

# COLLEGE FOR THE CURIOUS MIND.

2019-20 COURSE CATALOG





## University of Science and Arts of Oklahoma

1727 West Alabama  
Chickasha, OK 73018-5322

Phone: 405-224-3140  
Fax: 405-574-1220

*[www.usao.edu](http://www.usao.edu)*

## TABLE OF CONTENTS

Correspondence Directory .....	4
Mission .....	4
Accreditation.....	5
Academic Calendar.....	6
Student Services.....	8
Admissions Policies.....	11
Academic Policies and Requirements .....	21
Estimated Cost of Attendance .....	29
Financial Assistance .....	31
Programs of Study .....	40
Degrees.....	40
Multidisciplinary Studies .....	40
Teacher Certification.....	41
Pre-Professional and Graduate School Preparation .....	44
Independent Study.....	45
Interdisciplinary Core Curriculum.....	45
Service Learning and Civic Engagement Course Components .....	48
Division of Arts and Humanities .....	49
Art.....	49
Communication .....	56
English.....	59
French .....	65
Spanish .....	66
Music .....	67
Philosophy and Religion .....	76
Theatre Arts.....	79
Division of Education and Speech-Language Pathology.....	83
Professional Education .....	83
Early Childhood Education .....	85
Elementary Education .....	86
Education of the Deaf.....	88
Speech-Language Pathology .....	91
Division of Science and Physical Education.....	95
Biology .....	95
Chemistry .....	100
Computer Science.....	103
Mathematics .....	105
Natural Science.....	109
Physical Education .....	112
Physics.....	116
Pre-Professional Programs .....	118
Division of Social Sciences and Business.....	122
American Indian Studies .....	122
Cultural Studies .....	122
Economics .....	123
History .....	127
Political Science .....	131
Psychology .....	135
Public Policy.....	137
Sociology.....	138
Geography .....	142
Business Administration.....	143
Accounting .....	143
General Business .....	145
Management .....	146
Personnel at USAO.....	149





## CORRESPONDENCE DIRECTORY

Academic Requirements, Degrees	Krista Maxson, Vice President for Academic Affairs, <i>kmaxson@usao.edu</i>
Alumni Association	Misti McClellan, Director of Alumni Affairs, <i>mmcclellan@usao.edu</i>
Campus Activities	Monica Treviño, Vice President for Enrollment Management, <i>mtrevino@usao.edu</i>
Financial Matters	Mike Coponiti, Vice President for Business & Finance, <i>mcoponiti@usao.edu</i>
General Information	Amy Goddard, Director of Communications & Marketing, <i>agoddard@usao.edu</i>
Housing	Nancy Hughes, Dean of Student Services, <i>nhughes@usao.edu</i>
Information Technology Services	Information Technology, <a href="mailto:ithelpdesk@usao.edu">ithelpdesk@usao.edu</a>
Admissions	Laura Coponiti, Dean of Admissions, <i>lcoponiti@usao.edu</i>
Registration	Chelsea Phillips, Registrar & Director of Enrollment & Records, <i>cphillips@usao.edu</i>
Scholarship and Financial Aid	Laura Coponiti, Dean of Financial Aid, <i>lcoponiti@usao.edu</i>
University Advancement	Sid Hudson, Vice President for University Advancement, <i>shudson@usao.edu</i>

### ADDRESS

**Regular Mail:**

University of Science and Arts of Oklahoma  
1727 W. Alabama Avenue  
Chickasha, OK 73018-5322

**Shipping:**

University of Science and Arts of Oklahoma  
2108 S. 19th Street  
Chickasha, OK 73018-5322

Main Telephone: 405-224-3140  
Website: [www.usao.edu](http://www.usao.edu)

### FAX DIRECTORY

Office of the President .....	405-574-1395
Main Campus .....	405-574-1220
Business Office and Academic Areas .....	405-574-1397
Communications & Marketing <i>and</i> Sports Information .....	405-574-1220

### MISSION

In 1965, the Oklahoma State Regents for Higher Education specifically directed Oklahoma College of Liberal Arts, now the University of Science and Arts of Oklahoma, to provide:

- A. An outstanding liberal arts program with strong undergraduate offerings in the traditional arts and sciences, including mathematics, physical and biological sciences, and social sciences as well as the fine and performing arts;
- B. An academic program particularly suited to the needs of academically and artistically able Oklahoma high school graduates;
- C. A trimester plan of educational programs which will permit students to complete a baccalaureate degree in three years or less.

### MISSION STATEMENT

The University of Science and Arts of Oklahoma is the state's public liberal arts college. Its mission is to provide the public with a distinctive and accessible liberal arts and sciences education. In combining an interdisciplinary core curriculum with superior instruction in major fields of study, USAO aims to provide a thorough education that prepares students for meaningful, purposeful lives

**Objectives** – USAO has adopted the following set of objectives consistent with its mission and the functions assigned by the Oklahoma State Regents for Higher Education:

1. To provide an outstanding general education program for the State of Oklahoma with strong offerings in the liberal arts and sciences. This program will feature interdisciplinary team-teaching and will extend throughout the undergraduate experience.
2. To offer programs of study approved by the State Regents for Higher Education, culminating in the Bachelor of Arts, Bachelor of Science, and Bachelor of Fine Arts degrees.
3. To offer a limited number of career, professional, and specialized degree programs which would be especially strengthened when combined with an interdisciplinary, liberal arts foundation.
4. To provide a learning environment particularly suited to the needs of academically and artistically talented students while offering all students the advantages of an interdisciplinary, liberal arts program.
5. To assemble a faculty whose interests, knowledge, and experiences transcend their specialized fields of graduate study and who are dedicated to liberal arts education.
6. To operate on a flexible trimester plan which will permit some students to complete a baccalaureate degree in three years and allow all students to progress in their academic programs at a rate that they desire. To conduct research and foster scholarly activities appropriate to the nature and the needs of the university.
7. To conduct research and foster scholarly activities appropriate to the nature and the needs of the University.
8. To provide cultural, educational, and professional opportunities and services which enrich the University and the State.

### **Accreditation**

HIGHER LEARNING COMMISSION  
*Since 1920*

COUNCIL FOR THE ACCREDITATION OF EDUCATOR PREPARATION

OKLAHOMA'S COMMISSION FOR EDUCATIONAL QUALITY AND ACCOUNTABILITY

COUNCIL ON EDUCATION OF THE DEAF

NATIONAL ASSOCIATION OF SCHOOLS OF MUSIC

*Member of*

AMERICAN COUNCIL ON EDUCATION

AMERICAN ASSOCIATION OF STATE COLLEGES AND UNIVERSITIES

ASSOCIATION OF AMERICAN COLLEGES AND UNIVERSITIES

AMERICAN ASSOCIATION OF COLLEGES FOR TEACHER EDUCATION

OKLAHOMA ASSOCIATION OF COLLEGES FOR TEACHER  
EDUCATION

COUNCIL OF PUBLIC LIBERAL ARTS COLLEGES

AMERICAN ASSOCIATION OF GOVERNING BOARDS

COLLEGES OF DISTINCTION

## 2019-2020 Academic Calendar

### FIRST TRIMESTER—FALL 2019

<i>August</i>	21	<i>Convocation</i>
	22	<i>First day of classes</i>
	23	<i>Fees for late registration begin</i>
	29	<i>Enrollment closes. Last day to add a course</i>
<i>September</i>	2	<i>Labor Day holiday, offices/classes closed</i>
	4	<i>Last day to drop a course</i>
	26	<i>Teacher education oral English screening, 1-3 p.m.</i>
<i>October</i>	4	<i>Last day to apply for graduation in order to participate in fall ceremony</i>
	7	<i>Midterm grade reporting</i>
	15	<i>Last day to withdraw with an automatic "W"</i>
	17-18	<i>Fall break, no classes/offices closed</i>
<i>November</i>	29	<i>Last day to withdraw from a course</i>
	7	<i>Teacher education oral English screening, 11 a.m.-1 p.m.</i>
	26	<i>Last day of classes</i>
	27-29	<i>Thanksgiving holiday, no classes/offices closed</i>
<i>December</i>	2	<i>Study day, no classes/no exams</i>
	3-6	<i>Exam days</i>
	7	<i>Commencement, 11 a.m.</i>
	10	<i>Grades due, 5 p.m.</i>
	23-27	<i>Christmas holiday, offices closed</i>

### SECOND TRIMESTER—SPRING 2020

<i>January</i>	1	<i>New Year's Day holiday, offices closed</i>
	9	<i>First day of classes</i>
	10	<i>Fees for late registration begin</i>
	16	<i>Enrollment closes. Last day to add a course</i>
	20	<i>MLK Day, no classes/offices closed</i>
	23	<i>Last day to drop a course</i>
<i>February</i>	30	<i>Teacher education oral English screening, 1-3 p.m.</i>
	14	<i>Last day to apply for graduation in order to participate in spring ceremony</i>
	17	<i>Midterm grade reporting</i>
<i>March</i>	25	<i>Last day to withdraw with an automatic "W"</i>
	5	<i>Teacher education oral English screening, 11 a.m.-1 p.m.</i>
	10	<i>Last day to withdraw from a course</i>
<i>April</i>	16-20	<i>Spring Break, no classes/offices closed March 19-20</i>
	2	<i>Spring Triad</i>
	17	<i>Last day of classes</i>
	20	<i>Study day, no classes/no exams</i>
	21-24	<i>Exam days</i>
	25	<i>Commencement, 11 a.m.</i>
28	<i>Grades due, 5 p.m.</i>	

**THIRD TRIMESTER–INDEPENDENT STUDY 2020**

<i>April</i>	27	<i>Independent Study begins, 5-week classes begin</i>
	28	<i>Fees for late registration begin</i>
	29	<i>Enrollment closes. Last day to add or drop course</i>
<i>May</i>	25	<i>Memorial Day holiday, no classes/offices closed</i>
	29	<i>Independent Study ends, 5-week classes end</i>

**THIRD TRIMESTER–SUMMER TERM 2020**

<i>June</i>	1	<i>First day of classes</i>
	2	<i>Fees for late registration begin</i>
	8	<i>Enrollment closes. Last day to add or drop course</i>
	17	<i>Teacher education oral screening, 11 a.m.-1 p.m., by appointment, ext. 1328</i>
	25	<i>Midterm Grade Reports Due</i>
	29	<i>Last day to apply for summer graduation</i>
<i>July</i>	1	<i>No classes</i>
	2	<i>No classes</i>
	3	<i>Independence Day holiday, no classes/offices closed</i>
	4	<i>Independence Day holiday, no classes/offices closed</i>
	7	<i>Last day to withdraw with an automatic “W”</i>
	21	<i>Last day to withdraw from a course</i>
	30	<i>Last day of classes</i>
<i>August</i>	3-5	<i>Exam days</i>
	10	<i>Grades due, 5 p.m.</i>



## STUDENT SERVICES

*Student Services at USAO is dedicated to helping students accomplish academic and personal goals. USAO recognizes that students are individuals who may need assistance in clarifying or establishing goals as well as help in eliminating the barriers that may hinder their academic progress. Student Services is constantly evolving to complement our academic programs and enhance the total educational experience. More information on services listed below may be obtained by visiting the Student Services office located on the 3<sup>rd</sup> floor Student Center or call 405-574-1278.*

**Student Handbook** – The Office of Student Services compiles and publishes the USAO Student Handbook, which is the comprehensive handbook for students. It contains information vital to students and answers questions about university life. The Student Handbook gives general information about the student code of conduct, the academic code of conduct, grievance procedures, drug and alcohol policy, sexual misconduct, discrimination and harassment policy, hazing policy, tobacco policy and other policies and procedures. All students are encouraged to become familiar with the contents of the Student Handbook.

**Student Success Center** – The Student Success Center (SSC), located in Room 305 of Nash Library, is the main hub of academic resources for USAO students. The SSC contains tutoring centers in the areas of math and science, writing, and Interdisciplinary Studies (IDS) courses, in addition to peer mentoring services to assist students with academic habits and strategies. These tutoring services are available to all interested students. In addition, the SSC houses a private classroom where academic support courses, academic workshops, and weekly tutor-led study groups are offered. The SSC staff can assist students in the development and improvement of their time management skills, study habits, and note-taking techniques, as well as guidance in examining post-graduate programs and career exploration.

**Neill-Wint Center for Neurodiversity**- The Neill-Wint Center for Neurodiversity assists students with autism spectrum disorder (ASD) in the transition to college life and helps ensure post-secondary success. The program focuses on a collaborative model promoting the development of self-advocacy and independent living skills to encourage strong academic and social progress. Varying levels of academic, social and residential support aid students in meeting their personal and professional goals.

**Student Conduct, Grievance and Appeals** – The Office of the Dean of Students administers the Student Code of Conduct and has jurisdiction over behavioral disciplinary matters. Questions about these procedures should be directed to the Office of the Dean of Students. The complete procedures are in the Student Handbook.

**Student IDs** – The Office of Student Services issues a non-transferable photo identification card, the Drover Card, for each first-time enrollee at no charge. USAO and Herring Bank have teamed up to offer a convenient, one-card solution with the Drover Card. The Drover Card is a MasterCard Debit Student ID that allows you to open an optional checking account that offers free access to Herring Bank ATMs and to make no-fee purchases at merchant locations that accept MasterCard or pin-based transactions. The Drover Card also allows students to receive financial aid disbursements, purchase food through a meal plan, check out books from the library, attend basketball games, receive student discounts from participating merchants and purchase food with Drover Bucks at Dusty's or Campus C-Store. A fee of \$25 is charged for all subsequent replacement ID cards. The ID policy is subject to change; consult the Office of Student Services for any changes.

**Parking Services** – On campus parking and traffic is managed by Campus Security. Parking permits may be obtained from Student Services located on the third floor of the Student Center. Parking permits are renewed annually at a cost of \$30 for a sticker and \$40 for a hang tag. The rules and regulations pertain to all vehicles on the USAO campus. Additional information regarding parking regulations can also be obtained from the Office of Student Services.

**Security** – The Office of Campus Security is staffed 24 hours a day year-round by trained professionals employed to serve the University community. Campus Security promotes a reasonably safe environment in which to live, learn, and work. Security Officers patrol the campus 24 hours a day, 7 days per week. They are responsible for the enforcement of University rules and regulations. Campus Security works closely with local law enforcement agencies in aiding investigations of crimes committed on the campus and in off-campus areas as required by the Jeanne Clery Act. The Office of Campus Security collaborates with Residence Life and other Student Services staff to implement programs that promote student awareness and safety to decrease criminal incidents.

**Counseling Services** – The Counseling Office, located on the 3<sup>rd</sup> floor of the Student Center provides services and activities to the USAO community which help students address concerns in a caring and

supportive environment. Counseling services can help students resolve personal concerns that may interfere with their academic progress, social development, and satisfaction at USAO. Some of the more common concerns include anxiety, depression, difficulties in relationships; and lack of motivation or difficulty relaxing, concentrating or studying. The Counseling Office is staffed by licensed mental health professionals and these services are offered at no cost for current students.

**Career Services** – The Career Services Office, located on the 3<sup>rd</sup> floor of the Student Center, assists students in developing, evaluating, and/or implementing career, education and employment decisions. Guidance is offered in career planning and job searches including assistance in creating and updating resumes, writing cover letters, enhancing interview skills, exploring internship opportunities and completing job applications properly.

**Health Services** – Health Services is located in Student Services on the third floor of the Student Center. We encourage students to be self-directed in their own care. Health Services offers over the counter medications and a referral system to local medical facilities. USAO Health Services follows privacy protection guidelines set forth by the Family Education Right and Privacy Act (FERPA).

**Residential Living** – Living on campus can extend a student’s education beyond the classroom and offers important opportunities for engagement with your community. USAO offers campus housing options including traditional, suite and apartment-style residence hall communities. The Office of Student Services is responsible for student housing on campus and provides students with information about various aspects of residential life, including dates for residence hall check-in/check-out and security deposits. For more information about on-campus living options, contact Student Services.

**Dining Services** – Campus Dining offers food services to USAO and its visitors. Campus Dining offers four locations across campus that are open at posted times. These locations include an all you can eat cafeteria, a lunchtime and late-night dining option called Dusty’s and a convenience store, all located in the Student Center. In addition, there is a coffee shop, The Daily Grind, located in the Lawson Clubhouse that serves Starbuck products. All students who are living in campus housing are required to purchase a meal plan. Commuter meal plans as well as Drover Bucks are available as well. The Office of Student Services coordinates all on-campus food services.

**Disability Services** – USAO is committed to providing equal access that will facilitate a student’s independence and academic progress. The Director of Disability Services (located on the 3<sup>rd</sup> floor of the Student Center) will serve as a liaison in arranging reasonable accommodations. USAO will reasonably accommodate students with a disability unless such accommodation poses an undue hardship, results in a fundamental alteration in the nature of the service, program or activity or causes undue financial or administrative burdens. Students are encouraged to register with the Director of Disability Services a minimum of two weeks prior to enrollment to discuss any special arrangements that may be needed. Provision of services includes an intake process during which documentation of the disability is gathered and appropriate strategies and resources are identified. Students must provide documentation of their disability prior to receiving services.

**Student Government Association** – Student Government exists to empower students and is committed to advocating on behalf of the student body and enhancing the entire student experience. As a student at the University of Science and Arts of Oklahoma, each student is a voting member of the Student Government Association (SGA). SGA consists of Senators and an Executive Branch who write legislation to make the campus a better experience for students. Students are encouraged to take the time to speak to the Student Senators who represent their division or run for office to represent the students.

**Student Activities Board** – The Student Activities Board is responsible for planning, promoting, and executing co-curricular activities for the USAO student body. SAB is funded by student activities fee to provide quality programming throughout the year for USAO students. It is the board's responsibility to spend funds wisely and to plan and execute programs that are diverse for the student body. Some of the annual events and programs planned include Welcome Week, Droverstock, Homecoming and many more.

**Student Development** – Being involved outside the classroom is a perfect complement to the liberal arts education and enhances the overall educational experience of our students. A variety of opportunities are offered for students to become involved through leadership development programs, volunteer opportunities, new student orientation, and the Student Success series.

**Student Involvement** - USAO’s student clubs and organizations also provide an assortment of ways to get involved in campus life. Getting involved is a great way to meet new people, gain leadership skills, and engage in co-curricular activities that enrich the student experience.

**Wellness** – USAO promotes a healthy lifestyle and provides fitness facilities for USAO individuals to enhance their physical development. The Nobbs Wellness Center is located on the 2nd floor of the Student Center and offers individuals a variety of aerobic exercise machines, aerobic dance room, spin bikes and weight training. USAO also offers a Fitness Center in the Physical Education building. The Fitness Center offers a full weight room with a variety of machine weight exercises, free weights and dumbbells. All current students, faculty, and staff have the opportunity to enjoy athletic competition, meet new people, and become more involved with the USAO community by playing intramural sports. The intramural program is offered year-round. Some of these activities include basketball, flag football, volleyball, dodgeball and tennis. There is a Health and Wellness week which offers a variety of programs each February.

**Title IX** – USAO is committed to providing an environment free from discrimination on the basis of sex. The University provides many resources to students, faculty and staff to address concerns relating to discrimination on the basis of sex, which includes sexual misconduct. Issues may be reported to the offices of the Vice President for Enrollment Management & Student Affairs, the Vice President for Business and Finance and the Dean of Students. For more information about Title IX at USAO, please refer to the Student Handbook at <https://usao.edu/current-students> and the Title IX page at <https://usao.edu/other/title-ix-0>.

## ADMISSIONS POLICIES

*Admission to, retention in, transfer among, and graduation from colleges and universities in the State System of Higher Education*

### Regular Admission Requirements

Any student who is a graduate of an accredited high school or has achieved a high school equivalency diploma, and has met curricular requirements and performance criteria listed below is eligible to enroll at USAO.

#### 1. High School Curricular Requirements

*Units/Yrs Course Areas*

- 4 English (*grammar, composition, literature; should include an integrated writing component*)
- 3 Lab Science (*biology, chemistry, physics, or any lab science certified by the school district; general science with or without a lab may not be used to meet this requirement.*)
- 3 Mathematics (*from algebra I, algebra II, geometry, trigonometry, math analysis, pre-calculus, statistics and probability, calculus, Advanced Placement statistics*), *must have completed geometry and algebra II.*
- 3 History and Citizenship Skills (*including one unit of American history, and two additional units from history, economics, government, geography, or non-western culture*)
- 2 Electives (*additional units from subjects previously listed or selected from foreign language, computer science, any Advanced Placement course except applied courses in fine arts*)
- 15 Total Required Units

While these curricular requirements will normally be met by students in grades 9-12, advanced students who complete these courses in earlier grades will not be required to take additional courses for purposes of admission.

Students must meet all basic academic requirements (English, mathematics and science) to be admitted as a regular admission student. Students with a deficiency in a non-basic course (excludes English, mathematics, and sciences) who present an ACT reading subscore of 19 or higher may be admitted as a regular admission student. These students will be required to complete an additional three-hour collegiate course in the relative subject area to make up for the high school deficiency.

The 15 high school units are required for admission. In addition, the following subjects are recommended for college preparation:

- 2 additional units: Fine Arts (music, art, theatre arts, speech)
- 1 additional unit: Lab Science (as described above)
- 1 additional unit: Mathematics (as described above)
- 4 recommended units

Computer science courses (one or more units) that meet the State Regents' guidelines for high school curricular requirements may satisfy the postsecondary systemwide computer proficiency graduation requirement.

The high school equivalency diploma recipient's high school class must have graduated for him/her to be eligible for admission.

#### 2. High School Performance Criteria

"Performance criteria" refers to the grades a student earns in required courses, class rank, and standardized test scores.

One of the following performance criteria is required for admission:

- a. Option 1: a minimum composite ACT score of 24 or combined critical reading and mathematical scores on the SAT of 1160 and 3.00 GPA or top 50% of high school class, or
- b. Option 2: a GPA of 3.00 or higher on a 4.00 scale in four years of high school study and scholastic ranking among the top 25% of the members in his or her high school graduation class, or
- c. Option 3: a GPA of 3.00 or higher on a 4.00 scale in the 15-unit high school core curriculum required for university admission, and an ACT composite score of 22 or a SAT score of 1100, or

- d. Option 4: First-time freshman students with an ACT score of 20 and one of the following three criteria: 2.7 cumulative GPA; 2.7 core GPA; upper 50% class ranking will be reviewed by the Holistic Admissions Review Committee (HARC). Students must also complete at least two of the following: interview with HARC or the committee's designee, letters of recommendation from high school instructors, counselors, etc., a writing sample, resume, or other acceptable evidence of likelihood to persist. Students both in-state and out-of-state are selected based on a review by the HARC. Students who are accepted and enrolled under the Option 4 criteria will be required to participate in the Drover Achievement Program (DAP).

The ACT score required is the composite score without the writing component. The SAT score required includes the combined evidence based reading and writing and math portion.

The high school GPA used for admission purposes in option 2 is the unweighted average of all grades ("A" equating to 4.00 and "D" equating to 1.00) taken in the 9<sup>th</sup> through 12<sup>th</sup> grades. The GPA used for admission purposes in option 3 shall add a standard weighting (1.00) to the College Board's Advanced Placement courses and the International Baccalaureate Organization's higher-level courses (an "F" remains zero).

While the State Regents strongly support the initiation of honors courses, honors weighting will not be used in the calculation of either high school GPA because there is no equitable mechanism to include the honors premium.

### **Special Admission Requirements**

Some students may be admitted under one of the following "Special Admission" categories:

1. Summer provisional admission
2. Alternative admission
3. Home study or unaccredited high school admission
4. Concurrent high school enrollment
5. Opportunity admission
6. Transfer admission
7. Special non degree-seeking student
8. Adult admission
9. International student admission

Students who wish to be considered for admission under any of these categories should consult the Office of Admissions.

#### **1. Summer Provisional Admission**

Under certain conditions, a student may qualify for *summer provisional admission* in the summer immediately following the student's high school graduation. Applicants must:

- a. be a first-time-entering student.
- b. graduate from an accredited high school or have earned a GED certificate. The GED recipient's high school class must have graduated.
- c. meet the curriculum requirements.
- d. have a minimum ACT score of 17 or a minimum high school GPA of 2.50.
- e. participate in a comprehensive assessment battery. If the need for remedial coursework is indicated, the student would not be admissible under this category.

If accepted, the student must take a minimum of two summer courses in "core academic" disciplines (English, mathematics). If credit has been earned through advanced standing or concurrent enrollment in either introductory college-level English or college algebra or the equivalent, the student may take an additional course in one of these categories: social science (college-level course approved for general education credit), or natural science (college-level introductory lab science course approved for general education credit). During the summer, students in this program will be required to participate in academic support programs to enhance their success, such as academic tutoring, mentoring, career counseling, diagnostic testing, etc. If the student earns at least a "C" or the equivalent (RP – remedial pass), he or she will be admitted in the following fall term. Students who are admitted and enrolled under these criteria will be required to participate in the Drover Achievement Program (DAP).

A provisionally admitted student who does not meet these academic requirements will be unable to enroll for

further work at USAO until such time as the student is eligible for regular transfer admission to USAO.

## 2. Alternative Admission

First-time students admitted under this Right-to-Try admission option are those who do not meet State Regents' admission standards for USAO, but have a reasonable chance for academic success and could possess unusual talent or abilities. A limited number of students may be admitted under this category, based on 8 percent of the number of previous year's first-time or 50 students (whichever is greater). The criteria is oriented to identifying those students who:

- a. have a reasonable chance of academic success, based on ACT or SAT scores, high school unweighted GPA, class rank, or GPA in the 15-unit core,
- b. have unusual talent or ability in art, drama, music, sports, etc., *or*
- c. are educationally or economically disadvantaged and show promise of being able to succeed in a program or curriculum at USAO.

All candidates for the Right-to-Try admission option will be reviewed by the Holistic Admissions Review Committee (HARC) to determine the likelihood of academic success and admissibility. Students who are accepted and enrolled under these Right-to-Try criteria will be required to participate in the Drover Achievement Program (DAP).

## 3. Homeschool or Unaccredited High Schools

A graduate of a private, parochial, or other nonpublic high school which is not accredited by a recognized accrediting agency is eligible for admission to USAO as follows:

- a. The student must have taken the ACT or SAT and earned a score on each subtest's frequency distribution (as defined by the State Regents) that is equal to or greater than the composite score required for admission at USAO. The student must earn a minimum composite score of 24 on the ACT, or a combined critical reading and mathematical score of 1160 on the SAT.
- b. The student's high school class must have graduated.
- c. The student must satisfy the high school curricular requirements for state colleges, as verified from the private school transcript. For homeschool students, this verification may come from the parent.

## 4. Concurrent Enrollment of High School Students

- a. A junior or senior high school student may, if he or she meets the requirements set forth below, be admitted provisionally to USAO as a special student taking courses in college while still in high school. A student who does not meet one of the applicable criteria detailed below, may be given an exception to enroll in a specific course in which the student has demonstrated exceptional ability.  
(1) Admission Requirements- High school seniors and juniors may enroll, who meet the following:

National ACT	20
Pre-ACT (10 <sup>th</sup> grade)	20
SAT	20 <sup>1</sup>
PSAT 10	1020 <sup>2</sup> OR 940 <sup>3</sup>
GPA and Class Rank	Unweighted High School GPA 3.0 and Class Rank top 50%

1 Only one residual ACT per year (from November 1 to October 31) is valid for admission and course placement.

2 This score is valid on SATs and PSATs administered on or after March 5, 2016. This score is based on College Board's Concordance Table that was published on May 9, 2016. It is subject to change.

3 This score is valid on SATs and PSATs administered before March 5, 2016.

- (2) enrollment may not exceed a combined number of high school and college courses per semester of 19 semester-credit-hours. For purposes of calculating workload, one-half high school unit shall be equivalent to three-semester-credit hours of college work. Non-academic high school units are excluded from the workload calculation.



- (3) all students must have a signed form from the high school principal or counselor stating that he/she is eligible to satisfy requirements for graduation from high school (including curricular requirements for college admission) no later than the spring of the senior year. Students must also have written permission from a parent or legal guardian. This form is available in the USAO Registrar's Office.

### **Course Placement and Enrollment**

At minimum, concurrent students shall demonstrate college readiness in a particular subject area to be eligible to enroll in a college level course in the corresponding subject area. A high school student not demonstrating college readiness in science reasoning, mathematics, or English will not be permitted enrollment in any other collegiate course (outside the subjects of science, mathematics, and English). Concurrent students are prohibited from enrolling in any form of development education, including any configuration in which developmental education is embedded within a credit-bearing course. College readiness is demonstrated through USAO Assessments, ACT, Pre-ACT, Resodial ACT, SAT, or PSAT scores.

University coursework is designed to be both an enriching and challenging experience. High school students who seek concurrent enrollment in college or university classes must meet special, higher admission standards as specified in State Regents Policy. Concurrently enrolled students will find themselves competing with older students, all of whom have achieved a high school diploma or equivalent. Many will have already completed several years of college-level work.

In addition, higher education caters to adult learners and presumes a high level of responsibility on the part of students. USAO students accept the primary responsibility for attending class, reading assignments, meeting deadlines, understanding course requirements, and monitoring their own progress during the semester. While USAO prides itself on the accessibility of its faculty and offers numerous tutoring and academic counseling services, it is understood to be the duty of students to be proactive and access these resources.

Credits earned at USAO become part of a student's university record and will transfer to other higher education institutions. By the same measure, while under certain conditions unsatisfactory grades may be appealed or retaken, they cannot normally be expunged and will remain a part of a student's permanent undergraduate record. To continue concurrent enrollment, the student must maintain a "C" average (2.00 grade point average).

High school students concurrently enrolled in college courses may continue concurrent enrollment in subsequent semesters if they achieve a college grade point average (GPA) of 2.0 or above on a 4.0 scale. Following high school graduation, such a student may continue his or her enrollment at USAO, provided he or she has achieved a college grade point average of 2.0 or above on a 4.0 scale and meets USAO's entrance requirements (including the high school curricular requirements).

- b. A student receiving high-school-level instruction at home or from an unaccredited high school may be admitted provisionally to USAO as a special student if he or she meets the requirements set forth below:
  - (1) Must have completed enough high school coursework to be equivalent to an individual who is classified as a junior or senior at an accredited high school
  - (2) must have achieved a composite score of 20 or whose combined evidence based reading and writing and mathematical scores equal 1020.

There are minimum ACT subtest scores required for enrollment in certain classes in paragraph "4a" above.

## **5. Opportunity Admission Category**

Students who have not graduated from high school whose composite standard score on the ACT/SAT places them at the 99<sup>th</sup> percentile of all students using Oklahoma/National norms may apply for full enrollment at USAO. The Director of Enrollment will determine admissibility based on:

- a. test scores (ACT of 32 or SAT of 1410),
- b. the student's level of maturity and ability to function in the adult college environment, and
- c. whether the experience will be in the best interest of a student intellectually and socially.

## 6. Transfer Admission

A transfer student is any undergraduate who has attempted more than 6 credit hours, excluding "0-level" courses and pre-college work, such as concurrent hours earned in high school.

To transfer to USAO from another Oklahoma State System Institution, a student must fulfill one of the following criteria:

- a. originally (prior to beginning college anywhere) have met USAO's high school curricular and performance requirements *and* earned at least an overall retention/graduation GPA of 2.00 (on a 4.00 scale) on *all* college coursework elsewhere; *or*
- b. originally (prior to beginning college anywhere) have met USAO's high school curricular requirements but not the performance requirements *and* earned at least an overall retention/graduation GPA of 2.00 on at least 24 attempted trimester credit hours of regularly graded (A, B, C, D, F) college work; *or*
- c. originally (prior to beginning college anywhere) have met USAO's performance requirements but not the curricular requirements, have earned (on high school coursework) an overall GPA equal to a 2.00 (on a 4-point scale), *and* have satisfactorily completed USAO's high school curricular requirements before transferring; *or*
- d. originally (prior to beginning college anywhere) have met neither USAO's curricular nor performance requirements but have earned an overall 2.00 GPA on at least 24 attempted trimester credit hours of regularly-graded (A, B, C, D, F) college work, *and* completed USAO's curricular requirements before transferring.

Depending on the status of the individual student, other requirements may be pertinent. All transfer students should consult the Admissions Office for information.

A student transferring from another Oklahoma System institution must be in good standing at that institution. If a student has earned *fewer* than 24 credit hours, he or she must present:

- A high school transcript *or* GED, *and*
- ACT scores.

An undergraduate student wishing to transfer from an out-of-state college or university to USAO may do so by meeting the entrance requirements of USAO as outlined above in paragraph 6 and by the following:

- a. Transcripts of record from colleges or universities accredited by the North Central Association Higher Learning Commission (NCA HLC) or other regional associations will be given full value.
  - (1) Each nonresident applicant must be in good standing in the institution from which he or she plans to transfer.
  - (2) Each nonresident applicant must have made satisfactory progress (an average grade of "C" or better or meet this policy's current retention standards, whichever is higher) in the institution from which he or she plans to transfer.
- b. Transcripts of record from institutions not accredited by a regional association may be accepted in transfer when appropriate to the student's degree program and when USAO has had an opportunity to validate the courses or programs.
  - (1) Each nonresident undergraduate applicant must meet the conditions of a(1) and a(2) above.
  - (2) Each nonresident undergraduate applicant who meets a(1) and a(2) above also will be required to validate the transferred credit by making satisfactory progress (an average of "C" or better) for at least one semester (12 credit hours).
- c. Non-native speakers of English  
Transfer students who are non-native speakers of English must meet the same transfer admission standards as outlined in paragraph a or b above, dependent upon their educational background or have attended a college or university where English is the primary teaching language in a country where English is a primary language and that is recognized by professional organizations in the U.S. involved in admissions and international education for a minimum of 24 semester credit hours with passing grades, including courses equivalent to USAO's IDS 1113 and IDS 1213, and also meet other transfer requirements.

Students with less than 24 hours from a college or university where English is the primary teaching language in a country where English is a primary language and that is recognized by professional

organizations in the U.S. involved in admissions and international education must meet the language requirements (TOEFL or IELTS) for first-time undergraduate students (see paragraph 9 below).

Students who do not meet the academic criteria in paragraph 6 above, but have not been formally suspended, may be admitted as transfer probation students. These students must maintain a 2.00 GPA each trimester while on probation until they raise their retention/graduation GPA to a 2.00 level. Any transfer student with curriculum deficiencies must remove the deficiencies within the first 12 hours of enrollment.

A maximum of 62 credit hours of junior college coursework may count toward the baccalaureate degree at USAO. Students who hold associate in arts, associate in science, or baccalaureate degrees and who transfer from accredited junior colleges or four-year colleges or universities of Oklahoma will be considered by USAO as having met general education requirements for a baccalaureate degree from USAO. In addition to the general education requirements, specific programs or fields may call for particular GPAs. Students transferring to USAO without an associate degree in arts/science or baccalaureate degrees must meet the same general education requirements as first-time entering freshmen.

Teacher education candidates may need to take additional courses in general education to meet the minimum certification requirements as defined by the State of Oklahoma, including health and physical education, geography, mathematics, science, or similar additional requirements of other professional fields.

### **7. Special Nondegree-Seeking Student**

Students who wish to enroll in courses without intending to pursue a degree may enroll in up to 9 credit hours without submitting academic credentials or meeting the curricular or performance requirements of USAO. However, minimum requirements must be met to enroll in college level courses: a 19 ACT in English to take an English class, 19 ACT in math to take a math class, 19 in science to take a science class or 19 ACT in reading to take any other college level course. If not met by ACT scores, the student may participate in USAO Assessment exams to place into college level math, English, or science. Retention standards will be enforced. Should a student wish to enroll in more than the 9 permitted hours, he or she must be formally admitted to USAO. The student will then be required to meet USAO's formal admission or transfer criteria.

### **8. Adult Admission**

USAO will admit adult students who do not meet regular admission requirements. The adult student is defined as a person who is 21 years of age or older or on active military duty. USAO will consider the probability of academic success for adults based on the following criteria:

1. Is a high school graduate or has a GED?
2. Adults have participated in the ACT exam within the last 5 years, or must participate in assessment tests in English, mathematics and science. A committee review which may include an interview will determine the admissibility of the adult student.
3. An applicant with unusual academic, artistic, or performing talent must provide evidence in support of the request for admission. The Committee will consider such evidence as resumes or portfolios, letters of recommendation, actual performance in the appropriate setting or any other information which would assist the University in making an admission decision.
4. In some cases, the adult applicant may be given special consideration in light of evidence that the individual would have a reasonable chance of academic success. Such evidence might include information concerning employment performance and history, civic and community involvement, examples of ability to communicate or written statements of educational philosophy and aspiration.

Individuals who are allowed to enroll through the adult admission category must perform academically consistent with State Regents' retention standards.

### **9. International Students, First-Time Admission**

A student from another country must:

- a. be a graduate of a secondary school and/or college with a GPA of at least 2.00 based on a 4.00 scale,
- b. earn a combined SAT score of 1160 on evidence based reading and writing and mathematics or an ACT composite score of 24. Students must also complete their native country's requirements for

- students who plan to enter school in the United States,
- c. If English is not the primary language of the country, present evidence of language proficiency of 500 or higher on paper version of the Test of English as a Foreign Language (TOEFL) or 173 on the computer-based version, a 61 on the Internet-based version, or 5.5 on International English Language Testing System (IELTS). With 12 weeks of study at an approved English Language Center, have earned a minimum score of 460 on the paper version (140 computer, 48 Internet based), or a score of 5.0 or higher on IELTS,
  - d. furnish a complete transcript in English from a secondary school or college showing date of graduation from a secondary school, and senior secondary school certificate examination results, if applicable,
  - e. furnish proof of financial ability to travel from home to college and return, and pay all expenses while in school.
  - f. complete a medical history report, including immunizations. USAO recommends that international students carry medical insurance.
- International transfer students should consult the Registrar's Office.

## GENERAL ADMISSION POLICIES

### 1. Curricular Deficiencies

**ACT-Based Deficiencies** – A student who scores *less than 19* on any of the ACT subscores is judged deficient in that subject area. Students must remediate all deficiencies within the first 24 credit hours attempted. If deficiencies remain after the completion of 24 hours, enrollment will be restricted to remedial courses. Students continuously enrolled in courses designed to remove deficiencies may be allowed to continue enrollment beyond the 24-hour limit.

Each remedial course (identified by a first-digit of "0" in the course number) carries the same tuition as college-level courses, *plus* a \$20 per hour fee, but does not carry college credit.

Remediation in English is achieved in one of the following ways:

- a. completion of ENGL 0123, or
- b. completion of ENGL 1013, or
- c. earning a passing grade on a USAO assessment test.

Remediation in science is achieved in one of the following ways:

- a. completion of NSCI 0123, or
- b. earning a passing grade on a USAO assessment test.

Remediation in mathematics is achieved in one of the following ways:

- a. Students majoring in Biology, Chemistry, Early Childhood Education, Elementary Education, Deaf Education, Mathematics, Natural Science, Physics, or any other field requiring MATH 1513, MATH 1653, or MATH 1743 must do one of the following:
  1. Score 19 or higher on the ACT math subscore,
  2. Pass a USAO Level 2 Assessment (algebra), or
  3. Complete MATH 0123 with a grade of "RP."
- b. Other students, including majors whose only required mathematics course is IDS 1223 and majors whose only required MATH prefix course is MATH 2203 must do one of the following:
  1. Score 19 or higher on the ACT math subscore,
  2. Pass a USAO Level 1 Assessment (pre-algebra) or
  3. Complete MATH 0103 with a grade of "RP."

**History Deficiency** – Remediation in history is necessary when the student failed to complete one year of high school U.S. history and two additional years of another high school history or citizenship skills course. A student who is deficient in history must take a 3-hour college history or citizenship skills course in addition to the required IDS courses in American Civilization. Required IDS courses may not be used to remove a history deficiency.

## **2. Drover Achievement Program (DAP)**

The Drover Achievement Program is designed to provide students with additional support as they transition to college. As a member of the Drover Achievement Program, students will have regular coaching meetings with a member of the Student Success Team to ensure that they are on track for a successful first year of college. All members of the Drover Achievement Program will be reviewed after the end of the fall term for satisfactory academic progress. Those students who fall under the minimum requirements will be required to enroll in an academic support course in the spring term of their freshman year, in addition to continued coaching meetings with the Student Success Team.

## **3. Financial Obligations**

Students with financial obligations to USAO are not eligible to receive the services of the university and will not be issued transcripts or diplomas. These students are not eligible for further enrollment until the debt has been resolved in the Business Office.

Delinquent accounts will be subject to additional costs, such as collection and legal fees, interest, and any other approved costs of collection.

## **4. Graduation Catalog**

Students will graduate under the requirements of the catalog in effect at the time they enter the Oklahoma State System for Higher Education as long as they maintain continuous enrollment (fall and spring), except that no student may graduate under a catalog more than six years old. An academic year always begins with the fall term.

The *USAO General Catalog* is published for informational purposes and should not be construed as the basis of a contract between a student and the University of Science and Arts of Oklahoma. Every effort is made to provide information that is accurate at the time the catalog is prepared.

However, information concerning the regulations, policies, fees, curricula, courses, and other matters contained in the catalog is subject to change at any time during the period for which the catalog is in effect. USAO reserves the right at all times to discontinue, modify, or otherwise change its degree programs when it determines it is in the best interest of the university to do so. When changes occur in this catalog, or between this catalog and the next, students working in consultation with their advisors, may choose to meet the requirements of either the catalog in effect at the time of their initial enrollment or the catalog in effect at the time of their graduation.

Students who enroll but then leave the college for 12 months or more must follow either the requirements of the catalog in effect at the time of their reenrollment or the one in effect at the time of their graduation. Students may not choose to meet combinations of requirements from two or more catalogs, but reasonable substitutions can be made for altered or discontinued courses.

Academic advisers, department chairs, and academic staff members are available to aid students in understanding the requirements and regulations. Students, however, are responsible for reading and understanding academic policies and procedures as well as academic course requirements. It is also the student's ultimate responsibility to meet them. The responsibility for meeting all graduation requirements rests with the student. Students are encouraged to keep this catalog as a reference, should questions arise.

## **5. In-State/Out-of-State Status of Enrolled Students [Residency Status]**

The Oklahoma State Regents for Higher Education have approved policy changes on In-State/Out-of-State Status for Enrolled Students. The policy establishes definitions, principles, criteria and guideline to assist institutional officials in the classification of postsecondary students as in-state/out-of-state students.

Also, the policy statement should be helpful to prospective students in determination of their in-state/out-of-state status prior to enrollment or for those out-of-state students seeking to be reclassified as in-state. Interested persons may view the policy at [www.okhighered.org](http://www.okhighered.org), then click on Higher Ed Admin. Refer to the State Regents Policy and Procedures Manual, Chapter 3, section 3.17. Additional information on procedures at USAO can be obtained by contacting the Registrar's Office.

## **6. Prior Learning Credit**

USAO's prior learning credit plan recognizes academic learning which has occurred outside the formal classroom setting. The methods for evaluating such learning experiences for advanced standing credit are:

- a. institutionally-prepared examinations, known as advanced standing. The Application for Institution Advanced Standing Examination form can be obtained from the office of Academic Affairs, Troutt Hall, Room 215.
- b. standardized national tests specially designed to establish credit, such as the College Level Examination Program (CLEP) subject examinations, the Advanced Placement Program of the College Entrance Examination Board (CEEB) subject examinations, and Defense Activity for Non-Traditional Education Support (DANTES) subject standardized tests (DSST), and the International Baccalaureate Program higher level course exams.
- c. military service experiences. Students who have completed formal service school training may request an evaluation for credit. The American Council on Education (ACE) publication, *A Guide to the Evaluation of Education Experiences in the Armed Services* will be used to determine credit to be awarded. U.S. veterans providing appropriate documentation of completed basic military training will be granted 2 hours of physical education credit.

College Entrance Examination Board (CEEB) Advanced Placement Program Examinations are taken in the spring in high school. Credit will be awarded by USAO for a score of three, four, or five on any examination equivalent to courses in the USAO curriculum, except English and physics. A score of 4 or 5 on the AP examination is required for credit in Writing I and/or II, and a CLEP score of 54 is required on College Composition for credit in Writing I. A score of 4 or 5 on the AP examination is required for credit in General Physics I and/or II and lab.

The amount of advanced standing credit will not exceed one-half of the total trimester hours required at the lower-division level (31 hours) and not more than one-half of the total trimester hours at the upper-division level (31 hours). A student may not receive credit by examination in a course if more advanced work has been taken and credit was earned in that subject.

A current list of CLEP and AP Credit offered by USAO is available from the office of Academic Affairs, Troutt Hall, Room 215 and online at <https://usao.edu/assessment-center>.

## **7. Veteran Education Benefits**

USAO is an approved institution for students to receive education benefits from the Department of Veterans Affairs (VA). Information and assistance is available in the Registrar's Office. Eligible students can apply for benefits at [www.benefits.va.gov/gibill/](http://www.benefits.va.gov/gibill/).

Students utilizing VA education benefits must turn in all previous military records and transcripts, to be evaluated for prior credit, whether or not prior credit is granted. The records must be turned in for the student to be eligible for these benefits.

To ensure accurate information for the VA, students using VA education benefits need to obtain the "Veterans Confirmation of Enrollment" form in the Registrar's Office and have it signed by the advisor. The form must be submitted each trimester to the Veterans Representative in the Registrar's Office so the certification of enrollment can be made to the VA.

## **8. Readmission**

A student who has been away from USAO for 12 months must reapply for admission. To be accepted for readmission, the student must complete a new application. There is no cost to apply on-line. Students submitting a paper application must pay a \$25 application fee to the Business Office, Troutt Hall 220. If the applicant has



attended another college or university during the absence from USAO, official transcripts of all course work attempted must be submitted. Returning students will also need to contact the Financial Aid office to update and reinstate aid processes.

### **9. Articulation Policy**

In accordance with the Oklahoma State Regents for Higher Education, USAO fully participates in the articulation policy for the transfer of students among Oklahoma public institutions. A student transferring to USAO with an associate of arts or an associate of science degree from any state system institution will be considered to have met general education requirements of the baccalaureate degree. Some students may have to take additional courses in general education to meet minimum professional certification requirements as defined by the state.

General education credit earned with a grade of “C” or better by the transferring student at accredited colleges within the Oklahoma State System of Higher Education will apply toward baccalaureate degrees in the same way the credit would apply at the institution at which the credit was earned. General education credit earned at out-of-state institutions will be reviewed for acceptance by the Registrar.

### **10. Equal Opportunities Policy**

In compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Americans with Disabilities Act of 1990, and other federal laws and regulations, USAO does not discriminate on the basis of race, color, national origin, sex, age, religion, disability or status as a veteran in any of its policies or procedures. The Title IX coordinator is Mike Coponiti, Vice President for Business and Finance, Troutt Hall 220, (405) 574-1333.

# ACADEMIC POLICIES AND REQUIREMENTS FOR ALL ADMITTED STUDENTS

## 1. Physical Education Requirement

Two hours of physical education, including PHED 1011, are required. Exceptions are allowed only in the following instances:

- a. Students who have served on active military duty in the U.S. Armed Forces and supply the Registrar's Office with appropriate documentation are exempt.
- b. Students who are physically disabled and provide documentation from a qualified physician (M.D. or D.O.) may, upon approval by the Registrar, be exempted.

## 2. Class Attendance

*Students are responsible for attending the classes for which they have registered. Students are responsible for reading assignments, meeting deadlines, understanding course requirements, and monitoring their progress. Faculty is available during office hours and by appointment to assist; tutoring and counseling services are available, but it is the responsibility of the student to seek assistance.*

No specific number of free absences is authorized. Instructors have the authority to determine the validity of student explanations given for absences. Students late for class should see the instructor at the end of the class period. Irregular attendance and habitual tardiness may seriously affect the course grade.

When students representing the university must be absent during the school day, they should discuss (in advance) the proposed absences with their instructors and make arrangements for any work that will be missed.

Students who cannot continue attending during a trimester should withdraw from courses in time to avoid receiving a grade of "F."

## 3. Student Assessment

USAO is an institution whose primary concern is for excellence in teaching and thus is committed to improving the quality of the learning process. To achieve this goal, USAO has a student assessment program designed to measure student progress throughout the undergraduate academic experience.

Upon entry as freshmen, students are assessed to provide a baseline of academic skills and college success factors and are counseled concerning their strengths and weaknesses. During the senior year, students are again evaluated for basic skills attainment, as compared to the baseline measures. As graduating seniors, students are assessed in their major field and in general education competencies gained from completion of the IDS core curriculum.

The assessment tests provide feedback to the university about the quality of its academic programs and provide students with an evaluation of their progress within the undergraduate curriculum. Combinations of standardized and local assessments are used at USAO. Completion of all required assessments is mandatory for graduation.

In addition, if an entering student subject score on the ACT admissions test is below 19, the student will be required to complete placement tests to determine if he or she is ready for college-level studies in those subject areas (refer to General Admission Policies, paragraph 1 Curricular Deficiencies).

## 4. Change of Major

To change a major, a student must complete a Change of Advisor/Major form in the Registrar's office.

## 5. Credit-Hour Load

USAO is committed to assisting students to complete a traditional four-year baccalaureate degree in no more than four years. Completion of 124 credit hours is required for graduation from USAO. Consequently, to graduate in four

years without attending school during summers, a student must take at least 15 to 16 hours per trimester. This is a full load. Although federal financial aid regulations consider a load of 12 hours to be “full-time” in order to qualify for financial aid, 12 hours is simply *not* a “full load.” To encourage students to take a full load, USAO charges a flat rate tuition that entitles students to take 12 to 18 hours.

A 3.00 GPA and approval by the Registrar is required to enroll in more than 18 credit hours. The maximum credit-hour load is 22 hours in the fall and spring, 15 hours in the 10-week summer term.

## **6. Academic Calendar**

The academic year consists of two 15-week trimesters, August through December and January through April. The third trimester consists of a 5-week Independent Study term, April through May, and a 10-week summer session, May through August.

## **7. Student Classification**

A student's academic standing is determined by the number of credit hours earned:

Freshman	30 or fewer hours
Sophomore	31 to 60 hours
Junior	61 to 90 hours
Senior	91 or more hours

## **8. Transfer of Course Credit**

USAO normally accepts credits from other regionally accredited institutions of higher learning equivalent to those taught at USAO. Transfer credits are accepted and applied to degree programs generally in accordance with the recommendations in the Transfer Credit Practices Guide published by the American Association of Collegiate Registrars and Admissions Officers (AACRAO). Consequently, credits from some technical and professional schools may not be applicable toward degree requirements at USAO due to the highly technical or specialized nature of the coursework.

Transfer work is counted as lower-division or upper-division credit, depending on the level at which it was offered at the institution where it was earned. Two-year college work is accepted only as lower-division credit.

To make course transfer decisions easier, students will want to consult the Oklahoma State Regents for Higher Education website and look at the course transfer matrix that outlines courses which will transfer among Oklahoma's public colleges and universities. To do this use [www.okhighered.org](http://www.okhighered.org), click on “Students,” then “Transfer Students,” then “Course Transfer.” Students can select the discipline under which the course falls for the school year desired, then the equivalent courses will be displayed. For independent (private) colleges and universities, transfer guidelines vary from institution to institution. A student will need to check with the institution he or she wishes to attend for additional information. For transfer courses to count toward the major or general education core a grade of at least a “C” must be earned.

A currently enrolled student must have prior approval from his/her advisor and the Registrar's Office before courses will be accepted in transfer and applied to the student's degree program. Interested students are required to complete and file with the Registrar's Office a Course Substitution form. This form is available in the Registrar's Office.

## **9. Grading System**

USAO is dedicated to producing excellent students, and the official record of that excellence can be found on the academic transcript. While grades are not the only index to achievement, the college transcript remains a strong indication of the quality of a student's university work.

Here's how the system works:

<u>GRADE</u>	<u>NOTE</u>	<u>GRADE POINTS PER HOUR</u>	<u>OTHER SYMBOLS</u>
A	excellent	4	W withdrawal
B	good	3	P passing
C	average	2	NP not passing
D	passing	1	RP remedial pass
F	failing	0	RF remedial fail
I	incomplete		
AW	administrative withdrawal		
AU	audit		
N	grade was not submitted by the instructor by the appropriate deadline.		

A grade of "I" can be given when the student does not complete the work in a course for such reasons as illness or family emergencies. The instructor will deem sufficient cause in awarding an "I." An "I" not changed by the instructor within one calendar year of its being awarded will become permanent and remain on the student's transcript but will not contribute to the student's GPA. The "N" grade must be replaced by the appropriate grade prior to the end of the subsequent trimester.

Administrative withdrawal may be assigned by the Office of Academic Affairs to indicate that a student has been "involuntarily withdrawn" from class(es) after the add/drop period for disciplinary or financial reasons, or inadequate attendance documented by the instructor.

Audit is used for the student not interested in obtaining a course grade, but who is enrolled to get course information. A student may change from audit to credit during the add period, but must meet admission/retention standards.

For each hour of "A," students receive four grade points; for "B," three points; for "C," two points; and for "D," one point. Incomplete and failing grades earn no points. Grades of W, AW, AU, RP, and RF are not counted as hours attempted, and are not calculated in the retention/graduation GPAs. Financial Aid Satisfactory Academic Progress (SAP) policies are completely separate from academic policies. If a student withdraws from a course failing, the grade is recorded as an "F" and the hours are counted as hours taken, which affects the GPA.

The total number of grade points earned by the student divided by the total number of hours *taken* results in a grade point average (GPA). For example, if a student has earned 100 grade points and has taken 40 hours of work, the GPA is 100 divided by 40, or 2.50.

## 10. Honor Rolls

USAO recognizes students whose GPA is 3.50 or higher for 12 or more hours of class work in the fall and spring trimesters and for all summer-term hours enrolled, exclusive of P, F, or I grades. The Regents Honor Roll recognizes those who meet the above criteria and who have been enrolled full-time for three consecutive trimesters. Exception made to students who are student teaching in their last trimester carrying 12 or more hours with a 3.5 or better even though they may not be graded hours.

The university further recognizes and encourages academic excellence through graduation with *honors*. To be eligible for graduation with honors, students must meet the following requirements:

- a minimum retention /graduation GPA of 3.65 for *cum laude*, 3.80 for *magna cum laude*, and 3.90 for *summa cum laude; plus*
- a minimum of 36 hours earned toward the bachelor's degree at USAO.

The retention/graduation GPA of transfer students is based on *all* college work taken.

## 11. Change in Grade

Except in the case of an Incomplete, grades on the permanent record can only be changed upon written request to the Vice President for Academic Affairs by the instructor who made an error in reporting the grade. If that instructor is no longer employed by USAO, the appropriate division chair may make the request. No grade can be raised by special examination.

## 12. Continued Enrollment in the University

To remain eligible for continued enrollment in the university, students must make satisfactory academic progress. All courses in which a student has a recorded grade will be counted in the calculation of the GPA for retention purposes, excluding remedial, reprieved, or renewed courses. Such progress, in terms of GPA, is as follows:

<i>Credit Hours Taken</i>	<i>Retention/Graduation GPA Requirements</i>
1-30 credit hours	1.70
31 or more credit hours	2.00

## 13. Academic Notice, Probation, and Suspension

### a. Academic Notice

- (1) Freshmen (30 or fewer credit hours) who have earned a retention/graduation GPA of 1.70 to less than 2.00 will be placed on **academic notice**.
- (2) A student who earns 9 or more hours of "F" grades in any trimester will be placed on academic notice, regardless of the retention/graduation GPA.

### b. Academic Probation

Any student who does not make satisfactory progress as indicated above will be placed on **academic probation** for one trimester. Students receiving veteran education benefits who are put on academic probation are reorted to the VA. Benefits will not be affected during probation. To continue at the end of that trimester, the student must have:

- (1) earned an overall GPA of 2.00 on regularly-graded coursework (excluding activity or performance courses) *or*
- (2) met the minimum retention/graduation GPA standard required above.

Students on academic probation may not enroll in more than 13 credit hours in a trimester, unless approved by the Vice President for Academic Affairs.

### c. Academic Suspension

- (1) Students who have earned *fewer than 90 credit hours* toward a degree *and* who fail to meet the criteria for removal from probation will be immediately **suspended** from the university. Unless an appeal is granted by the Academic Regulations Committee (see below), such students will not be reinstated until one regular trimester (fall, spring, or summer) has elapsed.
- (2) A *one-time-only* exemption may be offered to suspended students with *90 or more earned hours* in a specified degree program. This exemption will allow the suspended senior to enroll in an additional 15 trimester hours in a further attempt to achieve the requirements for retention. During these 15 hours of enrollment, the student must achieve a minimum 2.00 semester GPA during each enrollment or raise the retention/graduation GPA to 2.00 or above.
- (3) Students receiving veteran education benefits who are put on academic suspension are withdrawn from the program and reported to the VA. Benefit certifications for the program will be terminated and the beneficiary may be in debt to the VA.

Academic notice, probation and suspension are completely separate from the Financial Aid Satisfactory Academic Progress (SAP) policies.

## 14. Academic Appeal and Readmission Procedures

**Appeals by Suspended Students** – Students who wish to appeal their suspension must document any extraordinary personal circumstances that contributed to the academic deficiencies that led to the suspension. Such events must be highly unusual, such as the death of an immediate relative; a serious illness; severe financial distress; direct, significant work conflicts; unexpected, substantial family obligations; or personal crisis. Appeals decisions will be made by the Academic Regulations Committee. For further information about academic appeal procedures, students should see the Registrar.

**Readmission of Suspended Students** – Students who are academically suspended by USAO will not be allowed to reenter for at least one regular trimester (fall, spring, or summer) except as noted above. Suspended students can be readmitted *only one time*. Such students are readmitted on probationary status and, while on probation, must maintain a 2.0 GPA each trimester or raise their retention/graduation GPA to 2.00.

A reinstated student who is suspended a *second* time from USAO cannot return to USAO until the retention/graduation GPA is raised to the retention standard of 2.00 by attending another institution.

**Reinstatement of Suspended Students at System Institutions** – Research indicates that many times students suspended from one institution may succeed in a new academic environment if given the opportunity. Such students, therefore, *may*, at the discretion of the receiving institution, be admitted and such admission would be probationary. Institutions admitting such students should provide the appropriate academic services to facilitate their success.

## 15. Dropping and Withdrawing from Classes

**Dropping** – Defined as canceling one or all classes *within* the enrollment drop period. Refer to the Academic Calendar for specific dates. Classes that are dropped will not appear on the transcript. Dropping can be processed with the faculty advisor.

**Withdrawing during the Automatic “W” Period** – Defined as canceling one or more classes while remaining enrolled in at least one class, *after* the drop period. See the Academic Calendar for specific dates. Withdrawn classes will appear on the transcript with a grade of “W”. The grade of “W” is not calculated in the GPA. Withdrawals must be processed in the Registrar’s Office.

**Withdrawing after the Automatic “W” Period** – Defined as canceling one or more classes while remaining enrolled in at least one class, *after* the automatic “W” period. See the Academic Calendar for specific dates. Withdrawn classes will appear on the transcript with a “W” for the course if passing or “F” if failing. Withdrawals must be processed in the Registrar’s Office. Otherwise, the student will not have an official withdraw from USAO and all grades for the trimester will be recorded as “Fs”. The grade of “F” is calculated in the GPA.

**Administrative Withdrawal** – Defined as being involuntarily withdrawn from one or more classes after the add and drop period for disciplinary reasons or inadequate attendance. The grade of “AW” is not calculated in the GPA.

**Complete Withdrawal** – Defined as canceling all classes in which enrolled for the trimester. If the complete withdrawal is processed during the drop period, no entry will appear on the transcript. If processed during the automatic “W” period, classes will appear on the transcript with a grade of “W”. If processed after the automatic “W” period, classes will appear on the transcript with a grade of “W” for the course if passing or “F” if failing. Complete withdrawals must be processed in the Registrar’s Office. The process begins in the Student Success Center.

**Emergency Withdrawal** – An emergency withdrawal applies to students who are unable to continue classes for extraordinary medical or other personal circumstances, such as serious illness or injury, personal physical or mental health. To request an emergency withdrawal, students must pick up a packet from Student Services (Student Center, room 303) and complete the Emergency Withdrawal Checklist in its entirety. Not all emergency withdrawal requests are approved. Once a student submits all appropriate documentation, a decision will be made by the Emergency Withdrawal Committee.

**VA Education Beneficiaries:** - Adding, dropping, or changing courses can affect the student’s eligibility for VA benefits and can, in some cases, create a student debt. If a student reduces his/her course hours, the VA will be notified of the reduction. If a student withdraws from all courses, the VA will be notified and benefits will be terminated. Please notify the Registrar’s office if you make any changes to your schedule, as we must report all schedule changes that impact any aspect of VA benefits payments.

**Students ordered to Active Military Service** – These policies shall apply to students who are enrolled at the University of Science and Arts of Oklahoma and are ordered to active military service under Title 44 of Oklahoma Statutes or 32 U.S.C., Section 501 or 10 U.S.C., Sections 12301 through 12304, or any subsequent call by the President of the United States or United States Congress. This policy is also subject to current state law.



1. The rights granted to students under this policy shall be contingent upon the student or an appropriate officer from the military organization in which the student is serving, giving advance verbal or written notice that the student is being called or ordered to qualifying active service. Advance notice shall not be required if precluded by military necessity, or under the relevant circumstances, advance notice is impossible or unreasonable. If advance notice is not provided, the student shall provide USAO written verification of active service, usually military orders.
2. Upon activation, the student will be given the option to:
  - a. complete the course or courses for full credit, with any absences due to performance of state or federal active military service counted as an excused absence. These absences shall not be used adversely to impact the grade of the student.
  - b. receive a grade of incomplete ("I") from the instructor. That decision rests with each faculty member concerned. Normally eligibility of an "I" is based on having completed enough of the course where just a small portion remains, and can be completed without having to re-enroll in the course. The request for an "I" should, circumstance permitting, be made prior to departing on active duty. The student shall have one (1) year following release from active duty to complete any remaining coursework for a final grade.
  - c. withdraw from the course or courses and receive a "W" grade. Withdrawal shall not result in a failing grade or other negative annotation on the record of the student, and the GPA of the student shall not be affected. The transcript will be annotated that the student was ordered to active military service on the effective date.
3. To the degree allowed by state and federal law, USAO will refund to the student all tuition, fees, and room and board associated with the trimester of enrollment at the time of call-up. Certain financial assistance programs may have stipulations which impact the amount which may be refunded. Only students who withdraw will be eligible for refunds.
4. If the student is receiving any state or federal financial aid, the student will not be penalized by withdrawal. The circumstances of each student are reviewed individually.
5. The USAO Bookstore will assist the student in obtaining the best possible refund for books at the time the student is called to active duty.
6. If the student withdraws, then the student will be readmitted and reenrolled without penalty within one (1) year following release from active duty.
7. These policies are effective July 1, 2006.

## 16. Academic Forgiveness

The university recognizes that extenuating circumstances may be responsible for a student's poor grades. Therefore, the university allows a currently enrolled student to request *academic forgiveness* for grades that jeopardize the student's good academic standing. All requests for forgiveness begin with the student's written explanation of the poor grades earned.

Three procedures for academic forgiveness are available:

### a. Repeated Courses

A student may repeat up to a maximum of four classes totaling 18 credit hours in courses in which the original grade earned was a "D" or "F." The second grade earned will be used to calculate a student's retention/graduation GPA. Both attempts shall be recorded on the transcript with the earned grade. The Explanation of Grades section of the transcript will note that only the second grade earned is used in the calculation of the retention/graduation GPA. If a student repeats an individual course more than once, all grades earned, with the exception of the first, will be used to calculate the retention/graduation GPA.

**b. Academic Reprieve**

A student may request that a maximum of two consecutive trimesters (or semesters) of college work be reprieved. In the event a reprieve is granted, grades in the term reprieved will not be used to calculate retention/graduation GPAs. At least three years must have elapsed between the time at which the grades were awarded and the time of the reprieve request. Prior to requesting the academic reprieve, the student must have earned a GPA of 2.00 or higher with no grade lower than a “C” in all regularly graded coursework (a minimum of 12 hours), excluding activity or performance courses. All courses remain on the student's transcript but are not calculated in the student's retention/graduation GPA. Course work with a passing grade included in a reprieved semester may be used to demonstrate competency, but the course work may not be used to fulfill credit hour requirements.

**c. Academic Renewal**

A student may request Academic Renewal for all courses completed before the date specified in the request for renewal. At least five years must have elapsed between the last trimester (or semester) being renewed and the renewal request. Prior to requesting Academic Renewal, the student must have earned a GPA of 2.00 or higher with no grade lower than a “C” in all regularly graded course work (a minimum of 12 hours) excluding activity or performance courses. All courses remain on the transcript, but are not calculated in the student's retention/graduation GPA. Neither the content nor the credit hours of renewed course work may be used to fulfill any degree or graduation requirements.

A student may receive no more than one academic reprieve or renewal in his/her academic career and only one option (reprieve or renewal) can be used.

The Explanation of Grades section of the transcript will note the courses and trimesters (or semesters) reprieved or renewed.

**17. Enrollment for Audit**

A student may audit a course if approved by the advisor at the time of enrollment. The student must have been formally admitted to the university. The fee is the same as enrollment for credit. A change from audit to credit cannot be made after the final day to add a course. A student may change from credit to audit during the first nine weeks of coursework, but must meet admissions/retention standards.

**18. Graduation Requirements**

Final responsibility belongs to the student for his or her academic progress and fulfilling degree requirements for graduation. The specific requirements for obtaining a degree are detailed throughout the *USAO Catalog*. In addition, every program advisor provides a checklist of degree requirements or special information regarding specific fields, which should be studied and followed by the student seeking a degree. For example, the *Teacher Education Handbook* details university and state requirements important to students in teacher education programs.

Advice is available from the faculty, the Registrar's Office, the Director of Teacher Education (if applicable), and the Vice President for Academic Affairs.

Degree candidates must apply for graduation in the Registrar's Office.

While some programs have special criteria for graduation, *all students* must meet the following requirements in order to graduate:

- a. Regular admission to the university;
- b. Satisfactory completion of the general education core courses (IDS);
- c. Satisfactory completion of the specific requirements for the major field, including the departmental exit exam;
- d. A retention GPA of at least 2.00 based on all hours earned;
- e. Satisfactory completion of at least 40 credit hours of upper-division (3000/4000) classes.

- f. Satisfactory completion of the state-mandated 124 credit hours, with no more than 62 hours transferred from a junior or community college, and no more than 4 hours of physical education activity courses;
- g. Satisfactory completion of at least 30 credit hours at USAO (with at least 15 credit hours of the last 30), or at least 50 percent of the hours required in the major field;
- h. Completion of all student assessment tests;
- i. Participation in graduation exercises unless allowed to graduate in absentia; *and*
- j. Payment or resolution of all financial obligations to the university.
- k. Students must demonstrate computer proficiency. This requirement may be completed through one of three options: (1) successfully complete a high school computer science course that meets the state regents' high school curricular requirements, (2) pass USAO's computer proficiency exam, (3) complete and pass CSCI 1143 Introduction to Computing.

### **19. Pre-Graduation Check**

It is the Registrar's Office policy to complete a Pre-Graduation Check on any student inquiring about credit hours needed to graduate. The Pre-Graduation Check does not guarantee graduation. It is the student's responsibility to ensure completion of all program requirements.

### **20. Discontinued Program**

A student must complete a discontinued degree program within three years of USAO's effective deletion date for that program. A currently enrolled student may not declare a degree program that has been deleted, regardless of the student's catalog year. Students who have stopped out for one academic year or more may not be readmitted into a program that has been deleted. Exceptions to this policy may be considered on a case-by-case basis and require the approval of the Vice President for Academic Affairs. USAO will make a reasonable attempt and use available contact information to notify students when a degree program is scheduled to be deleted.

## **ENROLLMENT CHECKLIST**

1. Go to the Office of Admissions to fill out a FERPA form, health form and to receive advisor assignment.
2. Go to your faculty advisor's office. Consult with your advisor and make a schedule. Receive a printed copy of your schedule from your advisor.
3. All first-time USAO students and those needing housing should visit either the Admissions Office or the Student Services Office to complete a housing contract complete with meal plan information. The student may turn in a contract and deposit, but it is recommended to turn in a deposit as soon as possible to guarantee a housing assignment. A student may also fill out a housing exemption form if it is relevant.
4. Go to the Student Services Office to obtain a student ID.

Students are more than welcome to visit the Financial Aid Office, Registrar's Office and the Business Office during their enrollment visit, but it is no longer necessary in most instances. However, we do recommend that all students admitted on academic probation (typically transfer students) visit the Financial Aid Office in order to receive information about the financial aid appeal process.

## ESTIMATED COST OF ATTENDANCE

*2019-20 Academic Year*

Trimester Estimate

	<u>15 Hrs.</u>	
Estimated Tuition (\$213/hr)	\$3,195	[Flat fee for 12-18 hours]
Basic Student Fees (\$55/hr)	\$825	[Flat fee for 12-18 hours]
Book Cost Estimate	<u>\$600</u>	
Academic Trimester Total	\$4,620	

Out-of-state tuition: additional \$362/hr

Guaranteed tuition rate: \$244/hr (2019-20)

Estimated On-Campus Living Expenses (per trimester):

**Sparks Housing Rates:**

Double Occupancy Room	\$1,525
Private Room w/shared bath	\$2,325

**Robertson Housing Rates:**

Double Occupancy Room	\$1,525
-----------------------	---------

**Lawson Court Housing Rates:**

4 bdrm furnished apartment	\$2,325
2 bdrm furnished apartment	\$2,805

**Lawson Court Summer Housing Rates:**

4 bdrm furnished apartment	\$1,520
2 bdrm furnished apartment	\$1,880

**Meal Plans:**

19 Cafeteria meals + \$200 FLEX	\$1,850
14 Cafeteria meals + \$200 FLEX	\$1,550
12 Cafeteria meals + \$200 FLEX	\$1,400
5 Cafeteria meals + \$500 FLEX (Commuter & Lawson only)	\$1,355

FLEX can be used in the cafeteria, Dusty's, the coffee shop, and convenience store. FLEX rolls from the fall trimester to the spring trimester and is non-refundable. If students run low on meals or FLEX, Drover Bucks may be purchased with the following discount structure applying:

\$100-249	= 5% discount
\$250-399	= 10% discount
\$400 +	= 15% discount

Deposits are required with housing contracts:

Sparks	\$200
Lawson Court	\$200

***Estimates\****

Estimated cost for an Oklahoma student taking 12-18 hours and living in Sparks Residence Hall with 19 Cafeteria meals + \$200 FLEX plan is \$7,995 per trimester or \$15,990 for Fall/Spring.

Estimated cost for an Oklahoma student taking 12-18 hours and living in a 4-bedroom apartment in Lawson Court with 19 Cafeteria meals + \$200 FLEX plan is \$8,795 per trimester or \$17,590 for Fall/Spring.

\*Does not include any academic course-based fees.

## Special Fees, Charges, and Expenses

### Assessment Center Fees

- College-Level Examination Program (CLEP)
  - Local Administration Fee \$15.00
  - National (CLEP) Fee 87.00
- Assessment test fee after two attempts (per test) 5.00
  - Residual ACT Fee 50.00
  - Proctor Test Administration Fee 15.00 per test

Art Laboratory	\$10/course
Application Fee	\$25.00
Audit	Same charge as for credit
Books and Classroom Supplies	Approx. \$100/course
International Student Record Fee	\$15/trimester or \$10/summer
Late Enrollment Fee	\$5
Special Music Instruction	\$50/course
Re-enrollment after Withdrawal	\$5
Remedial Course Fee (in addition to regular tuition)	\$20/credit hour
Science Laboratory	\$30/course
Tutorial Fee	\$30/course
Mission Enhancement Fee	\$60/per credit hour
Freshman Experience Fee	\$100/course
Parking Fee	\$30/annually
Student ID Replacement	\$25

### John Morris Speech & Language Clinic (for non-USAO students):

Speech and Language Evaluation	\$30
Speech and Language Screening	\$15
Therapy (approximately 23 therapy sessions)	\$60/trimester

### John Morris Speech & Language Clinic (for USAO Students):

1. Speech, one voice and/or language evaluation (includes tests, measurements, and interviews required for initial evaluation and diagnosis). \$10
2. Therapy sessions prepaid by the month (Therapy sessions for speech, voice, and language disorders may take from 30 minutes to one hour, depending on the needs of the client. Most clients will be seen for individual sessions, but some may be treated in small groups, depending on the needs of the individual. Therapy may include one or more sessions per week, depending on the needs of the client). \$20

### Collection of Fees and Tuition

1. General enrollment fees and nonresident tuition and other fees are due on or prior to the first day of class.
2. Late payment (payment after the first day of classes) will require payment in full of the regular fees and tuition amounts plus a \$5 Late Payment Fee, and interest charges may be assessed.
3. Special arrangements for deferred payment must be approved and documented with the Business Office.
4. For convenience, the Business Office accepts Discover Card, VISA, MasterCard, and American Express for full or installment payments.

### **Refund of Fees and Tuition**

A student incurs financial obligation at the time of enrollment for classes. If a student wants to withdraw, he or she must officially withdraw in person or by letter. Not attending class is not a withdrawal and the student is still financially responsible for the charges. USAO complies with current federal and state withdrawal/refund policies.

Students who add or drop a class or completely withdraw from the institution during the add/drop period (first five days of a regular trimester, first week of a summer trimester, or the first day for Independent Study) will receive full credit on their bill for courses dropped or *full charges* for courses added. *No refunds* will be made after the add/drop period for that session.

### **Refund of Room and Board**

In accordance with signed room and board contract.

### **Guaranteed Tuition Rate Program**

The Oklahoma Legislature passed a law (House Bill 3397) requiring that a new student be given the opportunity to choose to participate in the Guaranteed Tuition Rate Program. At the time of first enrollment, a full-time undergraduate student who is a resident of Oklahoma can now choose to pay a guaranteed tuition rate (\$244/hr for 2019-20) based on the projected average for the next four years – as an option to the regular annual rate (\$213/hr for 2019-20). The guaranteed annual rate is available only to students meeting the criteria. A listing of criteria and all applicable rules is available at the USAO Business Office or on the USAO website. The guaranteed rate applies only to tuition charges and does not cover mandatory or course-specific fees.

## **FINANCIAL ASSISTANCE**

### **Free Application for Federal Student Aid (FAFSA)**

The FAFSA establishes eligibility for all federal/state grants, loans, and work programs. Students demonstrating financial need may qualify for a variety of different programs, including grants, loans, and the work-study program. In addition, other aid may be available to students who meet eligibility that is not based on financial need. Students receiving aid must maintain satisfactory academic progress standards as described in the section on Financial Aid Satisfactory Academic Progress Policy.

The USAO Office of Financial Aid will determine eligibility for all programs based on the Federal Institutional Student Information Record (ISIR), which the Financial Aid Office receives electronically after the FAFSA has been processed. Students selected for verification must complete that process before federal aid can be determined.

The FAFSA is available on the web at [fafsa.gov](http://fafsa.gov). The USAO Federal Title IV Code number is 003167.

### **Financial Aid Package**

A financial aid package is the aid eligibility to be awarded to a student and may include one or more of the following: Federal Pell Grant, Federal Supplemental Education Opportunity Grant (FSEOG), Federal Direct Loans, Federal College Work-Study Program, USAO scholarships and state grants such as the Oklahoma Tuition Aid Grant (OTAG) and Oklahoma's Promise (OHLAP).

Every effort is made to secure funds for students with financial need. In compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Americans with Disabilities Act of 1990, and other federal laws and regulations, USAO does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, or status as a veteran in any of its policies or procedures. USAO complies with current federal and state policies.

### **Federal and State Assistance Programs**

The following are among the wide variety of financial assistance programs available. More detailed information is available on the USAO website and in the Financial Aid Office. Further information on federal programs is also available at [www.studentaid.ed.gov](http://www.studentaid.ed.gov) and state program information at [www.okhighered.org](http://www.okhighered.org).



**FEDERAL PELL GRANTS** are designed to provide federal financial assistance to those who need it in order to attend post-high school educational institutions. Pell grants are intended to be the "floor" of a financial package and may be combined with other forms of aid in order to help meet the costs of education. The amount of the grant is determined on the basis of individual and family financial resources.

To be eligible for this aid, a student must be enrolled in an undergraduate course of study, may not previously have received a bachelor's degree, and have an established financial need. The student must also be a U.S. citizen, reside in the United States for other than temporary purposes, or be a permanent resident of the Trust Territories. The Pell Grant can only be received a maximum of the equivalent of 12 full-time terms, or 600%.

**FEDERAL SUPPLEMENTAL EDUCATION OPPORTUNITY GRANTS (SEOGs)** are designed for students of exceptional financial need who, without the grant, would be unable to continue their education. A student must be Pell eligible and be enrolled at least half-time (6 hours) in an undergraduate program to qualify. These funds are limited.

**OKLAHOMA TUITION AID GRANT (OTAG)** is also available to Oklahoma residents who meet the eligibility requirements. Students need to complete the FAFSA in the fall to be considered for the next academic year. The OTAG priority deadlines are listed on the FAFSA. OTAG funds are part of the Federal Leap Grant and are funded by the federal government, the state and where applicable, other contributing partners.

**OKLAHOMA'S PROMISE (OHLAP)** is a unique Oklahoma program. Students must have signed up in the eighth, ninth, or 10<sup>th</sup> grade and fulfill the requirements of the program to be eligible. Funding is based on the amount of tuition each term. A complete listing of requirements and conditions is available at [www.okpromise.org](http://www.okpromise.org).

**WILLIAM D. FORD DIRECT LOAN PROGRAM** provides funding for regular students enrolled in an eligible program of study at least half-time.

- The *Direct Loan* is the federal government's major form of self-help aid. There are two types of Direct Loans. A *subsidized* loan is awarded on basis of financial need; an *unsubsidized* loan is not based on financial need.
- The *Direct Parent Loan for Undergraduate Students (PLUS)* is available to parents of dependent students.

**FEDERAL WORK-STUDY PROGRAM** is funded with federal and institutional funds for students who qualify for assistance. To participate in this program, a student must be enrolled in a minimum of six credit hours and remain in good standing. However, priority is given to full-time students. A student may participate in the Federal Work-Study Program in addition to receiving other forms of aid.

**INSTITUTIONAL SCHOLARSHIPS** are competitive and have deadlines or priority dates which are published on the USAO website. Scholarship applications received after a priority date will be considered if funds are available. Applicants must be approved for admission to USAO to be considered for any scholarship award. Some scholarships require additional materials to apply. Specific criteria and application requirements are listed on the website and are available from the Financial Aid Office. Continuing students will want to apply for continuing student scholarships each year and can obtain the application on the USAO website or from the Financial Aid Office. An e-mail will be sent to the USAO student listserv when applications are available.

**FAST TRACK SCHOLARSHIPS** are unique, renewable tuition waivers that can help students afford to attend during the summer terms and fast-track their degree completion. The scholarship is available to any Oklahoma resident who is a graduate of an Oklahoma high school and enters USAO as a beginning first-year student *and* who attends the first and second terms consecutively as a full-time student (earning a minimum of 12 hours each term). Students must be enrolled in a minimum of 12 hours in independent study and/or the regular summer term to qualify. The scholarship pays tuition for up to 14 credit hours. The scholarship is available for a total of three consecutive years if the student makes satisfactory academic progress and continues successful completion of full-time enrollment each term. Students who transfer to USAO do not qualify. U. S. citizenship is also required.

**PRESIDENTIAL LEADERSHIP SCHOLARSHIPS** are four-year scholarships awarded to Oklahoma high school seniors having a GPA of 3.50 on a 4.00 scale and a composite ACT score of 24 or higher. A separate application is required to apply and is available online each year. A personal interview is conducted for finalists. It is a very selective process and a limited number of scholarships are awarded. Recipients must

maintain contract requirements (GPA, attendance, leadership positions, participation, etc.) for renewal each year. This scholarship has a definite deadline each year for submission of all required paperwork. U.S. citizenship is also required.

**REGIONAL UNIVERSITY BACCALAUREATE SCHOLARSHIPS** are available for a limited number of Oklahoma high school graduates who have a national ACT composite score of 30 or higher and exceptional GPA. The scholarship provides financial support for tuition, fees, room and meals for up to eight fall/spring trimesters. For further information and specific requirements, contact the Financial Aid Office. Must be a U. S. citizen.

**OTHER ACADEMIC SCHOLARSHIPS INCLUDE:** Drover Academic Scholarship, University Scholarship, Green & Gold Scholarship, Transfer Student Scholarship, Out-of-State Scholarships and International Student Scholarships.

**TALENT SCHOLARSHIPS** are available for students in the areas of music, art and theatre arts. The student must demonstrate his or her talent at an audition or interview in addition to meeting academic requirements.

**ATHLETIC SCHOLARSHIPS** are awarded through the athletic department. The student should contact the coach regarding their interest to participate in the athletic program.

**NAMED ENDOWED SCHOLARSHIPS** are available to new and continuing students with high achievements. For example, the "Francis Davis Scholarship" was created in honor of a former faculty member in fine arts. Such funds, held as an endowment in the USAO Foundation or the USAO Alumni Association, produce income for scholarships annually.

**USAO ALUMNI SCHOLARSHIPS** are established by alumni and friends to honor the college and provide assistance to USAO students. Students wishing to apply for USAO Alumni Association scholarships must provide the necessary materials by the deadline stated on the scholarship application form. The application is available from the Office of Alumni Development or on the website at <http://usao.edu/alumni>.

**USAO CONCURRENT STUDENT SCHOLARSHIP** is a tuition waiver for high school seniors who are admitted under the Concurrent Admissions Policy requirements. These are available to high school juniors and seniors for a limited number of hours.

**PRIVATE-SECTOR SCHOLARSHIPS AND GRANTS** are available to eligible students through their high school, community organizations, Bureau of Indian Affairs, the Oklahoma Department of Rehabilitation Services, the Oklahoma National Guard and many other sources. Free scholarship searches are available on the internet. The Office of Financial Aid encourages students to seek and apply for private-sector grants and scholarships to supplement their funding.

### **Student Responsibility**

Students are responsible for knowing and understanding the criteria for Financial Aid eligibility, including their enrollment status, Satisfactory Academic Progress status, the refund policy, loan history, etc. We strongly encourage students to carefully read all correspondence received and save copies of all documents (i.e., tax returns, FAFSAs, loan paperwork, etc.) in a safe and easily accessible location. We also encourage students to ask the Financial Aid Office directly if they have any questions regarding financial aid. The USAO email account is the primary method of contact and students are required to monitor their accounts.

### **Class Attendance Policy for Financial Aid Eligibility**

Class attendance is essential for students who receive financial aid. If the student doesn't begin attendance in all of his or her classes, resulting in a change in the student's enrollment status, the Financial Aid Office must calculate, or recalculate, the student's award based on the lower enrollment status. A student is considered to have begun attendance in all of his or her classes if the student attends at least one day of class for each course in which that student's enrollment status was determined for Federal Pell Grant eligibility. A student is considered not to have begun attendance in any class in which the school is unable to document that attendance, so faculty will be monitoring attendance for approximately the first two weeks of each class. It is the student's responsibility to attend class, make contact with the professor regarding arranged courses, or make arrangements with the professor if there are extenuating circumstances that prohibit attendance, within the first two weeks of each term to establish proof of attendance.

### Financial Aid Satisfactory Progress Policy

Students must maintain Satisfactory Academic Progress (SAP) toward a degree as stipulated in the chart below to receive financial aid at USAO from the following programs: Federal Pell Grant, Federal SEOG, Federal Work Study, Oklahoma Tuition Aid Grant (OTAG), Federal Direct Student Loans (subsidized and unsubsidized), and Federal PLUS Loans. SAP is measured by pace (amount of hours earned/amount of hours attempted), and GPA (quality of work), and maximum hours allowed to complete a degree. Beginning in fall 2012 all students who receive Oklahoma's Promise (OHLAP) must also meet these standards.

USAO has also adopted this standard to govern its institutional-based aid, which includes (but is not limited to): tuition waivers, room and food waivers, academic, athletic, incentive, foundation and talent scholarships. Students may still remain eligible for external resources such as Vocational Rehabilitation, Bureau of Indian Affairs, Workforce Oklahoma, etc.

<b>Total Hours Attempted from All Institutions</b>	
Minimum retention GPA	2.00
Minimum retention GPA for teacher certification programs	2.50
Minimum % of total hours successfully completed (Pace)	67%
Maximum total hours attempted allowed for earning a degree <i>Max of 186 hours for a Bachelor of Arts or Science</i>	150%

### Satisfactory Academic Progress (SAP) Evaluation

1. SAP is calculated for all USAO students at the end of each fall, spring and summer term. Transfer or returning students are evaluated when all previous transcripts are submitted.
2. FINANCIAL AID WARNING will be given to students who in the previous term did not meet the requirements above. These students are eligible to receive aid for one additional semester.
3. FINANCIAL AID SUSPENSION will be required for any students on warning who do not meet the requirements shown above. This status also applies to students who do not meet the requirements above and do not appeal. Students cannot receive funds from the aid programs listed above while not making SAP (See Appeals). Students may reestablish aid eligibility by meeting the requirements above. Aid may be reinstated in the following term.
4. FINANCIAL AID PROBATION. This is available to students who have successfully appealed their SAP status after being on suspension. If an appeal is granted, students remain eligible for one semester. Students cannot receive consecutive terms of probation status, so if it is determined that it is impossible for the student to meet SAP requirements in one term, the student may be considered for placement on an academic plan (See Academic Plan).
5. Rules are applied uniformly to all students whether or not aid has been received previously.
6. Eligibility is reestablished after the student improves their scholastic record to meet the minimum standards. In cases of suspension due to exhaustion, aid eligibility can only be continued if an extension of aid eligibility is approved by the Appeals Committee.
7. Academic notice, probation, and suspension are completely separate from the Financial Aid SAP policies. The academic policy is available in the catalog.

### Transfer and Returning Students

1. Transfer students must submit all prior transcripts before eligibility can be determined. All transfer hours accepted count toward the total hours attempted.
2. Transfer and returning students who do not meet the conditions explained above are entered on financial aid warning or suspension.
3. Students who leave USAO with an approved appeal and return after non-attendance and have not attended another institution, are considered to be on financial aid probation, or on an academic plan depending on their circumstances, when they return; provided the leave of absence is not for a period of more than one year.
4. Students who leave USAO in good academic standing and return after a period of non-attendance and have not attended another institution are considered to be in good academic standing when they return.

### **Grades**

1. For financial aid purposes, all grades of A, B, C, D, RP, P, F, W, WP, WF, AW, I, N and NP are hours attempted.
2. Only grades of A, B, C, D, RP and P are counted as hours successfully completed. CLEP and advanced placement classes count as hours attempted and completed. Audit classes are not eligible for financial aid and are not counted as hours attempted or completed.
3. All classes attempted at all institutions are used in SAP calculations.
4. Remedial classes count as hours attempted and completed but do not affect GPA.

### **Repeated Courses**

The federal regulations indicate that financial aid may be paid for repeated coursework previously taken in the program but may not include more than one repetition of a previously passed course. This means courses for which you have passed with a grade of D or better can only be repeated once in your enrollment status to count for Federal Financial Aid eligibility determination. After the second time the course is taken and a passing grade is earned, the credit hours for the repeated courses will be excluded from your financial aid enrollment only.

### **Appeals**

1. Financial Aid Suspension may be appealed if there are extenuating circumstances affecting student performance. Extenuating circumstances include (but are not limited to) illness, severe injury, or death in the family.
2. The appeal forms are available in the Financial Aid Office, Troutt Hall 112, and are also included in the notification of financial aid suspension.
3. Incomplete appeals are not considered.
4. Appeals must consist of a signed, typed personal explanation of extenuating circumstances affecting student performance and information on the improvement of these circumstances, a complete current mailing address, a degree plan completed with the assistance of and signature of the student's advisor, and complete unofficial transcript(s).
5. Appeals will be reviewed by the Financial Aid Appeals Committee. Decisions will be mailed to the student following the committee meeting.
6. Students must meet all conditions of appeal approval in order to continue receiving aid until they meet minimum requirements. The conditions may include enrollment changes such as a reduction in hours or a change in courses.
7. All decisions of the appeals committee are final.
8. Students who have regained eligibility after attending on financial aid suspension cannot receive aid retroactively for a term already ended.

### **Academic Plan**

1. The appeals committee may recommend an academic plan for some students.
2. The academic plan must bring the student up to SAP by a certain point in time. Students who have academic plans will be evaluated each term to see that the academic plan is being met.
3. Students who do not meet the requirements of the academic plan are placed on suspension.
4. Students who are placed on suspension after not meeting the requirements of the plan may reestablish SAP by meeting the requirements above. Aid will be reinstated after the term when SAP is established.

### **Student Responsibility**

Students are held responsible for their SAP eligibility criteria and their status at the end of each semester. If questions arise, contact the Financial Aid Office. NOTE: SAP hours attempted may differ from those on academic transcripts due to withdrawals and remedial courses, which must be included in evaluating SAP. Also, the cumulative GPA on a grade report may differ from the student's retention/graduation GPA.

### **Refund Policy for Financial Aid Recipients Who Withdraw**

Any student receiving federal financial assistance who completely withdraws from all classes at USAO will be subject to the Return of Title IV Funds refund policy required by federal regulation.

This policy applies to students receiving assistance through the Pell Grant, Supplemental Education Opportunity Grant, Subsidized Direct Loan, Unsubsidized Direct Loan, and Parent Loans for Undergraduate Students (PLUS) Programs.

This policy assumes a student earns his or her financial aid based on the period of time the student remains enrolled through the semester. Upon withdrawal, the Financial Aid Office will determine the date of the student's withdrawal and will calculate the amount of financial assistance the student earned while enrolled in classes according to the following formula: number of days enrolled divided by total number of days in the semester.

If the amount of federal aid disbursed exceeds the amount of federal aid earned as of the date of withdrawal, either the university, the student, or both are required to return some portion of the federal aid received. Late disbursements for which the student is eligible are required to be included.

Students who remain enrolled beyond the 60% of the semester are considered to have earned 100% of the financial aid received. Students who are enrolled for less than 60% of the semester will likely be responsible for repaying a portion of the financial aid received.

The Financial Aid Office will calculate the amount of any refund due according to the Return of Title IV Funds Formula outlined in federal regulation. Any refund amount calculated from this formula will be returned to the appropriate federal financial aid programs. If the University returns funds to the Title IV aid programs, it could result in the student owing USAO charges that were originally paid at the time of disbursement. Calculated refund amounts are returned to the federal financial aid programs in the following order: Unsubsidized Direct Loan, Subsidized Direct Loan, PLUS Loan, Federal Pell Grant, SEOG Grant, other federal financial aid programs.

Under this policy, the date of withdrawal is the date the student began the institution's withdrawal process (as described in the USAO catalog) or "officially" notified the institution of intent to withdraw. If a student leaves USAO without notifying the institution, the withdrawal date will be designated as the midpoint of the semester or the last date of attendance at a documented academically related activity. For students who fail to return from an approved leave of absence, the withdrawal date will be designated as the date the leave of absence began.

Students who do not receive ANY "earned" grades are considered to be unofficial withdrawals that stopped attending ALL of the courses prior to the end of the term. When professors report grades at the end of the semester they are required to report whether the student stopped attending or never attended and must indicate the last date of attendance. Once grades are posted, the Financial Aid Office identifies all Title IV students who received NO passing grades and processes them under the unofficial withdrawal policy.

Attendance is the key. If enrollment is maintained in at least one class with attendance beyond the 60 percent date during the term, this policy will not affect the student. All withdrawals will impact satisfactory academic progress. Please refer to the Satisfactory Academic Progress Policy.

### **Financial Aid Office**

The Financial Aid Office is in Troutt Hall, Room 112. The typical office hours are 8 a.m. to 5 p.m., Monday through Friday. The staff is available to discuss student needs and make suggestions for improved aid opportunities. All financial aid questions need to be addressed directly to the financial aid office so the student will receive answers relative to their personal circumstances and in accordance with current policies and compliance regulations.

### **Federal Phone Numbers and Web Sites**

To file a FAFSA	<a href="http://fafsa.gov">fafsa.gov</a>
To apply for a FSA ID	<a href="http://fsaid.ed.gov">fsaid.ed.gov</a>
General info about FAFSA	1-800-433-3243
Hearing impaired/TDD	1-800-730-8913
Suspect fraud or waste?	1-800-647-8733
Online help	<a href="http://www.studentaid.ed.gov">www.studentaid.ed.gov</a>

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)**

For the most current information on FERPA, check with the Registrar's office, Troutt Hall, room 204.

### **PUBLIC DIRECTORY INFORMATION AND STUDENT ACCESS TO OFFICIAL EDUCATIONAL RECORDS**

#### **Procedures for the Release of Information about Students**

Information about students and former students gathered by USAO is of two types: (1) directory and (2) confidential. Any office gathering such information and/or having custody of it, shall release it only in accordance with this policy.

When a student enters the university and furnishes data required for academic and personal records, there is an implicit and justifiable assumption of trust placed in the university as custodian of such information. This relationship continues with regard to any data subsequently generated during the student's enrollment.

While the university fully acknowledges the student's rights of privacy concerning this information, it also recognizes that certain information is part of the public record and may be released for legitimate purposes.

With these considerations in mind, USAO has adopted the following policy concerning the release of information contained in student records:

#### **1. Directory Information**

This is information that routinely appears in student directories and alumni publications and may be freely released. USAO designates the following student information as public or directory information:

- a. Category I. Student's name, local and permanent address, e-mail address, phone number(s), classification, dates of attendance at USAO, enrollment status (full-time, half-time, or less than half-time), gender.
- b. Category II. Major field of study/degree program; educational institutions previously attended; degrees, honors, and awards granted; educational background, degree(s) held, date(s) granted, and institutions granting such degree(s); anticipated date of graduation based on completed hours.
- c. Category III. Date and place of birth, participation in officially recognized organizations, activities, and sports; weight and height of participants in officially recognized sports; photographs or electronic images.

This information may be disclosed by the institution for any purpose, at its discretion. Students may withhold disclosure of any or all categories of directory information under the Family Educational Rights and Privacy Act of 1974 as amended. Forms requesting the withholding of "Directory Information" are available in the Records Office, Troutt 204.

USAO assumes the right of approval for disclosure unless a student specifically requests in writing the withholding of "Directory Information."

#### **2. Confidential Information**

This is all other information contained in the student's educational record and can be released only upon the written consent of the student. The Student Information Release Authorization form can be obtained by a student from the Business Office, Financial Aid Office, or Registrar's Office. The following exceptions as defined in the Family Educational Rights and Privacy Act of 1974, as amended, waive prior student consent:

- a. other school officials within the educational institution who have legitimate educational interests. Other school officials are defined as:
  - a person employed by the university in an administrative, supervisory, academic or research, or support staff position, including health and medical staff;

- a person appointed to the Board of Regents;
  - a person employed by or under contract to the university to perform a special task, such as the attorney or auditor; or
  - a student serving on an official committee, such as a disciplinary or grievance committee, or who is assisting another school official in performing his or her tasks.
  - a school official has a legitimate educational interest if the official is:
    - performing a task related to the student's education;
    - performing a task related to the discipline of a student;
    - providing a service or benefit relating to the student or student's family, such as health care, counseling, job placement, or financial aid; or
    - maintaining the safety and security of the campus.
- b. officials of schools to which the student seeks to transfer.
- c. the Comptroller General of the United States, the Secretary of Education, the administrative head of an educational agency, or state educational authorities.
- d. in connection with a student's application for, or receipt of, financial aid.
- e. state and local officials or authorities to which such information is specifically required to be reported under state statutes adopted prior to Nov. 17, 1974.
- f. organizations or educational agencies conducting legitimate research, provided no personally identifiable information about the student is made public.
- g. accrediting organizations.
- h. parents of a dependent student upon proof of dependency as defined by the Internal Revenue Code of 1954. Parents of international students are excluded.
- i. to comply with a judicial order or lawfully issued subpoenas, provided that the educational agency or institution makes a reasonable effort to notify the student of the order or subpoena in advance of compliance.
- j. in connection with an emergency when such information is necessary to protect the health or safety of the student or other persons.
- k. the result of any disciplinary proceeding conducted by the university against an alleged perpetrator of a crime of violence to the alleged victim of that crime.

Confidential information shall only be transferred to a third party, however, on the condition that such party will not permit any other party to have access to the information without the written consent of the student.

Original credentials with which a student applies for admission or readmission to USAO become the property of the university, are assembled in a permanent student folder, and are not released to anyone. The file contents are made available **only** to those persons properly authorized to receive confidential information and only in consultation with a professional staff member in the Registrar's Office.

Although the permanent academic record is a cumulative record compiled by the student, the Registrar is the officer of the institution charged with responsibility for its accuracy and safekeeping. Accordingly, the student folder and the permanent cumulative academic record are not available to anyone for removal from the Registrar's assigned depository.

More information concerning this policy may be obtained by contacting the Registrar's Office.

Attempts by other individuals or organizations to access student records without the express written consent of the student are considered a violation of university policy/federal law. Examples of violations include but are not limited to: 1) illegally accessing information from student or faculty information terminals; 2) misrepresentation to obtain another student's transcript, semester grades, or class registration; 3) using a student's ID number without his/her permission to gain access to other university services.

### **3. Procedures to Inspect Education Records**

Students may inspect and review their education records upon request to the appropriate records custodian or appropriate university staff person. Refer to the section within this policy that defines the type of records along with the location and name of the custodian.

Students should submit to the records custodian or an appropriate university staff person a written request which identifies as precisely as possible the record or records he or she wishes to inspect.

The records custodian or appropriate university staff person will make the needed arrangements for access as promptly as possible and notify the student of the time and place where the records may be inspected. Access must be given in 45 days or less from the date of receipt of the request.

When a record contains information about more than one student, the student may inspect and review only the records which relate to him or her.

#### **4. Limitations on Right of Access**

The university reserves the right to refuse to permit a student to inspect the following records:

- a. the financial statement of the student's parents.
- b. letters and statements of recommendation for which the student has waived his or her rights of access, or which were maintained before January 1, 1975.
- c. records related to an application to attend the University of Science and Arts of Oklahoma if that application was denied.
- d. those records which are excluded from the FERPA definition of education records.

#### **5. Refusal to Provide Copies**

The university reserves the right to deny students copies of their educational records, including transcripts, not required to be made available by the FERPA in the following situations:

- a. the student has an unpaid financial obligation to the university.
- b. there is an unresolved disciplinary action against the student.
- c. the education record requested is an exam or set of standardized test questions.

### **STUDENTS RIGHT-TO-KNOW**

The University of Science and Arts of Oklahoma is pleased to provide information regarding our institution's graduation/completion rates, in compliance with the Higher Education Act of 1965, as amended. Complete information is available at the following web address:

*<http://usao.edu/infoervices/student-right-know-information>*

Paper copy is available upon request by contacting the Office of Information Services, 405-574-1245.

### **STUDENT LIABILITY AND RESPONSIBILITY**

Whether enrolled in an on-campus class or in a USAO internship, independent study program, practicum course, or activity involving domestic or foreign travel, students are responsible for their own medical treatment and are liable for their own actions. In the event of an injury or illness while participating in a USAO-sponsored activity, USAO cannot approve a claim for treatment or reimbursement. Information on insurance is available in the Office of the Vice President for Business and Finance. Also, a number of reasonably priced insurance policies are available from the private business sector. We strongly encourage students to obtain the appropriate coverage. Students who participate in intercollegiate athletics must have primary insurance in force before practice begins.



## PROGRAMS OF STUDY

“Major” is short for “major field” or “major area of study.” It is the term used to describe the area of human activity in which a student plans to specialize. USAO is dedicated to liberal education, and in this usage "liberal" means "broad" and has no political connotation. USAO students attain this broad education through a blend of required IDS courses, courses in a major, and elective courses. After this experience, each student will emerge with a strong interdisciplinary background which allows an understanding of how one’s field relates to others. Making these connections is a great concept, one reflecting USAO's dedication to the total development of the individual student.

The educational program at USAO also derives from the belief that no student should be deprived of the opportunity that only a liberal education makes possible. Therefore, the programs leading to a Bachelor of Arts, Bachelor of Science or Bachelor of Fine Arts degree have been designed to provide depth and breadth in knowledge. USAO's interdisciplinary program combines traditional lines of thought into more meaningful patterns and relationships, teaching students how to synthesize diverse information and make creative, pragmatic decisions.

Each student entering the university chooses the discipline in which he or she wishes to major; but all students, regardless of major, will take part in a common core of courses called Interdisciplinary Studies, or IDS. It is a core which has evolved after much study of the nation’s finest colleges and of the present and future trends in higher education in this nation. With IDS at its heart, the total USAO program is truly an exciting and stimulating experience.

### DEGREES

#### **Bachelor of Arts**

The Bachelor of Arts degree will be conferred on students who have completed the prescribed course of study with a major elected from the following: art, communication, English, economics, history, multidisciplinary studies, music, political science, public policy, sociology, and theatre arts.

#### **Bachelor of Science**

The Bachelor of Science degree will be conferred on students who have completed the prescribed course of study with a major selected from the following: biology, business, chemistry, early childhood education, education of the deaf, elementary education, mathematics, natural science, physical education, physics, psychology, and speech pathology.

#### **Bachelor of Fine Arts**

The Bachelor of Fine Arts degree will be conferred on students who have completed the prescribed course of study in art.

#### **Second Bachelor's Degree**

A second bachelor’s degree may be awarded to a student who meets the following conditions:

1. Completion of the general and specific requirements for the degree sought.
2. Selection of a major area of study different from that of the first degree.
3. Completion of a minimum of 30 hours of credit in residence at USAO after all requirements for the first degree have been met.

### MULTIDISCIPLINARY STUDIES

The Multidisciplinary Studies major (MDS) allows capable students to customize their degree plans under the guidance of well qualified faculty advisors. This program embodies the interdisciplinary, liberal arts ideals of USAO by encouraging select students to explore a wider breadth of curricular possibilities, combine areas of knowledge in unique and interesting ways, thus promoting cross disciplinary connections between students and faculty alike. Entrance and program requirements for the MDS are as follows:

- Applicants must have completed 15 hours of college coursework and have a minimum GPA of 2.50
- Current USAO students must apply for the MDS major before completing 60 hours of coursework
- Transfer students must apply for the MDS major before completing 31 hours at USAO

- Students accepted into the MDS major must maintain a GPA of 2.50 to continue in the program
- Students must be approved for acceptance into the MDS major by the MDS Advisory Committee

The application process for the MDS includes:

- Submitting a statement of purpose essay describing the interdisciplinary nature of the proposed course of study, and ways in which a multidisciplinary major best serves the student's needs and goals.
- Filling out an inventory of disciplinary interests and experiences.
- Drafting a proposed degree plan identifying selected areas of concentration and coursework
- Examination of application materials by the MDS Advisory Committee.
- Once approved, the student will be assigned a principal advisor, either a member of the MDS Advisory Committee, or a faculty member in one of the proposed areas of concentration.

### Multidisciplinary Studies Major:

IDS Core: 46 hours

Multidisciplinary Studies Coursework: 45 hours

Electives: 33 hours

Multidisciplinary Studies coursework and electives are determined by the student and principal advisor. MDS coursework may be distributed among a variety of disciplines or may fall into two or more concentrations. Electives may be necessary to satisfy prerequisites for coursework in some disciplines. Fifty percent of the MDS coursework must be upper level courses.

Each program of study is individualized for MDS students. Faculty advisors will record degree progress using customized MDS checksheets.

The IDS core is not required of transfer students with an associate degree, though some courses may be recommended. All MDS majors must enroll for Senior Seminar and complete a multidisciplinary Senior Seminar paper or project.

## **TEACHER CERTIFICATION**

USAO offers 11 programs in teacher certification, including art, physical education (PHED), language arts (English), math, music (vocal and/or instrumental), science, social studies, elementary, early childhood, and deaf education. Major requirements for a teaching certificate in these areas can be found on the respective program's checklist and in the *Teacher Education Handbook*.

Students enrolling in PK-12 and for secondary education certification should understand that these are only certification programs, not degree programs. PK-12 (art, music, deaf education and physical education) and secondary education (language arts, math, science, and social studies) students must also satisfy the requirements for their degree areas. Students should consult the area advisor for the degree and certification checklists.

All USAO teacher certification programs are nationally recognized and are accredited by both Oklahoma's Office of Educational Quality and Accountability and the Council for the Accreditation of Educator Preparation. The *Teacher Education Handbook*, available from the USAO Bookstore, provides further information concerning the program and its requirements.

Information about required certification tests can be obtained from the Teacher Education Office or a teacher education faculty member.

All certification programs include a foreign language competency requirement and completion of a professional portfolio.

All requirements for teacher certification programs are subject to change if new requirements are established by the Oklahoma State Board of Education, the Oklahoma State Regents for Higher Education, Oklahoma's Office of Educational Quality and Accountability, or the Oklahoma state legislature.

### Teacher Certification in K-12 and Secondary Education

USAO does not offer degrees in K-12 or Secondary Education. However, students may obtain teaching certificates in the academic areas of: art, physical education (PHED), language arts (English), math, music (vocal and/or instrumental), science, and social studies. Major requirements for a teaching certificate in these areas can be found on the respective program check sheet and in the *Teacher Education Handbook*. See your advisor for a program check sheet and the specific requirements for the certification program in these areas.

### Teaching Certificate Programs

USAO has approved programs for teaching certificates in the following areas:

PK-3 Certificate .....	Early Childhood Education
1-8 Certificate.....	Elementary Education
Elementary-Secondary Certificate (Grades PK-12) .....	Art, Physical Education, Music
Secondary Certificate (Grades 5-12).....	Mathematics
Secondary Certificate (Grades 6-12).....	English, Science, Social Studies
Special Education Certificates (Grades PK-12).....	Education of the Deaf

### Admission to Teacher Education

Students declaring an interest in teacher education should enroll in “Orientation to Teaching,” a course designed to acquaint them with the many facets of teaching as a profession. Upon completion of the minimum requirements, the student makes formal application to enter the Teacher Education Program. Applications are available in the Teacher Education Office.

Minimum requirements for admission to Teacher Education are:

1. completion of 30 semester hours;
2. an overall GPA of 2.50, and 2.50 for the last 24 semester hours;
3. successful completion of the following courses with a grade of "C" or better:  
IDS 1013, Rhetoric and Critical Thinking  
IDS 1113, Writing I  
IDS 1213, Writing II  
IDS 1223, Mathematics in the Modern World  
or their equivalents;
4. completion of the Oral English and Speech Screening;
5. recommendations by three faculty members and one public school teacher or administrator;
6. satisfaction of the Admission Test requirement; and
7. satisfaction of the English proficiency requirement.

### Requirements for the Professional Trimester (Student Teaching)

For student-teaching approval, an overall average GPA of 2.50 on coursework is required, with an average of 2.75 in the major area. Other requirements are listed in the *Teacher Education Handbook*.

### Certification Requirements

Students may qualify for an initial Oklahoma teaching certificate if they:

1. complete a teacher certification program,
2. pass the Oklahoma General Education Test (OGET), the Oklahoma Subject Area Test(s) (OSAT), and the Oklahoma Professional Teaching Exam (OPTE),
3. satisfy the requirement for foreign language competency,
4. submit an acceptable professional portfolio to the Director of Teacher Education, and
5. submit fingerprints for a background check to the Oklahoma State Department of Education.

### Teacher Education Background Check Policy

Recognizing that public trust is important to the education system and that those working with children are held to a high standard of conduct as well as knowledge and skill, the University of Science and Arts of Oklahoma has adopted the following Background Check Policy to assure our education partners that every effort is made to protect the safety of their students.

All college students enrolled in Clinical Level I classes are required to complete a criminal background check. Each student must be cleared through his/her background check before being allowed to begin the 20-hour classroom observation experience for Clinical I/Practicum I. Refusal to submit to a background check will result in the student's withdrawal from the course.

If the background check is not clear, that student will receive notification by letter and will be required to drop the course. He/she may not reenroll until cleared by the background check process.

It is emphasized that only the individual, the Director of Teacher Education, and the Coordinator of Clinical Experiences will have knowledge of the results of the background check. All results will be held in strict confidence and on a “need to know” basis.

Candidates enrolling in Clinical Level II classes will be required to sign an affidavit verifying that they do not have any convictions, outstanding criminal charges or warrants of arrest pending in Oklahoma or in any other jurisdiction.

Teacher candidates applying for the professional trimester will be required to submit to a criminal background check during the application process. Results must be obtained and on file in the Teacher Education office before a candidate will be allowed to report to his/her first assignment. If the candidate’s background check is not clear, the application for the Professional Trimester will be denied. Denial notification will be sent to the teacher candidate via certified letter. It should be noted that the teacher candidate will be ineligible for future professional trimester opportunities until a subsequent background check clears them.

### **Minor in Education**

A minor in education is available for a student pursuing a major in art, physical education, (English) language arts, mathematics, natural science, social studies or music. A student must be successfully admitted to the Teacher Education Program to be able to enroll in any 3000 or 4000 level Professional Education course.

16 hours including:

- EDUC 2002 Orientation to Teaching
- EDUC 2011 Level 1 Clinical Experiences
- EDUC 2022 Education of the Exceptional Child
- EDUC 2103 Human Growth and Development
- EDUC 3102 Educational Psychology
- EDUC 3203 School and Society
- EDUC 3211 Level 2 Clinical Experiences
- EDUC 4442 Classroom Management and Evaluation Theory

Plus, the Methods Course corresponding to the appropriate major: (2 or 3 or 4 hours)

- ART 3273
- PHED 3104
- ENGL 4763
- MATH 4463
- NCSI 4463
- HIST 4763
- MUSC 4552 or MUSC 4562 or MUSC 4572

### **Teacher Education Paraprofessional Option**

The federal reauthorization of the Elementary and Secondary Education Act (ESEA), also known as the “No Child Left Behind” Act, requires paraprofessionals working as teacher assistants in school districts to be highly qualified. Oklahoma’s Legislature recognizes that public school paraprofessionals play an important role in educating school children and in assisting teachers. An Oklahoma Title I Paraprofessional Credential is available to persons meeting the following requirements:

1. Has a high school diploma or GED diploma,
2. Has met a career development paraprofessional program approved by the State Board of Education, *and*
3. Has on file with the OSDE a current Oklahoma criminal history record from the OSBI as well as a National fingerprint-based criminal history record provided by the FBI.

The second requirement can be met by completing at least 48 hours of study at an institution of higher education. Successful completion of the following **Paraprofessional Core** of classes at USAO would prepare a candidate for employment as a paraprofessional in a school classroom or for Admission to the Teacher Education Program toward full teacher licensure:

IDS 1013	Rhetoric and Critical Thinking
IDS 1113	Writing I
IDS 1213	Writing II
IDS 1133	The Individual in Contemporary Society
IDS 1223	Math in the Modern World
IDS 2013	Physical Science
IDS 2023	Life Science
IDS 2133	American Civilization I
IDS 2143	American Civilization II
EDUC 2002	Orientation to Teaching
EDUC 2011	Level 1 Clinical Experiences
EDUC 2022	Education of the Exceptional
Child EDUC 2103	Human Growth and Development

Must satisfy computer proficiency.

13 hours of electives, recommended to include:  
Two trimesters of a foreign language (6-8 hours)  
5-7 hours in one area of interest,

i.e. candidates desiring to work with children in pre-school, elementary or middle school should consider:  
MATH 2113            Number Systems and Problem Solving and  
EDUC 2323            Foundations of Literacy

Applications for the credential are available from the Oklahoma State Department of Education.

### **Alternative Paths to Teacher Certification**

Although USAO believes that its teacher preparation programs are designed to produce effective, informed and reflective teachers, who are capable of independent practice and continued professional growth, alternative pathways to teacher certification are recognized. Currently Oklahoma's Alternative Placement Program and emergency certification are such pathways.

Candidates choosing to seek certification through Oklahoma's Alternative Placement Program can complete a degree program of their choice and apply to the Oklahoma State Department of Education for the Alternative Placement Program. Once accepted into the program, they can file with the Director of Teacher Education for permission to take professional education classes as required by the State Department of Education. Candidates holding Emergency Certification can file with the Director of Teacher Education for permission to take professional education classes as required by the State Department of Education.

## **PRE-PROFESSIONAL AND GRADUATE SCHOOL PREPARATION**

Information about entering graduate schools and pre-professional programs is available from faculty advisors in the specific academic areas. For example, a student interested in graduate study in physics should consult a USAO faculty member in that discipline. Because of the intimate size of the USAO campus, students never have trouble finding faculty and staff willing to help.

In many such programs, USAO has most or all of the coursework necessary to prepare a student for professional or graduate studies.

## INDEPENDENT STUDY

The independent study period in late April and May offers USAO students a unique chance to experience original, unconventional, and interdisciplinary projects. The term lasts five weeks, and students can earn five hours of credit toward a degree. Projects emphasize innovative educational approaches and individual creative learning, and many projects provide opportunities for intensive service learning activities. Past projects have included tours of Europe, attending and critiquing a series of Broadway plays in New York City, sponsoring Special Olympics competitions, writing and presenting poetry, building catapults from scratch to demonstrate principles of physics and engineering, camping in the Ozarks, following the trail of Lewis and Clark, constructing an elaborate kinetic sculpture, and producing documentary films. Topics and projects are limited only by the imaginations of students and faculty. Participation in Independent Study at USAO will almost assuredly produce insights beyond the classroom and memories for a lifetime.

Grading for independent study projects is on a Pass/No-Pass basis. Independent Study cannot be used to fulfill major requirements.

The independent study period can also be used as the initial path to USAO's Mentored Research (See Interdisciplinary Core Curriculum, Mentored Research section below).

### IS 3115 INDEPENDENT STUDY

Independent study in an individual project generally proposed by the student and approved by a faculty member and by the Academic Council. 5 hours.

### IS 3125 INDEPENDENT STUDY

Independent study in a group project generally proposed by a faculty member and approved by the Academic Council. 5 hours.

## INTERDISCIPLINARY CORE CURRICULUM

All universities have a general education core. Most require students to select from a cafeteria plan of lower division courses from various disciplines. USAO is distinctive in offering an interdisciplinary, liberal arts core that spans all four years of its students' academic careers. The Interdisciplinary core (IDS) includes two types of classes. There are skills courses that teach students to express themselves clearly in both speech and writing and to master skills in areas such as mathematics and critical thinking. In addition, there are also concept courses that emphasize the complexity and interconnectedness of the human world. The interdisciplinary nature of these courses means that they examine topics from multiple academic perspectives and just not from the viewpoint of a single field or specialization. To emphasize the broad, multi-faceted nature of the interdisciplinary approach, the concept courses are team-taught. This means that a course in *American Civilization*, for instance, might be taught by a historian and a literature professor who would examine issues of the American past, identity, and values from the perspectives of both their fields, using literature, art, and film to examine the American tradition, as well as more familiar lecture approaches.

These concept courses begin in the freshman year with IDS 1133: *The Individual in Contemporary Society*, which examines the human condition in the early twenty-first-century and the issues and responsibilities that individuals must face in the contemporary world. Later concept courses cover *Mathematics in the Modern World*, the *Physical and Life Sciences*, the nature of *American Civilization*, the development and impact of *World Thought and Culture*, and an overview of the history of *Political and Economic Systems and Theories*. A faculty-guided, independent Senior Seminar project provides a capstone experience that completes and closes USAO's undergraduate curriculum. Completion of the Mentored Research sequence (see Mentored Research section below) will substitute for the Senior Seminar.

## COURSE LISTINGS IN IDS (IDS)

### *Interdisciplinary Skills*

**9 hours**

#### IDS 1013 RHETORIC and CRITICAL THINKING

Rhetoric and Critical Thinking introduces critical thinking skills that form the basis of a liberal arts education, including logical structure, fallacies, and the processes of evaluating arguments. Skills are demonstrated through a variety of methods that will include oral presentation. 3 hours

- IDS 1113 WRITING I  
Extensive practice in writing, with emphasis on expository and persuasive essays based on a study of rhetoric and the writing process. Prerequisite: basic skills competence. 3 hours
- IDS 1213 WRITING II  
The writing of critical papers based on the study of drama, fiction, and poetry, together with practice in applying close reading techniques to literature. Prerequisite: grade of "C" or better in IDS 1113. 3 hours
- Artistic Expression (Fine and Performing Arts) 2 hours**  
Two hours must be successfully completed from any of the following: Art 1003, 1112, 1212, 1662, 2732  
English 2403  
Music 1021, 1031, 1041 (with permission of instructor only), 1051, 1061, 1081, 1102, 1203, 3212, 4901 (small ensemble)  
Photography 1023, 2133  
Theatre Arts 1121, 1203, 1403, 1801\*, 1802\*, 1803\* (\*Designated topics), 2303, 2902 (acting for non-majors), 2903 (acting for musical theatre, movement for stage, stage combat)
- Physical Expression 2 hours**  
Two hours must be successfully completed from the following:  
PHED 1011 and 1 hour of physical activity chosen from:  
PHED 1001, 1061, 1081, 1091, 1111, 1141, 1151, 1161, 1181, 1191, 1331, 2101
- Interdisciplinary Ideas (Team-Taught) 33 hours**
- IDS 1133 THE INDIVIDUAL IN CONTEMPORARY SOCIETY  
Introduces the major theories of human nature, individual behavior, and the meaning of society. Taught primarily from a psychology and sociology perspective, the course also utilizes other social sciences to allow students to consider the interplay of individuals and major social issues. 3 hours
- IDS 1223 MATHEMATICS IN THE MODERN WORLD  
Exploration of the structure, language, and thought processes of mathematics. Prerequisite: basic skills competence. 3 hours
- IDS 2011 FOUNDATIONS OF SCIENCE LAB  
An interdisciplinary laboratory offering experiments in both the biological and physical sciences. Satisfies the laboratory experience for mathematics education. Co-requisite: Foundations of Life Science – IDS 2023. 1 hour
- IDS 2013 FOUNDATIONS OF PHYSICAL SCIENCE  
IDS 2013 and 2023 should be taken in sequence. Introduction of basic concepts of the scientific method illustrated by the physical sciences of astronomy, physics, chemistry, and geology. Topics include the historical and philosophical development of these sciences and their relationship to modern concerns with technology, environment, and energy. 3 hours
- IDS 2023 FOUNDATIONS OF LIFE SCIENCE  
IDS 2013 and 2023 should be taken in sequence. Continuation of the study of the scientific method with illustrations from the life sciences. Topics include fundamental elements of life sciences, such as cell structure and function, classification systems and evolution, and their relationship to modern concerns with environment, genetics, and population dynamics. Prerequisite IDS 1223. 3 hours
- IDS 2133 AMERICAN CIVILIZATION (HISTORY/GOVERNMENT) I  
IDS 2133 and 2143 should be taken in sequence. Examination of American ideas and culture through 1877, the end of Reconstruction. The course explores the experiences of American peoples by focusing upon government; values; religious, social, and political concerns; and creative expressions. 3 hours
- IDS 2143 AMERICAN CIVILIZATION (HISTORY/GOVERNMENT) II  
IDS 2133 and 2143 should be taken in sequence. Examination of American ideas and culture from 1877, the end of Reconstruction to the present. The course explores the experiences of American

peoples by focusing upon government; values; religious, social, and political concerns; and creative expressions. 3 hours

IDS 2880 SPECIAL TOPICS  
Special topics in interdisciplinary studies. 1-4 hours (may be repeated). ELECTIVE CREDIT ONLY.

IDS 3223 POLITICAL AND ECONOMIC SYSTEMS AND THEORIES  
Examination of representative global political and economic theories and practices with emphasis on contemporary public policy alternatives for the United States. Includes a discussion of the relationship of geography to the development of political and economic systems and strategies. 3 hours

IDS 3313 WORLD THOUGHT AND CULTURE I  
IDS 3313, 3323, and 4333 should be taken in sequence. Examination of representative thought and expression of a number of world civilizations through the Second Century, C.E. The course focuses on significant achievements in architecture, art, theatre arts, literature, music, philosophy, religion, and science. 3 hours

IDS 3323 WORLD THOUGHT AND CULTURE II  
IDS 3313, 3323 and 4333 should be taken in sequence. Examination of representative thought and expression of a number of world civilizations from the Second Century, C.E. through the Seventeenth Century, C.E. The course focuses on significant achievements in architecture, art, theatre arts, literature, music, philosophy, religion, and science. 3 hours

IDS 4333 WORLD THOUGHT AND CULTURE III  
IDS 3313, 3323, and 4333 should be taken in sequence. Examination of representative thought and expression of a number of world civilizations from the Seventeenth Century, C.E. to the present. The course focuses on significant achievements in architecture, art, theatre arts, literature, music, philosophy, religion, and science. 3 hours

IDS 4522 SENIOR SEMINAR  
Synthesis of the interdisciplinary program by writing several short papers and completing a formal project. The project may integrate a student's major field with the IDS program. Prerequisite: completion of IDS courses below the 4000 level. 2 hours

IDS 4880 SPECIAL TOPICS  
Special topics in interdisciplinary studies. 1-4 hours (may be repeated). ELECTIVE CREDIT ONLY.

### **Mentored Research**

Mentored Research is an optional course of study that will satisfy the IDS requirement of IDS 4522 Senior Seminar. The program provides advanced experience in research and presentation methods and should result in sophisticated research projects suitable for conference presentation and/or professional publication. Completion will require a total of four credit hours but can take up to eight hours with repeated enrollment in IDS 4552. The program can be started in either the Fall or Spring term. The project title is added to the student transcript signifying the successful completion of a quality undergraduate research project, and students who complete the program are recognized at graduation.

To apply student must have:

1. GPA of 3.2 by the time student begins IDS 4462
2. At least 75 hours completed by the time student begins IDS 4462
3. A research-based course relevant to the project's field OR a letter from a professor familiar with the student's research experience affirming the student's preparedness for a large research project.

Mentor Professors may assign a research methods course as appropriate. Research courses may be taken concurrently with IDS 4462.

The following courses will be taken in sequence:



**IDS 4462 RESEARCH PROJECT I (Design)**

In consultation with the faculty mentor, the student will design and begin research/experimentation/data collection for a research project at the advanced undergraduate level. 2 hours

**IDS 4552 RESEARCH PROJECT II (IMPLEMENTATION)**

The student will complete the research project and prepare the results for presentation/peer review. The presentation requirement allows for flexible options including undergraduate research conferences, discipline meetings, publication, or a faculty committee. Once the faculty mentor approves the project for presentation, the student will forward the presentation plan to the Research Director.

If required, the Director will arrange a faculty committee to hear the presentation. The committee will send an evaluation of the project to the Director who will forward the recommendations to the faculty supervisor for final evaluation. Upon successful completion of IDS 4552 and the recommendation of the Director, the student will have the honor and project title added to the transcript. Prerequisite: IDS 4462. 2 hours (may be repeated for a total of 6 hours)

*To learn more about IDS, visit our IDS web page conveniently linked to the USAO homepage: [www.usao.edu](http://www.usao.edu).*

**MINOR IN LIBERAL ARTS (18 HOURS)**

Required Courses (12 hours)

IDS 3223 POLITICAL & ECONOMIC SYSTEMS & THEORIES  
IDS 3313 WORLD THOUGHT & CULTURE I  
IDS 3323 WORLD THOUGHT & CULTURE II  
IDS 4333 WORLD THOUGHT & CULTURE III

No courses can be substituted for these four IDS courses.

Additional Courses (6 hours)

These additional hours:

- Must be within the traditional liberal arts (pre-professional programs excluded)
- Cannot be courses that also count for credit within the required IDS Core Curriculum, including Artistic Expression courses
- Cannot also count for credit in either a major or another minor
- Must be approved by the student's advisor and the IDS Director

**Service Learning and Civic Engagement Course Components**

USAO's Service Learning courses allow the transcription of non-credit service-oriented undergraduate research, internships, practica, five-week independent studies, tutorials, capstone and senior projects, fieldwork, colloquia projects, and other community-based experiential learning activities. Parallel course numbers distinguish between faculty-designed course components (2710, 4710) and independent student projects (2720, 4720). These course numbers are:

**Faculty-designed course components**

SLCE 2710 – S-L course component (0 credit; Pass/No Pass; lower division) – [course name]

SLCE 4710 – S-L course component (0 credit; Pass/No Pass; upper division) – [course name]

Similar to the concurrent enrollment procedure for some required labs, the science colloquium, or required music program recital attendance, SLCE course components are listed as non-credit with pass/fail grading. If the SLCE component of a class is optional, students not participating in the project would not be required to enroll in the SLCE section of course. SLCE participation does not increase tuition costs or impact grade point averages. Instead they exist to record and encourage Service Learning opportunities for both faculty and students.

## Division of Arts and Humanities

### ART

The successful artist needs to develop personal qualities in three important areas: intellectual, philosophical, and technical strength; a liberal arts/“world view” educational background; and self-assured, creative, problem-solving ability. USAO’s art discipline created its program of studies around these three basic tenets. Our professionally staffed art courses are specifically designed to teach the visual language in a logical sequence. This program reinforces and broadens one's professional education, preparing students for successful careers. The emphasis on liberal arts at USAO is an emphasis on communication, and this department is devoted to aesthetic visual communication. USAO’s art discipline offers two degrees—a Bachelor of Arts and a Bachelor of Fine Arts—both in art, with concentrations in painting, sculpture, expanded media, graphics, ceramics, graphic design, computer graphics, photography, and printmaking. Art majors completing all requirements for Teacher Certification in Art will be recommended for Teacher Certification in the state of Oklahoma.

#### Bachelor of Arts in Art

Required Art Core (52 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
ART 1003	Beginning Drawing Studio I	3
ART 1013	Beginning Drawing Studio II	3
ART 1112	Design and Composition Studio I	2
ART 1122	Design and Composition Studio II	2
ART 1212	Ceramic Handbuilding	2
ART 1312	Sculpture Studio I	2
ART 2112	Figure Drawing Studio I	2
ART 2122	Figure Drawing Studio II	2
ART 2222	Pottery on the Wheel	2
ART 2322	Sculpture Studio II	2
ART 2413	Oil Painting and Composition Studio I	3
ART 3102	Watercolor and Composition I Studio	2
ART 3113	Graphic Design I	3
ART 3413	Oil Painting and Composition Studio II	3
ART 3513	Printmaking Studio I	3
ART 3523	Printmaking Studio II	3

Required Art Electives (choose 6 hours):

ART 3493	Ancient Art History	3
ART 4113	European Art History	3
ART 4223	History of 19th Century Art	3
ART 4433	History of 20th Century Art	3

**plus:**

- 3 hours of elected craft courses with approval of the art chair
- 4 hours of advanced level courses (studio concentration to be selected with approval of art chair)
- cumulative GPA of 2.50 in art for art majors.

#### Bachelor of Fine Arts

Students seeking the Bachelor of Fine Arts degree must meet the following requirements:

1. Students must have and maintain a cumulative GPA of 2.75 in art to complete degree.
2. Receive a satisfactory review of a portfolio presentation.
3. Make application for admission into the program when the student has second-year standing in art.
4. Complete the Bachelor of Fine Arts degree core of 54 hours in art. In conjunction with the Bachelor of Fine Arts degree core, students must work with their faculty advisor to develop an individualized studio concentration. This concentration requires a minimum of 29 hours of advanced level studio art courses in addition to the BFA core and art faculty approval. Students must maintain 3.00 GPA in concentration.
5. Students must present a professional quality exhibition for faculty review consisting of both technical and

conceptual maturation.

Required Bachelor of Fine Arts Degree Core (54 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
ART 1003	Beginning Drawing Studio I	3
ART 1013	Beginning Drawing Studio II	3
PHOT 2133	Digital Photography I	3
ART 1112	Design and Composition Studio I	2
ART 1122	Design and Composition Studio II	2
ART 1212	Ceramic Handbuilding	2
ART 1312	Sculpture Studio I	2
ART 2112	Figure Drawing Studio I	2
ART 2122	Figure Drawing Studio II	2
ART 2222	*Pottery on the Wheel <i>or</i>	
ART 2322	*Sculpture Studio II	2
ART 2413	Oil Painting and Composition Studio I	3
ART 3102	Watercolor and Composition Studio I	2
ART 3413	*Oil Painting and Composition II <i>or</i>	
ART 3122	*Watercolor and Composition II	2
ART 3113	Graphic Design I	3
ART 3123	Graphic Design/Computer Graphics	3
ART 3513	*Printmaking Studio I <i>or</i>	
ART 3523	*Printmaking Studio II	3
ART 3493	Ancient Art History	3
ART 4113	European Art History	3
ART 4223	History of 19th Century Art	3
ART 4433	History of 20th Century Art	3
ART 4453	Seminar: BFA Exhibition	3

\*Courses selected based on advisor's approval, also courses may be utilized in the advanced level requirements.

**Plus:** 29 hours of advanced-level studio art courses.

### **Bachelor of Arts in Art with Teacher Certification**

This program qualifies individuals to obtain an Oklahoma teaching certification and teach art in grades PreK-12. For a program checklist for teacher certification in art, students should consult the art education advisor. Students seeking teacher certification in art must meet the following requirements:

Professional Education Core (31 hours),  
Art Core (52 hours)  
ART 3273 Teaching Art in the Public School  
ART 1662 Jewelry (complete 2 or 3 hours of craft, required for teacher certification)  
2 semesters in Foreign Language

### **Minor in Art**

Required Courses (24 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
ART 1003	Beginning Drawing Studio I	3
ART 1013	Beginning Drawing Studio II	3
ART 1112	Design and Composition Studio I	2
ART 1122	Design and Composition Studio II	2
ART 1212	Ceramic Handbuilding	2
ART 1312	Sculpture Studio I	2
ART 2112	Figure Drawing Studio I	2
ART 2413	Oil Painting and Composition Studio I	3

**Plus:** 2 hours of art electives (with approval of discipline chair)

### Minor in Photography

*Program descriptions and course listings for the art photography minor immediately follow the course listings in art.*

### COURSE LISTINGS in ART (ART)

- 1003 BEGINNING DRAWING STUDIO I  
Parallel and angular perspective using basic drawing techniques representing the third dimension on a two-dimensional surface. Media used: pencil. For the beginner. Can be used for artist expression credit. 3 hours
- 1013 BEGINNING DRAWING STUDIO II  
Continuation of ART 1003. Introduction of color and media techniques. Prerequisite: ART 1003. 3 hours
- 1112 DESIGN AND COMPOSITION STUDIO I  
Elementary course in the principles of space, breaking in line, mass, and color with emphasis on the principles of space composition. Can be used for artist expression credit. 2 hours
- 1122 DESIGN AND COMPOSITION STUDIO II  
Continuation of ART 1112. Emphasizes color theory and application. Prerequisite: ART 1112. 2 hours
- 1212 CERAMIC HANDBUILDING  
Introductory course in the techniques of pottery making. Emphasizes handbuilding, skill development, and appreciation of three-dimensional form. Study of ceramic history and terminology is provided. Firing treatments include low-fire, reduction stoneware, and Raku. Can be used for artist expression credit. 2 hours
- 1312 SCULPTURE STUDIO I  
Clay modeling and plaster casting. Study of sculptural form, animal anatomy, pouring, firing, and coloring. 2 hours
- 1662 JEWELRY STUDIO I  
Metal forming, casting, soldering, raising, stone cutting, stone setting with emphasis on design craftsmanship. Can be used for artist expression credit. 2 hours
- 2112 FIGURE DRAWING COMPOSITION STUDIO I  
Study of human skeleton and muscles, sketches and finished drawing of live models; stress on pose, composition, and use of varied media. Prerequisite: ART 1013 *and* ART 1122. 2 hours
- 2122 FIGURE DRAWING COMPOSITION STUDIO II  
Sketches and finished drawing of live models; stress on pose, composition. Emphasis of varied media. Prerequisite: ART 2112. 2 hours
- 2222 POTTERY ON THE WHEEL  
Secondary course in pottery studio. Emphasizes developing skills on the potter's wheel. Glaze theory and formulation are studied. Prerequisite: ART 1212. 2 hours
- 2322 SCULPTURE STUDIO II  
Continuation of ART 1312. Emphasizes human head construction, including the skull, muscles, portrait bust, and casting. Prerequisite: ART 1312. 2 hours
- 2332 PERFORMANCE  
Introductory course utilizing the body as media, prosthetic and prop fabrication, video editing, as well as the exploration of historical and contemporary content. 2 hours

- 2333 EXPANDED MEDIA  
Introductory course in utilizing alternative materials to create both two and three-dimensional works of art. Critical applications will introduce both historical and contemporary theory surrounding the media of installation, temporal art, and architecturally relative art. 3 hours
- 2413 OIL PAINTING AND COMPOSITION STUDIO I  
The subject matter is to include still-life, landscape, and portraits. Emphasis would be on painting methods, composition, and color theory. Prerequisites: ART 1013 *and* ART 1122. 3 hours
- 2662 JEWELRY STUDIO II  
Secondary course in Jewelry. Continuation of Jewelry techniques: metal forming, casting, soldering, raising, stone cutting, stone setting with emphasis on design craftsmanship. Prerequisite: ART 1662 Jewelry I. 2 hours
- 2701 BUSINESS OF ART  
Introduction of the art student to the practical and theoretical concerns of the professional artist. 1 hour
- 2711 CREATIVITY  
Class is designed to analyze and engage the creative processes of the individual student regardless of academic rank or artistic experience. 1 hour
- 2732 STAINED GLASS  
An introductory class covering history, design theory, and basic construction procedures used in the production of stained glass. Can be used for artist expression credit. 2 hours (may be repeated for maximum of 4 hours, to include additional stained glass technologies, with emphasis on technical and conceptual development).
- 2880 SPECIAL TOPICS  
Special topics in the area of art. 1-4 hours (may be repeated).
- 2900 WORKSHOP  
A guided study in art under faculty supervision. Topics and methods of instruction may vary. 1-4 hours (may be repeated).
- 2990 TUTORIAL  
An independent study in art under faculty supervision. 1-4 hours (may be repeated).
- 3052 ADVANCED FIGURE DRAWING AND COMPOSITION STUDIO I  
Advanced drawing skills, techniques, media, and concepts with live model. Emphasis on pose and composition. Prerequisite: ART 2112. 2 hours
- 3062 ADVANCED FIGURE DRAWING AND COMPOSITION STUDIO II  
Continuation of advanced drawing skills, techniques, media, and concepts with live model. Emphasis on pose and composition. Prerequisite: ART 3052. 2 hours
- 3102 WATER COLOR AND COMPOSITION STUDIO I  
Subject matter unrestricted; attention to subject and composition in line, shape, value, color, texture, etc. Prerequisite: Second-year art standing. 2 hours
- 3113 GRAPHIC DESIGN I  
Orientation to typographical structures and design; layout, paste-up, and product presentation; 2-D illustration techniques and procedures. Prerequisite: Third-year art standing. 3 hours
- 3122 WATER COLOR AND COMPOSITION STUDIO II  
Subject matter unrestricted; attention to subject and composition in line, shape, value, color, texture, etc. Prerequisite: ART 3102. 2 hours

- 3123 **GRAPHIC DESIGN/COMPUTER GRAPHICS**  
An introduction to basic computer graphics technology, including terminology, Macintosh operating system, Raster/Vector software, 3D software, multimedia, and input/output devices. 3 hours
- 3133 **GRAPHIC DESIGN II**  
This course is designed to introduce the graphic design student to the basic design formats which are used in publication. Emphasis will be placed on considering graphic design as a fine art. Technological and conceptual development are an important consideration for grades. 3 hours
- 3143 **GRAPHIC DESIGN/COMPUTER ILLUSTRATION**  
This course is designed for the advanced graphic design student. The course will cover advanced graphic design, illustrational computer graphics software, and techniques. Technological and conceptual development are an important consideration for grades. Professional-level work ethic will be employed. Prerequisite: ART 3113 *or* portfolio equivalent. 3 hours
- 3153 **GRAPHIC DESIGN/ILLUSTRATION**  
This course is designed for the advanced art student. The course will cover advanced graphic design illustrational techniques such as airbrush and color markers. Technological and conceptual development are an important consideration for grades. Professional-level work ethic will be employed. Prerequisite: ART 3113 *or* portfolio equivalent. 3 hours
- 3233 **ADVANCED SCULPTURE STUDIO I**  
Advanced modeling or casting, or wood carving, or stone carving, or metal sculpture, or other contemporary media. Prerequisite: ART 2112 and ART 2322. 3 hours
- 3253 **ADVANCED EXPANDED MEDIA I**  
Advanced study area of interest addressing hybrid forms of media to control space through the use of two-dimensional, three-dimensional, and four-dimensional media. Advanced applications include conceptual and technical forms of multidisciplinary visual communication. Prerequisites: ART 1013, ART 1122, *and* ART 2333. 3 hours
- 3262 **PUBLIC SCHOOL ART**  
Studio art course for elementary education majors with emphasis on building confidence and experience in the skills of drawing, perspective, shading, color, and design. Application of right-brain theory to appropriate crafts for the elementary curriculum is provided. Prerequisite: admission to Teacher Education. 2 hours
- 3273 **TEACHING ART IN THE PUBLIC SCHOOL**  
Philosophy and methods of teaching art in the public school, kindergarten through grade 12, with emphasis on experience in lesson presentation and evaluation, and development of a personal philosophy of art education. Prerequisite: admission to Teacher Education. 3 hours
- 3343 **ADVANCED SCULPTURE STUDIO II**  
Continuation of advanced modeling or casting, or wood carving, or stone carving, or metal sculpture, or other contemporary media. Prerequisite: ART 3233. 3 hours
- 3353 **ADVANCED EXPANDED MEDIA II**  
Advanced study area of interest addressing embedded media and hybrid forms through two-dimensional, three-dimensional, and four-dimensional media. Advanced applications include conceptual and technical forms of multidisciplinary visual communication. Prerequisite: ART 3253. 3 hours
- 3413 **OIL PAINTING AND COMPOSITION STUDIO II**  
Subject matter would be unrestricted. Emphasis would be on painting methods, composition, and color theory. Course would include choice of subjects and composition in line, shape, value, color, and texture. Prerequisites: ART 2413. 3 hours

- 3443 ADVANCED CERAMICS STUDIO I  
Advanced mastery of ceramic medium through skills, including advanced handbuilding, throwing skills, glaze technology, techniques, concepts, historical and philosophical issues of the potter-artist. Prerequisite: ART 2222. 3 hours
- 3453 ADVANCED CERAMICS STUDIO II  
Continuation of advanced mastery of ceramic medium through skills, techniques, concepts, historical and philosophical issues of the potter-artist. Prerequisite: ART 3443. 3 hours
- 3463 ADVANCED OIL PAINTING COMPOSITION STUDIO I  
Advanced painting skills, techniques, and concepts. Prerequisite: ART 3413. 3 hours
- 3473 ADVANCED OIL PAINTING COMPOSITION STUDIO II  
Continuation of advanced painting skills, techniques, and concepts. Prerequisite: ART 3463. 3 hours
- 3493 HISTORY OF ANCIENT AND CLASSICAL ART  
History of painting, sculpture, and architecture: Prehistoric, Egyptian, Middle Eastern, Aegean, Greek, Etruscan, Roman, and Early Christian, Byzantine. Open to all students. Prerequisite: second-year standing *or* permission of the instructor. 3 hours
- 3513 PRINTMAKING STUDIO I  
Introduction of practical and conceptual application of process of relief and intaglio printing, emphasizing manual and photo-mechanical methods of printing in black and white, as well as color ink, technical ability, conceptual development, and media experimentation. 3 hours
- 3523 PRINTMAKING STUDIO II  
Introduces the art student to the practical and the conceptual applications of the silkscreen and Planographic printing processes. Emphasizes the manual and photographic methods of printing in black and white, as well as color ink, technical ability, conceptual development, and media experimentation. 3 hours
- 3663 ADVANCED JEWELRY/METALSMITHING I  
Advanced Jewelry/Metalsmithing techniques and exploration of design concepts and media. Prerequisite: ART 2662. 3 hours
- 3673 ADVANCED JEWELRY/METALSMITHING II  
Advanced Jewelry/Metalsmithing techniques and continued development of design concepts and media. Prerequisite: ART 3663. 3 hours
- 4102 ADVANCED WATERCOLOR AND COMPOSITION STUDIO I  
Subject matter unrestricted; attention to composition design and procedure. Prerequisite: ART 3122. 2 hours
- 4112 ADVANCED WATERCOLOR AND COMPOSITION STUDIO II  
Subject matter unrestricted; attention to composition design and procedure. Prerequisite: ART 4102. 2 hours
- 4113 HISTORY OF EUROPEAN ART  
History of painting, sculpture, and architecture: Carolingian, Ottonian, Romanesque, Gothic, Renaissance, Baroque, Rococo. Open to all students. Prerequisite: second-year standing *or* permission of instructor. 3 hours
- 4223 HISTORY OF NINETEENTH CENTURY ART  
History of painting, sculpture, and architecture: Neoclassicism, Romanticism, Realism, Impressionism, Post-Impressionism, Expressionism. Open to all students. Prerequisite: second-year standing *or* permission of instructor. 3 hours

- 4333 SEMINAR  
Advanced study in student's art area of interest. Prerequisite: all hours in the chosen area, permission of instructor, *or* third-year art standing. 3 hours (may be repeated).
- 4335 SEMINAR PROFESSIONAL CONCENTRATION  
Advanced study in student's art area of interest leading to a professional competence. Prerequisites: completion of all hours in chosen area *and* permission from instructor. 5 hours (may be repeated).
- 4433 HISTORY OF TWENTIETH CENTURY ART  
History of painting, sculpture, and architecture: Cubism, Futurism, Dadaism, Surrealism, Abstract Expressionism, Pop Art, Op-Art, Super-Realism, Conceptual Art, Funk Art, Performance Art, Earth Art. Recent developments since 1900. Open to all students. Prerequisite: second-year standing *or* permission of instructor. 3 hours
- 4453 SEMINAR: BFA EXHIBITION  
Preparation, production and completion of a BFA Exhibition. Capstone course to be taken the final semester, except for those receiving Teacher Certification. Prerequisite: completion of studio requirements and permission of advisor and the art chair.
- 4880 SPECIAL TOPICS  
Special topics in art. 1-4 hours (may be repeated).
- 4900 WORKSHOP  
Guided study in art under faculty supervision; various topics and methods of instruction. 1-4 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in art under faculty supervision. 1-4 hours (may be repeated).

### Minor in Art Photography

The successful photographer needs to develop personal qualities in three important areas: conceptual/technical strength; a liberal arts "world view"; and a self-assured creative problem-solving ability. USAO's photography minor program addresses all three issues, stressing both the practical and the theoretical. The photography courses are designed and offered in a logical sequence to build the strongest conceptual and technical photographic skills. The emphasis on liberal arts at USAO is an emphasis on communication, and the photography program is devoted to aesthetic visual communication.

Required Photography Core (20 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
ART 1112	Design and Composition Studio	2
PHOT 1023	Black & White Photography I	3
PHOT 2133	Digital Photography I	3
PHOT 3013	Graphic Arts Photography	3
PHOT 3123	Black & White Photography II	3
PHOT 3133	Digital Photography II	3
PHOT 4033	Digital Photography III	3
<i>or</i>		
PHOT 4133	Portfolio	3

### COURSE LISTINGS in ART PHOTOGRAPHY (PHOT)

- 1023 BLACK & WHITE PHOTOGRAPHY I  
This course is an introduction to beginning analog photography. Emphasis will be placed on basic manual 35mm camera operation, as well as elementary black and white film & paper processing techniques. Technical ability and conceptual growth will be stressed. Can be used for artist expression credit. 3 hours



- 2133 DIGITAL PHOTOGRAPHY I  
An introductory course orientating the photography student to basic digital photography workflows. This will include basic manual DSLR camera, programming, menu and export options. Technical ability and conceptual growth will be stressed. Can be used for artist expression credit. 3 hours
- 3013 GRAPHIC ARTS PHOTOGRAPHY  
An introduction to ortho film technology and contact printing, including film processing, screen texture, tonal separation, and contact printing as an art form. 3 hours (may be repeated)
- 3123 BLACK & WHITE PHOTOGRAPHY II  
A black and white analog photography course introducing medium format equipment. Emphasis will be placed on use of medium and large format cameras as well as lighting equipment and fiber base archival printing. Technical ability and conceptual growth will be stressed. Prerequisite: PHOT 1023. 3 hours
- 3133 DIGITAL PHOTOGRAPHY II  
An intermediate course used to further develop the photography students' camera control, image editing and outsource options. Technical ability and conceptual growth will be stressed. Prerequisite: PHOT 2133. 3 hours
- 4033 DIGITAL PHOTOGRAPHY III  
An advanced course used to further develop the photography students' camera control, image capture option, editing, and outsourcing. Technical ability and conceptual growth will be stressed. Prerequisite: PHOT 3133. 3 hours
- 4133 PORTFOLIO  
An advanced course used by the student to organize and produce an interview portfolio and support documentation. Technical and conceptual resolution to at least four professional categories will be stressed. This course requires minimum junior status *or* permission of instructor. 3 hours (may be repeated).

## COMMUNICATION

Communication, by its very nature, is interdisciplinary, requiring a broad understanding of human behavior; an awareness of the vast diversity, as well as the strong similarities, among humans and human cultures; the global nature of how humans are connected to each other; and the critical need to communicate accurately and ethically.

The goal of the USAO communication program is to teach students how to increase *shared* understanding, whether interpersonally, in small groups, in a public forum, or among millions through the mass media. Rather than the narrow view of a specialist, today's communication graduate must develop a broad perspective that allows him or her to create effective messages in oral, written, and visual form. This is the focus of the USAO program as students learn how, why, and with what effects humans communicate.

The curriculum is based on journalistic principles grounded in research and ethical application of theory in real-world situations. Courses in news reporting, public relations, public speaking, small group dynamics, mass media, graphic design, and photography prepare students for careers in virtually any arena or further study on the graduate level. In addition to the core communication courses that are required of all communication majors, the department also offers special topics and workshops that are generated by the interests of both students and instructor, such as broadcast production, television programming, and humor in communication.

### Bachelor of Arts in Communication

Required Communication Core (45 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
COMM 1003	Foundations of Communication Theory	3
COMM 1113	Mass Communication	3
COMM 2203	Persuasion	3
COMM 2313	News Reporting I	3

COMM 2323	News Reporting II	3
COMM 3203	Group Communication	3
COMM 3333	Practicum in Print Media	3
COMM 3513	Public Relations	3
COMM 4313	Ethical and Legal Issues in Communication	3
COMM 4403	Professional Speaking	3
COMM 4513	Communication Internships	3
COMM 4523	Communication Research	3
COMM 4533	Communication Senior Project	3
PHOT 2133	Digital Photography I	3
ART 3133	Graphic Design II	3

A minimum grade of "C" is required for all required courses in the communication major. At least 12 hours of non-communication electives are required for all communication majors. Forty hours of upper-level credit (3000- and 4000-level courses) are required to comply with state requirements. These courses may be taken in communication, electives, or IDS.

#### **Minor in Communication**

18 hours to be selected in consultation with minor advisor.

#### **COURSE LISTINGS in COMMUNICATION (COMM)**

- 1003 FOUNDATIONS OF COMMUNICATION THEORY  
Basic course for communication majors but open to all students. Provides overview of how communication works within individuals, interpersonally, in small and large groups in various formats. Assignments typically include classroom speeches and team projects. 3 hours
- 1113 MASS COMMUNICATION  
Basic course for communication majors, but open to all students. Provides overview of print and electronic media, Internet, public relations, advertising, music and film industry, including career possibilities and necessary skills. 3 hours
- 2100 COMMUNICATION COLLOQUIUM  
Non-credit course required six times during student's tenure at USAO. Students are required to attend six presentations of Senior Communication Projects, prepare formal reviews of their communication career goals by the end of their sophomore years, and attend seminars on various aspects of the communication profession, as scheduled. Pass/Fail. 0 hours
- 2203 PERSUASION  
Study and practice of persuasive principles that influence the belief and action of an audience. Assignments typically include classroom speeches of varying lengths. Prerequisite: COMM 1003 *or* permission of instructor. 3 hours
- 2330 NEWSPAPER WORKSHOP  
Practicum reporting for the student newspaper. Assignments typically include gathering and writing stories, layout of pages, photography, advertising sales. 1-3 hours (may be repeated)
- 2313 NEWS REPORTING I  
Basic theories of journalistic news gathering and writing, including inverted pyramid, leads, interviewing, quotations and attribution, journalistic research, press law and ethics, beat reporting, writing to deadlines, basic editing. *AP Stylebook*. Assignments typically include writing for the student newspaper. Prerequisites: Grade of "C" or better in Writing I and II (or permission of instructor) *and* computer literacy. Course is Macintosh-based. 3 hours

- 2323 NEWS REPORTING II  
Advanced reporting, special forms of journalistic writing, photojournalism, writing to deadlines. Students will be required to write and shoot photographs for student newspaper. Introduction to basics of newspaper layout. Prerequisites: COMM 2313, PHOT 2133. 3 hours
- 2502 INTRODUCTION TO VIDEO PRODUCTION  
This course will introduce the student to the basics of planning, shooting, and editing video, with an emphasis on creating professional-quality short “packages” for use online or as part of a larger “magazine-type” show. At the end of the course, students should know how to plan a story, shoot it, edit it to specific length, and put a title and credits on it. Specifically, students should be able to operate a high definition video camera, including the basic elements of sound and lighting; how to plan a video shoot that includes the elements of visual storytelling and appropriate interviewing techniques; how to digitize what they have shot; and how to edit the video into a polished package of (typically) 1-2 minutes, including basic graphic elements such as character generation for names and titles. 2 hours
- 2512 ADVANCED VIDEO PRODUCTION  
This course is a practicum in production, with emphasis on creativity and deadlines. By the end of the course, the student should be able to shoot and edit programs of various lengths and types quickly and professionally and be able to demonstrate advanced post-production techniques, with an emphasis on animation, music, and other special effects. Students should also demonstrate their ability to work individually as well as being part of a team. This course assumes the student has successfully completed the requirements of the Introduction to Video Production course. 2 hours
- 2880 SPECIAL TOPICS IN COMMUNICATION  
Special topics in communication. 1-3 hours (may be repeated)
- 2900 COMMUNICATION WORKSHOP  
Guided practicum in communication activity under faculty supervision. Assignments may vary. 1-3 hours (may be repeated)
- 2990 TUTORIAL  
Independent study in communication under faculty supervision. Prerequisite: Permission of instructor. 1-3 hours (may be repeated)
- 3203 GROUP COMMUNICATION  
Theory of small group dynamics, including rules and norms, roles, and leadership styles. Assignments typically include several group projects and written analysis of each project. 3 hours
- 3333 PRACTICUM IN PRINT MEDIA  
Practicum in advanced reporting, editing, layout, photography, advertising, and business management, print production, circulation. Practicum prepares student for role as newspaper editor. Prerequisites: COMM 2313, COMM 2323, and PHOT 2133. 3 hours (may be repeated)
- 3513 PUBLIC RELATIONS  
Study of evolution of public relations as a profession and basic theories about public opinion, public relations research and writing, developing and maintaining effective relationships with various publics, types of public relations communication, ethical and legal issues, and crisis management. Emphasis on applying theory to practice. Assignments typically include creation of public relations materials for major class project, analysis of case studies, and paper on legal/ethical issues. Prerequisite: COMM 2313 or permission of instructor. 3 hours
- 4313 ETHICAL AND LEGAL ISSUES IN COMMUNICATION  
Study and discussion of ethics and laws that affect contemporary communication issues, especially those that support and/or limit American free speech principles. Prerequisite: Junior standing and major in communication or permission of instructor. 3 hours

- 4403 PROFESSIONAL SPEAKING  
Oral presentations in variety of formats and purposes. Emphasis on written and vocal expression. Prerequisite: COMM 2203 *and* major in communication *or* permission of instructor. 3 hours
- 4513 COMMUNICATION INTERNSHIP  
Practicum in professional communication. Student must work in "real-world" setting approved by academic advisor and internship supervisor. Prerequisite: Junior standing, communication GPA of at least 3.00, and approval of communication advisor. 1-3 hours (may be repeated)
- 4523 COMMUNICATION RESEARCH  
Readings in communication theory as discussed in scholarly and professional literature; analysis of arguments; oral and written responses to arguments, including organization of material and use of evidence, reasoning, language, and recognition of fallacies. Prerequisite: Junior standing *and* major in communication *or* permission of instructor. 3 hours
- 4533 COMMUNICATION SENIOR PROJECT  
Individual project developed and presented with written, visual, and oral elements. Course requirements include public presentation of project plus professional portfolio of (1) communication materials that reflect mastery of principles in communication courses, (2) master resume, and (3) statement of preparation for career goal(s). Prerequisite: Senior standing *and* major in communication. 3 hours
- 4880 ADVANCED SPECIAL TOPICS IN COMMUNICATION  
Special topics in communication taught at advanced levels. 1-3 hours (may be repeated)
- 4900 ADVANCED WORKSHOP FOR GROUPS  
Guided practicum in advanced communication activity under faculty supervision. Assignments may vary. 1-3 hours (may be repeated)
- 4990 ADVANCED TUTORIAL  
Advanced independent study in communication under faculty supervision. Prerequisite: Permission of instructor. 1-3 hours (may be repeated)

## ENGLISH

The English program at USAO is designed to offer students a broad base of knowledge in literature, composition, creative writing, and foreign languages. Emphasis is upon the power of words and their best use. English majors may choose from several concentrations, and their experience is further augmented by the opportunity to learn special tutorial skills in the Academic Writing Center and participate in individually designed practicums.

Graduates are well prepared for immediate careers in a variety of areas such as public school teaching, publishing and editing, and business writing. Those who elect to continue their studies in graduate school are especially well prepared to do so.

**IDS 1113 and 1213 (Writing I & II) must be successfully completed prior to enrolling in any English class.**

### **Bachelor of Arts in English**

Required English Core (39 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
ENGL 2313	American Literature I*	3
ENGL 2323	American Literature II*	3
ENGL 2333	American Literature III*	3
ENGL 3003	Shakespeare	3
ENGL 3213	British Literature I*	3
ENGL 3223	British Literature II*	3
ENGL 3233	British Literature III*	3
ENGL 3503	Rhetoric and Composition	3

ENGL 4003	Linguistic History	3
ENGL 4503	Critical Approaches to Literature (Not required for teacher certification) <i>*Choose 2 American and 2 British for a total of 12 hours.</i>	3

6 hours selected from:

ENGL 4103	Literary Genres	3
ENGL 4203	Literary Themes	3
ENGL 4303	Literary Figures	3
ENGL 4403	Literary Periods	3

9 hours selected from:

ENGL 2143	Technical Writing	3
ENGL 3113	World Literature I	3
ENGL 3123	World Literature II	3
ENGL 3133	World Literature III	3
ENGL 3403	Advanced Grammar	3
ENGL 3603	Composition Theory	3

Foreign Language Requirement: Competency at the intermediate level, generally met by taking and passing 16 hours of college course in the same language. Any substitutions must be approved by division chair.

### **Bachelor of Arts in English with Creative Writing Emphasis**

Required English Core (39 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
ENGL 2403	Introduction to Creative Writing	3
ENGL 3613	Beginning Poetry Writing	3
ENGL 3623	Beginning Fiction Writing	3
	<i>either</i>	
ENGL 4613	Advanced Poetry Writing	3
	<i>or</i>	
ENGL 4623	Advanced Fiction Writing	3
6 hours selected from:		
ENGL 2143	Technical Writing	3
ENGL 3113	World Literature I	3
ENGL 3123	World Literature II	3
ENGL 3133	World Literature III	3
ENGL 3403	Advanced Grammar	3
ENGL 3603	Composition Theory	3
9 hours selected from:		
ENGL 2313	American Literature I	3
ENGL 2323	American Literature II	3
ENGL 2333	American Literature III	3
ENGL 3003	Shakespeare	3
ENGL 3213	British Literature I	3
ENGL 3223	British Literature II	3
ENGL 3233	British Literature III	3
6 hours selected from:		
ENGL 3503	Rhetoric & Composition	3
ENGL 4003	Linguistic History of the English Language	3
ENGL 4503	Critical Approaches to Literature	3
6 hours selected from:		
ENGL 4103	Literary Genres	3
ENGL 4203	Literary Themes	3
ENGL 4303	Literary Figures	3

ENGL 4403	Literary Periods	3
-----------	------------------	---

**Bachelor of Arts in English with Teacher Certification**

This program qualifies students to obtain an Oklahoma teaching certificate and teach language arts in grades 6-12. For a program checklist for teacher certification in English, students should consult the English education advisor.

Required Professional Education Core (34 hours)

Required English Core *plus* ENGL 4773 (42 hours),

*including:*

ENGL 3403	Advanced Grammar	3
ENGL 3603	Composition Theory	3
ENGL 4773	Practicum in English	3
<i>and 3 hours from one of the following:</i>		
ENGL 2143	Technical Writing	3
ENGL 3113	World Literature I	3
ENGL 3123	World Literature II	3
ENGL 3133	World Literature III	3

**Minor in English**

English courses which, with approval of one's advisor, can fulfill the 18 hour requirement:

ENGL 2143	Technical Writing	3
ENGL 2313	American Literature I	3
ENGL 2323	American Literature II	3
ENGL 2333	American Literature III	3
ENGL 2403	Introduction to Creative Writing	3
ENGL 3003	Shakespeare	3
ENGL 3113	World Literature I	3
ENGL 3123	World Literature II	3
ENGL 3133	World Literature III	3
ENGL 3213	British Literature I	3
ENGL 3223	British Literature II	3
ENGL 3233	British Literature III	3
ENGL 3403	Advanced Grammar	3
ENGL 3503	Rhetoric and Composition	3
ENGL 3603	Composition Theory	3
ENGL 3613	Beginning Poetry Writing	3
ENGL 3623	Beginning Fiction Writing	3
ENGL 4003	Linguistic History	3
ENGL 4503	Critical Approaches to Literature	3
ENGL 4103	Literary Genres	3
ENGL 4203	Literary Themes	3
ENGL 4303	Literary Figures	3
ENGL 4403	Literary Periods	3
ENGL 4613	Advanced Poetry Writing	3
ENGL 4623	Advanced Fiction Writing	3

**Minor in Creative Writing**

21 hours, including:

6 hours Literature, selected from:

ENGL 2313	American Literature I	3
ENGL 2323	American Literature II	3
ENGL 2333	American Literature III	3
ENGL 3113	World Literature I	3
ENGL 3123	World Literature II	3
ENGL 3133	World Literature III	3
ENGL 3213	British Literature I	
ENGL 3223	British Literature II	

ENGL 3233 British Literature III

12 hours Creative Writing:

ENGL 2403 Introduction to Creative Writing 3

ENGL 3613 Beginning Poetry Writing 3

ENGL 3623 Beginning Fiction Writing 3

ENGL 4613 Advanced Poetry Writing 3

*or*

ENGL 4623 Advanced Fiction Writing 3

3 hours Theory:

ENGL 3503 Rhetoric and Composition 3

*or*

ENGL 3603 Composition Theory 3

*or*

ENGL 4503 Critical Approaches to Literature 3

Creative writing courses in other disciplines such as Theater Arts and Film Studies may be substituted for ENGL courses at the same level upon approval of the minor advisor. Students should acquire approval for substitutions before enrolling.

### **Minor in Professional Writing**

18 hours, including:

ENGL 2403 Creative Writing 3

BADM 3223 Business Communication 3

*(Business majors substitute ENGL 2143 Technical Writing)*

ENGL 3403 Advanced Grammar 3

ENGL 3503 Rhetoric and Composition 3

*(English majors substitute ENGL 2143 Technical Writing)*

a course in professional communication 3

ENGL 2143 Technical Writing

*(English and Business majors must select one of the options below)*

*Or*

NSCI 2102 Scientific Writing

*And*

NSCI 2711 STEM Communication

*Or*

COMM 2313 News Reporting I

*Or*

COMM 2314 News Reporting II

a writing elective approved by the advisor 3

Choose from any other ENGL class, or other classes that have a significant writing component

Any substitutions in either minor must be approved by division chair.

### **COURSE LISTINGS in ENGLISH (ENGL)**

#### **0123 BASIC COMPOSITION SKILLS**

Skills in grammar and composition preparatory to IDS 1113 (Writing I); extensive practice in writing paragraphs and essays to help students attain control of sentence structure, punctuation, and other mechanics. 0 hours (no credit but tuition fee for 3-hour course).

#### **1013 ENGLISH FOR INTERNATIONAL STUDENTS I**

Principles of grammar and composition in English, basic English readings, and practice in conversation. 3 hours

- 1023 ENGLISH FOR INTERNATIONAL STUDENTS II  
Continuation of ENGL 1013. 3 hours
- 2143 TECHNICAL WRITING  
This course will focus on the analysis and creation of written documents for technical and transactional purposes. Students will study principles of collaboration, communication, and document design. Students will design technical documents such as informational brochures and flyers, write instruction manuals, conduct usability tests on instructions, write proposals, write grant applications. 3 hours
- 2313 AMERICAN LITERATURE I  
A survey of American literature to 1865. 3 hours
- 2323 AMERICAN LITERATURE II  
A survey of American literature from 1865 to 1945. 3 hours
- 2333 AMERICAN LITERATURE III  
A survey of American literature from 1945 to present day. 3 hours
- 2403 INTRODUCTION TO CREATIVE WRITING  
Introduction to the principles of writing short stories, longer fiction, and poetry. Pre-requisite: Grade of A or B in IDS 1213. 3 hours (may be repeated).
- 2880 SPECIAL TOPICS  
Special topics in language, literature, or writing. 1-6 hours (may be repeated).
- 2900 WORKSHOP  
A guided study in language, literature, or writing under faculty supervision; various topics and methods of instruction. 1-4 hours (may be repeated).
- 2990 TUTORIAL  
An independent study in language, literature, or writing under faculty supervision. 1-4 hours (may be repeated).
- 3003 SHAKESPEARE  
Shakespearean drama including comedies, history plays, and tragedies. 3 hours
- 3113 WORLD LITERATURE I  
Survey of the major works of the ancient world. 3 hours
- 3123 WORLD LITERATURE II  
Survey of the major works of world literature from 6th through 17th centuries. 3 hours
- 3133 WORLD LITERATURE III  
Survey of major works of world literature from 18th to 20th centuries, including all major literary movements. 3 hours
- 3213 BRITISH LITERATURE I  
The significant works in British literature to 1750, excluding Shakespeare's dramas. 3 hours
- 3223 BRITISH LITERATURE II  
The significant works in British literature from 1750 through 1900. 3 hours
- 3233 BRITISH LITERATURE III  
The significant works in British literature from 1900 to present day. 3 hours



- 3302 LITERATURE FOR YOUNG PEOPLE  
Survey of authors, illustrators, and genres of children's literature. Provides students with the opportunity to: (a) read and become familiar with literature written specifically for children and young adults, (b) teach lessons in literary skills commonly taught in grades K-12, and (c) develop and present examples of the various ways of encouraging and assessing children's responses to literature. 2 hours
- 3403 ADVANCED GRAMMAR  
Intensive study of English and American rhetoric and grammar with emphasis on modern usage. 3 hours
- 3503 RHETORIC & COMPOSITION  
Study of grammar and rhetoric with documented writings in literary criticism. Should be taken prior to the English seminars. 3 hours
- 3603 COMPOSITION THEORY  
For English majors seeking a secondary education certificate or planning to attend graduate school: survey of composition theory and pedagogy needed to successfully teach writing; topics include history of composition studies, composing process, philosophies and various approaches to composition study, collaborative learning, Writing Across the Curriculum, evaluation, and correlation between literature and writing. 3 hours
- 3613 BEGINNING POETRY WRITING  
Beginning Poetry Writing is an introductory course in reading and writing poetry. Course emphasizes critical reading as necessary to successful composition. Students will apply language, craft, and conventions to poetics to becoming effective original poets and critics. 3 hours
- 3623 BEGINNING FICTION WRITING  
Beginning Fiction Writing is an introductory course in reading and writing fiction. Course emphasizes critical reading as necessary to successful composition. Students will apply the language, craft, and conventions of fiction writing to becoming effective original fiction authors and critics. 3 hours
- 4003 LINGUISTIC HISTORY OF THE ENGLISH LANGUAGE  
Development of the English language to the present day. Prerequisite: 15 hours in English, *or* permission of instructor. 3 hours
- 4103 LITERARY GENRES  
A seminar on a single literary genre. Prerequisite: 15 hours in English *or* permission of instructor. 3 hours (may be repeated).
- 4203 LITERARY THEMES  
Seminar on a single or multiple literary themes. Prerequisite: 15 hours in English *or* permission of instructor. 3 hours (may be repeated).
- 4303 LITERARY FIGURES  
Seminar on one or more major literary figures. Prerequisite: 15 hours in English *or* permission of instructor. 3 hours (may be repeated).
- 4403 LITERARY PERIODS  
Seminar on particular period of literature. Prerequisite: 15 hours in English *or* permission of instructor. 3 hours (may be repeated).
- 4503 CRITICAL APPROACHES TO LITERATURE  
Introduction to major critical techniques currently employed in study of literature. 3 hours
- 4613 ADVANCED POETRY WRITING  
Advanced Poetry Writing is a workshop intensive course. Students will apply skills and knowledge developed in Beginning Poetry Writing to compose polished original poetry and participate in peer workshops. Pre-requisite: ENGL 3613. 3 hours

- 4623    **ADVANCED FICTION WRITING**  
Advanced Fiction Writing is a workshop intensive course. Students will apply skills and knowledge developed in Beginning Fiction Writing to compose polished original fiction and participate in peer workshops. Pre-requisite: ENGL 3623. 3 hours
- 4763    **TEACHING ENGLISH IN THE SECONDARY SCHOOL**  
Methods of teaching grammar, composition, and literature in secondary school. 3 hours (Education credit only). Prerequisite: admission to Teacher Education.
- 4773    **PRACTICUM IN ENGLISH**  
Practicum for students seeking teaching certificate in English or for English majors planning on graduate school. Students may observe and assist in planning and teaching a section of IDS 1113 *or* 1213; course must be completed no later than the trimester *preceding* student teaching. 3 hours
- 4880    **SPECIAL TOPICS**  
Special topics in language, literature, or writing. 1-6 hours (may be repeated).
- 4900    **WORKSHOP**  
Treatment of related topics and problems in literature. 1-6 hours (may be repeated).
- 4990    **TUTORIAL**  
Independent study in literature under faculty supervision. 1-4 hours (may be repeated).

**Minor in French (22 hours)**

Students must take the following courses:

1104 Elementary French I *and* 1114 Elementary French II (*or* 1118 Elementary French I & II)  
2004 Intermediate French I *and* 2014 Intermediate French II (*or* 2018 Intermediate French I & II)

Two upper-level courses taken at USAO with approval of French advisor:  
FREN 3203 / Phonetics and Conversation  
FREN 3213 / Composition and Advanced Grammar

**COURSE LISTINGS in FRENCH (FREN)**

- 1104    **ELEMENTARY FRENCH I**  
For students with no previous study of French: pronunciation; elements of grammar; conversation and composition based on situations in everyday life; reading of simple texts; laboratory activities. 4 hours
- 1114    **ELEMENTARY FRENCH II**  
Continuation of 1104. The completion of this course with a "C" or above satisfies the requirement of "exhibiting competency at the novice high level" for an Oklahoma teaching certificate. 4 hours
- 1118    **ELEMENTARY FRENCH I & II**  
Language saturation in elementary French. 8 hours
- 2004    **INTERMEDIATE FRENCH I**  
Intensive work in French pronunciation, speaking, understanding, and reading skill. 4 hours
- 2014    **INTERMEDIATE FRENCH II**  
Continuation of 2004. 4 hours
- 2018    **INTERMEDIATE FRENCH I & II**  
Language saturation in intermediate French. 8 hours
- 3203    **PHONETICS AND CONVERSATION**  
Overview of French phonetics in addition to conversation practice on various culture related topics. 3 hours

- 3213 COMPOSITION AND ADVANCED GRAMMAR  
Additional development of writing skills through practice and a comprehensive overview of grammar. 3 hours
- 4003 SURVEY OF LITERATURE I  
A survey of French and Francophone literature from the 18<sup>th</sup> to the 20<sup>th</sup> century. 3 hours
- 4013 SURVEY OF LITERATURE II  
A survey of French and Francophone literature from the Middle Ages to the 17<sup>th</sup> century. 3 hours
- 4770 PRACTICUM  
Practicum for students seeking teaching experience in French. Students may observe and assist planning and teaching a section of FREN 1104, FREN 1114, FREN 2004, *or* FREN 2014. 1-4 hours
- 4880 SPECIAL TOPICS  
Special topics in language, literature, or writing. 1-6 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in French under faculty supervision. 1-6 hours (may be repeated).

**Minor in Spanish (22 hours)**

Students must take the following courses:

1104 Elementary Spanish I *and* 1114 Elementary Spanish II (*or* 1118 Elementary Spanish I & II) 2004 Intermediate Spanish I *and* 2014 Intermediate Spanish II (*or* 2018 Intermediate Spanish I & II)

Two upper-level courses taken at USAO with approval of Spanish advisor.

SPAN 3203 / Phonetics and Conversation

SPAN 3213 / Composition and Advanced Grammar

**COURSE LISTINGS in SPANISH (SPAN)**

- 1104 ELEMENTARY SPANISH I  
For students with no previous study of Spanish: pronunciation, elements of grammar, conversation and composition based on situations in everyday life, reading of simple texts, laboratory activities. 4 hours
- 1114 ELEMENTARY SPANISH II  
Continuation of 1104. The completion of this course with a "C" or above satisfies the requirement of "exhibiting competency in a foreign language at the novice high level" for an Oklahoma teaching certificate. 4 hours
- 1118 ELEMENTARY SPANISH I & II  
Language saturation in elementary Spanish. 8 hours
- 2004 INTERMEDIATE SPANISH I  
Intensive work in Spanish pronunciation, speaking, understanding, and reading skills. 4 hours
- 2014 INTERMEDIATE SPANISH II  
Continuation of 2004. 4 hours
- 2018 INTERMEDIATE SPANISH I & II  
Language saturation in intermediate Spanish. 8 hours
- 3203 PHONETICS AND CONVERSATION  
Overview of Spanish phonetics in addition to conversation practice on various culture related topics. 3 hours

- 3213 COMPOSITION AND ADVANCED GRAMMAR  
Additional development of writing skills through practice and comprehensive overview of grammar.  
3 hours
- 4003 SURVEY OF LITERATURE I  
A survey of Spanish and Spanish-American literature from the 18<sup>th</sup> to the 20<sup>th</sup> century. 3 hours
- 4013 SURVEY OF LITERATURE II  
A survey of Spanish and Spanish-American literature from the Middle Ages to the 17<sup>th</sup> century. 3 hours
- 4770 PRACTICUM  
Practicum for students seeking teaching experience in Spanish. Students may observe and assist planning and teaching a section of SPAN 1104, SPAN 1114, SPAN 2004, *or* SPAN 2014. 1-4 hours
- 4880 SPECIAL TOPICS  
Special topics in language, literature, or writing. 1-6 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in Spanish under faculty supervision. 1-6 hours (may be repeated).

## MUSIC

The purpose of the USAO Music Department is to train effective, passionate, and curious musicians. The Music Department serves students interested in music as a major as well as students for whom music is a secondary passion. Through coursework that is both challenging and nurturing, the Music Department achieves this goal by offering the following:

1. Study in the specific fields of music education, performance, and music business; a music minor; coursework and ensembles for Artistic Expression
2. A learning environment that includes music coursework, private instruction, and large and small music ensembles
3. Opportunities for creative work within music courses such as lesson planning, composition, and arranging
4. Performance opportunities in public recitals and large and small ensembles (both open and auditioned)
5. Education by full-time faculty who have all obtained the terminal degree in their field and part-time faculty with significant professional and educational experience in their field
6. Student-centered curricula and individualized attention

A Bachelor of Arts degree in music focuses on music in the context of a broad program of liberal arts studies. Students completing the music program will be effective performers, achieve proficiency in musical literacy, apply knowledge of musical concepts by performing and creating music, and demonstrate achievement of performance competence in their area of specialization. The Music Department also offers courses and ensembles for the general student population which count as Artistic Expression and support the liberal arts curriculum:

The following music courses qualify for Artistic Expression: MUSC 1021 (Class Voice), MUSC 1031 (Class Piano), MUSC 1102 (Music Fundamentals), MUSC 1203 (The Enjoyment of Music), MUSC 3212 (Survey of World Music), and Applied Studio Instruction (with permission of instructor).

The following music ensembles qualify for Artistic Expression: MUSC 1051 (Concert Choir) and MUSC 1081 (Concert Band). Advanced small ensembles (MUSC 4901) are eligible, but may require an audition.

Specific fields of study include:

- Bachelor of Arts with a major in music (with an emphasis in performance or music business)
- Bachelor of Arts in Music Education (with teacher certification and a specialization in vocal/choral or instrumental music)
- Minor in music

The following presents a general description of program requirements. Detailed information about music degree program policies and procedures are published in the USAO Music Student Handbook available from the Music Department and at <https://usao.edu/academics/major/music>.

### **Application for Admission to Music Programs of Study**

All students intending to major in music are required to audition on their primary instrument for the music faculty prior to acceptance into the music major.

At the end of the sophomore year all students declaring music as a major are assessed by the music faculty during the Progress and Skills Exam. Students who demonstrate that they have met competencies and are approved by the music faculty for further music study are officially declared music majors.

### **Applied Studio Instruction**

Music majors and minors must choose a primary specialization from the areas of voice, piano, guitar, brass, woodwinds, percussion, or composition. Music majors must complete leveling competencies while pursuing Applied Studio Instruction in their area of specialization. Music majors and minors must complete Applied Studio Instruction in secondary areas as appropriate to their chosen emphasis and area of specialization.

Only voice or piano may be selected as the primary area of specialization for students pursuing vocal/choral teacher certification. Any concert band instrument may be selected as the primary area of specialization for students pursuing instrumental teacher certification. Guitar may not be chosen as the primary area of specialization for any student pursuing teacher certification.

### **Recital Attendance**

Student Recital Attendance (MUSC 2880) is a performance lab course which affords students the opportunity to gain valuable performance experience in front of their peers and to hear a variety of repertoire and genres. Enrollment in Recital Attendance is required as a lab component to all primary Applied Studio Instruction. Five trimesters, with a grade of Pass, are required for graduation.

### **Juries and Progress and Skills Exams**

Music majors and minors enrolled in primary Applied Studio Instruction must perform for the music faculty at the end of each fall and spring trimester of enrollment. Music majors must demonstrate forward progress based on leveling competency criteria.

### **Ensemble Participation**

Continuous enrollment in a major ensemble for at least 6 hours is required of all music majors. Music majors who choose voice as their primary area of specialization must enroll in MUSC 1051 (Concert Choir). Music majors who choose woodwinds, brass, or percussion as their primary area of specialization must enroll in MUSC 1081 (Concert Band). Students who choose guitar or composition as their primary area of specialization may choose either Concert Choir or Concert Band as their major ensemble. Continuous enrollment in a major ensemble is recommended beyond the required 6 hours. Music scholarship recipients must enroll continuously in the designated major ensemble.

### **Piano Proficiency**

All music majors must demonstrate piano proficiency prior to graduation. Students must meet minimum requirements for technique, keyboard harmony, harmonization, transposition, repertoire performance, accompanying, sight-reading, and improvisation.

### **Academic Requirements**

Music majors emphasizing in performance or music business must maintain a cumulative GPA of 2.00. Music majors emphasizing in teacher certification must maintain a 2.75 GPA in music coursework and a 3.00 GPA in Liberal Arts and Science Coursework. Music scholarship recipients must maintain a cumulative GPA of 3.00.

Certain music courses must be completed in sequence. Students must achieve a grade of "C" or better in these courses in order to demonstrate competence in course material and to progress to the next course in the sequence. Music courses that must be completed in sequence are MUSC 1031, 1111, 1113, 1121, 1123, 2031, 2103, 2113, and 3102.

### **Senior Recital**

Music majors emphasizing in Teacher Education or Performance must present a senior recital or recital project.

### **Music Comprehensive Portfolio and Exit Interview**

Prior to graduation, all music majors must compile and present a comprehensive portfolio of their work. The purpose of the portfolio is to collect and archive documents essential for graduate school, future employers, or other professional purposes. It also serves as a review of the scope of a student's progress during their time in the program and is the synthesis of a student's undergraduate career. The portfolio is presented at the time of the Exit Interview. The purpose of the Exit Interview is to review the Comprehensive Portfolio and to solicit from graduates of the program recommendations for continued assessment of the Music Department.

### **Bachelor of Arts in Music with Emphasis in Performance *or* Music Business:**

The Bachelor of Arts in Music is a liberal arts degree with a selected emphasis in either performance or music business. The emphasis in performance is not a professional performance degree and is suited for students who plan to: 1) pursue graduate study in music; 2) pursue careers in music or music-related careers; 3) serve as music leaders in churches or communities or; 4) enter graduate professional programs, such as law school. The emphasis in music business allows students to develop their musical skills while acquiring theoretical and practical skills of the business industry. It is not a professional degree and is suited for students who seek a basic, comprehensive knowledge and skills foundation for work and growth in the music industry through a collegiate experience that includes the completion of a music degree.

#### **Required Musicianship Core (24 hours):**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MUSC 1111	Aural Skills Lab I (concurrent with MUSC 1113)	1
MUSC 1113	Music Theory I	3
MUSC 1121	Aural Skills Lab II (concurrent with MUSC 1123)	1
MUSC 1123	Music Theory II	3
MUSC 2103	Music Theory III	3
MUSC 2113	Music Theory IV	3
MUSC 3102	Forms and Analysis	2
MUSC 3303	Music History to 1750	3
MUSC 3313	Music History 1750-Present	3
MUSC 4102	Principles of Conducting	2

#### **Primary Applied Studio Instruction (7 hours)**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
	Primary Area Applied Studio Instruction	7
MUSC 2880	Recital Attendance (5 trimesters passed)	0

*Majors must choose a primary instrument from one of the following areas of specialization (18 hours):*

#### **Voice:**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MUSC 1051	Concert Choir	6
MUSC 3512	Voice Pedagogy	2
MUSC 3522	Diction for Singers	2
	Piano as a secondary instrument	4
	Music electives	4

#### **Piano:**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MUSC 2002	Accompanying	2
MUSC 2102	Applied Accompanying	1
MUSC 1051 <i>or</i>	Concert Choir <i>or</i>	6
MUSC 1081	Concert Band	
	Other Secondary Instruments	4
	Music electives	5

**Woodwind, Brass, Percussion, Guitar:**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MUSC 1021 <i>or</i>	Class Voice <i>or</i>	1
MUSC 1051	Concert Choir	
MUSC 1051 <i>or</i>	Concert Choir (only guitarists may select this option) <i>or</i>	6
MUSC 1081	Concert Band	
	Piano as a secondary instrument	4
	Other Secondary Instruments	2
	Music electives	5

**Composition:**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MUSC 1051 <i>or</i>	Concert Choir <i>or</i>	6
MUSC 1081	Concert Band	
	Piano as a secondary instrument	4
	Other Secondary Instruments	3
	Music Electives	5

*Majors must choose one of the following emphases: (29 hours)*

**Performance:**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
	Additional hours of primary Applied Studio Instruction	3
MUSC 4082	Senior Recital Project	2
MUSC 3122	Music Business	2
	General Education Electives (non-music)	22

**Music Business:**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
BADM 1503	Intro to Business	3
BADM 3223	Business Communication	3
BADM 3243	Principles of Marketing	3
COMM 1113	Mass Communication	3
MUSC 3122	Music Business	2
MUSC 3212	World Music	2
MUSC 3322	History of Pop Music in America	2
	Electives (BADM, ECON, ACCT, COMM, or other non-music courses)	11

**Bachelor of Arts in Music with Teacher Certification:**

This program qualifies individuals for an Oklahoma teaching certificate to teach music in grades PreK-12. For a program checklist for teacher certification in music, students should consult a music education advisor.

In addition to IDS requirements (46 hours), all students seeking certification in music must complete the required professional education core (28 hours), the required musicianship core (24 hours), primary Applied Studio Instruction (10 hours), and a specialization in either vocal/choral music education (22 hours) or instrumental music education (24 hours). At least two trimesters of summer enrollment are necessary to complete this program within four years.

Required Professional Education Core (28 hours) – All courses in the Teacher Education Sequence are required except Education Media and Technology (MUSC 3201 Music Technology is substituted).

**Required Musicianship Core (24 hours):**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MUSC 1111	Aural Skills Lab I (concurrent with MUSC 1113)	1
MUSC 1113	Music Theory I	3

MUSC 1121	Aural Skills Lab II (concurrent with MUSC 1123)	1
MUSC 1123	Music Theory II	3
MUSC 2103	Music Theory III	3
MUSC 2113	Music Theory IV	3
MUSC 3102	Forms and Analysis	2
MUSC 3303	Music History to 1750	3
MUSC 3313	Music History 1750-Present	3
MUSC 4102	Principles of Conducting	2

**Primary Applied Studio Instruction (10 hours)**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
	Primary Applied Instrument or Voice	8
	MUSC 2880 Recital Attendance (5 trimester passed)	0
	MUSC 4082 Senior Recital Project	2

*Students must choose one of the following specializations:*

**Vocal/Choral Specialization (22 hours):**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MUSC 1051	Concert Choir	6
MUSC 3201	Music Technology	1
MUSC 3512	Voice Pedagogy	2
MUSC 3522	Diction for Singers	2
MUSC 4112	Choral Conducting	2
MUSC 4552	Elementary Music Methods	2
MUSC 4562	Secondary Vocal Methods	2
	Piano as a secondary instrument	4
	Music Electives	1

**Instrumental Specialization (24 hours):**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
	Brass, woodwind, percussion, strings (1 hour each)	4
	MUSC 1021 (Class Voice) <i>or</i> MUSC 1051 (Concert Choir)	1
MUSC 1081	Concert Band	6
MUSC 3201	Music Technology	1
MUSC 4552	Elementary Music Methods	2
MUSC 4572	Secondary Instrumental Methods	2
MUSC 4212	Instrumental Conducting	2
	Piano as a secondary instrument	4
	Music Electives	2

**Minor in Music**

The purpose of the Minor in Music is to raise the student's level of overall proficiency in music and to provide a comprehensive view of the discipline. A minimum of 21 hours is required to complete the minor and a minimum of 6 hours of upper division work is required. Students may choose courses from the categories of Music Theory, Music History, and Music Electives based on their previous knowledge and coursework.

**Music Theory (6 to 8 hours)**

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MUSC 1102	Music Fundamentals	2
MUSC 1111	Aural Skills I	1
MUSC 1113	Music Theory I	3



MUSC 1121	Aural Skills II	1
MUSC 1123	Music Theory II	3

Music History (3 hours)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MUSC 1203	The Enjoyment of Music	3
MUSC 3303	Music History to 1750	3
MUSC 3313	Music History 1750-present	3

Studio Instruction (3 hours of primary specialization, 1 hour of secondary specialization)

MUSC 2880, Recital Attendance (2 trimesters passed)

Major Ensemble (3 hours of either MUSC 1051 or MUSC 1081)

Electives (3 to 6 hours to be taken from the following)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MUSC 3122	Music Business	2
MUSC 3201	Music Technology	1
MUSC 3212	Survey of World Music	2
MUSC 3303	Music History to 1750 <sup>3</sup>	3
MUSC 3313	Music History 1750-present <sup>3</sup>	3
MUSC 3322	The History of Popular Music in America	2
MUSC 4102	Principles of Conducting <sup>3</sup>	2
MUSC 4112	Choral Conducting	2
MUSC 4212	Instrumental Conducting	2
MUSC 4562	Secondary Vocal Methods	2
MUSC 4572	Secondary Instrumental Methods	2
MUSC 4880	Special Topics in Music <sup>4</sup>	1
MUSC 4901	Small Ensemble <sup>5</sup>	1

### COURSE LISTINGS in MUSIC (MUSC)

- 1021 CLASS VOICE  
Class instruction in voice, designed for beginning voice student; includes group and individual instruction. Can be used for artistic expression credit. 1 hour (may be repeated).
- 1031 CLASS PIANO  
Class instruction in piano, designed for beginning piano student; includes group and individual instruction. Can be used for artistic expression credit. 1 hour (may be repeated).
- 1041 APPLIED STUDIO INSTRUCTION  
Instruction in piano, voice, woodwind, brass, percussion, guitar, strings or composition. Can be used for artistic expression credit. 1-3 hours (may be repeated).
- 1051 CONCERT CHOIR  
Performance experience in various choral styles. Open to students from all majors; no audition required. Can be used for artistic expression credit. 1 hour (may be repeated).
- 1061 CLASS GUITAR  
Designed for the beginning guitar student; group and individual instruction. Can be used for artistic expression credit. 1 hour

- 1081 CONCERTBAND  
Performance experience in various band music styles. Open to students from all majors; seating audition required. Can be used for artistic expression credit. 1 hour (may be repeated).
- 1102 MUSIC FUNDAMENTALS  
Study of staff, clefs, notation, scales, and musical terminology; analysis of simple rhythmic, melodic, and chordal structures; introduction to the keyboard and the singing of simple melodies. Can be used for artistic expression credit. 2 hours
- 1111 AURAL SKILLS I  
Reinforces topics of MUSC 1113. Emphasizes rhythmic reading; sight-singing; melodic, harmonic, and rhythmic dictation, and notation skills. Taken concurrently with MUSC 1113. 1 hour
- 1113 MUSIC THEORY I  
A course combining aspects of harmonic theory, sight singing, dictation, and keyboard approached through the study and analysis of music of the Baroque and Early Classical Periods. Co-requisite: MUSC 1111. 3 hours
- 1121 AURAL SKILLS II  
Continuation of content from MUSC 1111. Reinforces topics of MUSC 1123. Emphasizes rhythmic reading; sight-singing; melodic, harmonic and rhythmic dictation and notation skills. Taken concurrently with MUSC 1123. Prerequisite: MUSC 1111 with a grade of "C" or better. 1 hour
- 1123 MUSIC THEORY II  
Continuation of the study of harmonic theories, sight singing, dictation, and keyboard approached through the study and analysis of music of the Classical and Early Romantic Periods. 4 hours. Co-requisite: 1121. Prerequisite: MUSC 1113. Prerequisite: A grade of "C" or better in Music Theory I. 3 hours
- 1161 ORCHESTRAL STRINGS  
Elementary fundamentals and techniques in playing of stringed instruments. 1 hour
- 1171 ELEMENTARY WOODWIND TECHNIQUES  
Elementary fundamentals and techniques in playing of flute, oboe, bassoon, clarinet, and saxophone. 1 hour
- 1181 ELEMENTARY BRASS AND PERCUSSION TECHNIQUES  
Elementary fundamentals and techniques in playing of trumpet, trombone, French horn, tuba, and percussion instruments. 1 hour
- 1203 THE ENJOYMENT OF MUSIC  
Development of musical listening, recreating, and aesthetic skills through introduction to music literature; stresses active student participation. Can be used for artistic expression credit. 3 hours
- 2002 ACCOMPANYING  
Practical applications in piano accompanying with singer and instrumentalist; analysis of musical examples from representative music. Includes studio accompanying assignments and lecture time. 2 hours
- 2031 CLASS PIANO  
Class instruction in piano. Prerequisite: MUSC 1031 or equivalent. 1 hour (may be repeated).
- 2041 APPLIED STUDIO INSTRUCTION  
Instruction in piano, voice, woodwind, brass, percussion, guitar or composition. 1-3 hours (may be repeated).
- 2101 APPLIED ACCOMPANYING  
Specific assignments in piano accompanying in variety of settings, including recitals, ensembles, and private studio lessons. Practical experience in piano accompanying will include supervised classroom time for coaching and review. 1 hour

- 2103 MUSIC THEORY III  
Continuation of harmonic theory, sight singing, dictation, and keyboard with emphasis on chromatic movement through the late Romantic Period. Prerequisite: MUSC 1123 with a grade of "C" or better. 3 hours
- 2113 MUSIC THEORY IV  
Continuation of harmonic theory, sight singing, dictation, and keyboard with emphasis on counterpoint and music of 20th century. Prerequisite: MUSC 2103 with a grade of "C" or better. 3 hours
- 2222 MUSIC FOR ELEMENTARY TEACHERS  
Methods and materials applicable to teaching of public school music grades PreK-5. Designed for elementary certificate candidate. 2 hours
- 2880 RECITAL ATTENDANCE  
Lab component course to all primary applied studio instruction which affords students the opportunity to gain valuable performance experience in front of their peers and to hear a variety of repertoire and genres. Students must successfully pass 5 trimesters if music majors and 2 trimesters if music minors.
- 2900 WORKSHOP  
Guided study in music under supervision of a faculty member; topics and methods of instruction may vary. 1-4 hours (may be repeated).
- 2990 TUTORIAL  
Independent study in music under faculty supervision. 1-4 hours (may be repeated).
- 3041 APPLIED STUDIO INSTRUCTION  
Instruction in piano, voice, woodwind, brass, percussion, guitar, strings or composition. 1-3 hours (may be repeated).
- 3102 FORMS AND ANALYSIS  
Study of formal procedures in tonal music predominantly of the common practice era, beginning with phrase and small formal structures, and including large-scale forms such as sonata, rondo, contrapuntal genres, and vocal forms. Prerequisite: MUSC 2103 with a grade of "C" or better. 2 hours
- 3122 MUSIC BUSINESS  
An introduction to aspects of the music industry; marketing, administration, careers, publicity, financial management, resources, publishing, and recording. 2 hours
- 3201 MUSIC TECHNOLOGY  
An overview of sound reinforcement equipment, music recording techniques, computers, various music software, and the ability to combine these skills in performance or the classroom. 1 hour
- 3212 SURVEY OF WORLD MUSIC  
Survey of non-western music; music of Africa, Asia, the Pacific Islands, South America, as well as folk music from the Americas. The course provides study of indigenous instruments, the influence of music of other cultures, music practices, and listening skills. Can be used for artistic expression credit. 2 hours
- 3303 MUSIC HISTORY TO 1750  
Chronological study of history of western music from beginnings to 1750; includes aural and analytical recognition of instrumental and vocal literature. Prerequisites: MUSC 1113 and MUSC 1203, or permission of instructor. 3 hours
- 3313 MUSIC HISTORY, 1750-PRESENT  
Chronological study of history of western music from 1750 to present; includes aural and analytical recognition of instrumental and vocal literature. Prerequisites: MUSC 1113 and MUSC 1203, or permission of instructor. 3 hours

- 3322 THE HISTORY OF POPULAR MUSIC IN AMERICA  
Introduction to cultural and historic influences leading to developments in popular music in America, from early American folk music to pop, rock, and hip-hop music. The course introduces major contributors, developments and performers. 2 hours
- 3512 VOICE PEDAGOGY  
Introductory course in Vocal Pedagogy as it applies to singing. This course involves the study of the anatomy and physiology of the larynx, breathing mechanism, and skeletal structure as it relates to singing posture. The course includes the study of related topics such as phonation, resonance, vowel formants, registers, timbre and vocal health. It involves the practical application of these topics in teaching voice lessons. 2 hours
- 3522 DICTION FOR SINGERS  
Detailed study of the International Phonetic Alphabet as it applies to the fundamentals of enunciation and articulation in singing the Italian, English, Latin, French, and German languages. 2 hours
- 3611 OPERA SCENES  
Coaching, staging, and performing of various scenes and arias from opera, operetta, and musical theatre. Prerequisite: permission of instructor. 1 hour (may be repeated).
- 3800 PRACTICUM IN STUDIO TEACHING  
Gives students the opportunity to develop studio teaching skills by working with students privately and in groups in real teaching situations monitored by a professor.
- 4041 APPLIED STUDIO INSTRUCTION  
Instruction in piano, voice, woodwind, brass, percussion, guitar, strings or composition. 1-3 hours (may be repeated).
- 4082 SENIOR RECITAL PROJECT  
Instruction in piano, voice, guitar, woodwind, brass, percussion or composition, ending with recital. 2 hours
- 4102 PRINCIPLES OF CONDUCTING  
Problems of baton technique, score reading and interpretation, rehearsal technique, and musical style as they concern the conductor. Prerequisite: MUSC 3102. 2 hours
- 4112 CHORAL CONDUCTING  
Continuation of 4102 with emphasis on advanced choral conducting techniques. 2 hours
- 4212 INSTRUMENTAL CONDUCTING  
A continuation of 4102 with emphasis on advanced instrumental conducting techniques. 2 hours
- 4552 ELEMENTARY MUSIC METHODS  
Study of current methods, materials, and procedures used in teaching grades PreK-5 music. Development of teaching skills, assessment and evaluative systems will be emphasized. 2 hours
- 4562 SECONDARY VOCAL METHODS  
Study of current methods, materials, and procedures used in teaching grades 6-12 vocal music. Development of teaching skills, assessment and evaluative systems will be emphasized. 2 hours
- 4572 SECONDARY INSTRUMENTAL METHODS  
Study of current methods, materials, and procedures used in teaching grades 6-12 instrumental music. Development of teaching skills, assessment and evaluative systems will be emphasized. 2 hours
- 4880 SPECIAL TOPICS  
Special topics in the area of music. 1-4 hours (may be repeated).

- 4900 MUSIC WORKSHOP  
Treatment of related topics and problems in music. 1-6 hours (may be repeated).
- 4901 SMALL ENSEMBLE  
Advanced performance experience in one of several ensembles, including but not limited to Chamber Choir, Opera Scenes, Musical Theatre, or other vocal or instrumental ensembles. Audition may be required. Can be used for artistic expression credit. 1 hour (may be repeated).
- 4990 TUTORIAL  
Independent study in music under faculty supervision. 1-4 hours (may be repeated).

## PHILOSOPHY AND RELIGION

A minor in Philosophy and Religious Studies will prepare students for further graduate study in philosophy and religious studies or fields traditionally related to philosophy, such as law and other fields in the humanities.

### **Minor in Philosophy and Religious Studies**

18 hours, must choose at least one “topical course”, one “historical course”, and one upper division (junior or senior level) course.

#### **TOPICAL COURSE ELECTIVES:**

PRLG 1103 Logic  
PRLG 1233 Sign, Symbol, Myth  
PRLG 2103 Comparative Religion  
PRLG 2273 Ethics  
PRLG 2383 Aesthetics  
PRLG 2243 Philosophy of Religion  
PRLG 3213 Belief  
PRLG 3233 Religion and Violence  
PRLG 3433 Social and Political Philosophy

#### **HISTORICAL COURSE ELECTIVES:**

PRLG 2003 Introduction to Philosophy and Religious Studies  
PRLG 2213 Medieval and Modern Philosophical and Religious Thought  
PRLG 2223 19<sup>th</sup> and 20<sup>th</sup> Century Philosophy  
PRLG 3003 Greek and Roman Moral Philosophy

#### **UPPER-LEVEL COURSE ELECTIVES:**

PRLG 3203 The Idea of God from an Inter-Religious Perspective  
PRLG 4003 The Wisdom of Living  
PRLG 4013 Conversations Among Science, Philosophy, and Religion  
PRLG 4023 The Bible  
PRLG 4133 Symbolic Logic  
PRLG 4403 Advanced Seminar in Philosophy and Religion  
PRLG 4590 Honors Research  
PRLG 4990 Tutorial

### **COURSE LISTINGS in PHILOSOPHY and RELIGION (PRLG)**

- 1103 LOGIC  
Methods and principles used to distinguish correct from incorrect reasoning, including logical functions of language, the nature of logical argument, and methods of deduction and induction; emphasis on practical application. 3 hours
- 1233 SIGN, SYMBOL, AND MYTH  
Functions of sign, symbol, and myth in the life of humans as each may be observed to order and to organize human existence both individually and corporately. 3 hours

- 2003 **INTRODUCTION TO PHILOSOPHY AND RELIGIOUS STUDIES**  
 This course will survey some of the topics covered by philosophy and religious studies in the Western world from Ancient Greece to the present. It is also intended to illuminate the history of particular ideas and questions of the Western tradition. Some of these questions include, but are not limited to, the nature of truth, how one should act, how we come to possess knowledge, the nature of God and belief, and the meaning of life. 3 hours
- 2103 **COMPARATIVE RELIGION**  
 Survey of major religions of world civilizations, as well as ideologies which compete for human religious commitment; includes Judaism, Christianity, Islam, Hinduism, Buddhism, Confucianism, and others. 3 hours
- 2213 **MEDIEVAL AND MODERN PHILOSOPHICAL AND RELIGIOUS THOUGHT**  
 This course examines Western philosophical and religious thought from approximately 450 CE to 1800 CE, starting with works of the post-Nicene Christian Church through works of the late Enlightenment. The course surveys early Christian theology, medieval Jewish and Muslim thought, the work of Thomists and Scholastics, and philosophy of the modern period, especially that of Descartes, Leibniz, Hume, and Kant. 3 hours
- 2223 **19<sup>th</sup> AND 20<sup>th</sup> CENTURY PHILOSOPHY**  
 This course will cover European thought after Kant and Hegel, including, but not limited to, philosophical movements such as existentialism, phenomenology, philosophy of language and philosophy of mind, critical theory, deconstruction, feminism, and post-colonialism. Students will become acquainted with some of the major philosophical movements of the past 200 years as well as the ways in which they have shaped contemporary thought. 3 hours
- 2243 **PHILOSOPHY OF RELIGION**  
 This course explores a number of the topics and themes traditionally considered under the disciplinary heading of philosophy of religion. The class will consider the nature of religious experience, the relationship between faith and reason, the nature of God, and relevant criticisms of the Western religious experience, including the problem of evil. Constructive theologies may also be considered. As a survey course, this class will expose students to a variety of perspectives and will acquaint them with philosophical forms of expression and critical analysis. 3 hours
- 2273 **ETHICS**  
 Major positions in Western and Eastern ethical thought from Homer to the present in an attempt to discover the basic principles of moral decisions. 3 hours
- 2383 **AESTHETICS**  
 Systematic inquiry into major philosophical problems involving definition and meaning of art, aesthetic value, aesthetic judgment, and the creative process. 3 hours
- 3003 **GREEK AND ROMAN MORAL PHILOSOPHY**  
 This course focuses on the development of Moral Philosophy in the Greco-Roman World from the seventh century BCE to the 3<sup>rd</sup> century CE. The course also examines the impact of cultural influences on the development of moral philosophy. 3 hours
- 3203 **THE IDEA OF GOD FROM AN INTER-RELIGIOUS PERSPECTIVE**  
 This course will expose students to a variety of contemporary ideas regarding the object of religious faith from multiple religious traditions. In particular, ideas regarding the divine from Judaism, Christianity, Islam, Native American thought, and western atheism will be emphasized. The course will focus on the ways in which the divine is conceptualized, and how this conceptualization is related to ethical, social, political, and philosophical concerns. Students will be encouraged to develop their own "theology" in relation to the multiple theologies encountered within the class. 3 hours

- 3213 **BELIEF**  
This course is designed to analyze the nature of belief from a variety of disciplinary and philosophical perspectives, including religion, psychology, economics, culture, and philosophy. Thematically, the course will address religious belief, belief in miracles, self-deception, suspension of disbelief, the effect of ritual on belief, and how beliefs are held and propagated in cultural and historical situations. 3 hours
- 3233 **RELIGION AND VIOLENCE**  
A seminar designed to acquaint students with issues raised by the conjunction of religion and violence in multiple religious traditions, and through a variety of approaches, including anthropology, psychology, history, and ritual theory. Students will become acquainted with sacred texts related to violence and peace, theoretical perspectives on religious violence, in depth studies of religious violence, and the religious resources for peace-building. 3 hours
- 3433 **SOCIAL AND POLITICAL PHILOSOPHY**  
This course will survey some major philosophical positions on the nature of a person's relation to society and the state. The course will generally include, but is not limited to, Plato, Aristotle, Aquinas, Hobbes, Locke, Rousseau, Hegel, Marx, and Rawls. 3 hours
- 4003 **THE WISDOM OF LIVING**  
This seminar will acquaint students with philosophy and religion as they can be applied to considerations of everyday life. In particular, the course will examine the ways in which theoretical considerations from a range of thinkers can alter one's diet, relationships, career, and purpose in life. Students will be given the opportunity to implement these considerations in a constructive component of the course. 3 hours
- 4013 **CONVERSATIONS AMONG SCIENCE, PHILOSOPHY, AND RELIGION**  
This seminar aims to understand recent interactions among the sciences, philosophy, and religion. Areas which may be covered include: philosophy of biology, the evolution of religion, the evolution of morality, and theologies which are in conversations with the sciences. Particular attention will be given to research conducted in the past twenty years. 3 hours
- 4023 **THE BIBLE**  
In this course, students will read and critically analyze significant parts of the Bible, using literary, historical, text-critical, and theological methodologies. The course will cover multiple genres of Biblical literature, including, but not limited to, creation narratives, histories, poetry, wisdom literature, gospels, epistles, and prophetic and visionary literature. Additionally, the course will examine the cultural, theological, and historical significance of many of the ideas within the Biblical narratives. 3 hours
- 4133 **SYMBOLIC LOGIC**  
This course is a continuation of PRLG 1103 to include symbolic logic. Prerequisite: PRLG 1103. 3 hours
- 4403 **ADVANCED SEMINAR IN PHILOSOPHY AND RELIGION**  
This course is an advanced seminar which allows for an intensive examination of philosophical and religious ideas. Content is to be determined by the instructor. 3 hours
- 4590 **HONORS RESEARCH**  
Arranged independent research culminating in original thesis paper and defense of position assumed. Prerequisite: 9 hours of philosophy/religion courses *or* permission of instructor. 1-3 hours
- 4990 **TUTORIAL**  
Independent study in philosophic and religious thought under faculty supervision. 1-3 hours (May be repeated).

## THEATRE ARTS

The USAO Theatre Arts program is an interdisciplinary program that requires each student to complete a foundation of Theatre Core Courses (27 credit hours) in dramatic literature, theatre history, performance study, and technical theatre craft.

Students are encouraged to explore interdisciplinary applications of theatre arts training and must develop an emphasis (minimum of 21 credit hours) by collaboration with their academic advisor. Courses for the emphasis must be approved by the academic advisor and may include program electives and/or courses from other programs.

USAO's liberal arts mission and our cross-curricular learning culture facilitate a unique opportunity for a student to pursue a Bachelor of Arts in Theatre Arts that is tailored to their interests and career goals and limited only by their creativity.

### **Bachelor of Arts in Theatre Arts**

Required Theatre Arts Core (27 hours)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
THTR 1010	Audition and Audience (taken each trimester)	0
THTR 1800	Theatre Lab (must have a total of at least 3 hours)	3
THTR 1103	Introduction to the Theatre	3
THTR 1303	Introduction to Dramatic Literature	3
THTR 1403	Stagecraft	3
<i>or</i>		
THTR 1203	Costume Craft	3
THTR 2113	Acting	3
THTR 2303	Playwriting	3
THTR 3203	Development of the Theatre I	3
THTR 3213	Development of the Theatre II	3
THTR 4993	Seminar in Dramatic Literature	3

Students must also complete a minimum of 21 hours of interdisciplinary coursework designating their Emphasis.

Students wishing to minor in Theatre Arts must complete 18 credit hours of approved courses. The program advisor must approve substitutions for the following requirements:

### **Minor in Theatre Arts (18 hours)**

THTR 1010	Audition and Audience (taken each trimester)
THTR 1801	Theatre Lab (minimum of 3 hours)
THTR 1103	Introduction to the Theatre
THTR 1303	Introduction to Dramatic Literature
THTR 1403	Stagecraft
<i>or</i>	
THTR 1203	Costume Craft
THTR 2113	Acting
<i>or</i>	
THTR 2303	Playwriting

and one additional Upper-Level THTR elective.

### **COURSE LISTINGS in THEATRE ARTS (THTR)**

#### 1010 AUDITION AND AUDIENCE

A non-credit course required of all students pursuing the program major or minor during each trimester enrolled. Students must attend all auditions and all productions of the program and must participate in seminars and discussions as scheduled. Pass/Fail. 0 hours



- 1103 INTRODUCTION TO THE THEATRE  
A basic survey of the arts and crafts of the theatre. Included will be lecture and discussion of acting, directing, stagecraft, scene design, lighting, costuming, aesthetics, theatre careers, and the basic forms, styles, and types of drama. 3 hours
- 1113 INTRODUCTION TO FILM  
A broad survey of the development of the cinema and the genres of narrative, documentary, animated, and experimental film. The student will develop an appreciation for the art of the filmmaker and learn the vocabulary appropriate to an intelligent critique of classic and contemporary film. 3 hours
- 1121 INTRODUCTION TO DANCE  
An introduction to the practice of dance as artistic expression. Topics include: the development of dance, dance terminology, development of body awareness, introduction of warm-up techniques, introduction to varying dance styles, and the application of skills to practice a basic movement vocabulary. 1 hour
- 1203 COSTUME CRAFT  
An introduction to the knowledge and skills appropriate for a costume technician, with an emphasis on hand and machine stitching and pattern interpretation. 3 hours
- 1303 INTRODUCTION TO DRAMATIC LITERATURE  
A survey of the dramatic literature from Ancient Greece to the present. Analysis and discussion of assigned plays representative of the major types, styles, and historical periods of dramatic literature. 3 hours
- 1403 STAGECRAFT  
The basics of scenery construction, planning, and handling; working with tools; painting techniques; forms and styles of scenery; architectural trim; and the functions and relationships of scenery to the theatrical production. 3 hours
- 1800 THEATRE LAB  
Laboratory work on theatrical productions in performance, technical theatre, or administrative assignments. 1-3 hours (may be repeated).
- 2103 ORAL INTERPRETATION AND READER'S THEATRE  
The study of literature through the medium of oral performance, designed to develop interpretive skills (voice, facial expression, gesture) in order to communicate the student's intellectual and emotional perceptions of literary material. This course also serves as an introduction to reader's theatre, a communal medium wherein two or more interpreters communicate directly to an audience. 3 hours
- 2113 ACTING  
Application of the basic principles of acting and the development of basic acting techniques. Training through lecture, class improvisations, scene work, and play analysis. 3 hours
- 2213 ADVANCED ACTING  
Advanced performance training in realistic acting exploring the techniques of Stanislavski, Chekhov, Strasberg, and Meisner. Prerequisite: THTR 2113. 3 hours
- 2303 PLAYWRITING  
An introduction to the art and craft of the playwright including the analysis and discussion of dramatic literature and the practice of exercises to introduce techniques of script writing. 3 hours
- 2880 SPECIAL TOPICS  
Special topics in the area of theatre arts. 1-4 hours (may be repeated).
- 2900 WORKSHOP  
A guided study in theatre under faculty supervision. Topics and methods of instruction may vary. 1-4 hours (may be repeated).

- 2990 TUTORIAL  
An independent study in theatre under faculty supervision. 1-4 hours (may be repeated).
- 3203 DEVELOPMENT OF THE THEATRE I  
A study of the growth and development of western theatre from its beginnings to the year 1700 with consideration of the changes in dramatic literature, the physical theater, staging practices, and the social significance of the theatre. 3 hours
- 3213 DEVELOPMENT OF THE THEATRE II  
A continued study of the growth and development of western theatre from the year 1700 to the present with consideration of the changes in dramatic literature, the physical theater, staging practices, and the social significance of the theatre. Prerequisite: THTR 3203. 3 hours
- 3313 ACTING III  
An advanced study of performance techniques through scene work with varying styles of plays and the discussion and practice of diverse approaches to the craft of the actor. Prerequisite: THTR 2213. 3 hours (may be repeated).
- 3423 PRINCIPLES OF DESIGN  
An introduction to the theatrical design process through a study of the principles inherent in the various visual arts and the translation of text to live production. Included is an introduction to script analysis from the perspective of the designer and a general introduction to the history of architecture and/or dress, décor, and theatrical practices. Areas of emphasis will vary: scenery, costumes, make-up, lighting, sound, and multimedia. 3 hours (may be repeated).
- 3553 DIRECTING  
Exploration of the rise of the director as a central creative force in contemporary theatre, plus direct and practical experience in the art and craft of directing. Prerequisite: THTR 2113 or 3313. 3 hours
- 3563 RENDERING FOR THEATRE DESIGN  
An introduction to the fundamentals of visual communication for the theatre design student. This course introduces approaches to design presentation and offers instruction in the techniques and skills appropriate to working with the varied media options. 3 hours
- 4003 DIRECTING II  
An advanced study of directing techniques offering the student the opportunity to direct a short play for presentation to the public. Prerequisite: THTR 3553. 3 hours (may be repeated).
- 4103 THE AMERICAN MUSICAL THEATRE  
A study of the nature of the American musical designed primarily for the music-theatre specialist; includes the evolution of the American musical, the principal works written for the musical theatre, and a familiarization with the unique musical and dramatic techniques involved in staging a work in this medium. 3 hours
- 4383 SPECIAL TOPICS IN TECHNICAL THEATRE  
Advanced study and practice in design, scene painting, carpentry, electrics, costuming, and/or other topics within the scope of technical theatre. 3 hours (may be repeated).
- 4453 SEMINAR IN MUSIC-THEATRE REPERTORY  
Selected areas of American and foreign music-theatre, including operettas, operas, film musicals, traditional musical comedies, plus current Broadway, Off-Broadway, and West End musical productions. Areas of concentration will vary. 3 hours (may be repeated).
- 4493 SEMINAR IN DRAMATIC LITERATURE  
An exploration of the masterworks of dramatic literature. Course content will vary by period, form, and style. Prerequisites: THTR 1303 or IDS 1113 and IDS 1213. 3 hours (may be repeated).

- 4510    **INTERNSHIP IN THEATRE ARTS**  
A practicum in professional theatre. The student must work in a “real-world” setting approved by their academic advisor. A professional mentor should supervise the student on-site. Prerequisite: 61 hours completed, minimum major GPA of 3.0, and approval of advisor. 0-6 hours (may be repeated).
- 4880    **SPECIAL TOPICS**  
Special topics in the area of drama. 1-4 hours (may be repeated).
- 4900    **WORKSHOP**  
Principles of administering professional and nonprofessional theatre production; organizational as well as creative talent and technical areas; advanced technical supervision and production design. 1-6 hours (may be repeated).
- 4990    **TUTORIAL**  
An independent study in drama and/or technical theatre under faculty supervision. 1-4 hours (may be repeated).

## Division of Education and Speech-Language Pathology

The Division of Education and Speech-Language Pathology functioning under the direction of the Teacher Education Committee has the responsibility for the general administration and coordination of the Teacher Education program. The primary objective of the program is to assist prospective teachers in developing the competencies required for becoming effective classroom teachers and obtaining Oklahoma teacher certification. Courses are designed to meet the certification requirements and standards of the Oklahoma Commission for Teacher Preparation, the Oklahoma State Department of Education, and the National Council for Accreditation of Teacher Education.

Within the Division of Education and Speech-Language Pathology are professional education coursework required for all certification programs and specific coursework that allows students to obtain an Oklahoma teaching certificate in early childhood education, elementary education, or education of the deaf. The speech pathology program prepares students for graduate programs in Communication Sciences and Disorders. A master's degree is required for a standard certificate in Speech-Language Pathology. Programs to add elementary or early childhood to early childhood, elementary, or deaf education have been approved by the Oklahoma Commission for Teacher Preparation.

Teacher certification programs are also offered through other divisions in the areas of art, physical education, language arts (English), math, music, science, and social studies. Students seeking a teaching certificate in one of these areas should consult with the education advisor in the respective discipline.

All certification programs include a foreign language competency requirement and completion of a professional portfolio.

All requirements for teacher certification programs are subject to change if new requirements are established by the Oklahoma State Board of Education, the Oklahoma State Regents for Higher Education, the Oklahoma Commission for Teacher Preparation, or the Oklahoma state legislature.

A Minor in Education is available for some majors, see Teacher Certification section under Programs of Study.

### Graduation Without Certification

**An elementary or early childhood education major admitted to the Teacher Education Program may apply to receive a degree in Elementary or Early Childhood Education, not eligible for recommendation for certification:**

1. When a student realizes that teaching is no longer his/her chosen profession, but he/she wishes to complete a degree in Education without certification rather than change majors; OR
2. When career goals require a degree in Education without teacher certification.

The decision requires discussions with advisor and the Director of Teacher Education.

## PROFESSIONAL EDUCATION

Professional education courses are required for all teacher certification programs and include a Professional Trimester (student teaching). Students seeking certification in art, physical education, music, or education of the deaf must enroll in both EDUC 4305 and EDUC 4405. Early childhood and elementary certification require EDUC 4310; secondary areas require EDUC 4410.

### COURSE LISTINGS in PROFESSIONAL EDUCATION (EDUC)

- 2002    ORIENTATION TO TEACHING  
Orientation to education, including a survey of the historical development of education and current educational trends. 2 hours
- 2011    LEVEL 1 CLINICAL EXPERIENCES  
Directed observation and limited participation in instructional environments (minimum: 20 clock hours) with emphasis on developing generic teaching skills and understanding roles of the teacher in instructional environment. Prerequisite: EDUC 2002 *or* successful completion of 30 hours of college credit. 1 hour

- 2022 EDUCATION OF THE EXCEPTIONAL CHILD  
Survey course concerning identification and instruction related to various exceptionalities, including intellectual disabilities, learning disabilities, sensory impairment, mental health issues, other health impaired, and gifted/talented. Exposure to resources available to the classroom teacher and strategies for effective teaching of children with a wide range of learning styles. 2 hours
- 2103 HUMAN DEVELOPMENT & LEARNING (*Not required for Early Childhood Education*)  
Study of human growth and development from birth to late adulthood, with emphasis on progression of human development and its application to instructional processes. 3 hours
- 3102 EDUCATIONAL PSYCHOLOGY  
Study of application of psychology to the instructional process, with emphasis on various learning theories and the learning process from birth to adulthood. Prerequisite: admission to Teacher Education. 2 hours
- 3203 SCHOOL AND SOCIETY  
Foundations underlying the development of American education with emphasis on cultural pluralism as it relates to American education; special attention to community and parental relations. Prerequisite: admission to Teacher Education. 3 hours
- 3211 LEVEL 2 CLINICAL EXPERIENCES  
Directed observation and active participation in instructional environments (minimum: 25 clock hours). Emphasis on development of generic teaching skills and directed experiences with children and youth. Prerequisites: EDUC 2002, EDUC 2011, *and* admission to Teacher Education. Co-requisite: enrollment in EDUC 3203. 1 hour
- 3221 SUPPLEMENTAL CLINICAL EXPERIENCE  
Directed observation and active participation in instructional environments (minimum 25 clock hours). Designed to supplement prior field experiences with experiences in other certification levels. Prerequisite: EDUC 3211 Level 2 Clinical Experiences. 1 hour
- 3343 EDUCATIONAL TECHNOLOGY  
Emerging technologies have capabilities to empower learning in and out of classrooms. The course focuses on interactive educational tools, applications, media, and infrastructures with emphasis on using the technologies associated with course content. Prerequisite: admission to Teacher Education. 3 hours
- 3443 CHILD DEVELOPMENT (*Early Childhood Majors Only*)  
Study of children from conception through adolescence, including physical, emotional, cognitive, and social development. Additional emphasis will be placed on physical and emotional health. Required observation and participation in the USAO Child Development Center. Prerequisite: admission to Teacher Education. 3 hours
- 4305 PROFESSIONAL TRIMESTER/STUDENT TEACHING IN THE ELEMENTARY SCHOOL  
Level 4 Clinical Experience. Teaching experience with a qualified mentor teacher in an elementary school. Prerequisites: Admission to Teacher Education *and* approval to student teach. Co-requisite: EDUC 4542 Applied Professional Studies. 5 hours
- 4310 PROFESSIONAL TRIMESTER/STUDENT TEACHING IN THE ELEMENTARY SCHOOL  
Level 4 Clinical Experience. Teaching experience with qualified mentor teachers in elementary schools. Prerequisites: Admission to Teacher Education *and* approval to student teach. Co-requisite: EDUC 4542 Applied Professional Studies. 10 hours
- 4405 PROFESSIONAL TRIMESTER/STUDENT TEACHING IN THE SECONDARY SCHOOL  
Level 4 Clinical Experience. Teaching experience with qualified mentor teachers in secondary schools. Prerequisites: Admission to Teacher Education *and* approval to student teach. Co-requisite: EDUC 4542 Applied Professional Studies. 5 hours

- 4410 PROFESSIONAL TRIMESTER/STUDENT TEACHING IN THE SECONDARY SCHOOL  
Level 4 Clinical Experience. Teaching experience with qualified mentor teachers in secondary schools.  
Prerequisites: Admission to Teacher Education *and* approval to student teach. Co-requisite: EDUC 4542  
Applied Professional Studies. 10 hours
- 4442 CLASSROOM MANAGEMENT AND EVALUATION THEORY  
Comprehensive study of the theoretical principles and techniques of classroom management and  
evaluation. Prerequisites: admission to Teacher Education and completion of 90 hours. 2 hours
- 4512 PROFESSIONAL PORTFOLIO DEVELOPMENT  
This class is for those seeking guidance with preparation of the Professional Portfolio required for  
teacher certification. The course is limited to those who have previously completed Senior Seminar.  
Permission of instructor is required. 2 hours
- 4542 APPLIED PROFESSIONAL STUDIES  
Application of principles and techniques of classroom management and evaluation. Emphasis on  
effective decision-making in classroom environments. Attention also given to career issues such as job  
search techniques and professionalism. Co-requisites: EDUC4305 *and* 4405, *or* EDUC 4310 *or* EDUC  
4410  
Pre-requisites: admission to Teacher Education, EDUC 4442, and Approval to Student Teach. 2 hours
- 4633 SPEECH-LANGUAGE PATHOLOGY IN THE SCHOOL (*Speech Pathology Majors Only*)  
A course designed to prepare pre-service speech-language pathologists for independent organization and  
management of speech/language programs both in public schools and other clinical settings. 3 hours

### EARLY CHILDHOOD EDUCATION

This program prepares individuals to obtain an Oklahoma teaching certificate in early childhood education and become effective teachers in this area. Individuals certified in early childhood education are qualified to teach pre-kindergarten, kindergarten, first, second, and third grade levels (PK-3). A grade of "C" or better is required in all professional education classes and classes specific to the major.

#### Bachelor of Science in Early Childhood Education

Required Professional Education Core (28 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
EDUC 2002	Orientation to Teaching	2
EDUC 2011	Level 1 Clinical Experiences	1
EDUC 2022	Education of the Exceptional Child	2
EDUC 3102	Educational Psychology	2
EDUC 3211	Level 2 Clinical Experiences	1
EDUC 3343	Educational Technology	3
EDUC 3443	Child Development	3
EDUC 4310*	Student Teaching in Elementary School	10
EDUC 4442	Classroom Management & Evaluation Theory	2
EDUC 4542*	Applied Professional Studies	2

*\*Courses must be taken concurrently.*

Required Early Childhood Education Core (44 hours):

EDUC 1123	Health, Safety, and Nutrition	3
MATH 2113	Number Systems and Problem Solving	3
EDUC 2323	Foundations of Literacy	3
NSCI 2423	Science in the Elementary School	3
EDUC 3003	Language Arts in Elementary Schools	3
MATH 3113	Foundations of Geometry and Measurement	3
EDUC 3222	Strategies and Materials for Literary Instruction	2
ENGL 3302	Literature for Young People	2

EDUC 3303	Early Childhood Education: Cognitive Skills/Arts and Movement	3
EDUC 3312	Primary Math Methods	2
EDUC 4233*	Early Childhood Education: Curriculum and Program Planning	3
EDUC 4313	Child Guidance	3
EDUC 4323	Assessment and Instruction of Literacy	3
EDUC 4412*	Early Childhood Level 3 Clinical Experiences	2
NSCI 2113	Geology/Oceanography	3
Math Elective		3

*\*Courses must be taken concurrently.*

#### ADDING ELEMENTARY CERTIFICATION TO EARLY CHILDHOOD

A recommendation for Elementary certification can be added to Early Childhood certification if the early childhood candidate:

1. Completes all early childhood program requirements.
2. Completes the following additional 8 hours with a “C” or better: EDUC 3203 School and Society, EDUC 4003 Social Studies in the Elementary School, EDUC 3321 Elementary Math Teaching Strategies, and EDUC 3221 Supplemental Clinical Experiences.
3. Passes the Elementary OSAT.

#### ELEMENTARY EDUCATION

This program prepares individuals to obtain an Oklahoma teaching certificate in elementary education and become effective teachers in the elementary grades. Individuals certified in this area are qualified to teach in grades 1-8; however, most 7th- and 8th-grade situations could require a Middle School Certification Endorsement in core areas. A grade of “C” or better is required in all professional education classes and classes specific to the major.

#### **Bachelor of Science in Elementary Education**

Required Professional Education Core (31 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
EDUC 2002	Orientation to Teaching	2
EDUC 2011	Level 1 Clinical Experiences	1
EDUC 2022	Education of the Exceptional Child	2
EDUC 2103	Human Development and Learning	3
EDUC 3102	Educational Psychology	2
EDUC 3203	School and Society	3
EDUC 3211	Level 2 Clinical Experiences	1
EDUC 3343	Educational Technology	3
EDUC 4310*	Student Teaching in the Elementary School	10
EDUC 4442	Classroom Management & Evaluation Theory	2
EDUC 4542*	Applied Professional Studies	2

*\*Courses must be taken concurrently.*

Required Elementary Education Core (41 hours):

EDUC 3003	Language Arts in the Elementary School	3
EDUC 2323	Foundations of Literacy	3
EDUC 3222	Strategies & Materials for Literacy Instruction	2
EDUC 3313	Elementary Math Methods	3
EDUC 4003	Social Studies in the Elementary School	3
EDUC 4323	Assessment & Instruction of Literacy	3
MATH 2113	Number Systems and Problem Solving	3
MATH 3113	Foundation of Geometry and Measurement	3

ENGL 3302	Literature for Young People	2
NSCI2423	Science in the Elementary School	3
ART 3262	Public School Art	2
PHED 3333	Physical Education in the Elementary School	3
MUSC 2222	Music for Elementary Teachers	2
NSCI2113	Geology/Oceanography	3
	Math Elective	3

#### ADDING EARLY CHILDHOOD CERTIFICATION TO ELEMENTARY

A recommendation for Early Childhood certification can be added to Elementary certification if the elementary education candidate:

1. Completes all elementary education program requirements.
2. Completes the following additional 8 hours with a “C” or better: EDUC 4313 Child Guidance, EDUC 4233 Early Childhood Education: Curriculum and Program Planning, EDUC 4412 Early Childhood Level 3 Clinical Experiences.
3. Passes the Early Childhood OSAT.

#### COURSE LISTINGS in EARLY CHILDHOOD and ELEMENTARY EDUCATION (EDUC)

- 1123 HEALTH, SAFETY, AND NUTRITION  
A study of the approaches that recognize that direct relationships exist between health status, safety, and nutrition. Emphasis is intended for students working in an educational setting and for adults and parents who desire additional information about current concepts in the fields of health, safety, and nutrition and their relationship to the young child. 3 hours
- 2323 FOUNDATIONS OF LITERACY  
Study of a wide number of approaches and materials for teaching reading and literacy. Special emphasis will be on using procedures and materials most suitable for emergent, beginning, and conventional readers. 3 hours
- 2880 SPECIAL TOPICS  
Special topics in education. 1-4 hours (may be repeated).
- 2900 WORKSHOP  
Guided study in education under faculty supervision; various topics and methods of instruction. 1-4 hours (may be repeated).
- 3003 LANGUAGE ARTS IN THE ELEMENTARY SCHOOLS  
Content of and effective strategies for teaching the language arts curriculum so that teachers can help students develop communicative competence. Prerequisite: admission to Teacher Education. 3 hours
- 3222 STRATEGIES AND MATERIALS FOR LITERACY INSTRUCTION  
Study of instructional literacy strategies for beginning, elementary, and upper-grade readers. Attention to effective teaching strategies and evaluation of reading materials, narrative and informational texts, and content-area texts. Prerequisites: EDUC 2323 *and* admission to Teacher Education. 2 hours
- 3303 EARLY CHILDHOOD EDUCATION: COGNITIVE SKILLS, ARTS, & MOVEMENT  
Study of cognitive development of children in the areas of social studies, science, mathematics, language, and creative arts, and movement. Prerequisite: Admission to Teacher Education. 3 hours
- 3312 PRIMARY MATH METHODS  
Designed to familiarize prospective elementary teachers with the content, scope, and sequence of mathematics for the primary grades (PreK-3). The course deals with the instructional methods and materials for teaching primary school mathematics. Prerequisite: Admission to Teacher Education. 2 hours



- 3313 **ELEMENTARY MATH METHODS**  
Designed to familiarize prospective elementary teachers with the content, scope, and sequence of mathematics for the elementary grades (PreK-8). The course deals with the instructional methods and materials for teaching elementary school mathematics. Prerequisite: Admission to Teacher Education. 3 hours
- 3321 **ELEMENTARY MATH TEACHING STRATEGIES**  
This course supplements EDUC 3312, Primary Math Methods (PreK-3) with the instructional methods, materials, content, scope and sequence of mathematics for grades 4-8. Co-requisite: EDUC 3312; prerequisite: Admission to Teacher Education. 1 hour
- 4003 **SOCIAL STUDIES IN THE ELEMENTARY SCHOOL**  
Adaptation of the subject matter, methods, and materials in social studies subjects to the needs and maturity levels of elementary school children. Prerequisite: Admission to Teacher Education. 3 hours
- 4233 **EARLY CHILDHOOD EDUCATION: CURRICULUM AND PROGRAM PLANNING**  
Must be taken in conjunction with EDUC 4412; familiarizes students with scope of major academic areas, organization, and planning that is part of the curriculum for early childhood education. Prerequisites: EDUC 3303, EDUC 3443, EDUC 4313, *and* admission to Teacher Education. 3 hours
- 4313 **CHILD GUIDANCE**  
Study of the developmental needs and behavior of young children with emphasis on principles of guidance and methods of working with children and parents. Required: observation and participation in Child Development Center. Prerequisites: EDUC 3443 *and* admission to Teacher Education. 3 hours
- 4323 **ASSESSMENT AND INSTRUCTION OF LITERACY**  
Study of strategies to link theory to practice in assessing and extending literacy development. Attention to assessment techniques, designing and implementing instructional plans, developing literacy programs, and working with assigned student for practicum experience. Prerequisites: EDUC 3003, EDUC 2323, EDUC 3222, *and* admission to Teacher Education. 3 hours
- 4412 **EARLY CHILDHOOD LEVEL 3 CLINICAL EXPERIENCES**  
Participation in the USAO Child Development Center. Experiences related to guidance, planning, implementing, and evaluating activities. Prerequisites: EDUC 3303, EDUC 3443, EDUC 4313, *and* admission to Teacher Education. Co-requisite: EDUC 4233. 2 hours
- 4880 **SPECIAL TOPICS**  
Special topics in the area of education. Prerequisite: Admission to Teacher Education. 1-4 hours (may be repeated).
- 4900 **WORKSHOP**  
Treatment of related topics and problems in education. 1-6 hours (may be repeated).
- 4990 **TUTORIAL**  
Independent study in education under faculty supervision. Prerequisite: Admission to Teacher Education. 1-4 hours (may be repeated).

### **EDUCATION OF THE DEAF**

This program prepares individuals to teach deaf and hard-of-hearing children. Graduates are eligible for certification by both the Oklahoma State Department of Education and the Council on Education of the Deaf to teach deaf students in grades PK-12. A grade of "C" or better is required in all professional education classes and deaf education classes.

**Bachelor of Science in Education of the Deaf**

Required Professional Education Core (26 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
EDUC 2002	Orientation to Teaching	2
EDUC 2022	Education of the Exceptional Child	2

EDUC 2103	Human Development and Learning	3
EDUC 3102	Educational Psychology	2
EDUC 3343	Educational Technology	3
EDUC 4305*	Student Teaching in Elementary School	5
EDUC 4405*	Student Teaching in Secondary School	5
EDUC 4442	Classroom Management & Evaluation Theory	2
EDUC 4542*	Applied Professional Studies	2

*\*Courses must be taken concurrently*

Required Core for Education of the Deaf (40 hours):

DFED 1102	Foundations I	2
DFED 1202	Foundations II	2
DFED 1213	American Sign Language I	3
DFED 2042	Deaf Ed Level 1 Clinical Experiences	2
DFED 2113	American Sign Language II	3
DFED 2123	Language Development I	3
DFED 2133	Aural/Oral Communication I	3
DFED 2213	American Sign Language III	3
DFED 2232	Aural/Oral Communication II	2
DFED 3042	Deaf Ed Level 2 Clinical Experiences	2
DFED 3112	American Sign Language IV	2
DFED 3123	Language Development II	3
DFED 3223	Language Development III	3
DFED 3254	Curriculum and Instruction I	4
DFED 4153	Curriculum and Instruction II	3

Specialization Component: 20 hours for secondary, 26 hours for elementary or early childhood.

Other required courses in addition to the general education requirements depend on specialization component but must ensure content knowledge in math, science, language arts, and social studies.

ADDING ELEMENTARY CERTIFICATION TO DEAF EDUCATION

A recommendation for Elementary certification can be added to Deaf Education certification if the deaf education candidate:

1. Completes all deaf education program requirements
2. Completes the following additional 26 hours:
  - EDUC 2323 Foundations of Literacy
  - EDUC 3211 Level 2 Clinical Experiences (in elementary regular education classes)
  - EDUC 3222 Strategies and Materials for Literacy Instruction
  - EDUC 3303 Cognitive Skills, Arts & Movement
  - EDUC 3313 Elementary Math Methods
  - EDUC 4003 Social Studies in the Elementary School
  - ENGL 3302 Literature for Young People
  - MATH 2113 Number Systems and Problem Solving
  - MATH 3113 Foundations of Geometry and Measurement
  - NSCI 2423 Science in the Elementary School
3. Passes the Elementary OSAT

ADDING EARLY CHILDHOOD CERTIFICATION TO DEAF EDUCATION

A recommendation for Early Childhood certification can be added to Deaf Education certification if the deaf education candidate:

1. Completes all deaf education program requirements

2. Completes the following additional 26 hours:
 

EDUC 2323	Foundations of Literacy
EDUC 3222	Strategies and Materials for Literacy Instruction
EDUC 3312	Primary Math Methods
EDUC 4313	Child Guidance
EDUC 4233	Curriculum and Program Planning
EDUC 4412	Early Childhood Level 3 Clinical Experiences
ENGL 3302	Literature for Young People
MATH 2113	Number Systems and Problem Solving
MATH 3113	Foundations of Geometry and Measurement
NSCI 2423	Science in the Elementary School
3. Passes the Early Childhood OSAT

### **COURSE LISTINGS in EDUCATION of the DEAF (DFED)**

- 1102 FOUNDATIONS OF EDUCATION OF THE DEAF I  
Overview of philosophical, historical, and cultural aspects of deafness and deaf education. 2 hours
- 1202 FOUNDATIONS OF EDUCATION OF THE DEAF II  
Continuation of DFED 1102. Prerequisite: DFED 1102. 2 hours
- 1213 AMERICAN SIGN LANGUAGE I  
Study of the basic grammar and vocabulary of American Sign Language (ASL); geared toward the beginning sign language student with little or no exposure to sign language. 3 hours
- 2042 DEAF ED LEVEL 1 CLINICAL EXPERIENCES  
Scheduled and supervised observation in a classroom of deaf and/or hard-of-hearing students (75 clock-hours minimum). 2 hours
- 2113 AMERICAN SIGN LANGUAGE II  
Continuation of DFED 1213: study of the physical components of ASL, including facial expressions, directional cues, and spatial location associated with ASL grammar. Completion of this course with a "C" or above satisfies the requirement of "exhibiting competency in a foreign language at the novice high level" for an Oklahoma teaching certificate. Prerequisite: DFED 1213 or equivalent. 3 hours
- 2123 LANGUAGE DEVELOPMENT I  
Study of English language (linguistic), acquisition and use of language (psycholinguistics), and implications for the education of deaf and hard-of-hearing infants, children, and youth. 3 hours
- 2133 AURAL/ORAL COMMUNICATION I  
Study of components, processes, and principles of aural-oral communication, including methods of assessing and developing aural-oral abilities in deaf and hard-of-hearing in infants, children, and youth. 3 hours
- 2213 AMERICAN SIGN LANGUAGE III  
Advanced course in ASL: study of cultural aspects of communication in ASL with emphasis on conversational ASL. Prerequisite: DFED 1213, DFED 2113, or equivalent. 3 hours
- 2232 AURAL/ORAL COMMUNICATION II  
Continuation of DFED 2133. Prerequisite: DFED 2133. 3 hours
- 2880 SPECIAL TOPICS  
Special topics in education of the deaf. 1-4 hours (may be repeated).
- 2900 WORKSHOP  
Related topics and problems in education of the deaf. 1-3 hours
- 2990 TUTORIAL  
Independent study in education of the deaf under faculty supervision. 1-4 hours (may be repeated).

- 3042 DEAF ED LEVEL 2 CLINICAL EXPERIENCES  
Scheduled and supervised observation and participation in a classroom for deaf and/or hard-of-hearing students (75 clock-hours minimum). 2 hours
- 3112 AMERICAN SIGN LANGUAGE IV  
Capstone course in ASL with emphasis on expressive and receptive skills demonstrative through various projects; students should have advanced skills in ASL grammar, cultural behaviors, and conversational skills. Prerequisites: DFED 1213, DFED 2113, DEFD 2213, *or* equivalents. 2 hours
- 3123 LANGUAGE DEVELOPMENT II  
Study of factors that influence acquisition of receptive and expressive language abilities in pre-primary and school-age deaf children and of principles, methods, and techniques that may facilitate language acquisition process. Prerequisite: DFED 2123. 3 hours
- 3223 LANGUAGE DEVELOPMENT III  
Continuation of DFED 3123, with emphasis on development of secondary-level literacy skills. Prerequisites: DFED 2123 and DFED 3123. 3 hours
- 3254 CURRICULUM DEVELOPMENT AND INSTRUCTION I - METHODS FOR THE DEAF  
Study and application of principles and methods of planning and implementing appropriate and effective educational programs for deaf and hard-of-hearing students. Prerequisites: DFED 3123, DFED 3223, or permission of instructor *and* admission to Teacher Education. 4 hours
- 4153 CURRICULUM DEVELOPMENT AND INSTRUCTION II- METHODS FOR THE DEAF  
Continuation of DFED 3254. Prerequisites: DFED 3123, DFED 3223, DFED 3254, *or* permission of instructor *and* admission to Teacher Education. 3 hours
- 4880 SPECIAL TOPICS  
Special topics in education of the deaf. 1-4 hours (may be repeated).
- 4900 WORKSHOP  
Related topics and problems in education of the deaf. 1-3 hours
- 4990 TUTORIAL  
Independent study in education of the deaf under faculty supervision. 1-4 hours (may be repeated).

### SPEECH-LANGUAGE PATHOLOGY

Completion of course work and a practicum in speech-language pathology meets the requirements for admission to graduate school. Students who enter this program are required to maintain a 3.00 GPA or higher.

For a standard teaching certificate, a student *must* obtain a master's degree in speech-language pathology from an approved program.

#### **Bachelor of Science in Speech-Language Pathology**

Required Professional Education Core (8 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
EDUC 2022	Education of the Exceptional Child	2
EDUC 2103	Human Development and Learning	3
SLP 4633	Speech-Language Pathology in the School	3

+Required Related Electives (23 hours): Electives should be related to speech-language pathology, approved by advisor; students should consult advisor for list of suggested electives.

Required Courses in Speech-Language Pathology (44 hours):

SLP 1123	Introduction to Speech-Language Pathology	3
SLP 1143	Phonetics	3
SLP 1153	Normal Speech & Language Development	3
SLP 2011	Field Observation	1
SLP 2103	Anatomy & Physiology of the Speech/Hearing Mechanisms	3
SLP 2113	Audiology	3
SLP 2123	Speech Sound Disorders	3
SLP 2343	Language Disorders I	3
SLP 2652	Diagnostic Methods in Speech-Language Pathology	2
SLP 3003	Speech Science	3
SLP 3113	Clinical Procedures in Speech-Language Pathology	3
SLP 3122	Language Disorders II	2
SLP 3642	Clinical Practicum in Speech-Language Pathology I	2
SLP 3653	Speech Reading/Auditory Training/Aural Rehabilitation	3
SLP 4102	Clinical Practicum in Speech-Language Pathology II	2
SLP 4602	Stuttering	2
SLP 4613	Neural Bases of Organic Communication Disorders	3
SLP 4623	Voice Disorders	3

**COURSE LISTINGS in SPEECH-LANGUAGE PATHOLOGY (SLP)**

- 1123 INTRODUCTION TO SPEECH-LANGUAGE PATHOLOGY  
Survey of speech-language pathology as interdisciplinary behavioral science, including information relating to diagnosis and remediation of communicative disorders. 3 hours
- 1143 PHONETICS  
Study of the phonemes of the American-English language; practical use of the International Phonetic Alphabet will be emphasized. 3 hours
- 1153 NORMAL SPEECH AND LANGUAGE DEVELOPMENT  
Study of the acquisition and development of speech and language as social behavior, including a review of past and present linguistic theories. 3 hours
- 2011 FIELD OBSERVATION  
Directed observations of speech and language evaluations and therapy with emphasis on development of teaching strategies and roles of a speech/language pathologist. 1 hour
- 2103 ANATOMY AND PHYSIOLOGY OF THE SPEECH AND HEARING MECHANISMS  
Study of the structure and function of the vocal mechanism, the ear, and nervous system as they relate to production of speech. 3 hours
- 2113 AUDIOLOGY  
Structure and function of the hearing mechanism, nature of sound and its relationship to hearing, etiologies of hearing disorders, audiometric assessment procedures, differential diagnosis of hearing disorders, and types of amplification. 3 hours
- 2123 SPEECH SOUND DISORDERS  
Articulatory disorders as they relate to acquisition, appraisal, differential diagnosis, and remediation. 3 hours
- 2343 LANGUAGE DISORDERS I  
Receptive/expressive language disorders and delays in children, including those associated with mental retardation, learning disability, autism, and hearing impairment. 3 hours

- 2652 **DIAGNOSTIC METHODS IN SPEECH-LANGUAGE PATHOLOGY**  
Principles and methods used in formal and informal evaluation and diagnosis of communication disorders in individuals from birth through adulthood. 2 hours
- 2880 **SPECIAL TOPICS**  
Special topics in speech-language pathology. 1-4 hours (may be repeated).
- 2900 **WORKSHOP**  
Related topics and problems in speech-language pathology. 1-3 hours (may be repeated).
- 2990 **TUTORIAL**  
Independent study in speech-language pathology under faculty supervision. 1-4 hours (may be repeated).
- 3003 **SPEECH SCIENCE**  
The scientific study of acoustic and physiologic aspects of speech sound production and perception. Students will apply scientific methods to collect and analyze typical and atypical speech in preparation for evidence-based practices in the field of communication disorders. 3 hours
- 3113 **CLINICAL PROCEDURES IN SPEECH-LANGUAGE PATHOLOGY**  
Methods, materials, and techniques utilized in remediation of communication disorders in children and adults and their practical application in individual and group therapy situations. 3 hours
- 3122 **LANGUAGE DISORDERS II**  
Acquired aphasia in adults resulting from CVA or other trauma, current issues and trends in the field, and diagnostic and remedial procedures. 2 hours
- 3642 **CLINICAL PRACTICUM IN SPEECH-LANGUAGE PATHOLOGY I**  
Clinical practicum in individual and group therapy and diagnostic evaluations at on-campus and off-campus sites (minimum of 25 supervised and documented clock-hours). Prerequisites: 20 hours of SLP courses, including SLP 2011, SLP 2652, and SLP 3113, *and* minimum overall GPA of 3.00. 2 hours
- 3653 **SPEECH READING/AUDITORY TRAINING/AURAL REHABILITATION**  
Speech, reading, and auditory training techniques used for the habilitation and rehabilitation of the hearing-impaired. 3 hours
- 4102 **CLINICAL PRACTICUM IN SPEECH-LANGUAGE PATHOLOGY II**  
A continuation of SLP 3642 (minimum of 60 supervised and documented clock-hours is required). Prerequisite: SLP 3642. 2 hours
- 4602 **STUTTERING**  
Overview of stuttering, historical perspectives, theories on etiology, current research and treatment approaches. 2 hours
- 4613 **NEURAL BASES OF ORGANIC COMMUNICATION DISORDERS**  
The study of neuroanatomical and neurophysiological bases for organically-based communication disorders, including cerebral palsy, the dysarthrias, the dementias, and cleft palate. In addition to its neurological emphasis, class discussions consider current issues and trends in the diagnostic and remedial procedures of organic disorders resulting from insult to the system. Assessment, prognostic factors, and remediation are discussed. Prerequisite: SLP 2103. 3 hours
- 4623 **VOICEDISORDERS**  
Nature of voice disorders, diagnostic implications, and remediation approaches. Prerequisite: SLP 2103. 3 hours
- 4633 **SPEECH-LANGUAGE PATHOLOGY IN THE SCHOOL (*Speech Pathology Majors Only*)**  
A course designed to prepare pre-service speech-language pathologists for independent organization and management of speech/language programs both in public schools and other clinical settings. 3 hours

- 4880 SPECIAL TOPICS  
Special topics in speech-language pathology. 1-4 hours (may be repeated).
- 4900 WORKSHOP  
Related topics and problems in speech-language pathology. 1-3 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in speech-language pathology under faculty supervision. 1-4 hours (may be repeated).

## Division of Science and Physical Education

### SCIENCE

Science and technology impact almost every facet of the modern world and shape the lives of nearly every person on the planet. The results of basic and applied scientific research have a profound influence on society and will undoubtedly play a pivotal role in the future prosperity of the world. USAO strives to instill graduates with a strong ethical sense and an understanding of how science and mathematics interface with the liberal arts. Majors include biology, chemistry, mathematics, natural science, and physics. Preparation for professional training in a variety of health science careers, including dentistry, medicine, nursing, pharmacy, and veterinary medicine is also available. Students wishing to obtain a teaching certificate must complete the degree requirements for their major, as well as the requirements for teacher certification.

### BIOLOGY

USAO's biology curriculum provides the student with both an introduction to and a competency in the study of living organisms and encourages the student to develop the skills of independent and critical thought. It also seeks to provide a flexible program to meet the needs of students wishing to enter any of the numerous careers open to them as biology majors. A student may pursue the Bachelor of Science degree with a major in biology. A minor in biology is also available.

#### Bachelor of Science in Biology

Total hours required: At least 74 hours from Biology, Chemistry, Physics, Mathematics, Natural Science, and Computer Science as specified below.

#### Biology Courses: (Minimum 39 hours)

Required Biology Core (23 hours)

<i>Course</i>	<i>Title</i>	<i>Hours</i>
BIOL 1201	Principles of Biology Lab	1
BIOL 1203	Principles of Biology	3
BIOL 1301	Survey of Organisms Lab	1
BIOL 1303	Survey of Organisms	3
BIOL 3103	Principles of Evolution	3
BIOL 3331	General Genetics Lab	1
BIOL 3333	General Genetics	3
BIOL 3511	Cellular & Molecular Biology Lab	1
BIOL 3523	Cellular & Molecular Biology	3
BIOL 4501	Principles of Ecology Lab	1
BIOL 4503	Principles of Ecology	3

At least 16 hours must be selected from the following elective Biology courses:

<i>Course</i>	<i>Title</i>	<i>Hours</i>
BIOL 1222	Biological & Medical Terminology	2
BIOL 2201	Comparative Vertebrate Anatomy Lab	1
BIOL 2203	Comparative Vertebrate Anatomy	3
BIOL 2251	Human Anatomy Lab	1
BIOL 2253	Human Anatomy	3
BIOL 2313	Introduction to Environmental Science	3
BIOL 2401	Field Techniques I	1
BIOL 2880	Special Topics	1-4
BIOL 3121	Human Physiology Lab	1
BIOL 3123	Human Physiology	3
BIOL 3201	Vertebrate Embryology Lab	1
BIOL 3203	Vertebrate Embryology	3
BIOL 3210	Energy and the Environment Seminar	0
BIOL 3213	Mammalogy	3
BIOL 3223	Ornithology	3



BIOL 3811	Basic Microbiology Lab	1
BIOL 3813	Basic Microbiology	3
BIOL 4001	Field Techniques II	1
BIOL 4310	Immunology Seminar	0
BIOL 4314	Immunology	4
BIOL 4400	Virology Seminar	0
BIOL 4404	Virology	4
BIOL 4880	Special Topics	1-4

### Chemistry Courses: (Minimum 16 hours)

Required Chemistry Courses (12 hours)

<i>Course</i>	<i>Title</i>	<i>Hours</i>
CHEM 1111	General Chemistry I Lab	1
CHEM 1113	General Chemistry I	3
CHEM 1121	General Chemistry II Lab	1
CHEM 1123	General Chemistry II	3
CHEM 3221	Organic Chemistry I Lab	1
CHEM 3303	Organic Chemistry I	3
At least 4 additional hours, with approval of advisor		4

### Physics Courses (Minimum 8 hours)

Required Physics Courses (8 hours)

<i>Course</i>	<i>Title</i>	<i>Hours</i>
PHYS 1301	General Physics I Lab	1
PHYS 2113	General Physics I	3
PHYS 1401	General Physics II Lab	1
PHYS 2123	General Physics II	3

Note: PHYS 2214 may be substituted for PHYS 2113 and PHYS 2224 may be substituted for PHYS 2123

### Mathematics Courses

At least 6 hours of Mathematics are required. Those students who satisfy prerequisites and with the approval of the advisor may satisfy this requirement with the following required courses:

<i>Course</i>	<i>Title</i>	<i>Hours</i>
MATH 1743	Calculus & Analytic Geometry I	3
MATH 2203	Elementary Statistics	3

Those students who do not satisfy prerequisites or whom do not receive the approval of the advisor must take the following required courses:

MATH 1513	College Algebra	3
MATH 1613	Trigonometry	3
MATH 2203	Elementary Statistics	3

### Computer Science

3 hours of Computer Science:

<i>Course</i>	<i>Title</i>	<i>Hours</i>
CSCI 1143	Introduction to Computing	3

### Natural Science

2 hours of Natural Science plus the 3 course STEM series (may be for 0 or 1 hour):

<i>Course</i>	<i>Title</i>	<i>Hours</i>
NSCI 2102	Scientific Writing	2
NSCI 1710	Success in STEM	
NSCI 2710	STEM Communication	
NSCI 3710	Next Step Preparation	

Note: NSCI 1711 may be substituted for NSCI 1710; NSCI 2711 may be substituted for 2710; NSCI 3711 may be substituted for NSCI 3710.

**Exit Requirements:**

Must schedule and satisfactorily complete the exit. (See item "d" under graduation requirements listed in the Academic Policies and Requirements for All Admitted Students section.)

**Minor in Biology**

24 hours, including BIOL 1201, BIOL 1203, BIOL 1301, BIOL 1303, plus 16 additional hours of biology to be selected with approval of biology advisor.

**COURSE LISTINGS in BIOLOGY (BIOL)**

- 1201 PRINCIPLES OF BIOLOGY LAB  
Laboratory course will cover general techniques used in the biological study in the form of a class project.  
Co-requisite: BIOL 1203. 1 hour
- 1203 PRINCIPLES OF BIOLOGY  
This course examines biological principles from cells to communities, focusing on principles that are of concern to the contemporary educated layperson. This course explores the concepts of inheritance, metabolism, ecology, evolution, the cell, organs and organ systems, and disease. This course builds a foundation of knowledge about how all living organisms, from a simple yeast cell to a gigantic blue whale, live and survive. Co-requisite: BIOL 1201. 3 hours
- 1222 BIOLOGICAL AND MEDICAL TERMINOLOGY  
Basic biological and medical terms; Greek and Latin origins of commonly used prefixes, roots, and suffixes; and current uses and interpretations of these terms. 2 hours
- 1301 SURVEY OF ORGANISMS LAB  
Laboratory course will cover general techniques used in the biological study in the form of a class project.  
Co-requisite: BIOL 1303. 1 hour
- 1303 SURVEY OF ORGANISMS  
Survey of all living organisms with specific emphasis on plant and animal relationships, focusing on diversity, life cycles and classification, structure and function, ecology and evolutionary relationships. Co-requisite: BIOL 1301. 3 hours
- 2011 PLANT AND FUNGAL LAB  
Laboratory course covering techniques and method development for the cultivation and analysis of plant and fungal samples. 1 hour
- 2013 PLANT AND FUNGAL  
Survey of the anatomy and physiology of plant and fungal communities with emphasis on metabolism and response to environmental stimulus. Historical and current and economic issue associated with botanical materials will be features along with critical analysis of the cultural aspects of ethnobotany. 3 hours
- 2201 COMPARATIVE VERTEBRATE ANATOMY LAB  
Laboratory study and dissection of selected vertebrates. Co-requisite: BIOL 2203. 1 hour
- 2203 COMPARATIVE VERTEBRATE ANATOMY  
Study of anatomy and evolutionary development of vertebrate organ systems. Prerequisite: BIOL 1303. 3 hours
- 2251 HUMAN ANATOMY LAB  
Laboratory study of tissues and organ systems. Co-requisite: BIOL 2253. 1 hour
- 2253 HUMAN ANATOMY  
Development and gross morphology of the human body and its systems. Co-requisite: BIOL 2251. 3 hours

- 2313 INTRODUCTION TO ENVIRONMENTAL SCIENCE  
Environmental science is a multidisciplinary academic field that integrates physical and biological sciences (including but not limited to ecology, physics, chemistry, biology, soil science, geology, atmospheric science and geography) to the study of the environment, and the solution of environmental problems. Environmental science provides an integrated, quantitative, and interdisciplinary approach to the study of environmental systems. Environmental issues almost always include an interaction of physical, chemical, and biological processes. Co-requisite: BIOL 2401. 3 hours
- 2401 FIELD TECHNIQUES I  
The first of a two-part survey of biological field techniques courses, Field Techniques I is meant to provide students with first hand field experience collecting samples and using monitoring equipment consistent with that used in environmental and biological careers and research. Co-requisite: BIOL 2313. 1 hour
- 2880 SPECIAL TOPICS  
Special topics in biology. 1-4 hours (may be repeated).
- 3103 PRINCIPLES OF EVOLUTION  
Processes of evolution with emphasis on differentiation, speciation, natural selection within populations, the nature of species, and evolution above the species level. Prerequisites: BIOL 1203 *and* BIOL 1303. 3 hours
- 3121 HUMAN PHYSIOLOGY LAB  
Laboratory study of human physiological systems. Co-requisite: BIOL 3123. 1 hour
- 3123 HUMAN PHYSIOLOGY  
Functions of the organ systems of the human body (circulation, digestion, respiration, excretion, reproduction, nervous, muscular, endocrine) and basic relationships between these systems (e.g., metabolism and homeostasis). Prerequisites: BIOL 1203 *and* either BIOL 1303 *or* BIOL 2253, *plus* CHEM 1111 *and* CHEM 1113. 3 hours
- 3201 VERTEBRATE EMBRYOLOGY LAB  
Laboratory studies of protochordate, frog, chick, and mammal development. Co-requisite: BIOL 3203. 1 hour
- 3203 VERTEBRATE EMBRYOLOGY  
Development of the vertebrate body from gamete formation through early organ formation. Prerequisites: BIOL 1303 *and* BIOL 2253. 3 hours
- 3210 ENERGY AND THE ENVIRONMENT SEMINAR  
This seminar course will introduce students to the techniques used to gain information needed to make decisions in policy and mitigation. Co-requisite BIOL 3214. 0 hour
- 3213 MAMMALOGY  
This course studies the morphology, physiology, evolution, ecology, and behavior of mammals. Integrated laboratory activities stress the identifications and ecology of Oklahoma species. Prerequisites: BIOL 1203, BIOL 1303, *and* NSCI 2102. 3 hours.
- 3214 ENERGY AND THE ENVIRONMENT  
This course is an interdisciplinary course designed to incorporate elements of traditional and applied sciences in decision-making, policy, and mitigation efforts. Co-requisite: BIOL 3210. 4 hours
- 3223 ORNITHOLOGY  
This course studies the evolution, general biology, diversity, ecology, and behavior of birds. Integrated laboratory activities stress the identifications of Oklahoma species. Prerequisites: BIOL 1203, BIOL 1303 *and* NSCI 2102. 3 hours

- 3331 GENERAL GENETICS LAB  
This laboratory will investigate principles of genetics using DNA and other organisms such as bacteria, fruit flies and corn. Co-requisite BIOL 3333. 1 hour
- 3333 GENERAL GENETICS  
Principles of inheritance at the gene, chromosome, and population levels; nature of genetic material and its involvement in determination of structure and function. Prerequisites: BIOL 1203, BIOL 1303, CHEM 1113, CHEM 1123, MATH 1513 *and* MATH 2203. 3 hours
- 3511 CELLULAR & MOLECULAR BIOLOGY LAB  
This course will cover cell molecular techniques such as DNA and protein electrophoresis, chromatography, polymerase chain reaction of student's DNA, sequencing, cloning in bacteria and cell culture. Co-requisite BIOL 3523. 1 hour
- 3523 CELLULAR & MOLECULAR BIOLOGY  
This course provides a comprehensive overview of the organization and activities of cells, with emphasis on the ultra-structure and function of cellular organelles. Topics to be covered include general cell structure, signal transduction, protein processing, cytoskeletal structures, gene regulation and cell cycle control. Prerequisites: BIOL 1201, BIOL 1203, BIOL 1301, BIOL 1303, CHEM 3303 *and* CHEM 3313 *or* permission of instructor. 3 hours
- 3811 BASIC MICROBIOLOGY LAB  
This course will cover the basic techniques for the examination, cultivation and identification of microorganisms. Co-requisite BIOL 3813. 1 hour
- 3813 BASIC MICROBIOLOGY  
This course is an introduction to microorganisms including the morphology, physiology, genetics, taxonomy, and cultivation of bacteria, with an emphasis on medically relevant bacteria. Prerequisites: BIOL 1201, BIOL 1201, BIOL 1301, BIOL 1303, CHEM 1113 *and* CHEM 1123, *or* permission of instructor. 3 hours
- 4001 FIELD TECHNIQUES II  
The second of a two-part survey of biological field techniques courses, Field Techniques II. Students should be able to: 1) understand and identify animals with an emphasis on Oklahoma animals; 2) identify key anatomical parts that are similar and different between groups; 3) understand body systems and how they interact with each other and compare and contrast them between groups; 4) have a knowledge of the ecology and habitats of these organisms; and 5) be able to trap animals using many formats. Prerequisites: BIOL 1203, BIOL 1303, and NSCI 2102. 1 hour
- 4310 IMMUNOLOGY SEMINAR  
This course will cover classical and current immunology techniques such as radial immunodiffusion, Ouchterlony, ELISA, immunoelectrophoresis, and Western Blot analysis in a hand-on laboratory exercise as well as discussions of the techniques in the scientific literature. Co-requisite: BIOL 4314. 0 hour
- 4314 IMMUNOLOGY  
This course is an extensive overview of the human immune system with topics to include the development of the innate and acquired immunity, complement fixation and disorders of the immune system. Prerequisites: BIOL 3511, BIOL 3523, BIOL 3811, *and* BIOL 3813 *or* permission of instructor. 4 hours
- 4400 VIROLOGY SEMINAR  
This course will cover classical and current virology techniques such as tissue culture, plaque assays, ELISA and epidemiological studies in a hands-on laboratory exercise as well as discussions of the techniques in the scientific literature. Co-requisite: BIOL 4404. 0 hour

- 4404 VIROLOGY  
This course provides a comprehensive overview of the structure, function, and classification of viruses, and their impact on modern society and the biological world. This course will investigate viruses from infection of a cell to the formation of new viruses. The course will also include an introduction to basic virological methods such as cell culture, plaque assays and virus detection with various techniques. Prerequisites: BIOL 3523 and BIOL 3511 or permission of instructor. Co-requisite: BIOL 4400. 4 hours
- 4501 PRINCIPLES OF ECOLOGY LAB  
The laboratory component of Principles of Ecology is meant to provide students with first-hand field experience collecting samples and using monitoring equipment consistent with that used in the environmental field. Co-requisite: BIOL 4503. 1 hour
- 4503 PRINCIPLES OF ECOLOGY  
Ecology is the study of the holistic relationships between organisms and their environments. In this course, we will be combining standard lectures, research techniques, and field experience to approach the study of Ecology from multiple perspectives. This course is intended as the biological capstone course. Prerequisites: BIOL 1201, BIOL 1203, BIOL 1301, BIOL 1303, NSCI 2102, CHEM 1113, CHEM 1123, and 1 additional 3000/4000 level Biology course *or* permission of instructor. 3 hours
- 4880 SPECIAL TOPICS  
Special topics in biology. 1-4 hours (may be repeated).

## CHEMISTRY

Chemistry is the study of matter and its interactions. The chemistry major at USAO receives theoretical instruction and laboratory experiences in each of the major disciplines of chemistry. The laboratory experience covers standard bench chemistry and instrumental methods using the computerized instrumentation found in industrial laboratories. Students are prepared for careers in a broad range of chemical enterprises or for further study in graduate school.

### Bachelor of Science in Chemistry

Required Chemistry Core (39 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
CHEM 1111	General Chemistry I Lab	1
CHEM 1113	General Chemistry I	3
CHEM 1121	General Chemistry II Lab	1
CHEM 1123	General Chemistry II	3
CHEM 3011	Analytical Laboratory	1
CHEM 3013	Analytical Chemistry	3
CHEM 3021	Instrumental Laboratory	1
CHEM 3023	Instrumental Analysis	3
CHEM 3221	Organic Chemistry I Lab	1
CHEM 3303	Organic Chemistry I	3
CHEM 3311	Organic Chemistry II Lab	1
CHEM 3313	Organic Chemistry II	3
CHEM 3321	Biochemistry Laboratory	1
CHEM 3323	Biochemistry	3
CHEM 4411	Physical Chemistry I Lab	1
CHEM 4413	Physical Chemistry I	3
CHEM 4421	Physical Chemistry II Lab	1
CHEM 4433	Physical Chemistry II	3
CHEM 4423	Advanced Inorganic Chemistry	3

Supporting Courses (26-28 hours)

CSCI 1143	Introduction to Computing	3
<i>and</i>		
PHYS 1301	General Physics I Lab	1
PHYS 2113	General Physics I	3

	<i>or</i>		
PHYS 2214	General Physics I with Calculus		4
PHYS 1401	General Physics II Lab		1
PHYS 2123	General Physics II		3
	<i>or</i>		
PHYS 2224	General Physics II with Calculus		4
	<i>and</i>		
MATH 1743	Calculus & Analytic Geometry I		3
MATH 2203	Elementary Statistics		3
MATH 2223	Calculus & Analytic Geometry II		3
MATH 2243	Calculus & Analytic Geometry III		3
MATH 3263	Calculus & Analytic Geometry IV		3
NCSI 1710	Success in STEM		
NCSI 2710	STEM Communication		
NCSI 3710	Next Step Preparation		
Note: NSCI 1711 may be substituted for NSCI 1710; NSCI 2711 may be substituted for NSCI 2710; NSCI 3711 may be substituted for NSCI 3710.			

#### Exit Requirements:

Completion of exit exam. (See item "d" under graduation requirements listed in the Academic Policies and Requirements for All Admitted Students section.)

#### Minor in Chemistry

20 hours to be selected with the approval of a chemistry advisor

#### COURSE LISTINGS in CHEMISTRY (CHEM)

- 1111 GENERAL CHEMISTRY I LAB  
A study of the general principles of chemistry. Co-requisite: CHEM 1113. 1 hour
- 1113 GENERAL CHEMISTRY I  
Study of general principles of chemistry, including atomic structure, bonding, states of matter, equilibrium, kinetics, thermo chemistry, acids and bases, Lewis Structures and oxidation / reduction. Prerequisite: No math deficiency. Co-requisite: CHEM 1111. 3 hours
- 1121 GENERAL CHEMISTRY II LAB  
Continuation of CHEM 1111. Prerequisites: CHEM 1111 *and* CHEM 1113. Co-requisite: CHEM 1123. 1 hour
- 1123 GENERAL CHEMISTRY II  
Study of the general principles of chemistry, including kinetics, equilibrium, acids and bases, complex ions, spontaneity of reaction, electrochemistry, nuclear reactions and organic chemistry. Prerequisites: CHEM 1111, CHEM 1113, *and* MATH 1513. Co-requisite: CHEM 1121. 3 hours
- 2880 SPECIAL TOPICS  
Special topics in chemistry. 1-4 hours (may be repeated).
- 2900 WORKSHOP  
Guided study in chemistry under faculty supervision; various topics and methods. 1-4 hours (may be repeated).
- 2990 TUTORIAL  
Independent study in chemistry under faculty supervision. 1-4 hours (may be repeated).

- 3011 ANALYTICAL LAB  
Laboratory experiments in quantitative analysis, including gravimetric and volumetric techniques. Volumetric analysis includes precipitation, acid-base, complexometric, and redox titrations. Preparation of samples and statistical treatment of results are included. Prerequisites: CHEM 1111 and CHEM 1121. 1 hour
- 3013 ANALYTICAL CHEMISTRY  
Study of modern theories of solutions, separation techniques and methods of analysis. Prerequisites: CHEM 1113 and CHEM 1123. Co-requisite: CHEM 3011. 3 hours
- 3021 INSTRUMENTAL LAB  
Laboratory experiments using instrumentation, including UV-visible spectroscopy, AA spectroscopy, IR spectroscopy, gas chromatography, high performance liquid chromatography, and ion-selective electrodes. Analysis of NMR and mass spectra are also included. Prerequisites: CHEM 1111 and CHEM 1121. 1 hour
- 3023 INSTRUMENTAL ANALYSIS  
Introduction to instrumental methods of analysis, with emphasis on spectrophotometric methods and gas and high-performance liquid chromatography. Prerequisites: CHEM 1113, CHEM 1123, and CHEM 3013. Co-requisite: CHEM 3021. 3 hours
- 3221 ORGANIC CHEMISTRY I LAB  
The first part of the course is to teach basic organic laboratory principles, techniques of compound isolation/purification, and other operations. The remaining part of the course is to provide the students with some basic organic synthetic skills. Prerequisite: CHEM 1121; Co-requisite: CHEM 3303. 1 hour
- 3301 SEMINAR  
Topic to be selected according to student and instructor interests. Prerequisite: permission of instructor. 1 hour
- 3303 ORGANIC CHEMISTRY I  
Study of principles of organic chemistry. Prerequisite: CHEM 1123; Co-requisite: CHEM 3221. 3 hours
- 3311 ORGANIC CHEMISTRY II LAB  
The first part of the course emphasized organic compound syntheses and analyses using modern spectroscopic techniques: UV, IR, MS,  $^1\text{H}$ - and  $^{13}\text{C}$ -NMR. The last part of the course provides the students the opportunity to carry out experiments on qualitative organic analysis. Prerequisite: CHEM 3221; Co-requisite: CHEM 3313. 1 hour
- 3313 ORGANIC CHEMISTRY II  
Continuation of CHEM 3303. Prerequisite: CHEM 3303. Co-requisite: CHEM 3311. 3 hours
- 3321 BIOCHEMISTRY LAB  
Laboratory experiments involving qualitative and quantitative identification of biomolecules including sugars, proteins, electrolytes, nucleic acids, fatty acids and enzymes using spectrophotometric, GC, and HPLC techniques. Prerequisite: CHEM 3221. 1 hour
- 3323 BIOCHEMISTRY  
Introduction to broad field of biochemistry, includes a study of proteins, nucleic acids, carbohydrates, lipids, enzymes, and intermediary metabolism. Prerequisite: CHEM 3303. 3 hours
- 4411 PHYSICAL CHEMISTRY I LAB  
Theory of errors and selected experiments in physical phenomena. Co-requisite: CHEM 4413. 1 hour
- 4413 PHYSICAL CHEMISTRY I  
Study of thermodynamics, equilibria, quantum theory, spectroscopy, kinetics, and solution processes. Prerequisites: PHYS 2123 *and* MATH 2223. Co-requisite: CHEM 4411. 3 hours

- 4421 PHYSICAL CHEMISTRY II LAB  
Measurement of fundamental constants and selected experiments in physical phenomena. Prerequisite: CHEM 4411. 1 hour
- 4423 ADVANCED INORGANIC CHEMISTRY  
Study of topics of inorganic chemistry, molecular structure, acids and bases, coordination chemistry. Prerequisite: CHEM 4413. 3 hours
- 4433 PHYSICAL CHEMISTRY II  
Continuation of CHEM 4413. Prerequisite: CHEM 4413. Co-requisites: CHEM 4421 *and* MATH 3263. 3 hours
- 4450 RESEARCH  
Research in various topics and problems in chemistry; chosen in consultation with advisor. 1-3 hours (may be repeated).
- 4880 SPECIAL TOPICS  
Special topics in chemistry. 1-4 hours (may be repeated).
- 4900 WORKSHOP  
Related topics and problems in chemistry. 1-6 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in chemistry under faculty supervision. 1-4 hours (may be repeated).

### COMPUTER SCIENCE

USAO offers a minor in computer science. Taking CSCI 1143, Introduction to Computing is one way in which a student may satisfy the requirement by the Oklahoma State Regents for Higher Education of demonstrating computer proficiency. Computer science courses provide support for a number of major programs at USAO.

#### Minor in Computer Science

Required courses (6 hours)

Course	Title	Hours Required
CSCI 2143	Programming in C/C++ I	3
CSCI 2243	Programming in C/C++ II	3

*Plus* 12 hours of electives selected with the help of an advisor from the following courses:

CSCI 3143	Data Structures	3
CSCI 3443	Graphical User Interface/OOP	3
CSCI 3453	Computer Organization	3
CSCI 4053	Data Base Design	3
CSCI 4143	Programming Languages	3
CSCI 4153	Algorithms Analysis	3
CSCI 4163	Software Engineering	3
CSCI 4883	Computer Networks	3

### COURSE LISTINGS in COMPUTER SCIENCE (CSCI)

- 1143 INTRODUCTION TO COMPUTING  
Practice and theory in general computer concepts including computer capabilities, data representation and programming techniques. 3 hours
- 2143 PROGRAMMING IN "C/C++" I  
"C" I is an introduction to programming techniques and covers basic programming with functions. Character processing, data types, arrays and storage classes are included with an introduction to pointers. 3 hours



- 2243 PROGRAMMING IN "C/C++" II  
 "C" II is a continuation of "C" I and covers pointers in greater detail. Both linear and multidimensional arrays are introduced and then correlated to pointer access. Strings will be presented and pointer association with these and recursive techniques. File access will be complemented with software tools and an introduction to C++ and Object Oriented Programming. Prerequisite: CSCI 2143. 3 hours
- 2343 PROGRAMMING IN COBOL  
 General problem solving techniques and design of the COBOL language. Formulation and solution of representative business problems (such as payroll and inventory) using business-oriented language (COBOL). Prerequisites: CSCI 1143 *and* Math 0123. 3 hours
- 2353 FILE ORGANIZATION  
 File processing concepts, alternative file organization including sequential, indexed, and relative. Programming solution of practical business applications using alternate file organization methods. Prerequisite: CSCI 2343. 3 hours
- 2443 SYSTEM ANALYSIS & DESIGN  
 Principles, techniques, and procedures for analyzing, designing, and implementing systems for information management and application of business programs and database systems for implementation of representative systems. Prerequisite: CSCI 2353. 3 hours
- 2880 SPECIAL TOPICS  
 Special topics in computer science. 1-4 hours (may be repeated).
- 2900 WORKSHOP  
 Guided study in computer science under faculty supervision; various topics and methods of instruction. 1-4 hours (may be repeated).
- 2990 TUTORIAL  
 Independent study in computer science under faculty supervision. 1-4 hours (may be repeated).
- 3043 DISCRETE MATHEMATICS  
 Mathematics for foundations of computer science. Topics include sets, functions, relations, symbolic logic, algebraic structures, graphs, and counting techniques. Prerequisite: MATH 1743 *or* permission of instructor. 3 hours
- 3143 DATA STRUCTURES  
 Study of data structures, including arrays, stacks, queues, linked lists, trees, sorting and files. Various algorithms are studied and implemented on existing systems. Prerequisite: CSCI 2243. 3 hours
- 3443 GRAPHICAL USER INTERFACE/OBJECT ORIENTED PROGRAMMING  
 Graphical User Interface is an introduction to human-computer interaction and graphical user interfaces with object oriented programming. Topics include drawing in 2-D primitives, the 2-D graphic pipeline, human-computer interaction, window systems, and some extensions of 3-D graphics. Current graphics programming tools will be used with Objective-Oriented programming techniques. Prerequisite: CSCI 2243. 3 hours
- 3453 COMPUTER ORGANIZATION  
 Introduction to organizing and structuring hardware components of computers and the mechanics of information transfer and control. Prerequisite: CSCI 2143. 3 hours
- 3880 SPECIAL TOPICS  
 Special topics in computer science. 1-4 hours (may be repeated).
- 4053 DATA BASE DESIGN  
 Fundamental concepts of database design and management, including relational, network, and hierarchical database systems. Prerequisites: CSCI 2353 *or* CSCI 3143. 3 hours

- 4143 PROGRAMMING LANGUAGES  
Introduction to structure and facilities of procedure-oriented programming languages. Several languages will be presented to demonstrate capabilities.  
Prerequisites: CSCI 2143, CSCI 2343, and CSCI 3143. 3 hours
- 4153 ALGORITHM ANALYSIS  
Fundamental algorithms, including sorting, searching, string processing, graph algorithms, mathematical algorithms, and NP-complete problems. Prerequisite: CSCI 3143. 3 hours
- 4163 SOFTWARE ENGINEERING  
Development of software as an engineering product which requires planning, analysis, design, implementation, and testing. Prerequisite: CSCI 2243 and junior- or senior-level standing. 3 hours
- 4453 COMPUTER ARCHITECTURE  
Basic concepts of computer systems design and communication between components along with examples of architectures of different generations of computer systems. Prerequisite: CSCI 3453. 3 hours
- 4713 OPERATING SYSTEMS  
Investigation of fundamental concepts of operating systems, including program management, input/output control systems, systems deadlock, and file management. Different operating systems compared.  
Prerequisite: CSCI 3143. 3 hours
- 4880 SPECIAL TOPICS  
Special advanced topics in computer science in areas of formal language and JAVA, compiler theory, artificial intelligence, parallel processing, and network theory. Prerequisite: permission of instructor. 1-4 hours (may be repeated)
- 4900 WORKSHOP  
Related topics and problems in computer science. Prerequisite: permission of instructor. 1-4 hours (may be repeated)
- 4990 TUTORIAL  
Independent study in computer science under faculty supervision. 1-4 hours (may be repeated)
- 4911 SENIOR COLLOQUIUM  
A forum where faculty and students present new developments in computer science. Also, review of fundamental computer science concepts. Prerequisite: senior-level standing. 1 hour
- 4153 ALGORITHM ANALYSIS  
Fundamental algorithms, including sorting, searching, string processing, graph algorithms, mathematical algorithms, and NP-complete problems. Prerequisite: CSCI 3143. 3 hours
- 4880 SPECIAL TOPICS  
Special advanced topics in computer science in areas of formal language and JAVA, compiler theory, artificial intelligence, parallel processing, and network theory. Prerequisite: permission of instructor. 1-4 hours

## MATHEMATICS

The USAO mathematics program is designed to meet the needs and interests of the general student, provide the mathematics background required by students in the physical, life, and behavioral sciences, and develop the maturity and competence required by the student preparing for a teaching and/or research career in mathematics.

### **Bachelor of Science in Mathematics (Satisfaction of Prerequisites and 36-37 hours total)**

Prerequisite Courses (6 hours)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MATH 1513	College Algebra	3
MATH 1613	Trigonometry	3

Required Math Core (18 hours)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MATH 1743	Calculus & Analytic Geometry I	3
MATH 2223	Calculus & Analytic Geometry II	3
MATH 2243	Calculus & Analytic Geometry III	3
MATH 3263	Calculus & Analytic Geometry IV	3
MATH 3253	Foundations of Mathematics	3
MATH 3323	Modern Algebra I	3

Elective Courses (choose 12 hours)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MATH 3233	Linear Algebra	3
MATH 3313	Advanced Euclidean Geometry	3
MATH 3333	Modern Algebra II	3
MATH 3353	Differential Equations	3
MATH 3363	Advanced Calculus I	3
MATH 3373	Advanced Calculus II	3
MATH 4303	Probability & Statistics I	3
MATH 4403	Probability & Statistics II	3
MATH 4413	Numerical Analysis	3
MATH 4423	Complex Variable Theory	3

Supporting Courses (minimum 6 hours)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
PHYS 2113	General Physics I	3
	<i>or</i>	
PHYS 2214	General Physics I with Calculus	4
CSCI 1143	Introduction to Computing	3
NSCI 2710	Stem Communication	
NSCI 3710	Next Step Preparation	

Note: NSCI 2711 may be substituted for NSCI 2710; NSCI 3711 may be substituted for NSCI 3710.

**Exit Requirements:**

Completion of exit exam. (See item "d" under graduation requirements listed in the Academic Policies and Requirements for All Admitted Students section.)

**Bachelor of Science in Mathematics with Teacher Certification**

This program qualifies individuals to obtain an Oklahoma teaching certificate and teach mathematics in grades 5-12. For a program checklist for teacher certification in mathematics, students should consult the mathematics education advisor.

Required Professional Education Core (34 hours)

Required Math Core (46 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
MATH 1513	College Algebra	3
MATH 1613	Trigonometry	3
MATH 1743	Calculus & Analytic Geometry I	3
MATH 2223	Calculus & Analytic Geometry II	3
MATH 2243	Calculus & Analytic Geometry III	3
MATH 3263	Calculus & Analytic Geometry IV	3
MATH 3233	Linear Algebra	3
MATH 3253	Foundations of Mathematics	3
MATH 3313	Advanced Euclidean Geometry	3
MATH 3323	Modern Algebra I	3
MATH 4303	Probability & Statistics I	3
MATH 4403	Probability & Statistics II	3

MATH 4463	Teaching Mathematics in Secondary School <i>and</i>	3
CSCI 1143	Introduction to Computing	3
IDS 2011	Foundations of Science Lab	1
PHYS 2113	General Physics I	3

### Minor in Mathematics

18 hours in mathematics from the following (*with approval of math advisor*):

MATH 1743	Calculus & Analytic Geometry I	3
MATH 2223	Calculus & Analytic Geometry II	3
MATH 2243	Calculus & Analytic Geometry III	3
MATH 3263	Calculus & Analytic Geometry IV	3
MATH 3233	Linear Algebra	3
MATH 3253	Foundations of Mathematics	3
MATH 3313	Advanced Euclidean Geometry	3
MATH 3323	Modern Algebra I	3
MATH 3353	Differential Equations	3
MATH 4303	Probability and Statistics I	3
MATH 4403	Probability and Statistics II	3

### COURSE LISTINGS in MATHEMATICS (MATH)

- 0103 BASIC MATH SKILLS  
Whole number, integer, and real number operations, fractions, decimals, ratio and proportion, percents. Tuition fee for a 3-hour course; no credit.
- 0123 BASIC ALGEBRA SKILLS  
The real numbers, absolute value, polynomials, factoring, rational expressions, rational exponents, radicals, complex numbers, linear equations and applications, quadratic equations and applications, inequalities. Tuition fee for a 3-hour course; no credit. Prerequisite MATH 0103 or equivalent.
- 1513 COLLEGE ALGEBRA  
Functions and graphs, quadratic equations including systems of quadratic equations; binomial theorem; progressions; logarithms; and exponential functions; determinants; inequalities. Prerequisite: MATH 0123 *or* an ACT mathematics score of 19 or higher. 3 hours
- 1613 TRIGONOMETRY  
Study of trigonometric functions; identities; equations; and applications. Prerequisite or Co-requisite: MATH 1513. 3 hours
- 1743 CALCULUS & ANALYTIC GEOMETRY I  
Topics covered include equations of straight lines: conic sections; functions and their graphs; rates of change; limits and continuity of elementary functions; derivatives; applications of derivatives including extreme value problems and curve sketching. Prerequisites: MATH 1513 *and* MATH 1613 *or* the equivalent. 3 hours
- 2113 NUMBER SYSTEMS AND PROBLEM SOLVING  
Inductive and deductive reasoning, relations and functions, number theory, the systems of whole numbers, integers, rational numbers and real numbers, mental math and estimation, proportional reasoning and percents. Prerequisites IDS 1223 *or* equivalent *and* MATH 0123 *or* an ACT mathematics score of 19 or higher. 3 hours
- 2203 ELEMENTARY STATISTICS  
An introduction to statistical principles and probability, with applications in business, social and behavioral sciences. Prerequisite: an ACT mathematics score of 19 or higher, *or* pass a USAO Level 1 Assessment (pre-algebra), *or* complete MATH 0103 with a grade of "RP." 3 hours

- 2223    CALCULUS & ANALYTIC GEOMETRY II  
 Topics covered include antiderivatives; definite integrals, indefinite integrals; applications of integrals; differential and integral calculus of transcendental functions. Prerequisite: MATH 1743. 3 hours
- 2243    CALCULUS & ANALYTIC GEOMETRY III  
 Topics covered include integration techniques; improper integral; sequences, infinite series, power series, calculus of polar curves, vector analysis. Prerequisite: MATH 2223. 3 hours
- 2880    SPECIAL TOPICS  
 Special topics in mathematics. 1-4 hours (may be repeated).
- 2900    WORKSHOP  
 Guided study in mathematics under faculty supervision; various topics and methods of instruction. 1-4 hours (may be repeated).
- 2990    TUTORIAL  
 Independent study in mathematics under faculty supervision. 1-4 hours (may be repeated).
- 3113    FOUNDATIONS OF GEOMETRY AND MEASUREMENT  
 Spatial reasoning, constructions, congruence and similarity, concepts of measurement, motion geometry and tessellations, and graphical representations of data. 3 hours
- 3233    LINEAR ALGEBRA  
 Systems of linear equations, vector spaces, linear transformations and matrices, dot products and cross products, eigenvalues, and eigenvectors. Prerequisite: MATH 1743 *or* equivalent. 3 hours
- 3253    FOUNDATIONS OF MATHEMATICS  
 Study of logic structure in mathematics, mathematical language and proof, set theory, relations and functions, and number system. Prerequisite: MATH 2223. 3 hours
- 3263    CALCULUS & ANALYTIC GEOMETRY IV  
 Topics covered include vector calculus, multivariable functions and their derivatives; extreme values; Lagrange multipliers; multiple integrals; integration in vector fields. Prerequisite: MATH 2243. 3 hours
- 3313    ADVANCED EUCLIDEAN GEOMETRY  
 Logical structure and proofs in several geometries including affine, Euclidean and some finite geometries. Prerequisite *or* Co-requisite: MATH 3253. 3 hours
- 3323    MODERN ALGEBRA I  
 Introduction to algebraic properties of groups, rings, fields and other abstract algebras. Prerequisite: MATH 3253. 3 hours
- 3333    MODERN ALGEBRA II  
 Continuation of MATH 3323. Prerequisite: MATH 3323. 3 hours
- 3353    DIFFERENTIAL EQUATIONS  
 Study of some ordinary differential equations, their applications, and methods of obtaining solutions. Prerequisite: MATH 3263. 3 hours
- 3363    ADVANCED CALCULUS I  
 Rigorous treatment of topics, including advanced topics in calculus of one variable, calculus of several variables, sequences and series, vector calculus, line and surface integrals. Green's and Stoke's theorems. Prerequisite: MATH 3263. 3 hours
- 3373    ADVANCED CALCULUS II  
 Continuation of MATH 3363. Prerequisite: MATH 3363. 3 hours

- 4303 **PROBABILITY AND STATISTICS I**  
Probability and statistical theory including such topics as conditional probability; distributions; moment generating functions; estimation and confidence intervals. Prerequisite: MATH 2223. 3 hours
- 4403 **PROBABILITY AND STATISTICS II**  
Continuation of MATH 4303. Study includes such topics as curve fitting; testing hypotheses; decision making; estimation; small sample distributions; nonparametric methods; regression; correlation and analysis of variance. Prerequisites: MATH 2223 *and* MATH 4303. 3 hours
- 4413 **NUMERICAL ANALYSIS**  
Selected topics in this field including approximation theory; iterative methods for solving equations; interpolation; numerical differentiation and integration; and difference equations. Emphasis on methods of high speed computing. Prerequisites: CSCI 2243 *and* MATH 3263. 3 hours
- 4423 **COMPLEX VARIABLE THEORY**  
Complex numbers, elementary functions and analytic functions, conformal mappings, complex integrals, power series, and integration by the method of residues. Prerequisite: MATH 3263. 3 hours
- 4450 **SEMINAR**  
Selected topics in mathematics. Topic of study will vary. 1-3 hours (may be repeated).
- 4463 **TEACHING MATHEMATICS IN THE SECONDARY SCHOOL**  
Survey of methods and materials used in teaching mathematics in secondary school. Prerequisite: admission to Teacher Education in mathematics. Education credit only. 3 hours
- 4880 **SPECIAL TOPICS**  
Special topics in mathematics. 1-4 hours (may be repeated).
- 4900 **WORKSHOP**  
Related topics and problems in mathematics. 1-6 hours (may be repeated).
- 4990 **TUTORIAL**  
Independent study in mathematics under faculty supervision. 1-4 hours (may be repeated).

### NATURAL SCIENCE

This degree is appropriate for those pursuing pre-health science programs, programs in science teaching certification, and health and science support services. Pre-health science majors should consult pre-health science requirements, as well as natural science degree requirements. Potential teachers also should consult certification requirements.

#### **Bachelor of Science in Natural Science**

Required Natural Science Core (minimum 59 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
BIOL 1201	Principles of Biology Lab	1
BIOL 1203	Principles of Biology	3
BIOL 1301	Survey of Organisms Lab	1
BIOL 1303	Survey of Organisms	3
BIOL 2251	Human Anatomy Lab	1
BIOL 2253	Human Anatomy	3
BIOL 3121	Human Physiology Lab	1
BIOL 3123	Human Physiology	3
BIOL 3331	General Genetics Lab	1
BIOL 3333	General Genetics	3
BIOL 3811	Basic Microbiology Lab	1
BIOL 3813	Basic Microbiology	3

CHEM 1111	General Chemistry I Lab	1
CHEM 1113	General Chemistry I	3
CHEM 1121	General Chemistry II Lab	1
CHEM 1123	General Chemistry II	3
CHEM 3221	Organic Chemistry I Lab	1
CHEM 3303	Organic Chemistry I	3
PHYS 1301	General Physics I Lab	1
PHYS 2113	General Physics I	3
	<i>or</i>	
PHYS 2214	General Physics I with Calculus	4
PHYS 1401	General Physics II Lab	1
PHYS 2123	General Physics II	3
	<i>or</i>	
PHYS 2224	General Physics II with Calculus	4
NSCI2113	Geology/Oceanography	3
NSCI2123	Meteorology/Astronomy	3
NSCI 1710	Success in STEM	
NSCI 2710	STEM Communication	
NSCI 3710	Next Step Preparation	
Note: NSCI 1711 may be substituted for NSCI 1710; NSCI 2711 may be substituted for NSCI 2710; NSCI 3711 may be substituted for NSCI 3710		
MATH 1513	College Algebra	3
MATH 1613	Trigonometry	3
MATH 2203	Elementary Statistics	3

#### Exit Requirements:

Completion of exit exam. (See item "d" under graduation requirements listed in the Academic Policies and Requirements for All Admitted Students section.)

#### Bachelor of Science in Natural Science with Teacher Certification

This program qualifies individuals to obtain an Oklahoma teaching certificate and teach biology, physics, chemistry, earth science, physical science and general science in grades 6-12. For a program checklist for teacher certification in science, students should consult the science education advisor.

Professional Education Core (34 hours)

Required Natural Science Core (59 hours)

#### COURSE LISTINGS in NATURAL SCIENCE (NSCI)

##### 0123 GENERAL SCIENCE

A general course in the biological and physical sciences that satisfies the requirement for meeting curricular deficiencies in this subject area. Required for students not meeting the science curricular requirement before taking other science courses including IDS 2013 *and* IDS 2023. No credit.

##### 1710 SUCCESS IN STEM

This course introduces students majoring in STEM (Science, Technology, Engineering, and Mathematics) areas to strategies for success in these fields of study. The course familiarizes students with the policies, resources including laboratories, and skills affiliated with success in STEM fields.

##### 1711 SUCCESS IN STEM

Same as NSCI 1710, but with 1-hour credit granted.

- 2102 SCIENTIFIC WRITING  
This course describes and demonstrates the different forms of scientific writing emphasizing the scientific research paper. The course is designed to improve basic writing skills emphasizing correct grammar and clarity. Students will learn to write scientifically as individuals and in a cooperative setting as members of a group. Prerequisites: IDS 1113, Writing I and IDS 1213, Writing II. 2 hours.
- 2113 GEOLOGY/OCEANOGRAPHY  
Basic topics and principles in geology and oceanography. 3 hours
- 2123 METEOROLOGY/ASTRONOMY  
Basic topics and principles in meteorology and astronomy. 3 hours
- 2423 SCIENCE IN THE ELEMENTARY SCHOOL  
Content, processes, and attitudes of science commonly included or related to today's curriculum in primary and intermediate school grades. Laboratory experiences in life, earth, and physical science included. Does not meet degree requirements for science majors. Prerequisite: admission to Teacher Education. 3 hours
- 2710 STEM COMMUNICATION  
This course is for students majoring in STEM (Science, Technology, Engineering, and Mathematics) fields of study. The course emphasizes STEM communication including scientific reasoning via primary literature, discussion, poster, and oral presentations.
- 2711 STEM COMMUNICATION  
Same as NSCI 2710, but with 1 hour credit granted.
- 2880 SPECIAL TOPICS  
Special topics in science. 1-3 hours (may be repeated).
- 2990 TUTORIAL  
Independent study in science under faculty supervision. 1-3 hours (may be repeated).
- 3710 NEXT STEP PREPARATION  
This course is for students majoring in STEM (Science, Technology, Engineering, and Mathematics) fields of study. The course emphasizes the preparation necessary for a career in STEM including jobs, graduate school, professional school, and service.
- 3711 NEXT STEP PREPARATION  
Same as NSCI 3710, but with 1 hour credit granted
- 4463 TEACHING SCIENCE IN SECONDARY SCHOOL  
Methods of teaching science in secondary school. Prerequisite: admission to Teacher Education *and* permission of instructor. 3 hours
- 4880 SPECIAL TOPICS  
Special topics in science. 1-3 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in science under faculty supervision. 1-3 hours (may be repeated).



## PHYSICAL EDUCATION

The physical education program enriches the life of each student by providing knowledge concerning good health practices, efficient use of body mechanics to meet the demands of a lifetime, and sharpening the skills necessary for participation in lifetime activities. A student can obtain a Bachelor of Science degree in physical education with or without teacher education certification. A coaching emphasis is also available for students who desire to coach interscholastic sports. A minor in physical education may also be obtained.

### **Bachelor of Science in Physical Education**

Required PHED Core (42 or 43 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
PHED 1011	Concepts of Health & Fitness	1
PHED 1061	Folk, Square, & Social Dance	1
PHED 1111	Beginning Swimming	1
	<i>or</i>	
PHED 1132	Water Safety Instruction	2
PHED 1222	Foundations of PHED	2
PHED 1233	Personal Health	3
PHED 1322	Fundamentals of Team Sports	2
PHED 1422	Fundamentals of Individual Sports	2
PHED 2223	First Aid and Civil Defense	3
PHED 2233	Community & Consumer Health	3
PHED 2313	Prevention & Care of Athletic Injuries	3
PHED 2433	Anatomy & Physiology	3
PHED 3213	Kinesiology	3
PHED 3333	Physical Education in the Elem. School	3
PHED 3342	Sports Officiating	2
PHED 4102	Organization & Administration	2
PHED 4212	Adapted Physical Education	2
PHED 4223	Measurement & Evaluation	3
PHED 4313	Physiology of Exercise	3

### **Exit Requirements:**

Completion of exit exam. (See item "d" under graduation requirements listed in the Academic Policies and Requirements for All Admitted Students section.)

### **Bachelor of Science in Physical Education with Teacher Certification**

This program qualifies individuals to obtain an Oklahoma teaching certificate and teach physical education in grades K-12. For a program checklist for teacher certification in physical education, students should consult the physical education certification advisor.

Required Professional Education Core (35 hours)

Required Physical Education Core (42 or 43 hours)

### **Minor in Physical Education**

Required PHED Minor Core (minimum 23 hours):

<i>Courses</i>	<i>Title</i>	<i>Hours</i>
PHED 1061	Folk, Square, and Social Dance	1
PHED 1111	Beginning Swimming	1
	<i>or</i>	
PHED 1132	Water Safety Instruction	2
PHED 1222	Foundations of PHED	2
PHED 1322	Fundamentals of Team Sports	2
PHED 1422	Fundamentals of Individual Sports	2

PHED 2223	First Aid and Civil Defense	3
PHED 2233	Community and Consumer Health	3
PHED 3104	Methods of Teaching Physical Education	4
	<i>or</i>	
PHED 3333	Physical Education in the Elementary School	3
PHED 3342	Sports Officiating	2
PHED 4102	Organization and Administration	2
PHED 4212	Adapted Physical Education	2
Coaching Endorsement		
PHED 2313	Prevention & Care of Athletic Injuries	3

### **COURSE LISTINGS in PHYSICAL EDUCATION (PHED)**

- 1001    **VARSETY ATHLETICS**  
Student-athletes competing for a varsity athletic team are permitted to enroll once from any of the offerings listed under "Varsity Athletics" as electives toward graduation; thereafter, it is for no credit. A course selected from the Varsity Athletics offerings waives 1-hour credit from the activity requirements. Student-athletes participating in more than one sport are allowed to enroll once for each varsity sport. Student-athletes may take one or more activity courses similar to their varsity sports and receive 1 hour for each course. The remaining activity course requirements are to be selected from the list of physical education activities.
- 1011    **CONCEPTS OF HEALTH AND FITNESS**  
Basic concepts applicable to the attainment and maintenance of good health and physical fitness, including personal evaluations and fitness activities. 1 hour
- 1061    **FOLK, SQUARE AND SOCIAL DANCE**  
American folk dances, square and round dances and current social dances. Can be used for physical expression credit. 1 hour
- 1081    **AEROBICS AND PHYSICAL CONDITIONING**  
Development of physical fitness through aerobic activities and conditioning exercises for strength, muscular endurance, flexibility, agility. Can be used for physical expression credit. 1 hour
- 1091    **WEIGHTTRAINING**  
Use of progressive resistance exercise to develop muscular strength and endurance; exposure to different systems of training and various methods for attaining maximal muscular strength. Can be used for physical expression credit. 1 hour
- 1111    **BEGINNING SWIMMING**  
Red Cross Certification: Skills, techniques, stroke development, and water safety rules for the beginning swimmer. Can be used for physical expression credit. 1 hour
- 1132    **WATERSAFETY INSTRUCTION**  
Red Cross certification for instruction in water safety practices and lifesaving techniques. 2 hours
- 1141    **BOWLING**  
Skill development, rules, strategies and competitive play. Can be used for physical expression credit. 1 hour
- 1151    **GOLF**  
Basic skill development, rules, strategies, club selection and competitive play. Can be used for physical expression credit. 1 hour
- 1161    **TENNIS**  
Basic skill development, rules, strategies and competitive play in both singles and doubles. Can be used for physical expression credit. 1 hour

- 1181 FENCING  
Theory and practice of foil fencing, including fundamentals of footwork, defense, attack, strategy, and bouting. Can be used for physical expression credit. 1 hour
- 1191 AEROBIC DANCE  
Improvement of cardiovascular fitness through use of rhythm, running, jogging, swinging, and dance steps. Can be used for physical expression credit. 1 hour
- 1222 FOUNDATIONS OF PHYSICAL EDUCATION  
History, philosophy, current practices, trends and opportunities in physical education. 2 hours
- 1233 PERSONAL HEALTH  
Designed to assist students in developing broad understanding of their obligations to themselves and society in health matters. 3 hours
- 1322 FUNDAMENTALS OF TEAM SPORTS  
Basic basketball, soccer, softball, and volleyball. Majors only. 2 hours
- 1331 YOGA  
This course will introduce the student to yoga skills. It will assist in increasing breathing, balance, flexibility, body tone and improved posture. Can be used for physical expression credit. 1 hour
- 1422 FUNDAMENTALS OF INDIVIDUAL SPORTS  
Basic golf, gymnastics, tennis and badminton. Majors only. 2 hours
- 2101 WATERAEROBICS  
Improvement of cardiovascular fitness through utilization of various types of movement in aquatic setting. 1 hour
- 2223 FIRST AID AND CIVIL DEFENSE  
Instruction in treatment and prevention of injuries; structure and purpose of Civil Defense. 3 hours
- 2233 COMMUNITY AND CONSUMER HEALTH  
Information specific to any aspect of health as it relates to consumer needs; focused on situations and circumstances that affect a person's basic health. 3 hours
- 2313 PREVENTION AND CARE OF ATHLETIC INJURIES  
Theory and practical experiences relating to prevention of athletic injuries and the current practices and limitations involved in treating injuries. 3 hours
- 2433 HUMAN ANATOMY AND PHYSIOLOGY  
Study of human body and its systems. 3 hours
- 2880 SPECIAL TOPICS  
Special topics in physical education. 1-4 hours (may be repeated).
- 2900 WORKSHOP  
Guided study in physical education under faculty supervision; various topics and methods of instruction. 1-4 hours (may be repeated).
- 2990 TUTORIAL  
Independent study in physical education under faculty supervision. 1-4 hours (may be repeated).
- 3104 TEACHING METHODS IN PHYSICAL EDUCATION  
Theory and practice of methods and techniques used in teaching physical education, class organization, program planning, teaching/ resource units and lesson planning, discipline, accountability; teacher-aid lab experience to be arranged. Prerequisites: PHED 1322, PHED 1422, *and* admission to Teacher Education. 4 hours

- 3202 SOCIO-CULTURAL DIMENSIONS OF PHYSICAL EDUCATION AND SPORT  
Survey of the historical, sociological and philosophical issues in physical education and sport. 2 hours
- 3213 KINESIOLOGY  
Principles of movement applied to basic mechanical and kinesiological interpretation of normal and abnormal motor functions. Prerequisite: PHED 2433 *or* permission of instructor. 3 hours
- 3333 PHYSICAL EDUCATION IN ELEMENTARY SCHOOL  
Physical education techniques and materials for the elementary school teacher. Development of knowledge and skill in teaching movement exploration, fundamental rhythm, sports skills, and games for elementary children. Observation and laboratory practice are included. 3 hours
- 3342 SPORTS OFFICIATING  
Rules, principles, court and field mechanics involved in officiating team sports. (May be repeated for total of 4 hours: 2 hours each in football/volleyball and basketball/baseball/softball). 2 hours
- 3352 THEORY OF COACHING INTERSCHOLASTIC SPORTS  
Emphasis on coaching major team sports. Instruction includes psychology of coaching; certification of coaches; finance and budgeting; purchase, care, and repair of equipment; methods of scheduling; rules of the sport; and fundamentals of offense and defense. (May be repeated for total of 8 hours: 2 hours each in baseball, basketball, soccer, and cross country). 2 hours
- 3402 PSYCHOLOGICAL DIMENSIONS OF PHYSICAL EDUCATION AND SPORT  
Examination of the psychological components of individual participation in physical education and sport. 2 hours
- 3412 SPORT IN FILM AND LITERATURE  
This course analyzes sport in popular culture through the mediums of film and literature. The course analyzes a number of critical topics in sport as depicted through various films and their corresponding literary piece. Issues such as gender, race, and class will be investigated. 2 hours
- 4102 ORGANIZATION AND ADMINISTRATION OF PHYSICAL EDUCATION  
Organizational and administrative procedures connected with physical education programs; program objectives; scheduling; construction and maintenance of facilities; personnel problems; program policies; and public relations. 2 hours
- 4212 ADAPTED PHYSICAL EDUCATION  
Emphasis on the characteristics and needs of the physically challenged and how to best meet those needs in the elementary and secondary school setting. 2 hours.
- 4223 MEASUREMENT AND EVALUATION IN PHYSICAL EDUCATION  
Purpose and organization of tests and measurements with emphasis on tests and physical fitness; skill ability; body mechanics and growth patterns; grading; standard procedures for evaluating test results. Laboratory experiences will be provided. 3 hours
- 4313 PHYSIOLOGY OF EXERCISE  
Physiological effects of exercise in relation to anatomical structure and organic function power of the human body. Prerequisite: PHED 2433 *or* permission of instructor. 3 hours
- 4430 SEMINAR  
1-6 hours (may be repeated).
- 4880 SPECIAL TOPICS  
Special topics in physical education. 1-4 hours (may be repeated).
- 4900 WORKSHOP  
Related topics and problems in physical education. 1-6 hours (may be repeated).

- 4990 TUTORIAL  
Independent study in physical education under faculty supervision. 1-4 hours (may be repeated).

## PHYSICS

Physics is the study of nature, from subatomic particles to the grand scale of the universe. USAO's physics curriculum provides the student with a solid foundation in the major disciplines of physics. In addition, the physics major acquires strong problem solving abilities, critical thinking skills, laboratory and computational savvy, and a mathematical dexterity which allows graduates to pursue a variety of careers upon graduation or continue on to graduate or professional school.

### Bachelor of Science in Physics

Required Physics Core (minimum 28 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
PHYS 1301	General Physics I Lab	1
PHYS 2113	General Physics I	3
<i>or</i> PHYS 2214	General Physics I with Calculus	4
PHYS 1401	General Physics II Lab	1
PHYS 2123	General Physics II	3
<i>or</i> PHYS 2224	General Physics II with Calculus	4
PHYS 2513	Modern Physics	3
PHYS 3013	Mathematical and Computational Methods in Physics	3
PHYS 3113	Physical Mechanics	3
PHYS 3213	Electricity and Magnetism – Field Theory	3
PHYS 4003	Quantum Mechanics	3
PHYS 4102	Advanced Lab	2
PHYS 4113	Waves and Physical Optics	3

Supporting Courses (29 Hours):

MATH 1743	Calculus & Analytic Geometry I	3
MATH 2223	Calculus & Analytic Geometry II	3
MATH 2243	Calculus & Analytic Geometry III	3
MATH 3263	Calculus & Analytic Geometry IV	3
MATH 3233	Linear Algebra	3
MATH 3353	Differential Equations	3
<i>and</i>		
CHEM 1111	General Chemistry I Lab	1
CHEM 1113	General Chemistry I	3
CHEM 1121	General Chemistry II Lab	1
CHEM 1123	General Chemistry II	3
<i>and</i>		
CSCI 1143	Introduction to Computing	3
NSCI 1710	Success in STEM	
NSCI 2710	STEM Communication	
NSCI 3710	Next Step Preparation	

Note: NSCI 1711 may be substituted for NSCI 1710; NSCI 2711 may be substituted for NSCI 2710; NSCI 3711 may be substituted for NSCI 3710.

### Exit Requirements:

Completion of exit exam. (See item "d" under graduation requirements listed in the Academic Policies and Requirements for All Admitted Students section.)

### Minor in Physics

18 hours to be selected with approval of physics advisor.

## COURSE LISTINGS in PHYSICS (PHYS)

- 1301 GENERAL PHYSICS I LAB  
Simple experiments concerning basic laws of physics. 1 hour
- 1401 GENERAL PHYSICS II LAB  
Simple experiments concerning basic laws of physics with emphasis on electrical measurements. 1 hour
- 2113 GENERAL PHYSICS I  
Mechanics, heat, and wave motion. Prerequisites: MATH 1513 *and* MATH 1613. 3 hours
- 2123 GENERAL PHYSICS II  
Continuation of PHYS 2113. Electricity, magnetism, physical optics, and modern physics. Prerequisite: PHYS 2113. 3 hours
- 2214 GENERAL PHYSICS I WITH CALCULUS  
Includes topics from mechanics, heat and wave motion. Prerequisite: MATH 1743. 4 hours
- 2224 GENERAL PHYSICS II WITH CALCULUS  
Continuation of PHYS 2214. Electricity, magnetism, physical optics, and modern physics. Prerequisites: PHYS 2214 *and* MATH 2223. 4 hours
- 2513 MODERN PHYSICS  
Study of physics after 1900. Topics covered include relativity, wave-particle duality of light and particles, atomic structure, quantum mechanics, statistical mechanics, and nuclear physics. Co-requisite: MATH 2223. 3 hours
- 2880 SPECIAL TOPICS  
Special topics in physics. 1-4 hours (may be repeated).
- 2900 WORKSHOP  
Guided study in physics under faculty supervision; various topics and methods of instruction. 1-6 hours (may be repeated.)
- 2990 TUTORIAL  
Independent study in physics under faculty supervision. 1-3 hours (may be repeated).
- 3013 MATHEMATICAL AND COMPUTATIONAL METHODS IN PHYSICS  
Study of the mathematical and computational methods utilized by physicists to solve problems. Topics include complex numbers, linear equations, partial differentiation, multiple integrals, vector calculus, Fourier series, ordinary and partial differential equations, boundary value problems, special functions and advanced numerical techniques. Computer programming and computational techniques will be used for both algebraic and numerical computations. Prerequisites: MATH 2223 *and* PHYS 2513. 3 hours
- 3113 PHYSICAL MECHANICS  
Statics and dynamics of a particle; potential theory; introduction to orbit theory and rigid body dynamics. Prerequisites: MATH 2223 *and* PHYS 2123 *or* PHYS 2224. 3 hours
- 3213 ELECTRICITY AND MAGNETISM-FIELD THEORY  
Laws and principles of electrostatics, moving electric charges and electromagnetism. Prerequisites: MATH 2223 *and* PHYS 2123 *or* PHYS 2224. 3 hours
- 3301 SEMINAR  
Prerequisite: approval of instructor. 1 hour

- 4003 QUANTUM MECHANICS  
Fundamental concepts of quantum mechanics. Topics include the Schrödinger equation, one-dimensional potentials, wave mechanics and operator methods, perturbation theory, and the hydrogen atom.  
Prerequisites: MATH 2223 *and* PHYS 2513. 3 hours.
- 4102 ADVANCED LAB  
Senior level experiments in physics and digital electronics. 2 hours (may be repeated for total of 4 hours).
- 4113 WAVE MOTION AND PHYSICAL OPTICS  
Wave equations, wave propagation, coherence, interference, diffraction, polarization, interaction of light with matter, and radiation. Prerequisites: MATH 2223 *and* PHYS 3013. 3 hours
- 4880 SPECIAL TOPICS  
Special topics in physics. 1-4 hours (may be repeated).
- 4900 WORKSHOP  
Related topics and problems in physics. 1-6 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in physics under faculty supervision. 1-3 hours (may be repeated).

## PRE-PROFESSIONAL PROGRAMS

### PRE-DENTISTRY

The University of Science and Arts of Oklahoma has pre-dental advisors who receive information concerning the entrance requirements of the dental colleges and who will help students plan their program for each trimester they are in college, regardless of what major they may choose. The pre-dental student should secure approval of the pre-dental advisor each time the student enrolls. Although the various dental colleges do not have uniform entrance requirements, there is a great deal of similarity among them. The pre-dental students can start their program before selecting a dental college, but should investigate options to insure proper preparation. The minimum coursework should include:

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
IDS 1113, 1213	Writing I, II	6
BIOL 1203, 1201	Principles of Biology <i>and</i> Lab	4
BIOL 1303, 1301	Survey of Organisms <i>and</i> Lab	4
CHEM 1113, 1111, 1123, 1121	General Chemistry I, II <i>and</i> Labs	8
CHEM 3303, 3302, 3313, 3312	Organic Chemistry I, II <i>and</i> Labs	10
CHEM 3323, 3321	Biochemistry <i>and</i> Lab	4
PHYS 2113, 2123, 1301, 1401	General Physics I, II <i>and</i> Labs	8
	<i>or</i>	
PHYS 2214, 2224, 1301, 1401	General Physics I, II with Calculus <i>and</i> Labs	10
PSYC 1643	Elementary Psychology	3
Biology electives with laboratory	Biology (4 courses)*	16

\*e.g., Anatomy, Genetics, Histology, Immunology, Microbiology, Cellular and Molecular Biology or Physiology

### PRE-MEDICINE

The University of Science and Arts of Oklahoma has pre-medical advisors who receive information concerning the entrance requirements of medical colleges. The pre-med advisor will help those students whose interests lie in this area to plan their program for each trimester they are in college, regardless of what major they may choose. The pre-medical student should secure the approval of the pre-medical advisor each time the student enrolls. Although the various medical colleges do not have uniform entrance requirements, there is a great deal of similarity among them. The pre-medical students can start their program before selecting a medical college, but should investigate options to insure proper preparation. Minimum coursework should include:

<b>Course</b>	<b>Title</b>	<b>Hours Required</b>
IDS 1113,1213	Writing I, II	6
BIOL 1203, 1201	Principles of Biology <i>and</i> Lab	4
BIOL 1303, 1301	Survey of Organisms <i>and</i> Lab	4
BIOL 1222	Biological & Medical Terminology	2
BIOL 2203, 2201	Comp. Vert. Anatomy <i>and</i> Lab	4
BIOL 2253, 2251	Human Anatomy <i>and</i> Lab	4
BIOL 3123, 3121	Human Physiology <i>and</i> Lab	4
BIOL 3333, 3331	General Genetics <i>and</i> Lab	4
CHEM 1113, 1111, 1123, 1121	General Chemistry I, II <i>and</i> Labs	8
CHEM 3303, 3313, 3302, 3312	Organic Chemistry I, II <i>and</i> Labs	8
CHEM 3323, 3321	Biochemistry <i>and</i> Lab	4
PHYS 2213, 2223, 1301, 1401	General Physics I, II <i>and</i> Labs	8
	<i>or</i>	
PHYS 2214, 2224, 1301, 1401	General Physics I, II with Calculus <i>and</i> Labs	10
PSYC 1643	Elementary Psychology	3
SOC 1123	General Sociology	3
English Elective (writing intensive course)		3
Humanities or Philosophy Elective		3
Recommended: BIOL 3511, BIOL 3523		

#### PRE-NURSING (R.N.)

Pre-nursing students seeking to receive the Bachelor of Science degree as well as becoming registered nurses will be applying to enter two clinical years at a college of nursing after completing two years of designated academic courses on the USAO campus. After successfully finishing the four years, they will be eligible to write the State Board Examination for licensure as a registered nurse and also have a Bachelor of Science degree from the university where they completed their upper-division nursing major. Since admission to the last two years is selective, good achievement in prior academic work and early advisement from the college of nursing you wish to attend are important. Courses generally required for entrance into most nursing programs include:

<b>Course</b>	<b>Title</b>	<b>Hours</b>
IDS 1013	Rhetoric and Critical Thinking	3
IDS 1113, 1123	Writing I, II	3
IDS 2023	Foundations of Life Science	3
IDS 2133, 2143	American Civilization I, II	6
BIOL 1222	Biological and Medical Terminology	2
CSCI 1143	Introduction to Computing	3
MATH 1513	College Algebra	3
MATH 2203	Elementary Statistics	3
CHEM 1113, 1111	General Chemistry I <i>and</i> Lab	4
BIOL 2253, 2251	Human Anatomy <i>and</i> Lab	4
BIOL 3123, 3121	Human Physiology <i>and</i> Lab	4
BIOL 3813, 3811	Basic Microbiology <i>and</i> Lab	4
PSYC 1643	Elementary Psychology	3

In addition, various programs may require courses from psychology, sociology, anthropology, nutrition, foreign language, artistic expression, western and non-western culture.



## PRE-PHARMACY

The pre-pharmacy curriculum is designed to fulfill the requirements of the student who wishes to obtain a degree in pharmacy from the University of Oklahoma or Southwestern Oklahoma State University. The following courses are generally required for entrance into a pharmacy program:

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
IDS 1113, 1213	Writing I, II	6
IDS 2133, 2143	American Civilization I, II	6
BIOL 1203, 1201	Principles of Biology <i>and</i> Lab	4
BIOL 1303, 1301	Survey of Organisms <i>and</i> Lab	4
BIOL 2253, 2251	Human Anatomy <i>and</i> Lab	4
BIOL 3123, 3121	Human Physiology <i>and</i> Lab	4
BIOL 3813, 3811	Basic Microbiology <i>and</i> Lab	4
CHEM 1113, 1111, 1123, 1121	General Chemistry I, II <i>and</i> Labs	8
CHEM 3303, 3302, 3313, 3312	Organic Chemistry I, II <i>and</i> Labs	10
CHEM 3323, 3321,	Biochemistry <i>and</i> Lab	4
PHYS 2214, 1301	General Physics I with Calculus <i>and</i> Lab	5
MATH 1743	Calculus & Analytic Geometry	3
MATH 2203	Elementary Statistics	3

24 hours of electives: fine arts, history, political science, humanities, geography, philosophy, literature, social sciences, communication, or English.

Although the student may choose any program of study for a major, most pre-pharmacy students choose either a biology or chemistry major. These two majors provide the best preparation for the PCAT (Pharmacy College Admission Test).

In addition, two college courses in a foreign language are required if the student has not completed two years of a foreign language in high school.

## PRE-VETERINARY

Students preparing for veterinary medicine enroll at USAO with the assistance of the pre-veterinary medical advisor. The advisor will not only help plan their schedules each trimester, but will guide them in the application for admission to a college of veterinary medicine. The following pre-veterinary curriculum is designed to fulfill the requirements of the student who wishes to enter a program of veterinary medicine at the Oklahoma State University College of Veterinary Medicine.

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
IDS 1113, 1213	Writing I, II	6
BIOL 1203, 1201	Principles of Biology <i>and</i> Lab	4
BIOL 1303, 1301	Survey of Organisms <i>and</i> Lab	4
BIOL 3333, 3331	General Genetics <i>and</i> Lab	4
BIOL 3813, 3811	Basic Microbiology <i>and</i> Lab	4
CHEM 1113, 1111, 1123, 1121	General Chemistry I, II <i>and</i> Labs	8
CHEM 3303, 3302, 3313, 3312	Organic Chemistry I, II <i>and</i> Labs	10
CHEM 3323, 3321	Biochemistry <i>and</i> Lab	4
COMM 2133	Public Speaking and Persuasion	3
MATH 1513	College Algebra	3
NSCI 2102	Scientific Writing	3
PHYS 2214, 2224, 1301, 1401	General Physics I, II with Calculus <i>and</i> Lab	10
ANSI 3543	Principles of Animal Nutrition*	3
	*Available from Oklahoma State University by correspondence.	3

Pick 2 of the following humanities or social science courses:

IDS 1133	The Individual in Contemporary Society	3
IDS 3313	World Thought & Culture I	3
IDS 3323	World Thought & Culture II	3

All veterinary colleges do not have identical entrance requirements. Any student wishing to apply to other colleges of veterinary medicine also may receive help from the veterinary medical advisor.

#### **PRE-HEALTH RELATED STUDY IN OTHER FIELDS**

USAO furnishes academic courses for those who will apply to enter clinical or post-graduate work in:

- Optometry (Doctor of Optometry)
- Physical Therapy
- Others

In general, all programs involving clinical work require selective admission before the clinical phase of the education. A good academic record as well as an exact program of courses will be needed. All pre-health related students should first contact the chair of the division of science, who will secure an informed advisor for them. Students interested in health-related professions other than those specifically mentioned above may find that a part or all of their pre-professional work can be done at USAO. All such people are invited to contact the chair of the division of science for information.

## **Division of Social Sciences and Business**

### ***SOCIAL SCIENCES***

The social sciences at USAO are organized in interdisciplinary fashion and encompass a number of diverse areas to include several fields traditionally considered part of the humanities: geography, history, political science, psychology, and sociology. Study in these areas connects the past with the present, investigates the links between individual and social behavior, and explores a wide array of human value systems from the distant-past to the modern era.

In addition to the Bachelor of Arts or Bachelor of Science degree in these fields, a teaching certificate in social studies also is offered. For this certificate, students must complete the degree requirements for the chosen major, as well as the course requirements for teacher certification.

### **AMERICAN INDIAN STUDIES**

USAO offers several courses in American Indian studies, which support our Public Policy program and supply electives relevant to students majoring in history, business administration, political science, sociology and other programs. These courses are designed to familiarize students with contemporary American Indian affairs, as well as supply a foundational understanding of tribal law and Federal Indian policy. American Indian Studies coursework is designed to advance USAO's interdisciplinary, liberal arts mission and further enrich the IDS experience.

#### **COURSE LISTINGS in AMERICAN INDIAN STUDIES (INST)**

- 2003    **CONTEMPORARY AMERICAN INDIAN ISSUES**  
Current issues facing American Indian tribes and individuals, emphasizing tribal cultural perspectives and the use of contemporary logical skills in their analysis. 3 hours
- 3133    **HISTORY OF FEDERAL INDIAN LAW AND POLICY**  
This course surveys the development of U.S. Indian Law and policy from the founding of the United States to present, paying particular attention to fundamental laws and cases that govern the Federal-Indian relationship to this day. 3 hours
- 3233    **TRIBAL GOVERNMENT AND THE LAW**  
General survey of American Indian tribal government with special emphasis on its legal basis. 3 hours

### **CULTURAL STUDIES**

Cultural Studies is an interdisciplinary field that examines how "culture" creates and transforms individuals, social relations, and power. The field appropriates from literary studies, environmental studies, sociology, cultural anthropology, communications, economics, philosophy, history, psychology, and political science to understand how cultural meaning is produced, disseminated, politicized, and contested. A minor in Cultural Studies offers to students a curriculum that includes, but is not limited to, the following: the history of cultural studies, culture and literary theory, gender, nationhood and national identity, colonialism and post colonialism, social construction, race and ethnicity, popular cultures, literary and media genres, the environment, identity and global cultures, film and media theory and practice.

A minor in Cultural Studies at USAO will provide excellent opportunities for students to gain essential knowledge and skills from complementary disciplines. This knowledge should empower students to fulfill whatever civic role in public life they wish to pursue, and will be an asset for further specialization at the graduate level. Students electing this academic minor will be equipped with communication and writing skills, problem-solving and decision-making skills, critical and analytical thinking, and research skills.

### Minor in Cultural Studies

Required Cultural Studies Core (3 hours)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
HIST 2113	Introduction to Cultural Studies	3

Remaining 15 hours will be elective courses with at least 9 hours at the 3000-level or above. Additional courses must be from at least two areas within the minor (they cannot all be from one field).

<i>Course</i>	<i>Title</i>	<i>Hours</i>
DFED 1202	Foundations of Education of the Deaf II	2
ECON 3553	Economics of Race, Class, and Gender*	3
ENGL 4503	Critical Approaches to Literature*	3
HIST 4503	Ideology and Mass Culture in the Modern World	3
INST 3233	Tribal Government and the Law	3
PRLG 2223	19 <sup>th</sup> and 20 <sup>th</sup> Century Philosophy*	3
PRLG 3203	The Idea of God from an Interreligious Perspective*	3
PRLG 3433	Social and Political Philosophy*	3
PSCI 3233	Introduction to Political Theory*	3
PSCI 3433	Contemporary Political Theory*	3
PSCI 4113	Civil Rights and Liberties*	3
PSYC 1803	Human Sexuality*	3
PSYC 2123	Social Psychology	3
PSYC 3223	Sex and Gender*	3
SOC 3203	Anthropology*	3
SOC 3543	Social Stratification*	3
SOC 4103	Race & Ethnic Relations*	3
SOC 4773	Social Theory	3
THTR 1113	Introduction to Film*	3
THTR 4493	Seminar in Dramatic Literature**	3

Other courses offered can be approved by the Cultural Studies Committee

\*Course is on a rotation

\*\*Not all versions of the course will qualify

### ECONOMICS

The Economics program at USAO is designed to give students a broad range of exposure to economic theory and applications. Because economics seeks to understand how societies arrange complex systems of production and distribution within larger political, cultural and social institutions, it is necessarily interdisciplinary in nature. The Economics program thus draws from the disciplines of history, political science, sociology, mathematics and other liberal arts disciplines.

The major offers two curriculum options. Students may choose a Bachelor of Arts degree with a social science emphasis, or a Bachelor of Arts degree with a business emphasis. The social science emphasis prepares students well for graduate studies in economics and other social sciences, as well as law school and employment in business, government and teaching. The business emphasis, which combines the social science nature of economics with practical business applications, prepares students well for graduate business programs as well as a business career.

#### Bachelor of Arts in Economics (42 hours total)

Required Core (18 hours)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
ECON 2113	Principles of Macroeconomics	3
ECON 2123	Principles of Microeconomics	3

ECON 3113	Intermediate Microeconomics	3
ECON 3133	Intermediate Macroeconomics	3
ECON 3653	History of Economic Thought	3
MATH 2203	Elementary Statistics	3

### **Social Science Emphasis**

*Required Economics core (18 hours) +*

*Economics Electives chosen from the following (15 hours):*

ECON 3313	Money and Banking	3
ECON 3443	Comparative Economic Systems	3
ECON 3773	International Economics and Finance	3
ECON 3783	Public Finance	3
ECON 4223	U.S. Economic History	3
ECON 4333	Regional Economics	3
ECON 3553	Economics of Race, Class and Gender	3
ECON 3223	Labor Economics	3
ECON 4880	Special Topics	1-3
ECON 4990	Economics Tutorial	1-3

*Social Science Electives chosen from the following (9 hours):*

BADM 3483	Principles of Finance	3
BADM 4453	Business Ethics	3
HIST 3223	Russian History	3
HIST 4403	History of England & France 1515-1815	3
HIST 4503	Ideology & Mass Culture in the Modern World	3
HIST 3663	Colonial and Revolutionary America	3
HIST 3773	The United States, 1789-1877	3
HIST 3883	The United States, 1877-1945	3
HIST 3993	Contemporary United States	3
MATH 1743	Calculus and Analytic Geometry I	3
MATH 2223	Calculus and Analytic Geometry II	3
MATH 2243	Calculus and Analytic Geometry III	3
MATH 3233	Linear Algebra	3
MATH 3263	Calculus and Analytic Geometry IV	3
PSCI 3103	State and Local Government	3
PSCI 3213	Interest Groups and Political Parties	3
PSCI 3234	Introduction to Political Theory	3
PSCI 3643	International Relations	3
PSCI 3753	Public Administration	3
PSCI 2803	Public Policy	3
PSCI 4213	American Foreign Policy	3
SOC 3543	Social Stratification	3
SOC 3863	Population	3
SOC 4773	Social Theory	3
SOC 4783	Methods of Social Research	3

### **Business Emphasis**

*Required Economics Core (18 hours) +*

*Economics electives chosen from the following (12 hours):*

ECON 3313	Money and Banking	3
ECON 3443	Comparative Economic Systems	3
ECON 3773	International Economics and Finance	3
ECON 3783	Public Finance	3

ECON 4223	U.S. Economic History	3
ECON 4333	Regional Economics	3
ECON 3553	Economics of Race, Class and Gender	3
ECON 3223	Labor Economics	3
ECON 4880	Special Topics	1-3
ECON 4990	Economics Tutorial	1-3

*Business electives chosen from the following (12 hours):*

ACCT 2103	Principles of Accounting I	3
ACCT 2203	Principles of Accounting II	3
BADM 3103	Business Law I	3
BADM 3223	Business Communication	3
BADM 3243	Principles of Marketing	3
BADM 3483	Principles of Finance	3
BADM 4453	Business Ethics	3
MGMT 3253	Principles of Management	3
MGMT 3393	Small Business Organization and Management	3

### **Minor in Economics**

18 hours to be selected with the approval of the discipline chair.

### **COURSE LISTINGS in ECONOMICS (ECON)**

- 1003 ECONOMICS IN LIFE  
This course teaches the utilization of present and future income. Money management strategy, banking services, credit management, consumer decisions, insurance and estate planning are introduced. 3 hours
- 2113 PRINCIPLES OF MACROECONOMICS  
Introduction to theory of income and employment, money and banking, fiscal policy, and economic growth. 3 hours
- 2123 PRINCIPLES OF MICROECONOMICS  
Introduction to theory of price, price and output determination in different market situations, and public policy toward business. 3 hours
- 2880 SPECIAL TOPICS  
Special topics in economics. 1-4 hours (may be repeated).
- 2900 WORKSHOP  
Guided study in economics under faculty supervision; various topics and methods of instruction. 1-4 hours (may be repeated).
- 2990 TUTORIAL  
Independent study in economics under faculty supervision. 1-4 hours (may be repeated).
- 3113 INTERMEDIATE MICROECONOMICS  
Principles of demand, supply, production, and costs; price and output determination in different market situations. Prerequisite: ECON 2123. 3 hours
- 3133 INTERMEDIATE MACROECONOMICS  
Measurement and analysis of determination of national income and employment; general price level; stabilization and growth. Prerequisite: ECON 2113. 3 hours
- 3223 LABOR ECONOMICS  
Labor Economics is an applied Microeconomic theory course that studies how labor markets are organized, the outcomes of labor markets, and how participants make decisions within that market. This course applies not only that narrow micro approach, but also presents labor issues as part of a larger

- institutional arrangements, historical development of labor markets, labor law, and the social consequences of work and income distribution. 3 hours
- 3313 MONEY AND BANKING  
Essentials of commercial and central banking; monetary theory and policy. Prerequisites: ECON 2113 *and* ECON 2123. 3 hours
- 3443 COMPARATIVE ECONOMIC SYSTEMS  
Comparative study of different economic systems proposed or used to deal with economic organization of society. 3 hours
- 3553 ECONOMICS OF RACE, CLASS AND GENDER  
Economics is choice theory: how people make decisions and how those decisions impact the economy as a whole as well as the individual. The Economics of Race, Class and Gender addresses the reality that different people will have different opportunities to make choices, different abilities to make choices, and different outcomes from those choices when their race, class and/or gender is taken into consideration. The purpose of this course is twofold: first, to understand how economics as an academic discipline incorporates social groups into theory; and secondly, to understand how group membership impacts economic outcomes by analyzing a specific issue such as poverty. 3 hours
- 3653 HISTORY OF ECONOMIC THOUGHT  
Economic theory since Smith, including theories and doctrines of Smith, Marx, Veblen, Keynes, and others. 3 hours
- 3773 INTERNATIONAL ECONOMICS AND FINANCE  
Basis of trade, foreign exchange, foreign investments, and world economic growth. Prerequisites: ECON 2113 and ECON 2123. 3 hours
- 3783 PUBLIC FINANCE  
Fiscal theory and policy; incidence of taxation. Prerequisites: ECON 2113 *and* ECON 2123. 3 hours
- 3893 GOVERNMENT AND BUSINESS  
Factors determining industrial organization and economic behavior; operation of antitrust laws; public regulation of business. Prerequisites: ECON 2113 *and* ECON 2123. 3 hours
- 4223 U.S. ECONOMIC HISTORY  
This course discusses critical events in U.S. economic history from colonial times through the Great Depression. In addition, methods of economic history are analyzed. The cumulative nature of history is emphasized, as well as how political and social change impacts the functioning and performance of the American economy. 3 hours
- 4333 REGIONAL ECONOMICS  
This course discusses the factors that affect the size and character of regional economies. Regional Economic theory that evaluates the character and health of regional economies is discussed, and the research methods used to evaluate specific economies are practiced by analyzing the history, health, and development options of the area's local economy. 3 hours
- 4880 SPECIAL TOPICS  
Special topics in economics. 1-4 hours (may be repeated).
- 4893 SENIOR SEMINAR IN ECONOMICS ANALYSIS  
Selected topics in economics depending upon instructor and interest of students. Prerequisites: Senior standing *and* permission of instructor. 3 hours (may also be taken as independent study).
- 4900 WORKSHOP  
Related topics and problems in economics. 1-6 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in economics under faculty supervision. 1-4 hours (may be repeated).

## HISTORY

Historians interpret human experiences, achievements, and shortcomings. An understanding of the past is essential for the truly liberal education. History encompasses the growth of political organizations; the development of economic, social, and religious institutions; and the course of literary, cultural, and intellectual movements. Specialization in history illuminates the origins of our present world and prepares the student with research, writing, and analytical skills. A degree in history opens avenues to careers in business, government, and teaching, as well as to graduate and professional schools.

Besides the baccalaureate in history, history courses are an integral part of the program leading to a teaching certificate in social studies.

### **Bachelor of Arts in History (36 hours total)**

Required History Core (12 hours)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
HIST 1213	Ancient Civilizations	3
HIST 1223	Medieval & Early Modern Civilizations	3
HIST 1233	Modern Civilizations	3
HIST 4233	Seminar*	3

*Plus History Electives (choose 24 hours):*

HIST 1103	Oklahoma History	3
HIST 2113	Introduction to Cultural Studies	3
HIST 2213	Introduction to the Modern Middle East	3
HIST 2880	Special Topics*	1-3
HIST 2900	Workshop*	1-3
HIST 2990	Tutorial*	1-3
HIST 3003	Progressivism and the Harlem Renaissance	3
HIST 3223	Russian History	3
HIST 3573	Non-Western History, 600-1600	3
HIST 3663	Colonial & Revolutionary America to 1789	3
HIST 3773	The United States, 1789-1877	3
HIST 3883	The United States, 1877-1945	3
HIST 3993	Contemporary United States, 1945 to Present	3
HIST 4003	History of the American Political Party System to 1896	3
HIST 4013	History of the American Political Party System from 1896	3
HIST 4103	Imaging America: Photography as History and Text, 1839-1939	3
HIST 4203	Reconstruction of the American South	3
HIST 4213	The American Civil War	3
HIST 4333	Classical Greece	3
HIST 4343	The Hellenistic World & Early Christianity	3
HIST 4353	The Roman Republic	3
HIST 4403	History of England & France, 1455-1789	3
HIST 4503	Ideology & Mass Culture in the Modern World	3
HIST 4880	Special Topics*	1-3
HIST 4900	Workshop*	1-3
HIST 4990	Tutorial*	1-3

*\*May be repeated for total of 6 hours*

Foreign Language Competency: competency may be demonstrated by passing a proficiency exam or passing two trimesters of a foreign language such as, FREN 1104-1114 or SPAN 1104-1114.

Recommended for Graduate School: Four sequential courses in a foreign language.



### Teacher Certification in Social Studies

This program qualifies individuals for an Oklahoma teaching license and teaching social studies in grades 6-12. For a program checklist for teacher certification in social studies, students should consult the social studies education advisor.

Required Professional Education Core (34 hours)

Required Social Studies Core (42 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
HIST 1103	Oklahoma History	3
HIST 1213	Ancient Civilizations	3
HIST 1223	Medieval & Early Modern Civilizations	3
HIST 1233	Modern Civilizations	3
HIST 3663	Colonial & Revolutionary America to 1789	3
HIST 3773	The United States, 1789-1877	3
HIST 3883	The United States, 1877-1945	3
HIST 3993	Contemporary United States, 1945 to Present	3
SOC 1123	General Sociology	3
PSCI 2343	Government of the United States	3
ECON 2113	Principles of Macroeconomics	3
ECON 2123	Principles of Microeconomics	3
GEOG 1103	Principles of Human Geography	3
	<i>or</i>	
GEOG 2203	Nature of Geographic Problems	3
	<i>or</i>	
GEOG 3303	Political Geography of the Modern World	3
	<i>Plus Electives in Social Studies</i>	3

### Minor in History

18 hours of history courses to be selected with approval of advisor

#### COURSE LISTINGS in HISTORY (HIST)

- 1103 OKLAHOMA HISTORY  
General survey of historical, political, and cultural development of Oklahoma. 3 hours.
- 1213 ANCIENT CIVILIZATIONS  
General survey of both western and non-western, early civilizations. 3 hours
- 1223 MEDIEVAL & EARLY MODERN CIVILIZATIONS  
Examines the cultural, religious, and political history of the medieval world and early modern world.  
3 hours
- 1233 MODERN CIVILIZATIONS  
Examines the development of modern nations in Western Europe, Asia, Africa, and the Americas. 3 hours
- 2113 INTRODUCTION TO CULTURAL STUDIES  
This introductory course is interdisciplinary in nature and combines anthropology, sociology, and history to study how cultural processes shape interpretations of historical experience. Students will learn pertinent methodologies and theories to use history as a lens to better understand how various modes of agency, identity, and values exist through the ideological, institutional, and performative workings of culture. Topics include: gender, race and ethnicity, nationhood and national identity, colonialism and post colonialism, and popular cultures. 3 hours

- 2213 INTRODUCTION TO THE MODERN MIDDLE EAST  
This class is designed to give students a basic understanding of the modern Middle East. A great deal of the material will be the history of the region, some as far back as the Prophet Mohammad, but most dealing with the 19th and 20th century. However, to understand the Middle East today we will cover much more than just the history, lectures will deal with topics such as politics and geography, but also important issues like religion, society, and culture. By the end of the semester students should understand there is much more to the Middle East besides wars and terrorism. 3 hours
- 2880 SPECIAL TOPICS  
Special topics in history. 1-3 hours (may be repeated).
- 2900 WORKSHOP  
Guided study in history under faculty supervision; various topics and methods of instruction. 1-3 hours (may be repeated).
- 2990 TUTORIAL  
Independent study in history under faculty supervision. 1-3 hours (may be repeated).
- 3003 PROGRESSIVISM AND THE HARLEM RENAISSANCE  
The Harlem Renaissance of the 1920's and the early 1930's was part of a nationwide cultural and urban revolution sparked by World War I and American Progressivism. It marks an important artistic and sociocultural moment in American cultural history. The social, political, and cultural issues that infused black creativity during the period shall be examined. 3 hours
- 3223 RUSSIAN HISTORY  
The course is a political, cultural, and economic history of Russia from the medieval period to the fall of the Soviet Union. 3 hours
- 3573 NON-WESTERN HISTORY, 600-1600  
This course examines the cultural, political, religious and economic development of the Islamic World, Eastern Europe, Asia, and South and Central America from approximately 600 to 1600. 3 hours.
- 3663 COLONIAL AND REVOLUTIONARY AMERICA TO 1789  
European backgrounds and colonization; social, religious, and intellectual institutions; social evolution and conflict; revolutionary motives and tactics; constitutional formulation and ratification. Prerequisite: IDS 2133 or equivalent. 3 hours
- 3773 THE UNITED STATES, 1789-1877  
Constitutional and party issues of the Federal period; American frontiers; Jacksonian politics; social, economic, religious, and reform concerns of the antebellum era; sectionalism and the Civil War; Reconstruction and post-war racial adjustments. Prerequisite: IDS 2133 *or* equivalent. 3 hours
- 3883 THE UNITED STATES, 1877-1945  
Industrialization and its impact; organization of labor and farmers; reform movements and political parties; overseas expansion and World War I; cultural and political dissent; the 1920s; the Great Depression; and World War II. Prerequisite: IDS 2143 or equivalent. 3 hours
- 3993 CONTEMPORARY UNITED STATES, 1945 TO PRESENT  
Origins and course of the Cold War; domestic life and loyalty campaigns of the 1950s; civil rights, Black power, and women's issues; the Indochina war and debate; American counterculture; Watergate; economics, politics, and culture of the '70s and '80s. Prerequisite: IDS 2143 or equivalent. 3 hours

- 4003 **HISTORY OF THE AMERICAN POLITICAL PARTY SYSTEM TO 1896**  
This course begins with the creation of parties in America and goes to the 1896 election. We will examine the ideas of parties and how they changed from being viewed as scourge on American democracy to being considered a benefit. We will study Presidential elections and look at party ideology, constituencies, and regional differences. We will examine the roles that parties serve in our government and how they affect elections, the economy, and Americans perspective of government. 3 hours
- 4013 **HISTORY OF THE AMERICAN POLITICAL PARTY SYSTEM FROM 1896**  
The course begins with the Gilded Age when the two major parties will be threatened and untimely switch political positions and will continue through recent elections. We will look at party ideology, constituencies, and regional differences. We will examine the roles that parties serve in our government and how they affect elections, the economy, and Americans perspective of government. 3 hours
- 4103 **IMAGING AMERICA: PHOTOGRAPHY AS HISTORY AND TEXT, 1839-1939**  
In this course, students will be introduced to visual and material texts as primary sources for understanding the rich and complex cultural history of America from 1839 through the Great Depression. Specifically, this course examines how photography was used to create public and private narratives of American identity. 3 hours
- 4203 **RECONSTRUCTION OF THE AMERICAN SOUTH**  
The issues emanating out of Reconstruction—access to citizenship and voting rights, the relative powers of the national and state governments, the relationship between political and economic democracy, domestic terrorism—continue to be sources of contention and controversy that shape the social and political landscape within contemporary American Society. This course is designed to examine why this is so. 3 hours
- 4213 **THE AMERICAN CIVIL WAR**  
This class is an in-depth study of the factors and events associated with the American Civil War. It deals with the background of the War, political developments in the 1840-1860 period, the Old South and Slavery, preparations and prospects of the Union and Confederacy and military campaigns. We will also cover Northern and Southern leaders, socio-military topics, and the legacy of the Civil War for modern times. 3 hours
- 4233 **SEMINAR**  
Required of all history majors: methods of historical research and writing; selected writings of representative historians; preparation of research papers on assigned topics. 3 hours (may be repeated).
- 4333 **CLASSICAL GREECE**  
Examines the cultural and political development and ultimate decline of the city-states of Classical Greece with particular attention placed on the city-states of Athens and Sparta. 3 hours
- 4343 **THE HELLENISTIC WORLD & EARLY CHRISTIANITY**  
Examines the religious, cultural, philosophical and political environment of the Mediterranean World from the death of Alexander the Great in 323 BC to the Fall of the Roman Empire. 3 hours
- 4353 **THE ROMAN REPUBLIC**  
Examines Roman history and culture through the end of the Roman Republic. The course explores Experiences of the Romans by focusing on government, values; religious, social and political concerns; philosophical achievements; and creative expressions. 3 hours
- 4403 **HISTORY OF ENGLAND & FRANCE, 1455-1789**  
This course examines the cultural, economic, and political development of England and France from approximately 1455 to 1789. 3 hours
- 4503 **IDEOLOGY & MASS CULTURE IN THE MODERN WORLD**  
Course examines the development of mass culture and key political ideologies in the modern world from the French Revolution to the present. 3 hours

- 4513    **INTERNSHIP**  
 This course will allow students to earn credit hours while gaining valuable professional experience at institutions engaged in the work of history. Interns will work 20 hours per credit hour over the course of the trimester. Prior to the class, the student must have permission from the institution for the internship. Permission of instructor required. 3 hours
- 4516    **INTERNSHIP**  
 This course will allow students to earn credit hours while gaining valuable professional experience at institutions engaged in the work of history. Interns will work 20 hours per credit hour over the course of the trimester. Prior to the class, the student must have permission from the institution for the internship. Permission of instructor required. 6 hours
- 4518    **INTERNSHIP**  
 This course will allow students to earn credit hours while gaining valuable professional experience at institutions engaged in the work of history. Interns will work 20 hours per credit hour over the course of the trimester. Prior to the class, the student must have permission from the institution for the internship. Permission of instructor required. 8 hours
- 4763    **TEACHING SOCIAL STUDIES IN THE SECONDARY SCHOOL**  
 Problems of teaching social studies; curriculum-making; evaluation of textbooks, library, and other social studies material; methods of classroom procedure. Prerequisite: admission to Teacher Education. 3 hours (education credit only).
- 4880    **SPECIAL TOPICS**  
 Special topics in history. 1-3 hours (may be repeated).
- 4900    **WORKSHOP**  
 Related topics and problems in history. 1-3 hours (may be repeated).
- 4990    **TUTORIAL**  
 Independent study in history under faculty supervision. 1-3 hours (may be repeated).

### **POLITICAL SCIENCE**

Political science is an academic and research discipline that deals with the theory and practice of government and politics and the description and analysis of political systems and political behavior.

Political science majors develop excellent critical thinking and communication skills as well as an understanding of history and culture and current events. Courses will introduce political concepts, political behavior, policy issues, and governmental institutions.

There are several fields within the political science discipline, all having equal relevance: public administration, public policy, American government, comparative government, international relations, and political theory. You will have the opportunity to take classes in many of these areas.

Because political science deals with current events and sophisticated statistical analysis, it is always a cutting-edge area of study. Whether students are analyzing voting patterns in a presidential campaign or the pros and cons of different systems of government, political science is timely, fascinating, and perpetually changing.

The political science program provides a foundation for the student interested in further graduate work, as well as a career in government service, journalism, law, criminal justice, or any number of other fields. A pre-professional program for students interested in a law career also is offered.

#### **Bachelor of Arts in Political Science (30 hours total)**

Of the 30 hours required for the political science major, 6 may be taken in related disciplines *with permission from political science faculty*. Requires a “C” average in political science courses taken for the Major in Political Science.

Required Political Science Core (6 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
PSCI 2133	Comparative Government	3
PSCI 2343	Government of the United States	3

*Plus Required* Political Science Electives (choose 24 hours):

PSCI 1133	Introduction to the Criminal Justice System	3
PSCI 2143	Introduction to Law and the Legal System	3
PSCI 2880	Special Topics*	1-3
PSCI 2900	Workshop*	1-3
PSCI 2990	Tutorial*	1-3
PSCI 3103	State and Local Government	3
PSCI 3213	Interest Groups and Political Parties	3
PSCI 3233	Introduction to Political Theory	3
PSCI 3303	Campaigns and Elections	3
PSCI 3433	Contemporary Political Thought	3
PSCI 3501	Political Science Internship	1
PSCI 3502	Political Science Internship	2
PSCI 3503	Political Science Internship	3
PSCI 3643	International Relations	3
PSCI 3653	The Presidency and Congress	3
PSCI 3753	Public Administration	3
PSCI 2803	Public Policy	3
PSCI 4113	Civil Rights and Liberties	3
PSCI 4213	American Foreign Policy	3
PSCI 4423	United States Constitutional Law	3
PSCI 4533	Seminar*	3
PSCI 4880	Special Topics*	1-3
PSCI 4900	Workshop*	1-3
PSCI 4990	Tutorial*	1-3

*\*may be repeated for total of 6 hrs.*

### **Minor in Political Science**

Required Political Science Core (6 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
PSCI 2133	Comparative Government	3
PSCI 2343	Government of the United States	3

Remaining 12 hours will be selected with approval of political science advisor. Requires a “C” average in political science courses taken for the Minor in Political Science.

### **The Pre-Law Program**

There is no single course of study at any institution of higher learning that might properly be designated as *pre-law*. Law schools generally look for a well-balanced liberal arts background and the ability to think rationally and logically. Since law necessarily relates to government, and knowledge of accounting and elementary business practices is generally necessary in a law career, the following program is offered to USAO students as *one possible approach* to law school preparation. Other approaches may be planned with the pre-law advisor.

Required Pre-Law Core (30 hours):

<i>Course Title</i>	<i>Hours Required</i>
PSCI 2133 Comparative Government	3
PSCI 2343 Government of the United States	3

*Plus* Required political science electives (24 hours)

*(With permission from the political science instructor, 6 hours may be taken in related disciplines.)*

Recommended: 12 hours in business, English, psychology, economics, communication, sociology, and history.

### **COURSE LISTINGS in POLITICAL SCIENCE (PSCI)**

- 1133 INTRODUCTION TO THE CRIMINAL JUSTICE SYSTEM  
Survey of the various components of the criminal justice system with special emphasis on the role of law enforcement. 3 hours
- 2133 COMPARATIVE GOVERNMENT  
Required of all political science majors: introduction to government as an institution presented in the form of a comparative analysis of the various techniques, purposes, and ends of government. 3 hours.
- 2143 INTRODUCTION TO LAW AND THE LEGAL SYSTEM  
Study of legal principles and case law in the context of the United States legal system. 3 hours.
- 2343 GOVERNMENT OF THE UNITED STATES  
Survey of the Constitution of the United States, civil rights, instruments of popular control, organization, powers and procedures of national government. 3 hours.
- 2803 PUBLIC POLICY  
Contemporary issues in public policy: substantive issues, such as education and macroeconomic policy, as well as various methods of policy analysis. 3 hours
- 2880 SPECIAL TOPICS  
Special topics in political science. 1-3 hours (may be repeated).
- 2900 WORKSHOP  
Guided study in political science under faculty supervision; various topics and methods of instruction. 1-3 hours (may be repeated).
- 2990 TUTORIAL  
Independent study in political science under faculty supervision. 1-3 hours (may be repeated).
- 3103 STATE AND LOCAL GOVERNMENT  
Organization, structure, functions, and administration of state and local governments. 3 hours
- 3213 INTEREST GROUPS AND POLITICAL PARTIES  
Examination of the organization and functions of interest groups and political parties in the American political system. 3 hours
- 3233 INTRODUCTION TO POLITICAL THEORY  
Analytical and historical study of the classes of political philosophy from *The Republic* of Plato through Social Contract of Rousseau. 3 hours
- 3303 CAMPAIGNS AND ELECTIONS  
A study of what political science knows about campaigns and elections (money, candidates, debates, etc.) and how voters are affected by them. 3 hours

- 3433 CONTEMPORARY POLITICAL THOUGHT  
Survey of conflicting theories of 19th and 20th centuries and their effect on the modern world. 3 hours
- 3501 POLITICAL SCIENCE INTERNSHIP  
Students may independently find opportunities to work as (unpaid) interns in different settings which utilize their classroom education. The internship must be approved by the academic advisor in conjunction with an internship supervisor. Prerequisite: sophomore standing and permission of the political science advisor. 1 hour (may be repeated).
- 3502 POLITICAL SCIENCE INTERNSHIP  
Students may independently find opportunities to work as (unpaid) interns in different settings which utilize their classroom education. The internship must be approved by the academic advisor in conjunction with an internship supervisor. Prerequisite: sophomore standing and permission of the political science advisor. 2 hours (may be repeated).
- 3503 POLITICAL SCIENCE INTERNSHIP  
Students may independently find opportunities to work as (unpaid) interns in different settings which utilize their classroom education. The internship must be approved by the academic advisor in conjunction with an internship supervisor. Prerequisite: sophomore standing and permission of the political science advisor. 3 hours (may be repeated).
- 3643 INTERNATIONAL RELATIONS  
Systematic relations between states, the growth and description of national power balance, and emergence of institutions aiming at a peaceful settlement of disputes. 3 hours
- 3653 THE PRESIDENCY AND CONGRESS  
A study of the history and development, structures, processes, and interactions of these two basic institutions of American government. 3 hours
- 3753 PUBLIC ADMINISTRATION  
A study of the means by which policies are put into effect. Problems of bureaucratic organization and of personnel management are emphasized, with special references to federal government. 3 hours
- 4113 CIVIL RIGHTS AND LIBERTIES  
A study of the history and development of civil rights and liberties in the United States with international comparisons. The emphasis is on U.S. Supreme Court cases. 3 hours
- 4213 AMERICAN FOREIGN POLICY  
Problems involved in pursuing American national interests on world level and means of formulating policy; critical examination of principal American decisions in the field since World War II. 3 hours
- 4423 UNITED STATES CONSTITUTIONAL LAW  
Analysis of the evolution of Constitution in light of amendments, judicial interpretation, and legislative elaboration. Prerequisite: PSCI 2343. 3 hours
- 4533 SEMINAR  
Methods of political science research, writing, and preparation of research papers on assigned topics. 3 hours (may be repeated).
- 4880 SPECIAL TOPICS  
Special topics in political science. 1-3 hours (may be repeated).
- 4900 WORKSHOP  
Related topics and problems in political science. 1-3 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in political science under faculty supervision. 1-3 hours (may be repeated).

## PSYCHOLOGY

Psychology is the scientific investigation of human thought and behavior. Course offerings in psychology are designed to meet the needs of students who plan to earn a Bachelor of Science degree with a major or minor in psychology. They include courses covering many of the areas of specific interest to psychologists, such as personality and human development, as well as more general subjects such as research methods and the history of psychology. The curriculum is suited to those who wish to pursue an advanced degree as well as those who wish to work in social services, business, or any other field for which psychology is a relevant discipline.

### **Bachelor of Science in Psychology (36 hours total)**

Required Psychology Core (15 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
PSYC 1643	Elementary Psychology	3
PSYC 3003	Research Methods in Psychology	3
PSYC 4003	History of Psychology	3
MATH 2203	Elementary Statistics	3
PSYC 2513	Infant, Child, and Adolescent Development	3
	<i>Or</i>	
PSYC 2523	Adult Development and Aging	3

*Plus* Required Psychology Electives (21 hours) to be selected with approval of advisor.

Only courses with a grade of C or higher will count toward the Psychology major.

### **Minor in Psychology**

18 hours selected with approval of student's minor advisor.

### **COURSE LISTINGS in PSYCHOLOGY (PSYC)**

- 1643    **ELEMENTARY PSYCHOLOGY**  
An introduction to psychology; a survey of the fundamentals of human behavior, designed to acquaint the student with the scope of psychological phenomena and the methods of the psychologist. 3 hours
- 1723    **PERSONAL ADJUSTMENT**  
A study of the factors conducive to favorable adjustment, with an emphasis on the nature of personal difficulties and means of coping with them. 3 hours
- 1803    **HUMAN SEXUALITY**  
A course designed to provide students with a broad range of knowledge about sexuality, with emphasis on up-to-date information needed for everyday living. 3 hours
- 2013    **SENSATION AND PERCEPTION**  
The purpose of this course is to explore how human beings process sensory information from the environment. The focus will be on how humans smell, taste, feel, see, and hear the world around us. 3 hours
- 2123    **SOCIAL PSYCHOLOGY**  
Study of social forces influencing human behavior, with emphasis on attitudes and attitude change, social perception, and group behavior. Prerequisites: PSYC 1643. 3 hours
- 2263    **PSYCHOLOGY OF PERSONALITY**  
Study of the development of the personality with special consideration given to personality determinants and approaches to personality. Prerequisite: PSYC 1643. 3 hours
- 2513    **INFANT, CHILD, & ADOLESCENT DEVELOPMENT**  
This course is designed to study human growth and development from conception through adolescence. Emphasis is placed on physical, cognitive, social, and emotional domains of human development. Prerequisite: PSYC 1643. 3 hours



- 2523 ADULT DEVELOPMENT & AGING  
This course is designed to study the longest phase of the life cycle—adulthood. The course is guided by a biopsychosocial approach to understanding human behavior and subjective experience. Prerequisite: PSYC 1643. 3 hours
- 2880 SPECIAL TOPICS IN PSYCHOLOGY  
Specialized topics in psychology not covered in sufficient depth in existing courses. Prerequisites: PSYC 1643 *or* permission of instructor. 3 hours (may be repeated).
- 2990 TUTORIAL  
Independent study in psychology (under faculty supervision) either in empirical research or individual instruction *in lieu of* an existing course. Prerequisites: PSYC 1643 *and* permission of instructor. 1-3 hours (may be repeated).
- 3003 RESEARCH METHODS IN PSYCHOLOGY  
Introduction to techniques and research designs in psychological research, with analysis of their appropriate use and interpretation. Prerequisites: MATH 2203 and PSYC 1643 *plus* 3 additional hours in psychology. 3 hours
- 3213 ABNORMAL PSYCHOLOGY  
Consideration of the types of psychological disorders and their causes, prevention, and treatment. Prerequisite: PSYC 1643. 3 hours
- 3223 SEX AND GENDER  
This course explores the social and psychological aspects of sex and gender. It also aims to identify ways in which sex and gender are both social and psychological phenomena that change over time and vary across cultures. In this course, students will critically examine the idea that sex and gender are fixed biological realities and discuss what feminist scholars have contributed to our understanding of gender as a major organizing aspect of society. Course readings focus on feminist theories and the empirical applications of these theories to show how gender arises out of everyday interactions and is shaped by larger institutions such as education, work, and the family. Students will discuss how gender inequalities are revealed through social and psychological patterns and examine how gender hierarchy is both reproduced and challenged through the link between social structures and interpersonal experiences. Other topics include: race and class, the body, sexuality, education, work, and transgenderism. 3 hours
- 3513 LEARNING & MOTIVATION  
This course examines the empirical and theoretical foundations of our present understanding of human learning and motivation. Prerequisite: PSYC 1643. 3 hours
- 3523 COGNITIVE PSYCHOLOGY  
This course will provide the student with a working knowledge of the field of cognitive psychology. The content of the course includes the study of human cognition, including but not limited to, such topics as memory, attention, problem solving, and consciousness. Prerequisite: PSYC 1643. 3 hours
- 3900 PRACTICUM  
An opportunity for observation and supervised participation in a community social service agency or other appropriate setting. Prerequisites: PSYC 1643 *plus* 9 additional hours in psychology. 1-2 hours (may be repeated).
- 4003 HISTORY OF PSYCHOLOGY  
Review of problems, theories and methods throughout history of psychology. Prerequisites: PSYC 1643 *plus* 9 additional hours in psychology. 3 hours
- 4223 INTRODUCTION TO COUNSELING  
Introduction to major counseling theories and techniques, including discussion of case histories. Prerequisites: PSYC 1643 *and* PSYC 3213. 3 hours

- 4413 **PHYSIOLOGICAL PSYCHOLOGY**  
Study of the biological bases of behavior. Specific topics include, but are not limited to, anatomy and function of the nervous system, sensory processes, hormones and sexual behavior, memory and motivation, and drugs and behavior. Prerequisite: PSYC 1643. 3 hours
- 4423 **EXPERIMENTAL PSYCHOLOGY**  
This course provides students with the opportunity to apply the concepts and skills developed in PSYC 3003. Prerequisite: PSYC 1643 *and* PSYC 3003. 3 hours
- 4433 **ADVANCED RESEARCH METHODS**  
This course provides students with the opportunity to apply the concepts and skills developed in PSYC 3003. Prerequisite: PSYC 1643 & PSYC 3003. 3 hours
- 4533 **SEMINAR**  
Group research project for advanced psychology students on subject of mutual interest to members of the class. Prerequisites: PSYC 1643, PSYC 3003, *and* permission of instructor. 3 hours (may be repeated).
- 4543 **PSYCHOLOGICAL MEASUREMENTS**  
Review of measurement techniques used in psychological research and testing, including reliability and validity, and introduction to standardized tests of achievement, aptitude, and personality. Prerequisites: PSYC 1643 *plus* 9 additional hours in psychology. 3 hours
- 4880 **SPECIAL TOPICS IN PSYCHOLOGY**  
Specialized topics in psychology not covered in sufficient depth in existing course. Prerequisite: PSYC 1643 *or* permission of instructor. 1-3 hours (may be repeated).
- 4990 **TUTORIAL**  
Independent study in psychology (under faculty supervision) either empirical research or individual instruction *in lieu of* an existing course. Prerequisites: PSYC 1643 *and* permission of instructor. 1-3 hours (may be repeated).

### PUBLIC POLICY

Public Policy is an interdisciplinary degree, offering a wide variety of relevant course work from political science, economics, sociology. Students enrolled in the program will gain a multifaceted understanding of the political and economic dimensions of public policy, as well as its historical and cultural contexts. Through their course of study, students will learn skills in quantitative analysis, research and communication, that will serve them well in the public or private sector, as well as more advanced graduate studies. The unique interdisciplinary, liberal arts learning environment of USAO will help students appreciate that good public policy decisions are based on an overall understanding of how peoples' needs and desires connect with the political, economic, and social systems that surround them. This degree is decidedly focused upon the regional and state level. Students will have opportunities to attend state policy conferences, and learn under instructors who have experience and knowledge of public affairs in Oklahoma.

#### **Bachelor of Arts in Public Policy (39 hours total)**

Required courses (27 hours)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
ECON 2113	Principles of Macroeconomics	3
ECON 2123	Principles of Microeconomics	3
ECON 3783	Public Finance	3
INST 3133	History of Federal Indian Law and Policy	3
MATH 2203	Elementary Statistics	3
PSCI 3103	State and Local Government	3
PSCI 3753	Public Administration	3
PSCI 2803	Public Policy	3

SOC 4783 Methods of Social Research 3

Elective Courses (12 hours, selected with Advisor)

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
ACCT 3323	Government Accounting*	3
BADM 3223	Business Communication	3
BADM 3483	Principles of Finance	3
BADM 4453	Business Ethics	3
BIOL 2313	Introduction to Environmental Science*	3
BIOL 3214	Energy and Environment*	4
BIOL 4503	Principles of Ecology*	3
COMM 3203	Group Communication	3
COMM 3513	Public Relations	3
ECON 3113	Intermediate Microeconomics	3
ECON 3133	Intermediate Macroeconomics	3
ECON 3223	Labor Economics	3
ECON 3313	Money and Banking	3
ECON 3443	Comparative Economic Systems	3
ECON 3553	Economics of Race, Class, and Gender	3
ECON 3653	History of Economic Thought	3
ECON 3893	Government and Business	3
ECON 4333	Regional Economics	3
HIST 1103	Oklahoma History	3
INST 2003	Contemporary American Indian Issues	3
INST 3233	Tribal Government and the Law	3
MGMT 3383	Organizational Behavior	3
PSCI 2133	Comparative Government	3
PSCI 2143	Government of the U.S.	3
PSCI 3213	Interest Groups and Political Parties	3
SOC 1133	Introduction to the Criminal Justice System	3
SOC 2213	Social Problems	3
SOC 2633	Sociology of Health and Medicine	3
SOC 3213	Introductions to Social Welfare Theory	3
SOC 3543	Social Stratification	3
SOC 3753	Criminology	3
SOC 4103	Race and Ethnic Relations	3
SOC 4513	Community Development	3
SOC 4643	Criminal Justice Administration	3

Any other courses approved by the advisor.

\*Prerequisite courses may be required.

## SOCIOLOGY

Sociology is the scientific study of human society and patterns of social behavior. It is concerned with social structures and processes, including groups, organizations, societies, institutions, social-cultural change, socialization, social interaction, and social relationships. Sociology provides a foundation for further professional training in applied areas of social work, law, criminal justice, and gerontology, or graduate study in sociology toward careers in teaching and research. The sociology major with a Bachelor of Arts is well prepared, in conjunction with the richness of liberal arts education, for a variety of career opportunities in business, industry, government, and social agencies.

**Bachelor of Arts in Sociology (30 hours total)**

Required Sociology Core (12 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
SOC 1123	General Sociology	3
SOC 4773	Social Theory	3
SOC 4783	Methods of Social Research	3
MATH 2203	Elementary Statistics	3

*Plus* Required Sociology Electives (choose 18 hours):

SOC 1133	Introduction to the Criminal Justice System	3
SOC 1223	Introduction to Social Work	3
SOC 2203	Social Networks	3
SOC 2213	Social Problems	3
SOC 2633	Sociology of Health and Medicine	3
SOC 2880	Special Topics	1-3
SOC 2900	Workshop	1-3
SOC 2990	Tutorial	1-3
SOC 3203	Anthropology	3
SOC 3213	Introduction to Social Welfare Theory	3
SOC 3223	Deviant Behavior	3
SOC 3423	The Sociology of the Family	3
SOC 3543	Social Stratification	3
SOC 3623	Drugs and Society	3
SOC 3753	Criminology	3
SOC 3903	Internship in Sociology	3
SOC 4103	Race and Ethnic Relations	3
SOC 4203	Sociology of Education	3
SOC 4213	Sociology of Religion	3
SOC 4513	Community Development	3
SOC 4613	Delinquency and the Juvenile Justice System	3
SOC 4643	Criminal Justice Administration	3
SOC 4773	Social Theory	3
SOC 4783	Methods of Social Research	3
SOC 4803	Survey Research	3
SOC 4880	Special Topics	1-3
SOC 4900	Sociology Workshop	1-3
SOC 4990	Tutorial	1-3

**Minor in Sociology**

18 hours in sociology, including SOC 1123.

Strongly recommended: SOC 4773 and SOC 4783

**Minor in Criminal Justice**

21 hours, including SOC 1133, SOC 3633, SOC 3753 and a 3-hour social research course not counted toward a major (SOC 4783 and PSYC 3003 recommended). Remaining 9 hours must be chosen with advisor approval (INST 3233, INST 2003, PSCI 2143, PSCI 3753, PSCI 2803, PSCI 4421, SOC 2213, SOC 3633, SOC 4613, SOC 4623, SOC 4643 and variable topics courses, 4880)

## COURSE LISTINGS in SOCIOLOGY (SOC)

- 1123 GENERAL SOCIOLOGY  
A general survey of the field with emphasis on socialization, social institutions, social processes, culture, social changes and the numbers, distribution, and organization of people. 3 hours
- 1133 INTRODUCTION TO THE CRIMINAL JUSTICE SYSTEM  
Survey of the various components of the criminal justice system with special emphasis on the role of law enforcement. 3 hours
- 1223 INTRODUCTION TO SOCIAL WORK  
This course will serve to introduce students to the rudiments of the social service agency. The course will direct students to examine the historical development, components, functions, and clientele of this important agency, and the obstacles, which it faces in the political economy. 3 hours
- 2203 SOCIAL NETWORKS  
This course is designed to introduce students to social networks. It is an examination of how humans interact in the context of social networks. The course will explore the sociological analyses of how social networks are formed and maintained. We will review the ways in which personal networks are thought to influence a broad range of behavioral outcomes. Building on this base, we will then examine these questions in context of contemporary 'social networking' technology. How does this technology influence social networks: Does it change how they function? There will be a class research project designed to examine some of the emergent questions. 3 hours
- 2213 SOCIAL PROBLEMS  
A study of contemporary social problems in American society, with particular reference to the genesis of antisocial attitudes in the individual, family, and community. 3 hours
- 2633 SOCIOLOGY OF HEALTH AND MEDICINE  
Sociological and psychological factors in human health and disease; the behavior and the social relations of patients, physicians, nurses, and public health leaders; ecological and demographic factors in health and medicine; health problems relating to the family, personality, and the life cycle. 3 hours
- 2880 SPECIAL TOPICS  
Special topics in sociology. 1-3 hours (may be repeated).
- 2900 WORKSHOP  
Guided study in sociology under faculty supervision; various topics and methods of instruction. 1-3 hours (may be repeated).
- 3203 ANTHROPOLOGY  
A logistic approach that introduces students to the subfields of anthropological studies, the course focuses on the interaction of the biological, historical, and social studies for an understanding of the dynamics of human cultures and societies. 3 hours
- 3213 INTRODUCTION TO SOCIAL WELFARE THEORY  
Theory, structure, and techniques of private, municipal, state, and federal social work agencies. 3 hours
- 3223 DEVIANT BEHAVIOR  
This course examines the processes by which deviance is defined in society. We will consider multiple theories and methods used to study deviance and social control. This course is designed to take a critical approach to deviant behaviors and actors to further understand how deviance is managed, discarded, or institutionalized. 3 hours
- 3423 THE SOCIOLOGY OF THE FAMILY  
Study of structure and functions of the family as an institution in various historical and contemporary societies. 3 hours

- 3543 **SOCIAL STRATIFICATION**  
Study of the distribution of power, prestige, and position within society. 3 hours
- 3623 **DRUGS AND SOCIETY**  
In this course, students will explore the sociology of drug usage. Throughout this course, students will learn to differentiate between social popular opinion and social scientific research when exploring topics related to drug use. This course covers a broad range of issues related to drugs in society including pharmacological uses, legal drugs, illicit drugs, drugs in the media, law enforcement, court procedures, the War on Drugs, and mass incarceration. 3 hours
- 3753 **CRIMINOLOGY**  
Inquiry into the origin and societal consequences of crime and its prevention and treatment. 3 hours
- 3903 **INTERNSHIP IN SOCIOLOGY**  
A limited field-training experience at an agency or institution allowing the student to observe and assist the designated supervisor in various work duties. Possible sites include legal system facilities, service-providing agencies, and government organizations. Prerequisites: sociology major, junior standing, consent of faculty director and field supervisor. 3 hours (may be repeated).
- 4103 **RACE AND ETHNIC RELATIONS**  
Social and cultural aspects of minority group relations with major emphasis on those within the United States. Prerequisite: SOC 1123. 3 hours
- 4203 **SOCIOLOGY OF EDUCATION**  
This course will examine the impact of education as a social institution from a sociological perspective. 3 hours
- 4213 **SOCIOLOGY OF RELIGION**  
This course introduces students to the sociology of religion. By the end of the semester, students should be familiar with the major findings, debates, and theories in the sociology of religion. While there is some attention given to global religions, the course focuses on religion in the United States. We will examine the nature of American religion, changes in American religion, and the connection between religion and other spheres of life, such as race, gender, social class, and politics. 3 hours
- 4513 **COMMUNITY DEVELOPMENT**  
This course is centered on building participant knowledge and appreciation of the community development process. It is the study of the processes, methods, programs and movements that mobilize whole populations with common concerns to advance common interests. 3 hours
- 4613 **DELINQUENCY AND THE JUVENILE JUSTICE SYSTEM**  
This provides a detailed examination of the processes involved in the causation, forms, extent, prevention and control of juvenile delinquency. Students will critically examine the procedures utilized by the various juvenile justice agencies from initial contact with law enforcement agents to the selection of a disposal alternative. 3 hours
- 4643 **CRIMINAL JUSTICE ADMINISTRATION**  
Criminal Justice Administration is designed to provide students an opportunity to study the organizational characteristics of the court, corrections and law enforcement as specialized agencies of the criminal justice system. The focus will be on examining administrative policies, processes, channels, and objectives of these institutions within the constraints of the wider society in which they function. 3 hours
- 4773 **SOCIAL THEORY**  
Review and analysis of sociological theories from Comte to the present. Prerequisite: SOC 1123 and a grade of "C" or better. 3 hours
- 4783 **METHODS OF SOCIAL RESEARCH**  
Introduction to scientific methods as they pertain to sociology and related fields, including scientific logic, experimental design, problem development and formulation of hypotheses, concept measurement, data collection and analysis, interpretation and reporting of findings. Project assignments provide training

in application of selected research elements and in scientific report writing. Prerequisite: CSCI 1143 and IDS 1223. 3 hours

- 4803 SURVEY RESEARCH  
Application of skills and concepts studied in SOC 4783 that are directly relevant to initiating and completing survey research studies. The student will develop skills in data collection, analysis, interpretation, report writing, and presentation using multivariate statistical methods applicable to survey data. Prerequisite: SOC 4783 with a grade of B or better. 3 hours
- 4880 SPECIAL TOPICS  
Special topics in sociology. 1-3 hours (may be repeated).
- 4900 SOCIOLOGY WORKSHOP  
Related topics and problems in sociology. 1-3 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in sociology under faculty supervision. 1-3 hours (may be repeated).

### **GEOGRAPHY**

Although USAO does not offer a degree program in geography, courses in this area are offered for interdisciplinary enrichment purposes and as requirements for professional certification.

#### **COURSE LISTINGS in GEOGRAPHY (GEOG)**

- 1103 PRINCIPLES OF HUMAN GEOGRAPHY  
Study of interactions between social humans and their natural environment, with emphasis on human perception of and impact upon the environment and the corresponding impact of the environment on human culture. 3 hours
- 2203 THE NATURE OF GEOGRAPHIC PROBLEMS  
Interdisciplinary approach to geographic concerns: urbanization, population, resources, perception of the environment, and others. 3 hours
- 3203 THE SPACESHIP EARTH  
Bio-geography as an approach to conservation, ecology, and survival. 3 hours
- 3303 POLITICAL GEOGRAPHY OF THE MODERN WORLD  
Examines the political, economic, and cultural development of the modern societies throughout all major geographic regions of the world (North and South America, Europe, Asia, and Africa). 3 hours
- 4233 SEMINAR IN GEOGRAPHY  
Student selection of topics and themes for research and discussion; design and emphasis determined by needs, interests, and background of students involved. Prerequisite: GEOG 1103 or equivalent, *or* approval of instructor. 3 hours.
- 4900 WORKSHOP  
Related topics and problems in geography. 1-3 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in geography under faculty supervision. 1-3 hours (may be repeated).

## BUSINESS ADMINISTRATION

USAO's Bachelor of Science Degree in Business Administration combines the practical procedure of the discipline with the people-oriented aspect of the liberal arts. Business students find an emphasis on such areas as effective evaluation of factual information, working efficiently with others, the promotion of moral and ethical values within the business community, and sound and creative decision making. Business Administration majors have a 33-hour business core designed to ensure student success in the business field. In addition, students have the flexibility of tailoring their program through an additional 15 hours in business elective courses to earn an emphasis in Accounting, Business Administration or Management.

Students majoring in Business Administration must earn a minimum grade of "C" in each major area course or have a minimum 2.5 GPA in their major area.

### **Bachelor of Science in Business Administration (48 hours total)**

Required Business Core (33 hours):

<i>Course</i>	<i>Title</i>	<i>Hours Required</i>
ACCT 2103	Principles of Accounting I	3
ACCT 2203	Principles of Accounting II	3
BADM 1503	Introduction to Business	3
BADM 3103	Business Law I	3
BADM 3223	Business Communication	3
BADM 3243	Principles of Marketing	3
BADM 3483	Principles of Finance	3
ECON 2113	Principles of Macroeconomics	3
ECON 2123	Principles of Microeconomics	3
MGMT 3253	Principles of Management	3
MATH 2203	Elementary Statistics	3

Plus 15 hours of Business electives to be selected with approval of advisor:

Courses from accounting, general business, and/or management

### **Minor in Business Administration**

18 hours, including 3 hours of upper-division electives to be selected with the Business advisor.

ACCT 2103	Principles of Accounting I	3
BADM 3223	Business Communications	3
MGMT 3253	Principles of Management	3
ECON 2113	Principles of Macroeconomics OR	3
ECON 2123	Principles of Microeconomics	3
BADM 3103	Business Law I OR	3
BADM 3113	Business Law II	3

NOTE: Requires a grade of "C" or better in each course.

### **COURSE LISTINGS in ACCOUNTING (ACCT)**

- 2103 PRINCIPLES OF ACCOUNTING I  
Study of fundamental concepts of accounting, including accounting principles, compilation and analysis of basic financial statements, and analysis and accounting techniques related to individual financial statement items. 3 hours
- 2203 PRINCIPLES OF ACCOUNTING II  
Continuation of study of fundamental concepts of accounting, with introduction to corporate and partnership accounting; emphasis on managerial accounting and the analytical and decision-making aspects of accounting. Prerequisites: ACCT 2103. 3 hours
- 2880 SPECIAL TOPICS  
Special topics in accounting. 1-4 hours (may be repeated).



- 2900 WORKSHOP  
Guided study in accounting under faculty supervision; topics and methods of instruction may vary. 1-4 hours (may be repeated).
- 2990 TUTORIAL  
Independent study in accounting under faculty supervision. 1-4 hours (may be repeated for total of 9 hours with change in title and content).
- 3003 INTRODUCTION TO OIL AND GAS ACCOUNTING  
Introducing students to the unique nature of the Oil and Gas Industry and the specialized nature of its accounting methods and financial statements. 3 hours
- 3013 OIL AND GAS ACCOUNTING II  
A continuation of the Introduction to Oil and Gas Accounting course. Course provides more in depth accounting knowledge relating to complex methods and procedures concerning accounting and tax issues. 3 hours
- 3203 PERSONAL FINANCE AND ACCOUNTING  
Personal financial planning is the process of managing your money to achieve personal economic satisfaction. The planning process allows you to control your financial situation. Topics include financial planning, money management, taxes, consumer credit, purchasing strategies for automobiles and housing, insurance, and investing vehicles and strategies. 3 hours
- 3303 PAYROLL ACCOUNTING  
The payroll function must comply with Federal, State, and Local regulations and laws. This necessity for compliance and accuracy, requires a specialized knowledge of applicable law, regulations, and accounting methods. 3 hours
- 3323 GOVERNMENTAL ACCOUNTING  
Characteristics of governmental and nonprofit organizations at various levels. Budgetary accounts, revenue collections, fund concepts, financial reports, types of funds, and new concepts in reporting. Prerequisites: ACCT 2103 and ACCT 2203. 3 hours
- 3403 CREATIVE ACCOUNTING AND FINANCIAL STATEMENT FRAUD  
Even though Generally Accepted Accounting Principles (GAAP) appear strict in nature, the accounting profession recognizes a need for flexibility in different businesses and industries and an extensive use of estimates. This flexibility also provides opportunities for financial statement manipulation that may not reflect the true economic results and position of the business presented. Knowledgeable executives and managers can engage in "earnings management" and other deceptive or misleading techniques and procedures that are not "illegal." 3 hours
- 3453 INCOME TAX ACCOUNTING I  
Individual income taxations, returns, rates, exceptions, excludible and includible income, basis, capital gains and losses, deductions for adjusted gross income, itemized deductions, standard deductions and other areas of individual taxation. Prerequisites: ACCT 4103 and ACCT 4113. 3 hours
- 4103 INTERMEDIATE ACCOUNTING I  
Financial statements; problems involved in the measurement of business and periodic progress; contemporary accounting problems. Prerequisite: ACCT 2203. 3 hours
- 4113 INTERMEDIATE ACCOUNTING II  
Continuation of ACCT 4103. Prerequisite: ACCT 4103. 3 hours
- 4203 INTEGRATED COMPUTER ACCOUNTING  
Course is designed to give accounting students practical experience in using accounting software. This course utilizes a generic accounting program. This program allows students to become familiar with how accounting software is used in everyday business situations. 3 hours

- 4213 **COMPLIANCE ACCOUNTING**  
Accountants are required to assist business in fulfilling all statutory and regulatory forms and filings related to Federal, State, Local and regulatory agencies. Compliance requires timely, complete, and accurate information submitted through proper forms and channels to avoid penalties and legal proceedings. 3 hours
- 4223 **COST ACCOUNTING**  
Basic principles of process and job lot cost accounting. Prerequisite: ACCT 2203. 3 hours
- 4343 **ADVANCED ACCOUNTING I**  
Partnerships and joint ventures; installment sales; consignments; consolidated financial statements. Prerequisite: ACCT 4113. 3 hours
- 4353 **ADVANCED ACCOUNTING II**  
Price-level changes; statements of affairs; receiverships, estates, and trusts; government accounting. Prerequisite: ACCT 4113. 3 hours
- 4363 **ADVANCED FINANCIAL ACCOUNTING**  
Concepts and procedures of financial accounting stated in releases of American Institute of Certified Public Accountants, American Accounting Association, and Securities and Exchange Commission. Prerequisites: ACCT 4343 *and* ACCT 4353. 3 hours
- 4443 **AUDITING**  
Standards and procedures, professional ethics, legal responsibilities, and audit programs and reports. Prerequisite: ACCT 4113. 3 hours
- 4453 **INCOME TAX ACCOUNTING II**  
Study of advanced taxation problems; special emphasis on partnership and corporation returns, inventories; theory of taxation; installment sales; declarations; assessments; refunds. Prerequisites: ACCT 4103 *or* ACCT 4113. 3 hours
- 4880 **SPECIAL TOPICS**  
Special topics in accounting. 1-4 hours (may be repeated).
- 4900 **WORKSHOP**  
Guided study in accounting under faculty supervision; topics and methods of instruction may vary. 1-4 hours (may be repeated).
- 4990 **TUTORIAL**  
Independent study in accounting under faculty supervision. 1-4 hours (may be repeated).

#### **COURSE LISTINGS in GENERAL BUSINESS (BADM)**

- 1503 **INTRODUCTION TO BUSINESS**  
Identification of role of business in modern society, including analysis of specialized fields within business organizations and overall picture of business operations; first course for business majors and also provides understanding of modern American business for non-business majors. 3 hours
- 2880 **SPECIAL TOPICS**  
Special topics in business administration. 1-4 hours (may be repeated).
- 2900 **WORKSHOP**  
Guided study in business administration under faculty supervision; varied topics and methods of instruction. 1-4 hours (may be repeated).
- 2990 **TUTORIAL**  
Independent study in business administration under faculty supervision. 1-4 hours (may be repeated).

- 3023 INTRODUCTION TO COMPUTER SPREADSHEETS  
This is a hands-on course where students will learn to use skills available in modern computer spreadsheets such as Microsoft Excel. 3 hours
- 3103 BUSINESS LAW I  
Contracts, negotiable instruments, agencies, suretyship, insurance, sales, partnerships, corporations, property. 3 hours
- 3113 BUSINESS LAW II  
Continuation of BADM 3103. 3 hours
- 3223 BUSINESS COMMUNICATION  
Psychology of communication, functional writing and speaking, emphasis on management policies and practices which lead to effective communication. Prerequisites: IDS 1113 (Writing I) and IDS 1213 (Writing II). 3 hours
- 3243 PRINCIPLES OF MARKETING  
Current practices and structure of the market; analysis of marketing functions, institutions, pricing, demand creation, costs and marketing legislation. Prerequisites: ACCT 2103, ACCT 2203, ECON 2113, and ECON 2123. 3 hours
- 3363 ADMINISTRATIVE RESOURCE DEVELOPMENT  
Organization and control of office environment, management of mid-level office and leadership involved in working with people, ergonomics, and equipping an office. 3 hours
- 3483 PRINCIPLES OF FINANCE  
Identification, analysis, and solution of problems in finance; nature and investment merits of corporate bonds; preferred stocks and common stocks. 3 hours
- 4333 SEMINAR  
A course offering senior business majors an opportunity to engage in research or advanced study of problems of mutual interest to members of class. 3 hours
- 4453 BUSINESS ETHICS  
This course provides a general overview of contemporary and historical theories of ethics. Understanding that social responsibility as opposed to legal responsibility involves a voluntary response from an organization that is above and beyond what is specified by law. Conflicting obligations, feelings, and opinions that people often face in personal and professional situations will be explored using a case study format. Prerequisite: junior or senior standing. 3 hours
- 4880 SPECIAL TOPICS  
Special topics in business administration. 1-4 hours (may be repeated).
- 4900 WORKSHOP  
Treatment of related topics and problems in business administration. 1-6 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in business administration under faculty supervision. 1-4 hours (may be repeated).

#### **COURSE LISTINGS in MANAGEMENT (MGMT)**

- 2900 WORKSHOP  
Guided study in management under faculty supervision; various topics and methods of instruction. 1-4 hours (may be repeated).
- 2990 TUTORIAL  
Independent study in management under faculty supervision. 1-4 hours (may be repeated).

- 3203 LEADERSHIP IN FILM  
Contemporary film has as one of its basic component, the diffusion of social and cultural morals and values. Often with the entertainment that is provided by film, there are messages that teach us about key ideas of our society. This class will utilize six contemporary films to identify and create an arena for discussion of this thing we call “leadership”. 3 hours
- 3213 GROUP DYNAMICS AND TEAMWORK  
This course is designed to provide the student with a working knowledge of the complex nature of group dynamics and methods for increasing the effectiveness of groups and teams. 3 hours
- 3233 MANAGEMENT COMMUNICATION  
Methods of research in report writing; nonverbal communication; techniques of listening; using visual aids for improved communication; oral reporting; applying general semantics to improve management communication. Prerequisite: BADM 3223. 3 hours
- 3253 PRINCIPLES OF MANAGEMENT  
Policies, forms of organization, and techniques as applied in successful business organizations and management. 3 hours
- 3373 HUMAN RESOURCE MANAGEMENT  
Fundamental functions of human resource management; relationship between personnel management and organizations; emerging role of personnel administration in development of strategic policy for organizations. Prerequisite: MGMT 3253. 3 hours
- 3383 ORGANIZATIONAL BEHAVIOR  
Organizations and human behavior controversy in organizational theory and the study of human behavior; motivation, perception, nature-nurturing, learning and culture; selected styles of management rooted in behavioral sciences. Prerequisites: MGMT 3253 *and* MGMT 3373. 3 hours
- 3393 SMALL BUSINESS ORGANIZATION AND MANAGEMENT  
Essentials of organization and management, production and marketing, purchasing and collections, financial management and management systems, accounting and taxation, and insurance and legal problems. 3 hours
- 3403 TRAINING AND DEVELOPMENT  
Employee training and development strikes a balance between research and real company practices. It provides students with a solid background in the fundamentals of training and development such as needs assessment, transfer of training, learning environment design, methods, and evaluation. 3 hours
- 3413 COMPENSATION  
This course is designed to help students learn and understand the art and science of compensation practice and its role in promoting companies competitive advantage. 3 hours
- 3423 EMPLOYMENT LAW  
This course is designed to help students learn and understand the laws that govern the relationship between employers and employees. Students will learn to interpret and apply key statutes and rules to business situations. 3 hours
- 4353 MANAGERIAL STRATEGY  
Implementing and formulating basic business strategy; analytic approach to strategic decisions using practical examples of problems firms face or will face given current environmental trends. Prerequisites: all business core courses *and* senior standing. 3 hours

- 4403 INTERNATIONAL MANAGEMENT  
As the world's business climate changes many companies are finding value in involvement in international trade. Technological, as well as government evolution has increased the attractiveness of many markets. This move into foreign investment is not without risk. This course is designed to introduce students to the various factors that companies must consider before making such a move. 3 hours
- 4880 SPECIAL TOPICS  
Special topics in management. 1-4 hours (may be repeated).
- 4900 WORKSHOP  
Guided study in management under faculty supervision; various topics and methods of instruction. 1-4 hours (may be repeated).
- 4990 TUTORIAL  
Independent study in management under faculty supervision. 1-4 hours (may be repeated).

## Personnel at USAO

### ADMINISTRATION

- JOHN H. FEAVER, President: 1980, 1988, 2000  
B.A., M.A., Ph.D., University of Oklahoma
- LAURA COPONITI, Dean of Admissions and Financial Aid: 1992, 2015, 2016, 2017  
B.S., University of Science and Arts of Oklahoma
- MICHAEL COPONITI, Vice President for Personnel and Business Office: 1994, 1999, 2006  
B.A., University of Science and Arts of Oklahoma; M.B.A., Cameron University
- AMY GODDARD, Director of Communications and Marketing: 2015  
B.A., University of Oklahoma
- DONNA GOWER, Director of Teacher Education: 2017  
B.A., University of Oklahoma; M.S., Kansas State University; Ed.S., Fort Hays State University;  
Ed.D., Kansas State University
- SID HUDSON, Vice President for University Advancement: 2013, 2016  
B.B.A., University of Oklahoma
- NANCY HUGHES, Dean of Students: 2007, 2010  
B.S., University of Tulsa; M.S., University of Memphis
- JENNIFER LONG, Director of Interdisciplinary Studies: 2007  
B.A., University of Tulsa; Ph.D., University of Tennessee, Knoxville
- KRISTA MAXSON, Vice President for Academic Affairs: 2015  
B.S., University of Oregon, Eugene; M.S., Ph.D., University of Nebraska, Lincoln
- MISTI MCCLELLAN, Director of Alumni Development: 2017  
B.A., University of Science and Arts of Oklahoma; M.A., University of Central Oklahoma
- NICOLE MCMONAGLE, Interim Director of Nash Library: 2019  
B.S., University of Science and Arts of Oklahoma
- BRISCO MCPHERSON, Athletic Director: 1980, 2002  
B.A., University of Science and Arts of Oklahoma; M.Ed., Central State University
- CATHY PERRI, Assistant to the President and Director of Neill-Went Center for Neurodiversity: 2016  
B.S., M.Ed., University of Central Oklahoma
- CHELSEA PHILLIPS, Director of Enrollment & Records and Registrar: 2012, 2015  
B.S., University of Science and Arts of Oklahoma
- MONICA TREVINO, Vice President for Enrollment Management: 2009  
B.A., M.A., University of Texas-Pan American

### PROFESSIONAL STAFF

- JP AUDAS, Director of Development, 2019  
B.B.A., University of Oklahoma; M.H.R., University of Oklahoma
- RICHARD BARKER, Head Volleyball Coach: 2017  
B.S., M.S., Southwestern Oklahoma State University
- DAVID DUNCAN, Television Production Specialist: 1999
- CHRISTOPHER FRANCIS, Head Men's Basketball Coach: 2013, 2015  
B.S., Rogers State University
- JAMES HAMPTON, Men's/Women's Soccer Coach: 1998  
B.S., Northeastern Oklahoma State University
- DARRICK MATTHEWS, Head Women's Basketball Coach: 2015  
B.S., McMurry University; M.Ed., Sul Ross University
- VANESSA MCNABB, Executive Assistant to the President and Secretary to the Board of Regents: 2009, 2019  
A.A.S., Oklahoma City Community College
- CATELYN PERRY, Director of Counseling, Disability, & Career Services: 2013  
B.S., M.Ed., Southwestern Oklahoma State University
- DANIEL POOL, Institutional Assessment Coordinator: 2013  
B.S., University of Science and Arts of Oklahoma
- MICHAEL ROSS, Head Baseball Coach: 2005  
B.A., University of Science and Arts of Oklahoma; M.S.S., United States Sports Academy
- TANNER SHOEMAKER, Director of Sports Information: 2019  
B.S., Ottawa University

MISTY STEELE, Academic Resource Counselor/Retention Officer: 2013  
B.S., University of Science and Arts of Oklahoma; M.S., Southwestern Oklahoma State University;  
Ph.D., Oklahoma State University  
JADYN WALLIS, Head Women's Softball Coach: 2012  
B.A., University of Oklahoma, M.Ed., East Central University

### ***DIVISION CHAIRS***

DONNA GOWER, Chair of the Division of Education & Speech-Language Pathology: 2017  
B.A., University of Oklahoma; M.S., Kansas State University; Ed.S., Fort Hays State University;  
Ed.D., Kansas State University  
J.C. SANDERS, Chair of the Division of Science and Physical Education: 2013  
B.S., College of New Jersey; M.S., George Washington University; Ph.D., University of Connecticut  
JAMES VAUGHN, Associate Professor of Psychology: 2017  
B.A., University of Central Oklahoma; M.S., Ph.D., Oklahoma State University  
STEPHEN WEBER, Chair of the Division of Arts and Humanities: 2011  
B.A., Concordia University; M.A., Trenton State College; Ph.D., Texas Tech University

### ***FACULTY***

TONNIA ANDERSON, Associate Professor of History and American Studies: 2010, 2014, 2019  
M.A., Ph.D., Yale University  
ANNICK BELLEMAIN, Professor of Languages: 2006, 2011, 2017  
B.A., M.A. Brigham Young University; Ph.D., University of Utah  
NICHOLAS BOYDE, Assistant Professor of Chemistry: 2018  
B.S., University of Mount Union; Ph.D., Vanderbilt University  
BRENDA BROWN, Professor of English: 1992, 1996, 1997, 2005  
B.A., University of North Texas; M.A., University of Texas at Arlington; Ph.D., Texas Christian University  
JOHN BRUCE, Professor of Language and Literature: 1998, 2000, 2004, 2005, 2013  
B.A., Humboldt State University; M.A., University of Texas-Pan American;  
Ph.D., University of Glasgow (Scotland)  
J.C. CASEY, Professor of Communication: 1992, 1997, 1998, 2005  
B.A., Northeast Louisiana University; M.A., Northwestern State University (Louisiana); Ph.D.,  
University of Maryland  
SHAYLEE CHESTER, Instructor of Education and Director of Child Development Center: 2017  
B.S., University of Science and Arts of Oklahoma; M.Ed., Southwestern Oklahoma State University  
CHRISTA COPELAND, Instructor of Business: 2017  
B.A., University of Central Oklahoma; M.H.R., University of Oklahoma  
KEVIN CROW, Professor of History/Education, 2005, 2009, 2010, 2016  
B.A., Arkansas Tech University; M.A., Ph.D., University of Kentucky  
KATIE DAVIS, Professor of Theatre Arts: 2006, 2011, 2017  
B.A., Juniata College; M.A., University of Texas at El Paso; M.F.A., University of Mississippi  
DANY DOUGHAN, Associate Professor of Chemistry: 2018  
B.S., Lebanese American University; M.S., Oklahoma State University; Ph.D., Benedictine University  
JOHN H. FEAVAR, Professor of History: 1980, 1985, 1988, 2000  
B.A., M.A., Ph.D., University of Oklahoma  
JAMES FINCK, Associate Professor of History: 2011, 2016  
B.A., College of William and Mary; M.A., Virginia Polytechnic Institute and State University;  
Ph.D., University of Arkansas  
CHRISTOPHER GARNEAU, Associate Professor of Sociology: 2012, 2017  
B.A., Dickinson State University; M.A., Ph.D., University of Nebraska-Lincoln  
DONNA GOWER, Professor of Education: 2008, 2013, 2019  
B.A., University of Oklahoma; M.S., Kansas State University; Ed.S., Fort Hays State University;  
Ed.D., Kansas State University  
DEVON GUNTER, Assistant Professor of Mathematics: 2019  
B.A., University of Oklahoma, M.S., University of Central Oklahoma; Ph.D., University of Oklahoma  
JOSHUA HAKALA, Assistant Professor of Biology: 2019  
B.S., University of Wisconsin; B.A., Lakeland University; Ph.D. Marquette University

JAN L. HANSON, Professor of Music: 1987, 1991, 1994, 2002  
 B.S., Texas Women's University; M.M., Indiana University; D.M.A., North Texas State University

NANCY HECTOR, Professor of Education: 1998, 2003, 2004, 2008, 2016  
 B.S., Oklahoma College of Liberal Arts; M.Ed., Phillips University; Ed. D., Nova Southeastern University

THURMAN LEE HESTER, JR., Professor: 2000, 2005, 2013  
 B.A., M.A., Ph. D., University of Oklahoma

YUNJAE HWANG, Assistant Professor of Deaf Education: 2013, 2017  
 B.A., Woosuk University, Korea; M.A., Fontbonne University, Ph.D., Gallaudet University

RACHEL JONES, Associate Professor of Biology: 2014, 2019  
 B.A., Arizona State University; M.S., Ph.D., University of Wyoming

ALEX KANGAS, Assistant Professor of Economics: 2015  
 B.A., Minnesota State University; M.S., Ph.D., University of Utah

ALEISHA KARJALA, Professor of Political Science, 2007, 2012, 2018  
 A.A., Long Beach City College; B.A., Ph.D., University of Oklahoma

KAREN KARNER, Assistant Professor of Speech-Language Pathology and  
 Director of John Morris Clinic: 2013, 2017  
 B.A., M.S., Fort Hays State University; Ph.D., University of Oklahoma

SEAN KELLEY, Professor in Physical Education: 1999, 2001, 2005, 2006, 2016  
 A.A., Schoolcraft College, Michigan; B.S., M.Ed., Wayne State University; Ph.D., Ohio State University

JACQUELYN KNAPP, Professor of Art: 2005, 2009, 2017  
 B.A., University of Science & Arts of Oklahoma; M.F.A., Texas A&M University, Commerce

SARAH LAYMAN, Associate Professor of Education: 2011, 2016  
 B.S., M.Ed., Ph.D., University of Oklahoma

JENNIFER LONG, Professor of Economics and Director of Interdisciplinary Studies: 1999, 2004, 2005, 2012  
 B.A., University of Tulsa; Ph.D., University of Tennessee, Knoxville

JEANNETTE LOUTSCH, Professor of Biology: 2007, 2012, 2019  
 B.S., College of St. Benedict (MN); Ph.D., Saint Louis University

KRISTA MAXSON, Professor of Mathematics: 2015  
 B.S., University of Oregon, Eugene; M.S., Ph.D., University of Nebraska, Lincoln

LINDA MCCOY, Instructor of Speech-Language Pathology: 1999  
 B.S., M.Ed., Southwest Texas State University; M.R.E., Southwestern Baptist Theological  
 Seminary, Fort Worth

LINDA MCELROY, Professor of Education: 1995, 2000, 2002, 2006, 2012  
 B.S., University of Science and Arts of Oklahoma; M.Ed., Ph.D., University of Oklahoma

BRISCO MCPHERSON, Instructor of Physical Education: 1980  
 B.A., University of Science and Arts of Oklahoma; M.Ed., Central State University

BLAKE MORGAN, Associate Professor of Art: 2013, 2018  
 B.A., East Central University; M.F.A., University of South Carolina

ROBERT NEWBROUGH, Instructor of Accounting: 2005  
 B.S., University of Science and Arts of Oklahoma, CPA

SHELLEY REES, Professor of English: 2007, 2012, 2018  
 B.A., Ph.D., University of North Texas

MATTHEW REYNOLDS, Instructor of Deaf Education: 2012  
 B.S., Brigham Young University; M.Ed., Utah State University

J.C. SANDERS, Associate Professor of Physics: 2011, 2016  
 B.S., College of New Jersey; M.S., George Washington University; Ph.D., University of Connecticut

KATE SEKULA, Assistant Professor of Music: 2015  
 B.S., Lebanon Valley College; M.M., George Mason University; Ph.D., University of Connecticut

JASON SHAW, Associate Professor of Biology: 2012, 2017  
 B.S., Southern Utah University; M.S., University of Wyoming; Ph.D., University of Northern Colorado

ZACH SIMPSON, Associate Professor of Philosophy and Religious Studies and Bradford E. Ableson  
 Associate Professor of Religious Reconciliation: 2009, 2014  
 B.A., Colorado College; Ph.D., Claremont Graduate University

MISTY STEELE, Assistant Professor of Psychology: 2017  
 B.S., University of Science and Arts of Oklahoma; M.S., Southwestern Oklahoma State University;  
 Ph.D., Oklahoma State University

LAYNE THRIFT, Associate Professor of Art: 2012, 2017  
 B.F.A., University of Science and Arts of Oklahoma; M.F.A., Texas Tech University

QUAN TRAN, Associate Professor of Mathematics: 2011, 2016



B.S., M.A., Ph.D., University of Oklahoma  
 JAMES VAUGHN, Associate Professor of Psychology: 2011, 2012, 2017  
 B.A., University of Central Oklahoma; M.S., Ph.D., Oklahoma State University  
 JORDAN VINYARD, Associate Professor of Art: 2013, 2018  
 B.F.A., University of Central Oklahoma; M.F.A., Florida State University  
 STEPHEN WEBER, Professor of Music and Mary Jo Ragan Professor of Interdisciplinary Studies: 1995, 2001, 2003, 2009  
 B.A., Concordia University; M.A., Trenton State College; Ph.D., Texas Tech University  
 BEN WETHERBEE, Assistant Professor of Interdisciplinary Studies: 2016, 2018  
 B.A., University of Michigan; M.A., Miami University; Ph.D., University of Louisville, Kentucky  
 BRANDON WOOD, Assistant Professor of Art: 2018, 2019  
 B.F.A., University of Science and Arts of Oklahoma; M.F.A., Clemson University

***EMERITIFACULTY***

JAY BASS, Professor of Sociology: 1983-1997  
 KENNETH A. BOHANNON, Professor of Music: 1995-2016  
 JUDY BRAUNER, Instructor of Education of the Deaf: 1979-2012  
 STEVE BROWN, Professor of Art: 1981-2017  
 BONNIE BELL BUCHANAN, Professor of Home Economics: 1965-1977  
 JOANN CARTER, Professor of Education: 1982-1995  
 ROCH CHAN-YU-KING, Professor of Chemistry: 1988-2018  
 IRENE CLEMENTS, Associate Professor of Home Economics: 1975-1984  
 LINDA CRUMB, Professor of Business Administration & Director of Continuing Ed: 1982-2008  
 FRANK DORMAN, Professor of Physics and Chair of the Division of Science and Physical Education: 1967-2011  
 ROGER DRUMMOND, Professor of Drama: 1978-2006  
 JAYMES DUDDING, Professor of Art: 1976-2003  
 VICKI FERGUSON, Professor of Education and Chair of the Division Education & Speech-Language Pathology: 1988-2017  
 LUCILLE ANN FRANKLAND, Professor of English and Chair of the Department of Arts and Humanities: 1988- 2006  
 MARY ANN GOIN, Professor of Business Administration: 1960-1986  
 DAN HANSON, Professor of Music: 1988-2015  
 DIANE HOLLAND, Instructor of Speech-Language Pathology and Director of Speech Pathology Clinic: 1991-2013  
 HOLLIS HOWARD, Professor of Art: 1978-2004  
 ROBIN IRVING, Professor of Education: 1981-2008  
 JOHN JOHNSON, Professor of Computer Science: 1988-2012  
 SHAWYI KAO, Professor of Mathematics: 1982-2011  
 CECIL LEE, Professor of Art: 1991  
 ANGUS KENT LAMAR, Professor of Art: 1976-2013  
 CHARLES M. MATHER, Professor of Biology: 1976-2010  
 JEANNE C. MATHER, Professor of Education: 1990-2017  
 JOHN MANTOOTH, Professor of Accounting: 1983-1996  
 JOHN DEXTER MARBLE, Professor of History: 1972-1997  
 RICHARD MCCALLA, Assistant Professor of Computer Science: 1979-1993  
 STUART MELTZER, Associate Professor of English and Foreign Language: 1968-1996  
 JOHN W. MILLER, Professor of History: 1990-2011  
 NANCY S. OSBORN, Professor of Physical Education: 1992-2018  
 IRENE PARK, Associate Professor of Sociology: 1974-1993  
 DARRYEL REIGH, Professor of Chemistry: 1979-2013  
 CHARLES SCOTT, Professor of Education and Chair of the Department of Education & Speech-Language Pathology: 1975-2003  
 INGRID H. SHAFER, Professor of Philosophy and Religion and Mary Jo Ragan Professor of Interdisciplinary Studies: 1968-2009  
 ROSE MARIE SMITH, Professor of Communication: 1958-1992  
 RICHARD B. TAN, Professor of Computer Science: 1980-2014  
 PETER THOMAS, Professor of Education/Science: 1997-2019  
 ALAN D. TODD, Professor of Education: 1976-2010  
 WAYNE TYLER, Professor of Economics: 1978-1994  
 NANCY J. WARDEN, Professor of Mathematics: 1980-2015

SARAH WEBB, Associate Professor of English: 1988-2003

HAROLD WEISBEIN, Professor of Physical Education: 1967-1991

EDNA M. WILCOX, Assistant Professor of Speech and Hearing Therapy and Chair of the Department of Speech and Hearing Therapy: 1971-1984

***EMERITI ADMINISTRATION***

JACK HUDSON, Director of Admissions and Records: 1977-1993

JOSEPH W. EVANS, Jr., Director of Enrollment & Records & Registrar: 1999-2015

NANCY J. MOATS, Director of Financial Aid: 1999-2014

BILL SMITH, Vice President for University Community: 1973-1988

JIMMIE SMITH, Director of Food Services: 1971-1995

MYRTLE STEVENS, Director of Alumni Affairs: 1991-2006

C. GALE THORSEN, Director of Financial Aid: 1976-1996

***OKLAHOMA STATE REGENTS OF HIGHER EDUCATION***

Joseph L. Parker, Jr., Chair  
Ann Holloway, Vice Chair  
Andrew W. "Andy" Lester, Secretary  
Jay Helm  
Jeff Hickman  
Gen. Toney Stricklin  
Michael C. Turpen  
Steven W. Taylor  
Ronald H. White  
Glen D. Johnson, Chancellor

Tulsa  
Ardmore  
Edmond  
Tulsa  
Fairview  
Lawton  
Oklahoma City  
McAlester  
Oklahoma City  
Oklahoma City

***REGENTS OF THE UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA***

David Ferrell, Chair  
Tom Cordell, Vice Chair  
David McLaughlin, Secretary  
Bill Lance  
Diane Ming  
Chris Mosley  
Cale Walker

Chickasha  
Chickasha  
Enid  
Ada  
Edmond  
Chickasha  
Chickasha

## Index

Academic Forgiveness .....	26
Academic Majors	
<i>See also Teacher Certification</i>	
Art .....	49
Art Certification .....	50
Biology .....	95
Business Administration .....	143
Chemistry .....	100
Communication .....	56
Early Childhood Education .....	85
Economics .....	123
Education of the Deaf .....	88
Elementary Education .....	86
English .....	59
English Certification .....	61
History .....	127
Mathematics .....	105
Mathematics Certification .....	106
Multidisciplinary Studies .....	40
Music .....	69
Music Certification .....	70
Natural Science .....	109
Natural Science Certification .....	110
Physical Education .....	112
Physical Education Certification .....	112
Physics .....	116
Political Science .....	131
Psychology .....	135
Public Policy .....	137
Social Studies Certification .....	128
Sociology .....	139
Speech-Language Pathology .....	91
Theatre Arts .....	79
Academic Minors	
Art .....	50
Art Photography .....	55
Biology .....	97
Business Administration .....	143
Chemistry .....	101
Communication .....	57
Computer Science .....	103
Creative Writing .....	61
Criminal Justice .....	139
Cultural Studies .....	123
Economics .....	125
Education .....	43
English .....	61
French .....	65
History .....	128
Liberal Arts .....	48
Mathematics .....	107
Music .....	71
Philosophy and Religious Studies .....	76
Physical Education .....	112
Physics .....	116
Political Science .....	132
Professional Writing .....	62
Psychology .....	135
Sociology .....	139
Spanish .....	66
Theatre Arts .....	79
Academic Requirements .....	21
Accreditation .....	5
Admission .....	11
Adult .....	16
Alternative .....	13
Concurrent .....	13
Homeschool .....	13
International .....	16
Non-degree Seeking .....	16
Opportunity .....	14
Readmission .....	19
Regular .....	11
Special .....	12
Summer Provisional .....	12
Transfer .....	15
Appeal, Academic .....	24
Appeal, Financial Aid .....	35
Articulation .....	20
Assessment .....	21
Attendance Policy, Academic .....	21
Attendance Policy, Financial Aid .....	33
Auditing Classes .....	27
Background Check .....	42
Calendar .....	6
Catalog Policy .....	18
Changing a Major .....	21
Classification .....	22
CLEP Examinations .....	19
Collection Policy .....	30
Confidential Records .....	37
Continued Enrollment .....	24
Core Curriculum .....	45
Costs .....	29
Credit-Hour Load .....	21
Deficiencies .....	17
Degree Programs .....	40
Disability Services .....	9
Discontinued Program .....	28
Division Chairs .....	150
Dorm Rates .....	29
Emeriti Administration .....	153
Emeriti Faculty .....	151
Enrollment Checklist .....	28
Equal Opportunities Policies .....	20
Faculty .....	150
Feaver, President John .....	149
Fees .....	29
FERPA .....	37
Financial Aid	
Appeal of Suspension .....	35
Federal and State .....	31
Probation and Suspension .....	34
Institutional Scholarships .....	32
Return of Title IV Funds .....	35
Satisfactory Academic Progress .....	34
Geography .....	142
Grades .....	23

Grading System.....	22	English Certification .....	61
Graduation Catalog.....	18	Deaf Education Certification .....	88
Graduation Requirements.....	27	Mathematics Certification.....	106
Guaranteed Tuition Rate.....	29	Music Certification .....	70
Health Services .....	9	Natural Science Certification.....	110
Honor Rolls.....	23	Physical Education Certification.....	112
Independent Study .....	45	Social Studies Certification.....	128
Majors .....	40	Teacher Education.....	41
Mission and Objectives.....	4	Title IV Funds Policy.....	35
Philosophy .....	76	Transfer Student Admission.....	15
Photography .....	55	Transferring Credits .....	22
Physical Education-		Withdrawal Policy.....	25
Coaching Endorsement.....	113		
Teacher Certification .....	41		
Pre-Professional Programs			
Pre-Dentistry.....	118		
Pre-Law.....	132		
Pre-Medicine.....	118		
Pre-Nursing.....	119		
Pre-Pharmacy.....	120		
Pre-Veterinary.....	120		
President John Feaver .....	149		
Prior Learning Credit .....	19		
Probation			
Academic .....	24		
Financial Aid.....	34		
Professional Education .....	83		
Professional Writing .....	62		
Programs of Study .....	40		
<i>See also Academic Majors.</i>			
<i>See also Academic Minors.</i>			
<i>See also Teacher Certification</i>			
Readmission.....	19		
Records Access .....	39		
Refunds .....	31		
Regents			
State Regents.....	154		
USAO Board of Regents.....	154		
Religion.....	76		
Remediation .....	17		
Residence Hall Rates .....	29		
Residency Status.....	18		
Rights and Privacy Policy.....	37		
Satisfactory Academic Progress .....	34		
Scholarships .....	32		
Science.....	95		
Social Studies.....	128		
Staff.....	149		
Student ID cards.....	8		
Student Liability/Responsibility .....	39		
Student Right-to-Know.....	39		
Student Services.....	8		
Student Teaching Requirements .....	41		
Suspension and Appeal			
Academic .....	24		
Financial Aid.....	35		
Teacher Certification			
Art Certification.....	50		
Early Childhood Certification.....	85		
Elementary Certification.....	86		



**USAO**

UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA

1727 W. Alabama Ave.  
Chickasha, OK 73018  
(800) 933.8726  
[usao.edu](http://usao.edu)