; properties of semiconductor interfaces, particularly of MOS and MIS structures. Prerequisite: ELEG 6403 or permission of the instructor.

**ELEG 6503. Advanced Photonics Materials and Devices.** (3-0) Credit 3 semester hours. Optical properties and processes in elemental and compound semiconductors; junction theory of homo- and hetero-junctions; theory and operation of various opto-electronic devices including light emitting diodes, laser diodes, photo detectors and solar cells; Opto-electronic modulation and switching; light transmission and integrated applications. Prerequisites: ELEG 6403 and ELEG 6433

**ELEG 6513 Advanced Quantum Devices.** (3-0) Credit 3 semester hours. Selected topics in advanced concepts in quantum theory of semiconductors including transport theory; qualitative description of superconductivity and related devices, description and analysis of quantum and nano-scale devices such as RTDs, nano-tube transistors, SETs and molecular electronics, description of device fabrication techniques such as epitaxial growth, characterization of heterostructures, quantum wells and super lattices including strained layers. Prerequisites: ELEG 6403 and ELEG 6433

**ELEG 6523. Advanced Characterization of Materials and Devices.** (3-0) Credit 3 semester hours. The theory and application of state-of-the-art characterization techniques on advanced materials and devices; experimental techniques that describe the electronic, structural and thermal properties of materials. Emphasis will be placed on materials and devices that are current areas of research and development. ELEG 6403 and ELEG 6433

**ELEG 6533. Advanced VLSI Design.** (3-0) Credit 3 semester hours. Advanced topics in VLSI Design. Topics include: use of high level design, synthesis and simulation tools, design for testability, clock distribution and routing problems, synchronous circuits, low power design techniques, study of various VLSI-based computations. Discussion on current research topics in VLSI design. Prerequisite: ELEG 6423

**ELEG 6543. Advanced Solid State.** (3-0) Credit 3 semester hours. This course will be a survey of selected topics in areas of solid state devices that are in the research and development stage. Topics will include new material systems, new methods for fabrication and processing microelectronics, new device structures and architectures for integrated circuits, new methods for large-scale integration of the next generation devices. Prerequisites: ELEG 6403 and ELEG 6433

**ELEG 6553. Advanced Mixed Signal Design.** (3-0) Credit 3 semester hours. Advanced study of Analog signal processing families, discrete time switched capacitor circuits, A/D and D/A converters, samples, modulators, oscillators, and system level circuit design. In-depth theoretical treatment of mixed signal system design and testing systems for achievable mixed signal system performance. Exploration of current techniques for Mixed Signal system testing. Prerequisite: ELEG 4043 and ELEG 4273

**ELEG 7103. Advanced Topics in Computer Engineering.** (3-0) Credit 3 semester hours. Current research issues in computer architecture, digital design, networked-computing, embedded and real-time systems. May be repeated for credit when the topics vary.

**ELEG 7123. Advanced Topics in Telecommunications and Signal Processing.** (3-0) Credit 3 semester hours. Current research issues in telecommunications and digital signal processing. May be repeated for credit when the topics vary.

**ELEG 7133. Advanced Topics in Microelectronics.** (3-0) Credit 3 semester hours. Current research issues in the design, fabrication, characterization and reliability of integrated circuits. May be repeated for credit when the topics vary.

**ELEG 7016. Doctoral Research I.** (6-0) Credit 6 semester hours. Research for thesis or dissertation. Limited to doctoral students. May be repeated for credit.

**ELEG 7026. Doctoral Research II.** (6-0) Credit 6 semester hours. Continuation of ELEG 7016. Limited to doctoral students. May be repeated for credit.

**ELEG 7916. Doctoral Dissertation I.** (6-0) Credit 6 semester hours. The continuation of ELEG 7016 and ELEG 7026 for writing thesis. Limited to students who have been admitted to candidacy for the doctoral degree. May be repeated for credit.

**ELEG 7926. Doctoral Dissertation II.** (6-0) Credit 6 semester hours. Continuation of ELEG 7916. Limited to students who have been admitted to candidacy for the doctoral degree. May be repeated for credit.

**GNEG 5010. Research Seminar.** (1-0) Credit 0 semester hours. Current research/project in a wide range of fields presented by guest lecturers, faculty or students. Discussion period at the end of each presentation will permit the students to learn more about research methods and presentation techniques.

**GNEG 5033. Engineering Probability and Statistics.** (3-0) Credit 3 semester hours. Theory of permutations, combinations; statistical principles of analysis of random data probability as a basis of engineering design.

**GNEG 5053. Engineering Instrumentation and Information Systems.** (3-0) Credit 3 semester hours. Transducer theory and operations; operational amplifiers and feedback control in analog systems; A-D converters for digital systems information processing retrieval, and management.

**GNEG 5063. Engineering Analysis I.** (3-0) Credit 3 semester hours. Boundary value problems in various engineering disciplines using Maxwell's equations and nonlinear partial differential equations.

**GNEG 5073. Engineering Analysis II.** (3-0) Credit 3 semester hours. Complex variable theory in engineering applications using techniques, including conformal mapping, control systems, and signal processing.

**GNEG 5086. Thesis.** (0-0) Credit 3 semester hours. A candidate for the Master Science in Engineering is required to perform a study, design or investigation, under the direction of a faculty advisory committee. A written thesis is required to be presented, defended orally and submitted to the faculty advisory committee for approval.

**GNEG 5133. Engineering Numerical Methods.** (3-0) Credit 3 semester hours. Numerical methods in engineering include fundamental numerical techniques involving recursion relationships, numerical quadratures, etc., applied to engineering problems. Emphasis will be placed on the solution of advanced engineering problems involving ordinary and partial differential equations. Proven and efficient finite methods will be covered with emphasis on engineering conceptualization and formulation. An introduction to finite elements analysis will also be given.

**GNEG 5193. Special Topics.** (3-0) Credit 3 semester hours. Special topics in engineering relating to materials, renewable and non-renewable resources, environmental and energy fields are selected and discussed in detail. Considers all aspects of planning, design fabrication, development and implementation.

**GNEG 5203. Graduate Internship.** (0-0) Credit 3 semester hours. A realistic experience in engineering to enhance the student's professional abilities. Students work on significant projects with industry firms or governmental agencies involving decision-making responsibility. Course requires oral and written report.

**GNEG 5303 - Graduate Project.** (0-0) Credit 3 semester hours. A study, design, or investigation, under the direction of a graduate faculty advisor. An oral presentation and a written report are required. Prerequisite: candidacy for the Non-Thesis-Option of the Master of Science in Engineering degree.

**GNEG 5893 – Research.** (0-0) Credit 3 semester hours. Methods and practice in research. Prerequisite: Consent of advisor.

**GNEG 5896 – Research.** (0-0) Credit 6 semester hours. Methods and practice in research. Prerequisite: Consent of advisor.

**MCEG 5023. Advanced Thermodynamics.** (3-0) Credit 3 semester hours. Theories of thermodynamics and their application to the more involved problems in engineering practice or design. Topics include advanced power cycles, superconductivity, thermodynamic relations, chemical thermodynamics and phase equilibrium.

**MCEG 5163. Advanced Engineering Fluid Dynamics.** (3-0) Credit 3 semester hours. A Comprehensive study of fluid mechanics and dynamics is considered. This includes Potential flow, Stokes flow, Oseen flow, other inviscid flow, Eckman Row, and other viscous flows such as Boundary Layer Analysis. An introduction to perturbation to theory will also be given.

**MCEG 5183. Computer Integrated Manufacturing.** (3-0) Credit 3 semester hours. A total integration of manufacturing, management, strategic planning, finance, and the effective use of computer technology in the control of the production process.

**MCEG 5223. Advanced Heat Transfer.** (3-0) Credit 3 semester hours. An advanced study of heat and mass diffusion, convection, conjugate heat transfer, heat exchangers two-phase heat transfer, micro-scale heat and mass transfer, and thermal radiation. Lumped, integral, differential, and numerical analysis will be included and a term project will be required.

**MCEG 5253. Advanced Engineering Materials.** (3-0) Credit 3 semester hours. Qualitative and quantitative relationships between microstructure and mechanical properties. Studies of dislocation theory, elasticity, plasticity, brittle and ductile fracture, fatigue and creep, design criteria and statistical aspects of failure.

**MCEG 5333. Computational Fluid Dynamics.** (3-0) Credit 3 semester hours. Potential flow theory. Application of numerical methods and the digital computer to inviscid flow analysis. Application of vortex lattice, panel element, and boundary element methods to incompressible and compressible three dimensional aerodynamic flow problems. Wings and Wing-body analysis and incorporation of boundary integration for complete modeling.

## **College of Juvenile Justice and Psychology**

### **Clinical Adolescent Psychology Ph.D. Program**

**CPSY 7661. Statistics Lab.** (1-0) Credit 1 semester hour. A one-hour course which must be taken in conjunction with CPSY 7963 Advanced Statistical Techniques. Prerequisites: Admission to doctoral program.

**CPSY 7703. Cognitive Psychology.** (3-0) Credit 3 semester hours. This course addresses how infants, children and adolescents acquire the ability to know and think, reason, and determine logical outcomes. Cognition is the ability to integrate higher cortical functions in order to orient the self to their innate CNS abilities and how to use this resource to navigate the external world. Involved are basic intellect, emotional stability, appropriate communication and ethnocentric comprehension of one's environment and social situation. Relevant neurophysiologic aspects of cognition are reviewed as well as the history and philosophy of cognitive psychology. Laboratory assessments of cognitive capacity and/or deficits involving measures of orientation to self, others, date and situation; attention and concentration; calculations; short-term memory; long-term memory; visospatial and constructional abilities; abstraction and conceptualization will be included. Prerequisites: Admission to doctoral program..

**CPSY 7713. Social Psychology.** (3-0) Credit 3 semester hours. A critical foundation course, social psychology is a bridge discipline involving both group and individual dynamics. Started in the U.S. at the University of Chicago during the early 19<sup>th</sup> century, social psychology provided the forum for significant interdisciplinary studies during the Great Depression, the World Wars and beyond. Research on basic human interpersonal and intra- and inter-group dynamics are presented (Hawthorne effect, primacy effect, stereotyping, physical attractiveness, attribution bias, social power, compliance, obedience, risky-shift phenomenon) as well as their impact on race relations, gender and sex issues, systems (family, school, community institutions) and peer relations. Enculturation, socialization, group influences (significant and generalized others), and the impact of social sanctions as well as collective and behavioral attribution processes are covered. Prerequisites: Admission to doctoral program.

**CPSY 7723. Neuropsychology.** (3-0) Credit 3 semester hours. Biological and physiological factors relevant to psychology are covered in detail. Central to this topic is the process of neuronal development and functional neuroanatomy during the critical growth range from conception to the completion of skeletal and CNS development. Critical areas of discussion include gene migration, dendrite growth and pruning, myelination, neuronetworks, role of neurotransmitters and hormones, principles of biotransformation, metabolism and the role of integrated pathways such as the cortical, sub-cortical and endocrine interaction pathways relevant to both voluntary and involuntary (autonomic) responses. Psychopathological assessments are also covered including those relevant to measuring trauma and neurological insults. Cause and course of certain disorders first evident in infancy, childhood and adolescence are covered including fetal insults secondary to alcohol and/or drugs. Prerequisites: Admission to doctoral program..

**CPSY 7733. Child and Adolescent Development.** (3-0) Credit 3 semester hours. This course will delve into the behavior and mental processes of children and adolescents. It will focus on the biological, social, emotional, cognitive, intellectual and interpersonal developmental paths from infancy to adolescence, along with a review of the current best practice social and clinical strategies (parent-child relations, family and systems psychology). Research findings pertinent to ethnic minority youth will be explored in an attempt to balance mainstream resources. Integration of theory and practice will be fundamental. Models of abnormal and normal trajectories will be explored within the context of individual and cultural differences. Prerequisites: Admission to doctoral program..

**CPSY 7743. Professional Ethics.** (3-0) Credit 3 semester hours. The current American Psychological Association (APA) Ethical Principles of Psychology and Code of Conduct are discussed in detail including the General Principles and the Components of the Ethical Standards: (1) Resolving Ethical Issues; (2) Competence; (3) Human Relations; (4) Privacy & Confidentiality; (5) Advertising & other Public Statements; (6) Record Keeping & Fees; (7) Education & Training; (8) Research & Publication; (9) Assessment; and (10) Therapy. Significant legal milestone and relevant cases (Tarasoff, Larry P. v. Riles, Youngberg v. Romeo, and Borwin v. Board of Education) are also discussed in detail. Prerequisites: Admission to doctoral program.

**CPSY 7793. Personality Psychology.** (3-0) Credit 3 semester hours. The major theorists and theoretical constructs and how these concepts evolved over time into the basic psychological schools of personality: behavioral/behaviorism (including operant, classical, learning, cognitive and rational/emotive approaches); psychoanalytic/psychodynamics; and the humanistic approach will be taught. Theories of personality with emphasis on development within childhood and adolescence will be explored. Coverage of psychological, social and cultural factors impacting the adjustment of both normal and abnormal individuals will be taught. Assessment tools include the MMPI-A, Myers-Briggs-Type Indicator, Draw-A-Person techniques and various Thematic Apperception measures. Prerequisites: Admission to doctoral program..

**CPSY 7803. Systems of Psychotherapy.** (3-0) Credit 3 semester hours. This course will include contemporary approaches in clinical psychology and a comprehensive treatment of the historical antecedents of selected theories and systems in psychology. It will also explore the theory, research and practice of major systems of psychotherapy including humanistic psychodynamic, behavioral cognitive, and family systems approach. The underlying assumptions about human nature and knowledge that form the foundation of these theories will also be examined with special consideration given to cultural issues throughout the course. Prerequisites: Admission to doctoral program..

**CPSY 7813. Assessment and Testing.** (3-0) Credit 3 semester hours. Test construction techniques, including reliability (test-retest, alternate forms, split-half, and coefficient alpha), validity (content, criterion-related, predictive, concurrent, incremental), significance (Type I alpha error, Type II beta error, alpha/degree of significance, power) Standardization (randomization, error, selective stratification) and Designs and Measures (Chi-square, t-test ANOVA, MANOVA; Pearson's r, Spearman's Rho, Coefficient of Determination, Regression, Standard Error of Measurement, Multiple Regression, Discriminate Functioning Analysis, Path Analysis, Analysis of Covariance) are examined in detail. Abilities tests include the Stanford-Binet, Wechsler scales, Kaufman, etc., as well as exposure to early childhood developmental measures (Bailey, Denver, McCarthy, and Slosson). Adjunctive scales include achievement-like assessments such as the Vineland and AAMD adaptive behavioral scales, Wide-Range Achievement Scale. Personality/clinical scales include the MMPI series, 167 Personality Factor test, CAT/TAT, Rorschach, Holtzman, Thematic Apperception Test, Children Apperception Tests, Sentence Completion Tests, Measures of Autobiographical Memories, Draw-A-Person and other drawing technique assessments for children and youth, among others. Prerequisites: Admission to doctoral program.

**CPSY 7823. Practicum I.** (3-0) Credit 3 semester hours. Provides supervised experience assisting psychologists in the assessment, management and treatment of patients. Students work in an applied institutional setting, such as a prison, court, special treatment clinic, hospital or rehabilitation setting. Training includes interviewing and taking case histories, observations, and staff and case conferences. Students will be required to spend 700 hours in a clinical setting under the supervision of a licensed psychologist. Prerequisites: Admission to doctoral program

**CPYS 7833. Practicum II.** (3-0) Credit 3 semester hours. Provides supervised experience assisting psychologists in the assessment, management and treatment of patients. Students work in an applied institutional setting, such as a prison, court, special treatment clinic, hospital or rehabilitation setting. Training includes interviewing and taking case histories, observations, and staff and case conferences. Students will be required to spend 700 hours in a clinical setting under the supervision of a licensed psychologist. Prerequisites: Admission to doctoral program.

**CPSY 7843. Practicum III.** (3-0) Credit 3 semester hours. Provides supervised experience assisting psychologists in the assessment, management and treatment of patients. Students work in an applied institutional setting, such as a prison, court, special treatment clinic, hospital or rehabilitation setting. Training includes interviewing and taking case histories, observations, and staff and case conferences. Students will be required to spend 700 hours in a clinical setting under the supervision of a licensed psychologist. Prerequisites: Admission to doctoral program.

**CPSY 7853. Practicum IV.** (3-0) Credit 3 semester hours. Provides supervised experience assisting psychologists in the assessment, management and treatment of patients. Students work in an applied institutional setting, such as a prison, court, special treatment clinic, hospital or rehabilitation setting. Training includes interviewing and taking case histories, observations, staff and case conferences. Students will be required to spend 700 hours in a clinical setting under the supervision of a licensed psychologist. Prerequisites: Admission to doctoral program



**CPSY 7863. Practicum V.** (3-0) Credit 3 semester hours. Provides supervised experience assisting psychologists in the assessment, management and treatment of patients. Students work in an applied institutional setting, such as a prison, court, special treatment clinic, hospital or rehabilitation setting. Training includes interviewing and taking case histories, observations, staff and case conferences. Students will be required to spend 700 hours in a clinical setting under the supervision of a licensed psychologist. Prerequisites: Admission to doctoral program.

**CPSY 7883. Psychopathology.** (3-0) Credit 3 semester hours. This course addresses the clinical relationship between assessments/evaluations and diagnosis as they are used to determine the appropriate best practice, intervention/treatment strategies. The standard for this type of clinical assessment/intervention process is rooted in the World Health Organization's (WHO) International Classification of Diseases (ICD). From this emerged the Diagnostic and Statistical Manual of Mental Disorders, better known as the DSM. Special attention is focused on those conditions evident in infancy, childhood and adolescence as well as to related genetic-based disorders with childhood and adolescent onset but are listed under adult syndromes; obsessive-compulsive disorder, anxiety disorders, depressive disorders and psychotic disorders. The clinical/legal significance of the DSM multiaxial format is stressed as it pertains to childhood and adolescent forensic issues as is attention to the V-codes describing a multitude of relational problems that, if unaddressed, could lead to significant pathology later in life. A review of adjunctive assessment tools as they pertain to report writing will be used. The scope of knowledge relevant to medical, psychopharmacological and other assessments and interventions/treatments are explored as well. . Prerequisites: Admission to doctoral program...

**CPSY 7933. History & Systems of Psychology.** (3-0) Credit 3 semester hours. The development of psychology as a discipline in the late 19<sup>th</sup> century in both the United States and Europe is explored as well as the emergence of the different schools from the original school of behaviorism. Subsequent milestones include the origins of professional psychology with psychotherapeutic approaches: the parallel development of assessment tools (influenced by the French and the Binet-Simon IQ test); the rise of Humanistic Psychology; and the impact of both the German Gestaltans and the significance of the Chicago School in the creation of social psychology as well as the rich relationship in educational psychology as it emerged at Columbia, Clark and other universities. The origin of the American Psychological Association and the numerous divisions are also explored, as are the divisions within psychology and the breakaway American Psychological Society. Prerequisites: Admission to doctoral program.

**CPSY 7943. Advanced Research Methods I.** (3-0) Credit 3 semester hours. Development of research, design most useful to social sciences problems, descriptive systems for qualitative analysis; data collection methods such as observation, development of interview schedules, construction of questionnaires and sociometric devices; validity and reliability. Pre-requisite: JPSY 5943 or equivalent. Prerequisites: Admission to doctoral program..

**CPSY 7963. Advanced Statistical Techniques I.** (3-0) Credit 3 semester hours. Multivariate statistical techniques including multiple regression, logistic regression, discriminate analysis, multivariate analysis of variance, canonical correlation, factor analysis, cluster analysis, and multi-dimensional scaling. Pre-requisite: JPSY 5963 or equivalent. Prerequisites: Admission to doctoral program.

**CPSY 8913. Dissertation I.** (3-0) Credit 3 semester hours. Independent and original research leading to an acceptable doctoral dissertation. May be repeated. Prerequisite or co-requisite. Advancement to doctoral candidacy. This course is cross listed with JJUS 8913.

**CPSY 8923. Dissertation II.** (3-0) Credit 3 semester hours. Independent and original research leading to an acceptable doctoral dissertation. May be repeated. Prerequisite or co-requisite. Advancement to doctoral candidacy and CPSY 8913. This course is cross listed with JJUS 8913.

**CPSY 8933. Dissertation III.** (3-0) Credit 3 semester hours. Independent and original research leading to an acceptable doctoral dissertation. May be repeated. Prerequisite or co-requisite. Advancement to doctoral candidacy and CPSY 8923. This course is cross listed with JJUS 8933.

**CPSY 8943. Dissertation IV.** (3-0) Credit 3 semester hours. Independent and original research leading to an acceptable doctoral dissertation. May be repeated. Prerequisite or co-requisite. Advancement to doctoral candidacy and CPSY 8933. This course is cross listed with JJUS 8943.

**CPSY 8946 Internship I.** (6-0) Credit 6 semester hours. Internship will be in a private or governmental organization under the direction of a faculty advisor.

**CPSY 8986. Internship II.** (6-0). Credit 6 semester hours. Internship will be in a private or governmental organization under the direction of a faculty advisor.

### **Juvenile Justice Master's Program**

**JJUS 5113. Foundations of Criminal Justice.** (3-0) Credit 3 semester hours. An in-depth examination of the history and origin of the American criminal justice system as it relates to contemporary issues in the United States.

**JJUS 5123. Foundations of Juvenile Justice.** (3-0) Credit 3 semester hours. An examination of the juvenile justice system: History, structure, and interrelationships among law enforcement, juvenile and adult courts, and juvenile corrections. Includes an exploration of federal, state, county, and local laws and programs; emphasizes case and statutory law, constitutional procedures, and the philosophy of *parens patriae*. Required of all MSJJ students.

**JJUS 5223. Substance Abuse.** (3-0) Credit 3 semester hours. Provides a critical examination of various policy responses to the "drug problem" in the United States based upon a review of selected empirical and theoretical studies. Includes an overview of drug usage by youth and adults and the relationship between drug usage and juvenile crime.

**JJUS 5233. Community Structure and Problems.** (3-0) Credit 3 semester hours. Explores political and management structures and their relationships to a variety of community factors, including: Community size and makeup; social stratification or levels of visibility between those of lower, middle, and higher socioeconomic status; and relative availability of goods and services, including those of helping agencies. Additionally, the relationships among race, ethnic, gender diversity and delinquency will be examined. Finally, political, social policy, and organizational behavior, as they affect community structures, poverty, unemployment, crime, racism, ethnocentrism, and sexism will be examined.

**JJUS 5243. Community Building and Organizing.** (3-0) Credit 3 semester hours. Includes an understanding of theories, methods of analysis, and techniques of intervention employed in pursuing community change. By studying juvenile justice agencies, child helping programs and organizations in the community, a special emphasis is placed on juvenile crime prevention. Techniques for the empowerment of people, problem solving, community building, discovering resources within the community and issues of volunteering are addressed.

**JJUS 5253. Domestic and Family Violence.** (3-0) Credit 3 semester hours. Addresses types of family violence by examining the extent of the problem, factors contributing to violence, and the consequences of family violence upon the individual, family, community, and society. Emphasis is placed on prevention techniques, non-violent conflict resolution strategies, and programs and services for training and interventions.

**JJUS 5413. Economic Life and Juvenile Crime.** (3-0) Credit 3 semester hours. Provides a foundation of economic analysis as it applies to juvenile crime and delinquency; elements of supply/demand, elasticity and economic choice theory, production, cost and output determination under different market conditions, resource pricing, labor market and job search are examined. Additionally, issues of national income, output determination, unemployment, inflation and elements of monetary and fiscal policies, income distribution and poverty are addressed.

**JJUS 5423. Conflict Mediation/Resolution.** (3-0) Credit 3 semester hours. Examines the nature and uses of mediation as a conflict resolution method while taking into consideration the adversarial legal system. The course expands upon the variety of dispute resolution methods applicable to settings in families, neighborhoods, classrooms and juvenile justice agencies.

**JJUS 5433. Counseling.** (3-0) Credit 3 semester hours. An in-depth evaluation of counseling as it is applied in the juvenile justice and juvenile correction settings. Emphasizes a psycho-social approach to the study of behavior with priority given to immediacy. Explores various treatment models, interviewing, interpersonal communication, and crisis intervention.

**JJUS 5523. Management of Juvenile Justice Organizations.** (3-0) Credit 3 semester hours. An examination of management and leadership principles as they apply to juvenile justice organizations and agencies. A special focus is placed on the study of government and nonprofit agencies.

**JJUS 5763. Theories of Delinquency.** (3-0) Credit 3 semester hours. An in-depth analysis of selected theories of crime causation. Readings will include theories chosen from the sociological, economic, psychological, and biological literature. Required of all MSJJ students.

**JJUS 5783. Ethics.** (3-0) Credit 3 semester hours. The analytical and normative inquiry into the philosophical foundations of decisions. Emphasis is placed on understanding dilemmas faced by juvenile justice professionals.

**JJUS 5913. Special Topics in Juvenile Justice.** (3-0) Credit 3 semester hours. A seminar designed to allow flexibility in master's student degree plans and to promote awareness and understanding of issues in Juvenile Justice as these develop.

**JJUS 5943. Research Methods.** (3-0) Credit 3 semester hours. Includes defining and specifying research problems; developing and testing hypotheses; the logic of causal interference; learning to use the variety of research designs; sampling procedures; the collection, processing; and storing of research data; and the ethics of research. Prerequisites: JJUS 5123 and 5763. Required of all MSJJ students.

**JJUS 5963. Applied Statistical Methods and Computing.** (3-0) Credit 3 semester hours. A study of descriptive and inferential statistics, measures of central tendency and variability, estimation, hypothesis testing, analysis of variance, simple and multiple regression and nonparametric methods. Students learn the use and value of each statistic while using SPSS as a problem-solving tool. Prerequisites: JJUS 5123, 5763 and 5943. Required of all MSJJ students.

**JJUS 5973. Policy Analysis.** (3-0) Credit 3 semester hours. The development of policy and an understanding of the framework for thinking through policy issues which relate to problems in juvenile justice. The class also examines resource allocation methods, cost benefit analysis, issues related to management and policy implementation.

**JJUS 5986. Thesis.** (6-0) Credit 6 semester hours. Independent and original research leading to an acceptable master's thesis.

### **Juvenile Justice Ph.D. Program**

**JJUS 7113. Juvenile Justice Issues and Practice.** (3-0) Credit 3 semester hours. Includes the history of juvenile justice, an overview of juvenile justice agencies and process, and an introduction to issues and trends in the field of juvenile justice. Introduces major questions and problems within the field of juvenile justice and juvenile crime prevention. Prerequisites: Admission to doctoral program.

**JJUS 7623. Seminar in Grant Writing.** (3-0) Credit 3 semester hours. Develops skills needed to become successful grant writers. Delves into methods of discovering funding sources. Explains problem definition and formulation, identifying target populations and risk factors, provision of background literature, goals and objectives, development of study design, budgeting, staffing and developing job descriptions and evaluative strategies. Prerequisites: Admission to doctoral program.

**JJUS 7643. Management and Administration.** (3-0) Credit 3 semester hours. Examination of management and administrative thought and practice as these relate to public agencies and private organizations of juvenile justice and youth and child service. Prerequisites: Admission to doctoral program.

**JJUS 7653. Seminar in Juvenile Corrections.** (3-0) Credit 3 semester hours. Examination of juvenile corrections in Texas and the nation, including the Texas Youth Commission, the Texas Juvenile Probation Commission, county probation departments, juvenile parole, and private agencies. Discusses historical and national juvenile correctional trends. Prerequisites: Admission to doctoral program.

**JJUS 7661. Juvenile Justice Statistics Lab.** (0-0) Credit 1 semester hour. A one-hour course which must be taken in conjunction with JJUS 7963 Advanced Statistical Techniques in Juvenile Justice I. Prerequisites: Admission to doctoral program, concurrent enrollment in JJUS 7963.

**JJUS 7673. The Juvenile Offender and Youth Gangs.** (3-0) Credit 3 semester hours. Explores the nature and extent of juvenile crime. Also considers the socialization of children, the creation of childhood and crime as social constructs, and the etiology of juvenile offending. Prerequisites: Admission to doctoral program.

**JJUS 7683. Philosophy of Punishment.** (3-0) Credit 3 semester hours. Concentrates on questions of personal blame and individual, moral, and legal accountability. Compares classical views of punishment with the restorative justice perspective. Aspects of punishment considered are definitions of punishment, philosophical justifications for punishment, and punishment as a component of culture. Reviews the implications for criminal and civil liability of key concepts such as free will, voluntary action, omission, negligence, recklessness, compulsion, insanity, and excuse. Seeks guidance from penal and civil codes, judicial decisions, legal doctrines, and philosophical perspectives. Prerequisites: Admission to doctoral program.

**JJUS 7693. Qualitative Methods in Social Sciences.** (3-0) Credit 3 semester hours. Familiarizes students with the nature and utility of qualitative fieldwork in various areas of criminological research, emphasizing areas of juvenile justice. Prerequisites: Admission to doctoral program.

**JJUS 7713. Special Topics in Juvenile Justice.** (3.0) Credit 3 semester hours. A seminar designed to allow flexibility in doctoral student degree plans and to promote awareness and understanding of issues in Juvenile justice as these develop. Prerequisites: Approval of the coordinator of graduate program.

**JJUS 7753. Demographics and Juvenile Justice.** (3-0) Credit 3 semester hours. Delves into value systems of major minority groups and disenfranchised persons in the United States. Considers over-representation of these groups as victims of juvenile crime and in Juvenile Justice System processing, and their under-representation in the ranks of professionals and practitioners in the juvenile justice system. Also deals with strategies of change promotion and discusses the ecology of juvenile crime. Prerequisites: Admission to doctoral program.

**JJUS 7763. Seminar in Juvenile Processing by Police and Courts.** (3-0) Credit 3 semester hours. Considers the processing of juvenile offenders by the juvenile justice system, with a special emphasis upon the juvenile offender's contacts with police officials and with the criminal courts. Compares and contrasts the processing of accused juveniles with the processing of accused adults. Prerequisites: Admission to doctoral program.

**JJUS 7773. Theories of Crime and Delinquency.** (3-0) Credit 3 semester hours. Examines the historical development of theories of crime and delinquency. Deals with explanations of the etiology of crime which derive from the paradigms of the varied social, psychological, and biological disciplines. Prerequisites: Admission to doctoral program and JJUS 5763 or equivalent.

**JJUS 7783. Legal Aspects of Juvenile Justice.** (3-0) Credit 3 semester hours. Includes a study of the legal issues which commonly face administrators, managers, and employees of the juvenile justice system. Delves into public employment law, civil rights laws, and juvenile laws relating to the efficient functioning of agencies, and protections from lawsuits. Considers federal law and U. S. Supreme Court decisions relating to the legal rights of children as well as to the functioning of the juvenile justice system. Covers substantive and procedural issues relating to juvenile crime and delinquency. Compares and contrasts legal factors relating to juveniles with those relating to adults. Prerequisites: Admission to doctoral program.

**JJUS 7853. Prevention and Treatment of Crime and Delinquency.** (3-0) Credit 3 semester hours. Exploration and explanation of the theoretical development of juvenile crime prevention and treatment. The historical growth of juvenile crime prevention and models of juvenile crime control, community action programs, mentoring programs, and technology systems are examples of topics treated. Prerequisites: Admission to doctoral program.

**JJUS 7863. Policy Analysis and Program Evaluation.** (3-0) Credit 3 semester hours. Explores theories and methods of organizational change with suggested applications to agencies and organizations related to the juvenile justice and criminal justice systems. Identifies methods of developing a continuous capacity for change in juvenile justice and criminal justice agencies. Discusses evaluation methodologies. Prerequisites: Admission to doctoral program.

**JJUS 7873. Advanced Seminar in Crime and Delinquency Theory.** (3-0) Credit 3 semester hours. Emphasizes analytical, critical evaluation of theory, particularly contemporary versions. Assumes that the student is knowledgeable of each of the major arguments for the causes and correlates of crime. Theory development, theory integration and techniques of theory construction will be examined. Prerequisites: Admission to doctoral program and JJUS 7773.

**JJUS 7943. Advanced Research Methods I.** (3-0) Credit 3 semester hours. Examines research designs most useful to juvenile justice problems. The primary focus is on quasi-experimental and survey methodologies, with discussion of data collection methods and construction of questionnaires, as well as validity and reliability. Prerequisite: Admission to doctoral program and JJUS 5943 or equivalent.

**JJUS 7953. Advanced Research Methods II.** (3-0) Credit 3 semester hours. Examines research design problems in juvenile justice at an advanced level; use of sophisticated classical research designs and data-gathering techniques; analysis of problems related to sampling theory and procedures; application of mathematical models to problems in research design and analysis; use of techniques permitting causal inferences. Prerequisites: Admission to doctoral program, JJUS 7943 and JJUS 7963. Advanced Statistical Techniques I with a passing grade.

**JJUS 7963. Advanced Statistical Techniques I.** (3-0) Credit 3 semester hours. Discusses nonparametric and parametric statistical techniques including various ordinal tests, multiple regression, logistic regression, discriminate analysis, multivariate analysis of variance, canonical correlation, factor analysis, cluster analysis, and multidimensional scaling. Prerequisite: Admission to doctoral program and JJUS 5963 or equivalent.

**JJUS 7973. Advanced Statistical Techniques II.** (3-0) Credit 3 semester hours. Includes a survey of reliability analysis, loglinear, and logit loglinear analysis, nonlinear, weighted and two stage least-squares regression, probit analysis, time-series and survival analysis, and Cox regression. Prerequisite: Admission to doctoral program and JJUS 7963.

**JJUS 8913. Dissertation I.** (3-0) Credit 3 semester hours. Independent and original research leading to an acceptable doctoral dissertation. May be repeated. Prerequisite or co-requisite: Advancement to doctoral candidacy. Cross listed with CPSY 8913.

**JJUS 8923. Dissertation II.** (3-0) Credit 3 semester hours. Independent and original research leading to an acceptable doctoral dissertation. May be repeated. Prerequisite or co-requisite: Advancement to doctoral candidacy and JJUS 8913. Cross listed with CPSY 8923.

**JJUS 8933. Dissertation III.** (3-0) Credit 3 semester hours. Independent and original research leading to an acceptable doctoral dissertation. May be repeated. Prerequisite or co-requisite: Advancement to doctoral candidacy and JJUS 8923. Cross listed with CPSY 8933.

**JJUS 8943. Dissertation IV.** (3-0) Credit 3 semester hours. Independent and original research leading to an acceptable doctoral dissertation. May be repeated. Prerequisite or co-requisite: Advancement to doctoral candidacy and JJUS 8933.

### **Juvenile Forensic Psychology Master's Program**

**JPSY 5113. Psychology and the Juvenile Law.** (3-0) Credit 3 semester hours. Reviews the various areas, and ways, in which psychology interacts with the law and, in particular, the juvenile justice system. Explores topics such as psychological and psychiatric testimony, civil commitment, the rights of mental patients competency to stand trial, the insanity defense, the antisocial personality; trial child custody disputes and determinations, the psychology of the courtroom, and legal rules and regulations governing the practice of psychology. Considers the utility and the limitations of psychological expertise in relation to the legal system. Required of all MSJFP students. Prerequisite: Admission to Master Program in JFP.

**JPSY 5123. Psychology of Crime and Delinquency.** (3-0) Credit 3 semester hours. Focuses on the major psychological theories of criminal and aggressive behavior as they apply to juvenile delinquency. Viewpoints from cognitive, psychodynamic, psychoanalytic, behavioral, social learning, descriptive, and development psychologies are discussed and compared with current psychodiagnostic classification systems. Case examples are used to illustrate the various theories. Required of all MSJFP students. Prerequisite: Admission to Master Program in JFP.

**JPSY 5223. Substance Abuse.** (3-0) Credit 3 semester hours. Provides a critical examination of various policy responses to the "Drug Program" in the United States based upon a review of selected empirical and theoretical studies. Includes an overview of drug usage by youth and adults and interrelationships between drug usage and juvenile crime. Prerequisite: Admission to Master Program in JFP.

**JPSY 5233. Violence and Aggression.** (3-0) Credit 3 semester hours. Critical evaluation and examination of violence and aggression, their origins and determinants, and their impact on the individual and society. Application to the field of forensic psychology will be emphasized through the liberal use of clinical and research material. Prerequisite: Admission to Master Program in JFP.

**JPSY 5253. Domestic and Family Violence.** (3-0) Credit 3 semester hours. Addresses types of family violence by examining the extent of the problem, factors contributing to violence, and the consequences of family violence upon the individual, family, community, and society. Emphasis is placed on prevention techniques, non-violent conflict resolution strategies, and programs and services for training and intervention. Prerequisite: Admission to Master Program in JFP.

**JPSY 5263. Psychology and Treatment of the Juvenile Offender.** (3-0) Credit 3 semester hours. Addresses the psychological factors leading to the causes, assessment, classification, and treatment of juvenile delinquency. Examines both psychodynamic and developmental approaches, emphasizing neurotic, constitutional and psychopathological factors contributing to delinquency. Reviews the major psychological treatment approaches, with relevant case studies presented for illustrative detail. Analyzes legal and institutional responses to juvenile crime from the perspective of learning theory and developmental psychology. Discusses the role of the psychologist in the juvenile justice system. Prerequisite: Admission to Master Program in JFP.

**JPSY 5413. Behavior Modification and Learning Theory.** (3-0) Credit 3 semester hours. Examines various psychological learning theories. Addresses principles of behavior modification, operationalizing and assessing behavior, specific behavior therapy techniques, the design and empirical evaluation of behavior change programs, and the application of behavior therapy to treat clinical disorders in youth. Prerequisite: Admission to Master Program in JFP.

**JPSY 5423. Conflict Mediation/Resolution.** (3.0) Credit 3 semester hours. Examines the nature and uses of mediation as a conflict resolution method while taking into consideration the adversarial legal system. The course expands upon the variety of dispute resolution methods applicable to settings in families, neighborhoods, classrooms and juvenile justice agencies. Prerequisite: Admission to Master Program in JFP.

**JPSY 5433. Counseling.** (3.0) Credit 3 semester hours. An-in-depth evaluation of counseling as it is applied in the juvenile justice and juvenile correction settings. Emphasizes a psychosocial approach to the study of behavior with priority given to immediacy. Explores various treatment models, interviewing, interpersonal communication, and crisis intervention. Prerequisite: Admission to Master Program in JFP.

**JPSY 5443. Group Dynamics and Group Treatment.** (3-0) Credit 3 semester hours. Facilitates the understanding of the dynamics of small groups and larger organizations, emphasizing groups formed for the purpose of psychotherapy and rehabilitation of offenders, as well as the group dynamics of institutions designed to work with delinquent populations. Topics include leadership, role specialization, group formation and development, composition and goals, group violence, group resistance to change, and those factors that facilitate positive growth within groups. Prerequisite: Admission to Master Program in JFP.

**JPSY 5453. Childhood Psychopathology.** (3-0) Credit 3 semester hours. A focus on the psychological treatment and prevention of select examples of childhood psychopathology. Emphasis will be placed on those disorders that result in contact with the criminal justice system. Child disorders will be selected from among the following diagnostic categories; conduct disorders, attention deficit disorders, borderline, and schizophrenic disorders. Emphasis will be placed on children who grow up under unusually stressful conditions or experience forms of serious psychological trauma early in life. Prerequisite: Admission to Master Program in JFP.

**JPSY 5523. Introduction to Neuropsychology.** (3-0) Credit 3 semester hours. Surveys the field of neuropsychology, including its relevant underpinnings, its place within traditional and forensic settings, and practical applications in the areas of assessment and rehabilitation of brain injury. This introduction examines brain-behavior correlates, psychological tests employed in the evaluation of nervous system trauma, and the common syndromes affiliated with such injury. Prerequisite: Admission to Master Program in JFP.

**JPSY 5533. Social Psychology and the Legal System.** (3-0) Credit 3 semester hours. Applies social psychological knowledge to the juvenile justice system. Places special focus on topics such as social psychology of justice institutions, environmental psychology, socialization into roles and identity, collective behavior, research on juries, attitude formation and change, and criminal identification. Prerequisite: Admission to Master Program in JFP.

**JPSY 5763. Developmental Psychology.** (3-0) Credit 3 semester hours. Critical analyses of psychological development throughout the life span. Both cognitive and personality development will be considered from various theoretical perspectives as well as from empirical findings. Particular attention will be paid to the development of aggression in various states. Required of all MSJFP students. Prerequisite: Admission to Master Program in JFP.

**JPSY 5773. Psychology Seminar in Selected Topics.** (3-0) Credit 3 semester hours. Provides an opportunity for exploration of areas of forensic psychology not covered in other courses. The instructor chooses topics and will use projects and research articles. Prerequisite: Admission to Master Program in JFP.



**JPSY 5783. Ethics.** (3-0) Credit 3 semester hours. The analytical and normative inquiry into the philosophical foundations of decisions. Emphasis is placed on understanding dilemmas faced by juvenile justice professionals. Prerequisite: Admission to Master Program in JFP.

**JPSY 5843. Personality Assessment I.** (3-0) Credit 3 semester hours. Intelligence and Cognition. Provides practical experience in the evaluation of cognitive and intellectual functioning in children, adolescents, and adults. Focuses on the administration, scoring and interpretation of instruments such as the WAIS-R, the WISC-R, the WPPSI, and the Stanford Binet. Discusses general issues such as the nature of human intelligence and its measurement with explicit linkage to issues in forensic psychology. Required of externship option. Prerequisite: Admission to Master Program in JFP.

**JPSY 5853. Personality Assessment II.** (3-0) Credit 3 semester hours. Objective Personality Assessment. Provides advanced experience in the administration and interpretation of objective personality tests such as the MMPI, MCMI, and CPI. Surveys the literature regarding the development and validity of objective measures of personality. Forensic applications of objective personality measures are discussed. Prerequisite: JPSY 5843. Required of externship option. Prerequisite: Admission to Master Program in JFP.

**JPSY 5863. Clinical Interviewing.** (3-0) Credit 3 semester hours. Centers on the clinical interview as a means of gathering relevant life data, defining problems, and resolving conflicts. Surveys the theory and use of the interview, particularly as related to various counseling theories. Prerequisite: Admission to Master Program in JFP.

**JPSY 5943. Research Methods.** (3-0) Credit 3 semester hours. Includes defining and specifying research problems; developing and testing hypotheses; the logic of causal inference; learning to use the variety of research designs; sampling procedures; the collection, processing, and storing of research data, and the ethics of research. Required of thesis option for MSJFP students. Prerequisite: Admission to Master Program in JFP.

**JPSY 5963. Applied Statistical Methods and Computing.** (3-0) Credit 3 semester hours. A study of descriptive and inferential statistics, measures of central tendency and variability, estimation, hypothesis testing, analysis of variance, simple and multiple regressions and nonparametric methods. Students learn the use and value of each statistic while using SPSS as a problem-solving tool. Prerequisite: JPSY 5943. Required of thesis option for MSJFP students. Prerequisite: Admission to Master Program in JFP.

**JPSY 5973. Field Work in Psychology.** (3-0) Credit 3 semester hours. Provides supervised experience assisting psychologists in the assessment, management, and treatment of patients. Students work in an applied institutional setting, such as a juvenile facility, special treatment clinic, hospital, or rehabilitation setting. Training includes interviewing, taking case histories, observations, and staff and case conferences. This field work course provides supervision and experience with emotionally disturbed pre-delinquent and delinquent children in institutional, school, and community settings. Develops skills in evaluation and treatment of such youths. Field work training is supplemented by conferences with a faculty advisor. Prerequisites: completion of a minimum of 24 graduate credits in the degree including JPSY 5843, 5853. Required of externship option. Prerequisite: Admission to Master Program in JFP.

**JPSY 5983. Thesis.** (3-0) Credit 3 semester hours. Independent and original research leading to an acceptable master's thesis. Required of thesis option. Prerequisite: Admission to Master Program in JFP.

## **College of Nursing**

**NURS 5003. Transcultural Family Health Care in Rural and Urban Settings.** (3-0) Credit 3 semester hours. Explores the cultural dimension of health care delivery in urban and rural settings. Emphasis is placed on examining concepts including health promotion, epidemiology and vulnerable populations. Opportunities are provided to apply theories from family studies, public health, community health nursing and primary health care to empower families and communities to promote healthy lifestyles. (Core Course) Prerequisite: Admission to the program.

**NURS 5013. Theoretical Foundations of Nursing.** (3-0) Credit 3 semester hours. Presents theoretical foundations for nursing. Explores relationships between theories and advanced practice nursing. Examines various theories in nursing practice and other health care disciplines. (Core Course) Prerequisite: Admission to the program.

**NURS 5023. Advanced Pharmacology.** (3-0) Credit 3 semester hours. Provides a comprehensive understanding of the therapeutic use of major drug classifications for clients of all ages. Emphasis is on the application of drug therapy to the promotion of health and the treatment of disease. Advanced pharmacodynamic and pharmacokinetic principles will be analyzed. (Advanced Practice Core Course) Prerequisite: Admission to the program

**NURS 5033. Advanced Pathophysiology.** (3-0) Credit 3 semester hours. Advanced study of physiological and pathological processes at biochemical, cellular, organ and system levels. Course content includes biologic variations and susceptibility to pathology across different ethnic groups and specific populations. (Advanced Practice Core Course) Prerequisite: Admission to the program.

**NURS 5042. Role Theory and Ethics in Advanced Practice Nursing** (2-0) Credit 2 semester hours. Role theory is utilized for analyzing the dimensions of the role of the APN. Competencies of the APN are examined. Ethical decision-making models are explored to promote role transition and integration. The legal bases of the role are also presented. (Advanced Practice Core Courses) Prerequisite: N5013, N5133 and Permission of instructor.

**NURS 5133. Clinical Research.** (3-0) Credit 3 semester hours. The course focuses on the use of research methodologies to analyze nursing practice problems for a population of diverse ethnic and socio-economic backgrounds. The interrelationship between theory, practice and evidenced-based research, and the use of nursing knowledge for the improvement of clinical outcomes is emphasized. Review of major research designs, methods, and ethical requirements of scientific inquiry are addressed. Prerequisite or Co-requisite: NURS 5013.

**NURS 5214. Advanced Health Assessment with Practicum.** (2-8) Credit 4 semester hours. Builds upon basic physical assessment and history taking skills by increasing the depth and breadth of student knowledge related to the principles and techniques of interviewing, screening, and physical assessment across the lifespan. Includes interpretation of data and differential diagnosis. A structured laboratory and/or 8 hour practicum per week in an urban and rural setting is a course requirement. (Advanced Practice Course) Prerequisite: NURS 5003, NURS 5033, NURS 5133: Prerequisite or Co-requisite: NURS 5042

**NURS 5215. Primary Health Care for the Childbearing/Childrearing Family with Practicum.** (2-12) Credit 5 semester hours. This combined theory and practicum courses focuses on the role of the family nurse practitioner in caring for childbearing and childrearing families from diverse populations. Emphasis is placed on health promotion/maintenance, health risk assessment and acute symptoms management. Growth and development and psychosocial stages and tasks are presented. Includes practicum experiences in urban and rural communities. (Nurse Practitioner Specialty Course) Prerequisite: Admission to candidacy for graduate degree and NURS 5245.

**NURS 5245. Primary Health Care for the Adult and Elderly with Practicum.** (2-12) Credit 5 semester hours. This combined theory and practicum course focuses on the role of the family nurse practitioner in the management of the adult and elderly client in urban or rural communities. The emphasis is placed on health risk assessment, health maintenance/restoration and management of acute and chronic problems. Includes practicum experiences in a variety of settings. (Nurse Practitioner Specialty Course) Prerequisite: Admission to candidacy for graduate degree and NURS 5023, 5033, 5214.

**NURS 5257. Management of Complex Health Problems.** (2-20) Credit 7 semester hours. In this course, the student uses theoretical, scientific, and current clinical knowledge for the assessment and management of clients with complex health problems in selected vulnerable populations. Topics will include management of complex diseases, role implementation, research utilization, decision-making, consultation and referral for APN practice. (Nurse Practitioner Specialty Course) Prerequisite: NURS 5245 & 5215.

**NURS 5303. Program & Curriculum Design.** (3-0) Credit 3 semester hours. The focus of this course is on curricula design and development. Students will examine the principles of curriculum and program design, factors that affect curriculum, philosophies, conceptual frameworks, curriculum models, and curriculum evaluation. Emphasis will be placed on the relationship between philosophy, program goals, objectives and content. Prerequisite: NURS 5013, 5133, 5023, 5033, 5042, 5214, and Permission of instructor.

**NURS 5313. Instructional Methods & Strategies.** (3-0) Credit 3 semester hours. The student examines various teaching strategies and methods, educational theories, principles of learning, and theories relevant to the instructional process will be discussed. Emphasis will be placed on classroom and clinical teaching, supervision and management of the learning environment. Teaching using technology will be a major focus. Prerequisites: NURS 5303 and Permission of instructor .

**NURS 5323. Evaluation in Nursing Education.** (3-0) Credit 3 semester hours. This course focuses on evaluation techniques and strategies. The design and use of evaluation tools in classroom and clinical evaluation will be discussed. The identification and evaluation of clinical competencies will be an area of focus. Test development, measurement and the use of evaluation instruments will be examined. Emphasis is placed on evaluation measures such as standardized tests and item analysis of teacher made test. Prerequisites: NURS 5303, NURS 5313

**NURS 5333. Nurse Education Role Practicum.** (1-8) Credit 3 semester hours. This practicum course emphasizes the integration of knowledge from curriculum design, strategies and evaluation into the role of nurse educator. Students are provided experiences in the classroom and clinical settings to develop knowledge, apply theories, models, skills and attributes essential to the role of nurse educator. Students will participate in experiences related to the advanced practice role of nurse educator under the direction of a faculty preceptor. Prerequisites: NURS 5303, NURS 5313, Pre-requisite or Co-requisite: NURS 5323.

**NURS 5403. Nurse Administration I – Organizational Theory.** (3-0). Credit 3 semester hours. This course examines organizational concepts, theories, and behavior relevant to Nurse Administration, management and health care delivery systems. Major topics include management principles, organizational processes, conflict and change process. Discussion will include management philosophy, structure, legal and ethical concerns. Prerequisites: NURS 5003, 5013, 5133; Prerequisite or co-requisite: NURS 5042.

**NURS 5413. Nurse Administration II – Healthcare Management.** (3-0) Credit 3 semester hours. The focus of this course is on healthcare management issues and strategies: Healthcare of individual populations, case management, health promotion, disease management, standards of care, cost, quality, health indicators, and disparities. Human Resource Management, including data management and informatics will be emphasized. Prerequisites: NURS 5403.

**NURS 5423. Nurse Administration III – Healthcare Economics & Financial Management.** (3-0) Credit 3 semester hours. This course focuses on economics and financing in health care delivery systems. Major topics include budget preparation and fiscal management within an organizational structure. Emphasis will be placed on the use of databases, spreadsheets and other software applications to the budgetary process. Insurance providers, impact of consumers, cost and benefits, state and federal regulations, legal and ethical issues will also be included. Prerequisites: NURS 5403, 5413.

**NURS 5433. Nurse Administration IV – Role Practicum.** (1-8) Credit 3 semester hours. A practicum experience designed for synthesis of theory and practice. Practicum will include group seminar, observational and independent learning activities. Practicum experiences will be directed toward the student's career goals. Prerequisites: NURS 5403, 5413, 5423.

**NURS 5713. Health Policy.** (3-0) Credit 3 semester hours. This course focuses on the development of health care policy. Current, local, state, and national issues influencing health policies are reviewed. Health care delivery models are explored as well as the concepts of power, political action, activism and networking. Major health policy issues facing advanced practice nursing in the 21st century are considered. (Core Course) Prerequisite: Admission to the program.

**NURS 5743. Writing for Publication.** (3-0) Credit 3 semester hours. Designed to help students understand the publication process and to improve scholarly writing abilities. Each student will prepare a manuscript and submit it to a selected nursing journal for publication consideration. Students are encouraged to have a topic and target journal identified before class begins. Prerequisite: NURS 5013, Nurs 5133

**NURS 5763. Financial Management in Advanced Nursing Practice.** (3-0) Credit 3 semester hours. This course focuses on health care financing at the local, state and national levels as well as the concepts of reimbursement, contract, negotiation, and partnerships in practice. Cost effective analysis is explored as a tool to examine cost and outcomes for the care diverse populations. (Advanced Practice Core Course) Prerequisite: 5245; Co-requisite: NURS 5215.

**NURS 5803. Thesis. Proposal Writing.** (3-0) Credit 3 semester hours. Concepts of research techniques and designs are explored. A research proposal is developed.

**NURS 5903. Thesis.** (3-0) Credit 3 semester hours. Application of research skills to thoroughly develop thesis on topic approved by advisor. Prerequisite: Nursing 5803. May be repeated for 3 credit hours.

**NURS 5983. Special Topics.** (3-0) Credit 3 semester hours. Exploration of a single topic not covered in the graduate curriculum (i.e. curriculum development, curriculum evaluation, and skills practicum) but related to Health Care and/or Nursing. The course may be repeated for credit with a different topic, to a maximum of 6 credits. Prerequisite: Permission of instructor.

**NURS 5991-5993. Independent Study.** (0-0) Credit 1-3 semester hours. Provides an opportunity for the student to engage in independent study in an area of interest.

**PRAIRIE VIEW A&M  
UNIVERSITY**

**Officers of Instruction for  
2008-2010**

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B.S., Prairie View A&M University, 1989  
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