ROSE.EDU

ACADEMIC CATALOG

2013/2014

ROSE STATE COLLEGE

We Believe in You!™

2013-2014 Catalog

ROSE STATE COLLEGE

733-ROSE (7673)
1-866-621-0987
www.rose.edu
6420 S.E. 15th St.
Midwest City, OK 73110

As a public, open admissions, associate degree granting institution, Rose State College provides higher education preparation for life-long learning through programs and services designed to serve a diverse community.

A Message from the President

Dr. Jeanie Webb, President

Welcome Rose State Students!

Welcome to a new and exciting adventure and learning experience at Rose State College. Whether you are returning to the Rose State family or joining us for the first time, we are thrilled you are here! If you are ready to make a difference at college and in life, we are here to help you.

Rose State is so fortunate to enjoy great support from our local community. This partnership enables the college to deliver strong academic, arts, and cultural programs that attract business and industry as well as students from throughout the metro area.

Community colleges are the centers of life-long learning. They can change the direction of your life. As a former community college student, I can attest to the role community colleges play in building a strong individual foundation. I believe you will grow from your educational experiences here at Rose State if you just invest the time and effort. I know you can be successful here and prepare yourself for university transfer or position yourself for a winning career with your associate degree. After all, We Believe In You!

While I have been working with students for 15 years at Rose State College, this will be my first year as president. You have no idea how proud I am to be with you at this exciting time and how optimistic I am about our future. I look forward to hearing your success stories and learning how Rose State College can better serve you. Good luck with the upcoming semester, and welcome to our great college!

Rose State College Board of Regents 2012-2013

Joe Cole
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Academic Calendar*

Fall 2013	1st Eight-Week	Sixteen-Week	2nd Eight-Week	Fast Track (3 sessions)
Regular Enrollment	Apr. 1-Aug. 18	Apr. 1-Aug. 18	Apr. 1-Oct. 14	Apr. 1- first day of class
Class work Begins	Aug. 19	Aug. 19	Oct. 15	
Last Day to Enroll	Aug. 21	Aug. 23	Oct. 17	Day prior to first day of class
Last Day to Drop Withdraw w/100% Refund	Aug. 23	Aug. 30	Oct. 21	Before or on the first day of class
Labor Day Holiday	Sept. 2	Sept. 2		
Fall Break		Oct. 17-18	Oct. 17-18	
Last Day to Change from Credit to Audit	Sept. 13	Oct. 11	Nov. 11	Half way through the session
Last Day to Withdraw	Sept. 27	Nov. 15	Nov. 25	Three-fourths through the session
Thanksgiving Break		Nov. 27-29	Nov. 27-29	
Final Examinations	Oct. 11-15	Dec. 12-15	Dec. 12-15	Per class schedule
Last Day of Semester	Oct. 14	Dec. 14	Dec. 14	Per class schedule

Spring 2014	1st Eight-Week	Sixteen-Week	2nd Eight-Week	Fast Track (4 sessions)
Regular Enrollment	Nov. 4-Jan.20	Nov. 4-Jan.20	Nov. 4-Mar. 23	Nov. 4- first day of class
Martin Luther King Day-Holiday	Jan. 20	Jan. 20		
Class work Begins	Jan 21	Jan. 21	Mar. 24	
Last Day to Enroll	Jan. 23	Jan. 27	Mar. 26	Day prior to the first day of session
Last Day to Drop Withdraw w/100% Refund	Jan. 27	Feb. 3	Mar. 28	Before or on the first day of class
Last Day to Change from Credit to Audit	Feb. 17	Mar. 17	Apr. 18	Half way through the session
Spring Break		Mar. 17-21	Mar. 17-21	
Last Day to Withdraw	Mar. 3	Apr. 21	May 2	Three-fourths through the session
Commencement	May 9	May 9	May 9	May 9
Final Examinations	Mar. 14-17	May 14-19	May 16-19	Per class schedule
Last Day of Semester	Mar. 15	May 17	May 17	Per class schedule

***For detailed information on short term class schedules and fee deadlines, please consult the College Schedule or web site at www.rose.edu**

Student Responsibility for College Information

Catalog Information

The publication of a catalog on a given date obviously does not stop the evolution of academic programs. The present catalog depicts the current status of the programs offered by Rose State College but only as of August 1 of the year of its publication. Changes in programs do occur. To reflect the changes, the College maintains a master catalog on file in the Academic Affairs Office, which constitutes the official status of College policy and programs at all times. Any questions regarding changes may be directed to the Registrar's office.

Electronic Communication

Electronic communication is the official means for communication to the students of Rose State College. The College will send communications to students via e-mail and will expect that those communications are received and read in a timely manner.

Thus, all Rose State College students are issued a student e-mail account. The College will direct all electronic communications to the college-issued e-mail address. Students should monitor the college assigned student e-mail account on a frequent and consistent basis in order to remain informed.

Table Of Contents

General Information

History of the College

Mid-Del Junior College, later renamed Oscar Rose Junior College in memory of the well-known Midwest City-Del City Superintendent of Schools, offered its first classes on September 21, 1970. The school again was renamed Rose State College by Senate Bill #9 in April 1983. The new name became effective on November 1, 1983.

The College district was formed in 1968 by an overwhelming vote of the citizens in Midwest City, Del City, and some portions of southeast and northeast Oklahoma City. The vote followed passage of Senate Bill #2 in 1967, a law enabling district-operated community colleges to receive state aid. Voters of the new district then passed a $1.75 million general obligation bond issue and a two-mill levy for operating expenses in 1969; a following vote in 1970 added a three-mill levy for operations. In December 1973, the College became a member of The Oklahoma State System of Higher Education, after approval from the College's Board of Trustees.

The College has grown from an initial enrollment of 1,700 in 1970 to a regular fall enrollment of approximately 8,500. The campus now includes twenty-five buildings on approximately 120 acres.

College Vision

The community college of choice: supporting, serving and advancing the common good.

College Mission

As a public, open admissions, associate degree granting institution, Rose State College provides higher education preparation for life-long learning through programs and services designed to serve a diverse community.

College Functions

Rose State College has been authorized by the Oklahoma State Regents for Higher Education to provide programs and activities in the following areas:

- General Education
- Economic Development Services
- University Transfer Education
- Continuing Education
- Career and Technical Education
- Corporate Training Programs
- Developmental/Remedial Education
- Selected Statewide Educational Services
- Community Services
- Institutional Research
- Student Development Services

Strategic Vision

By constantly creating and improving learning programs and services that are measurably effective and keenly matched to the needs of our students and community, Rose State College will be recognized as one of the nation's premier two-year colleges, distinguished by:

- Superior student retention and success rates;
- A growing multi-cultural and multi-generational student body;
- Development and efficient use of fiscal resources;
- Exceptional quality and diversity of programs and personnel.

College Core Values

To provide an environment where competent people who work in collaboration with all constituents and who care about students, the community at large, and each other, we will operate according to clear and measurable core values that guide institutional philosophy, operation and planning. We value…

- **Learning:** The institution is a learning-centered environment where students and staff will be afforded ample opportunity to succeed in meeting their educational goals as partners in the pedagogical process.
- **Excellence:** The institution makes a commitment to internal and external constituents to make each program and service one of excellence by establishing high standards that sustain and promote higher education in an innovative, learning-centered environment.
- **Integrity:** The institution maintains fair, honest, accurate, and consistent policies and procedures monitored by measures of institutional effectiveness to ensure credible actions are taken to further a diverse learning-centered environment of individuality and collegiality.
- **Service:** Through teamwork on-campus and in partnership with the communities served, the institution strives to improve the quality of life in an urban setting by offering programs and services based on the needs of students and citizens and designed for measurably improving the aesthetic, physical, economic, social, political, and intellectual environment.

Accreditation

Rose State College was developed under the guidelines established by the Oklahoma State Regents for Higher Education and has received full accreditation by that body. This accreditation assures the transferability of credits from Rose State College to senior colleges and universities within the state of Oklahoma. This transferability has been further strengthened by an articulation policy which states that students who graduate with either an Associate in Arts or an Associate in Science degree from the accredited community colleges within the state will be able to transfer and have lower-division general education requirements satisfied at most of the public colleges and universities within the state.

Rose State College has been accredited as a degree-granting institution by The Higher Learning Commission; Member of the North Central Association.
230 South LaSalle Street, Suite 7-500
Chicago, IL 60604
Telephone: 1-800-621-7440
and the Oklahoma State Regents for Higher Education
State of Oklahoma State Accrediting Agency.

The following professional organizations provide program external accreditation or approval:

- American Bar Association
- Collegiate Officer Program
- Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)
- Commission on Accreditation for Respiratory Care (CoARC)
- Commission on Dental Accreditation of the American Dental Association
- Joint Review Committee on Education in Radiologic Technology
- National Accrediting Agency for Clinical Laboratory Sciences
- National League for Nursing Accrediting Commission
- Oklahoma Board of Nursing
- State of Oklahoma State Accrediting Agency

Cooperative Agreements, Alliances, and Extrainstitutional Learning Agreements are signed with educational institutions, business and industry, and governmental training programs that hold specialty, regional, or national accreditations in their associated fields.

Admission to Rose State College

Basic Requirements for Admission to Rose State College

For admission to Rose State College, a student must have (a) graduated from an accredited high school and (b) participated in the American College Testing Program or similar acceptable battery of tests. Students utilizing a test other than ACT will have their scores converted to ACT equivalents. Degree seeking students enrolling beyond nine (9) credit hours need to provide official transcripts and the ACT or an acceptable battery of tests to the Office of Admissions and Records. Students applying for financial aid must meet degree-seeking criteria. Non degree-seeking students may attempt no more than nine (9) credit hours at Rose State College without submitting transcripts. Exceptions are made for students under the following conditions:

Adult Admission Category

As provided for in the State Regents' policy, any student who (a) is not a high school graduate but whose high school class has graduated and (b) has participated in the American College Testing Program or similar battery of tests is eligible for admission to Rose State College.

Students 21 years of age or older or active military admitted under the Adult Admission Category must satisfactorily demonstrate proficiency to perform at the collegiate level in curricular areas they are desiring to pursue.

Placement examinations will be used along with documented education and job experience to demonstrate readiness to perform at the collegiate level in the curricular areas for the adult student. Adult students may also demonstrate their proficiency in curricular disciplines by taking designated courses.

Placement examinations and documented military training experiences will be utilized to demonstrate readiness to perform at the collegiate level in curricular areas for the active military student. The active military student's training experience will be reviewed and evaluated by examining records, which include technical training and assessment test results, Community College of the Air Force transcripts, and the American Council on Education equivalency guide recommendations. Active military students may also demonstrate their proficiency in curricular disciplines by taking designated courses.

Transfer Probation Admission Policy

Rose State College will admit students under the Transfer Probation Admission Policy of the State Regents for Higher Education. Students admitted under this policy will be placed on probation and must maintain a 2.0 GPA each semester while on probation or raise their cumulative GPA to the designated level, as detailed in Part II, Retention Standards of the State Regents' policy. Students not maintaining these standards will be placed on suspension. "Transfer Probation" students with curricular and performance requirements must address the requirements within the first 12 credit hours attempted. Rose State College will provide students in this admission category with academic advising services in both the divisions and Academic Advisement area as well as study skills instruction through the Student Success Office. Additionally, personal counseling services are available through the Office of Special Services and Student Outreach. Tutoring services are located in the Learning Resources Center. Remediation is available in the Academic Affairs area in reading, English, mathematics, science, and history.

High School Curricular Requirements

In accordance with the Oklahoma State Regents for Higher Education "Policy Statement on Admission To, Retention In, and Transfer Among Colleges and Universities of the State System," Rose State College requires that a student addresses high school curricular requirements in a specific discipline area, identified from the student's high school transcript of course areas listed, before he/she will be permitted to enroll in a college-level course in that designated discipline area.

High School Curricular Requirements for Admission to Programs Leading to Associate in Arts, Associate in Science and Baccalaureate Degrees

Units/Years

4 English (Grammar, Composition, Literature)

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, Calculus, AP Statistics)

3 History and citizenship skills (must include 1 unit of American History, and 2 units of any combination of history, economics, geography, government, non-western culture.)

2 Additional units of subjects previously listed or selected from the following: Computer Science, Foreign Language.

15 Required Units

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

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

*Students who entered the ninth grade in 1984-85 and 1985-86 will be allowed to substitute General Science (with a lab) for one of the laboratory sciences if they were informed that General Science with a lab would count as one lab science requirement.

*As a pilot study, beginning fall 1994 for science, selected applied courses may be substituted for the high school courses specified in this section. There are strict parameters attached to this policy which regulate the substitution of applied courses.

Fulfilling Unmet Curriculum Requirements

Students may not enroll in the following disciplines until curricular requirements are met:

1. English–A student must address high school curricular requirements in English before he/she may enroll in college level courses with ENGL prefix.
2. History/Citizenship Skills–A student must address curricular requirements by enrolling in two history/citizenship classes in addition to program requirements. The third class must be HIST 1483 or HIST 1493.
3. Mathematics–A student must address curricular requirements in mathematics before he/she may enroll in college level courses with MATH prefix.
4. Science–A student must address curricular requirements in science before he/she may enroll in college-level courses with CHEM, GEOL, BIOL, PHSC, and PHYS prefixes, or GEOG 1114.

A student must also satisfy prerequisites, as listed in the College Catalog, before enrollment in college courses.

Students' Demonstration of Curricular Competencies

Rose State College students with high school curricular requirements may demonstrate competencies in mathematics, English, and science by scoring at or above the cut score level on assessment tests that predict a grade of "C" or better 70 percent of the time in the appropriate discipline. ACT COMPASS Examinations consisting of Elementary Algebra and College Algebra tests, a Reading Comprehension test, and a writing test will be used.

Appropriate scores as minimum levels will be established by considering information from comparison of students' grades at Rose State College and computerized test scores, faculty input, comparisons between computerized test scores and ACT COMPASS Examinations (previously utilized by Rose State College for high school requirement removal), and levels for requirement removal on the computerized tests established by other State System of Higher Education institutions.

The level of the test scores required for deficiency removal in each discipline will be reviewed each year to ensure the predictability of a "C" or better 70 percent of the time. The minimum levels for high school requirement removal will be reviewed, and recommendations will be made annually by the Subcommittee on Assessment and Course Placement of the Academic Affairs Committee which has faculty representation from each of the disciplines involved.

High School Curricular Requirements for Completion of Associate in Arts or Associate in Science Degrees

Students pursuing Associate in Arts or Associate in Science degrees must address all high school curricular requirements within the first twenty-four credit hours attempted at this College, or they will be permitted to enroll in requirement-removal courses only. Also, transfer students admitted to Rose State College with high school curricular requirements must address the requirements within the first twelve credit hours attempted at this College, or they will be permitted to enroll in requirement-removal courses only. Students who are continuing satisfactory progress toward requirement removal may request, through the Registrar's office, special permission to continue their enrollment.

High School Curricular Requirements for Completion of Associate in Applied Science Degrees or Certificate Programs

Students pursuing Associate in Applied Science degrees or Certificate programs may not be required to address all high school curricular requirements to complete a program of study but must address requirements before enrolling in courses within the designated discipline area. Also, students with curricular requirements may not transfer into an Associate of Arts, Associate of Science, or a baccalaureate degree program until all of the high school curricular requirements have been addressed.

Student Health Requirement

The College does not require the presentation of a physical examination signed by a physician. However, students must submit documentation showing proof of immunization for Hepatitis B or sign an exemption form prior to admission to the College. A department may require documented evidence of a student's medical history as a part of its program admission criteria. (See RSC Student Handbook for more details.)

Special Requirements

In addition to the basic, curricular and medical health requirements, special requirements apply to the following types of students: nonresidents of Oklahoma transfer students, concurrently enrolling high school students, home study students, graduates of unaccredited high schools, international students, undocumented immigrant students, and students for whom English is a second language.

Nonresidents of Oklahoma or First-Time Students

In order to be eligible for admission to any institution in the Oklahoma State System of Higher Education, a nonresident of Oklahoma (a) must be a graduate of a high school accredited by the appropriate regional association or by an appropriate accrediting agency of his/her home state, (b) must have completed the mandated high school curricular requirements, (c) must have participated in the American College Testing program or a similarly acceptable battery of tests, and (d) must meet the academic performance standards of the specific institution to which he/she is applying.

Undergraduate Students Entering by Transfer from Out-Of-State Colleges:

Undergraduate students wishing to transfer from an out-of-state college or university to Rose State College may do so by meeting the entrance requirements of the College and submitting official transcripts. Transcripts of record from colleges or universities accredited by the Higher Learning Commission of the North Central Association or other regional accrediting associations will be given full value. Transfer transcripts become the property of the College and cannot be returned. The academic retention standards, as outlined in the Academic Information Section of this catalog, will apply to transfer students from out-of-state colleges.

Official transcripts of record from institutions not accredited by a regional association will be evaluated on the basis of the recommendations contained in the current issue of the Report of Credit Given by Educational Institutions, published by the American Association of Collegiate Registrars and Admissions Officers.

Transfer Students

Undergraduate Students Entering by Transfer From Oklahoma Colleges:

A student attending an Oklahoma college who wishes to transfer to Rose State College may do so by submitting official transcripts from ALL institutions attended. Transfer transcripts become the property of the College and cannot be returned. Transferring students must also meet the academic retention standards as outlined in the Academic Information Section of this catalog.

Concurrent Enrollment of High School Students

Rose State College provides opportunities for students to get a head start on college by earning college credit while they are still in high school. High school juniors and seniors who meet policy requirements can participate in concurrent enrollment and earn college credit while in high school. For more information, contact the Distance Learning office.

Home Study or Unaccredited High Schools

An individual who is 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 Rose State College as follows:

1. The student must have participated in the American College Testing Program or a similar acceptable battery of tests.
2. The student's high school class of his/her peers must have graduated.
3. The student must address the high school curricular requirements as outlined on Page 6 in "Students' Demonstration of Curricular Competencies."

Opportunity Admissions Category

Students who have not graduated from high school whose Composite Standard Score on the American College Test (ACT) places them at the 99th percentile of all students using Oklahoma norms (Composite Standard Score of 30 or above), or whose combined Verbal and Mathematical score on the Scholastic Aptitude Test places them at the 99th percentile of all students using national norms may apply for full enrollment at a college or university of The Oklahoma State System of Higher Education. The college or university will determine admissibility based on test scores, evaluation of the student's level of maturity and ability to function in the adult college environment, and whether the experience will be in the best interest of students intellectually and socially.

Provisional High School Diploma

Any person who has been admitted to an accredited college or university may be awarded a high school diploma by the State Department of Education, provided that such person has successfully completed at least thirty hours of college work at an accredited college or university. Additional information may be received by contacting the: Oklahoma State Department of Education; Accreditation/Standards; 2500 North Lincoln Boulevard; Oklahoma City, Oklahoma 73105-4599.

Programs With Additional Admission Requirements

Acceptance into Health Sciences programs, the CyberSecurity Program and the Paralegal Studies program is through action of admissions committees and/or program directors for each program. A limited number of students is accepted in each Health Science program. Students new to the College should:

1. Meet with an advisor for assignment to the appropriate program director.
2. Meet with the program director for academic advisement and program application forms.
3. Complete the College admission requirements.
4. Carefully read program requirements for the Paralegal

Studies program, the CyberSecurity Program or Health Sciences programs in addition to admission to Rose State College.

Oklahoma State Regents for Higher Education Policy Statement on Admission of Students for Whom English Is a Second Language

All students seeking to enroll at a college or university of the State System and for whom English is a second language shall be required to present evidence of proficiency in the English language prior to admission, either as first-time students or by transfer from another college or university. The intent of this policy is to admit only those students into an institution who have a reasonable chance of success based on their ability to comprehend and use spoken and written English. Students must either demonstrate their competency in English by passing the test as described below or demonstrating proficiency by successfully completing the State Regents' high school core requirements in an English-speaking school. In administering this policy, institutions will err on the side of assuring competency in English. Institutions may not waive this admission requirement as part of the alternative admissions category.

For students who have not taken their high school core curriculum in an English-speaking school, the institutions will use the following minimum standards to determine English language proficiency. The following minimum standards shall be utilized by all State System institutions to determine English language proficiency.

1. All applicants shall have taken the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System Examination (IELTS) as the first step toward satisfying requirements for admission. Results of TOEFL or IELTS tests taken at International Testing Centers and Special Testing Centers will be accepted at all State System colleges and universities. Results of TOEFL or IELTS tests administered at Institutional Testing Centers shall not be accepted by colleges and universities other than the administering institution.
2. Applicants for first-time admission at the undergraduate level shall be required to present a score of 61 or higher on the internet-based TOEFL test, or 500 or higher on the paper-based TOEFL test, or 173 or higher on the computer-based TOEFL test, or 5.5 or higher on the IELTS test in order to meet the standards for unqualified admission to a college or university of the State System. An individual not eligible for admission under this standard may be admitted at a State System institution if he/she presents a score of 48 or higher on the internet-based TOEFL test, or 460 or higher on the paper-based TOEFL test, or 140 on the computer-based test, or 5.0 or higher on the IELTS examination and has, subsequently and immediately prior to admission, successfully completed a minimum of 12 weeks of study at an approved English language center or program operated by an institution of higher learning or a private school approved by the State Regents. System institutions with an approved program of English as a second language may admit students into this program but no other courses without meeting the other requirements of this policy. Alternatively, a student who has both the requisite ACT score for admission to the institution and has taken the high school core requirements will be considered to be proficient in the English language.
3. Applicants seeking admission by transfer who have attended an accredited college or university for a minimum of 24 semester credit hours with passing grades shall be admitted on the same basis as other transfer students.
4. This policy change became effective upon approval by the State Regents August 19, 1992.
5. The standards set forth above shall be utilized as minimums by all State System colleges and universities. Institutions wishing to establish higher standards for their own students may do so by submitting a proper and timely application to the Oklahoma State Regents for Higher Education. No policy establishing higher standards than those above shall be implemented without prior approval of the State Regents.

Additional Admission Requirements for International Students

International students and other students born outside the United States, including U.S. citizens or resident aliens, are assisted with their admission by qualified and experience personnel in the Office of Admissions and Records located in the Administration Building. Additional academic counseling and guidance is provided by the advisement staff or by the Division Academic Advisors. Students are encouraged to make appointments for assistance as the need arises.

International students who apply for admission to Rose State College must submit OFFICIAL transcripts of complete secondary school and college credits, with notarized English translations. The student shall also complete other requirements for admission as requested by the College. The student must furnish satisfactory proof of proficiency in the English language by presenting a passing TOEFL or IELTS score. (See previous section.) In June 1980, the Oklahoma State Regents for Higher Education approved resolution No. 1073 on English language requirements for international students. (Requirements are listed in the Rose State College Catalog, in the “Admissions” section.)

In addition, international students must present valid proof of health insurance and repatriation insurance prior to formal

admission. Evidence of financial ability to pay college and living expenses is necessary.

Students attending Rose State College on an F-1 Visa must adhere to the Department of Homeland Security immigration regulations pertaining to maintaining their immigration status. This includes, but is not limited to employment, academic progress toward a degree, grade point average (GPA) and conduct. Any violation of immigration status may result in dismissal from the institution and being reported as a termination to the Student Exchange Visitor Program (SEVP).

International Transcript Evaluation Requirement

International students may submit official transcripts of college credits earned in a foreign country for consideration of transfer credit on a course-by-course basis. To be considered for any credit, the student must also submit an evaluation of his/her transcript(s) that has/have been completed by an approved foreign credential evaluation service. For a list of the approved evaluation services, please visit www.NACES.org. More information can be obtained in the Office of Admissions and Records.

Undocumented Immigrant Students

Undocumented immigrant students must meet all admission standards set forth by the Oklahoma State Regents. There are three categories of undocumented immigrant students:

- Category I – Students enrolled in a degree program during the 2006-07 year or any prior school year who received a resident tuition benefit pursuant to State Regents policy revised November 1, 2007. These students are "grandfathered" and remain eligible for resident tuition and state financial aid under the new policy. Students who were only enrolled as concurrent high school students during this time period are not included in this category.
- Category II – Students enrolling in a postsecondary education institution in 2007-08 and thereafter. These students are subject to the new restrictions provided by the Oklahoma State Regents effective November 1, 2007. GED or homeschool education will not establish eligibility.
- Category III (Oklahoma's Promise) – While students participating in Oklahoma's Promise also fall into either Category I or Category II, SB 820 provides unique treatment of these students with respect to their eligibility to receive the Oklahoma's Promise award.

Depending on what category the student qualifies for, a notarized affidavit must be filed with the Rose State College Office of Admissions and Records. It may also be necessary to provide specific immigration documents to Rose State College. No undocumented immigrant student is eligible for any type of federal financial aid, or RSC Foundation scholarships, but those who meet required criteria may be eligible to pay resident tuition or receive state financial aid. Contact the Rose State College Office of Admissions and Records for more information.

Continuous Enrollment

A student who has missed two or more consecutive semesters at Rose State College must re-enter under the most current catalog.

Admissions Committee

Students who have extraordinary situations and are not eligible for admission under the Oklahoma State Regents' regular or special admission policies may petition for special admission to the Rose State College Admissions Committee.

Prospective Student Services

If you are interested in attending Rose State College, contact the Student Welcome Center. This office provides services that are designed to assist you in making decisions regarding your college career. The office also provides services designed to assist you in making a smooth transition into college. The Student Welcome Center offers campus tours for individuals or groups. Information regarding college planning, admission, scholarships, financial aid, student life, and other relevant issues is also provided. To schedule a campus tour, request information, or visit with a Rose State College representative, please contact the Student Welcome Center at (405) 733-7372 or e-mail at recruit@rose.edu.

Enrollment

Credit for Courses

Generally, sixteen classroom contact hours equal one hour of credit. Thus, a class that meets the equivalent of two lecture class hours (1.15 clock hours each) per week for sixteen weeks (one semester) will be a three-credit hour course. In an eight-week session, the class hours per week double for the same amount of credit. Some courses which require laboratory work or skill practice meet for more class hours per week than the number of credit hours conferred. Some specified classes are offered in a non-traditional format for the purpose of a contract or partnership.

Course Load

A student is considered full-time when enrolled in twelve or more credit hours during a sixteen-week semester, six or more credit hours in an eight-week session, and corresponding numbers in concurrent sessions. However, a student who plans to complete a degree program in two years should remember that degree requirements vary and will require a minimum of 15-16 credit hours per semester for completion in two years. The minimum number of credit hours for degree completion is sixty-two. In compliance with regulations of the National Junior College Athletic Association, students eligible for participation in intercollegiate athletic programs are considered full-time when enrolled in twelve credit hours or more during a regular semester.

Student Classification

Students who have successfully completed thirty semester hours are classified as sophomores; those with fewer than thirty hours are classified as freshmen; students with more than sixty-two hours who have no degree or program objective are classified as special students.

Class Computer Usage

All course sections at RSC may be web enhanced and require some level of access to a computer and the College's Learning Management System. Free access to computers is available to all enrolled students in the Learning Resources Center and in other Academic Division computer laboratories.

Alternative Course Delivery

Although Rose State College remains a campus-based college, delivering classes in the traditional 8- and 16-week formats in a lecture and lab based classroom, alternative formats such as online courses and hybrid courses are certainly prevalent. In a hybrid course, part of the instruction will be delivered online and part of the instruction and/or testing may be held on campus.

Interactive Television Courses

Rose State College offers a limited number of courses through interactive television. The courses are broadcast over a state telecommunications system, known as OneNet, which reaches virtually every college and university in the state. Interactive television courses are listed separately in the semester schedule.

Rose State College will serve as a receiving site for courses being broadcast from other colleges and universities over OneNet. Students who wish to enroll in courses being broadcast by other institutions should contact the originating institution about enrollment procedures and the availability of a receiving room. Rose State College will not commit as a receiving facility until a request is received from the college or university where the broadcast originates.

Online Courses

A growing number of courses is being offered over the Internet. Students should consider seriously their readiness for an online course before enrolling in one. For assistance with this decision, consult your advisor or the readiness considerations on the Internet Courses page on the college website. For a list of courses offered during a particular semester, consult the appropriate class schedule or the Internet Courses page on the College website.

Change of Schedule Dropping/Adding Classes

Request for a change of schedule may be initiated in the Advisement Offices in Academic Divisions, at the Rose State Office at Tinker Air Force Base, on the Rose State College web page, or to the Student Services Academic Advisement Center.

Deadlines for dropping and adding courses are recorded in the class schedule for each individual session.

Schedule changes made each semester before classes begin and during the Add/Drop periods of each session will not reflect the "W" mark (meaning Withdrawal) on the student's record.

After the Add/Drop period, the mark of "W" will appear on all courses from which the student withdraws.

Complete Withdrawal from College

If a student finds it necessary to withdraw from the College, he/she is encouraged to meet with an advisor in the advisor's office in the Academic Division and should then report to the Office of Admissions and Records in the Administration Building to complete the necessary form, fax a signed letter prior to the deadline to withdraw or mail in a signed letter to the Office of Admissions and Records postmarked prior to the deadline to withdraw. Complete withdrawals may not be done by phone. Complete withdrawals

may be done on the web site. A student may withdraw from the College according to the following schedule:

- Prior to the end of the 12th week in a 16-week session.
- Prior to the end of the 6th week of any 8-week session.
- Prior to the end of the 3rd week of any 4-week session.
- Prior to the last three class periods of an interim session.

Availability of Course Sections

Course sections are subject to the availability of funding from student tuition fees, tuition, and state appropriations. Course sections that do not reach minimum enrollment will be canceled.

Overload

No student will be permitted to enroll for more than eighteen semester hours without permission of the Vice President or Associate Vice President for Academic Affairs. Students who are employed or who plan to seek employment are cautioned to consider carefully the amount of college work they attempt in relation to the number of hours they are employed each week. A student who overloads himself/herself in employment or student activities may encounter scholastic difficulty. A good rule to remember is that a student should allot a minimum of two hours of preparation outside class for each hour of class time.

Auditing a Course

Any person eligible for regular admission, with the consent of the professor, may audit a class/es. This student is expected to attend classes but will not receive credit for the course. A student may be awarded credit in a course which he/she has previously audited by either repeating the course for credit or successfully completing an extrainstitutional exam. The fee structure for auditing a course is the same as the credit hour enrollment. A student may not audit a course for which he/she has a curricular or performance requirement. An audit in a course that is a prerequisite to another course is not evidence that the prerequisite has been satisfied.

Procedures for auditing a course will be administered by the Office of Admissions and Records. No audits will be approved prior to the first week of classes in any semester. Auditing of laboratory courses will not, as a general rule, be permitted.
Persons enrolled in courses for audit may not change their enrollment to credit after the change of schedule period. With appropriate approval, a student enrolled in courses for credit may change to audit status any time through the first half of a session (four weeks of an 8-week session, eight weeks of a 16-week session, etc.).

Co-Enrollment at Other Colleges

As a general rule, full-time students are not permitted to enroll concurrently at another collegiate institution. All students who plan to enroll concurrently at another institution must receive approval from the Registrar/Director of Admissions and Records.

Evaluation of Military Service for Credit

Completion of military basic training may meet the student's general education requirement for physical education in some degree programs. "A Guide to the Evaluation of Educational Experience in the Armed Services" is used to evaluate service schools, and recommendations are made by the Commission on Accreditation of Service Experiences and posted on the CCAF, AARTS, and SMARTS transcripts; however, Rose State College will make the final decision in granting such credit.

Servicemembers Opportunity College/ SOC Degree Network System

Rose State College is a member of the Servicemembers Opportunity Colleges (SOC) Consortium and the SOC Degree Network System. Students seeking to complete a SOC Agreement should visit the Office of Admissions and Records.

Servicemembers Opportunity Colleges Consortium (SOC) was established in 1972, as a consortium of national higher education associations and more than 1,900 institutional members. SOC Consortium institutional members subscribe to principles and criteria to ensure that quality academic programs are available to military students, their family members, civilian employees of the Department of Defense (DoD) and Coast Guard, and veterans. A list of current SOC Consortium member institutions can be found on the SOC web site at http://www.soc.aascu.org

The SOC Degree Network System (DNS) consists of a subset of SOC Consortium member institutions selected by the military services to deliver specific associate and baccalaureate degree programs to servicemembers and their families. Institutional members of the SOC DNS agree to special requirements and obligations that provide military students, their spouses and college-age children with opportunities to complete college degrees without suffering loss of academic credit due to changes of duty station.

SOC operates the two- and four-year Degree Network System for the Army (SOCAD), Navy (SOCNAV) Marine Corps (SOCMAR), and Coast Guard (SOCCOAST). Refer to the SOC Degree Network Systems Two-and Four-Handbooks to view associate and baccalaureate degree programs, location offerings, and college information. An electronic version of the Handbook is posted on the SOC web site, http://www.soc.aascr.org, on the SOCAD, SOCNAV, SOCMAR, and SOCCOAST home pages.

Credit for Extrainstitutional Learning

The policy allowing a student to be granted credit by examination recognizes that academic learning often occurs outside the formal college classroom setting.

Rose State College evaluates a student's previous learning experiences by awarding extrainstitutional credit by institutionally prepared exams, standardized national tests such as the College Level Examination Program (CLEP) subject examinations, the Advanced Placement Program of the College Entrance Examination Board (AP), and DANTES Subject Standardized Test (DSST).

Subject matter tests such as the HESI LPN/Medic Challenge exam may also be used to validate experience in some disciplines.

A. ELIGIBILITY:

1. Students eligible to receive credit for extrainstitutional learning must be enrolled or eligible to re-enroll at Rose State College.

B. LIMITATIONS:

1. Extrainstitutional credit awarded to a student must be validated by successful completion of 12 or more semester hours at Rose State College before being placed on the student's official transcript.
2. The Oklahoma State Regents for Higher Education policy on degrees conferred specifies that credit may be earned by extrainstitutional learning and applied to a degree program subject only to meeting the academic residency requirements of the institution conferring the degree.

   NOTE: Sixty-two hours are required for an associate degree. At Rose State College a student must complete at least 15 hours in residence for a degree, unless an exception is granted by the Vice President of Academic Affairs.
3. Rose State College may award extrainstitutional credit only in those academic disciplines and in courses in the approved curriculum of the College. Whenever possible, a Rose State College course title and number will be assigned to the credit awarded. The neutral grade of satisfactory (S) will be utilized to designate extrainstitutional credit.
4. A student may be awarded credit on the basis of an extrainstitutional credit examination for a majority of the courses in the Rose State College Catalog, whether or not a comparable course has previously been taken in high school or in college for which college credit has not been granted. Some exceptions may be necessary because of difficulty in structuring the time and place of the Extrainstitutional Credit Exam. The Division Dean will determine whether or not the test can be given. Credit for some courses may not apply toward a higher degree at another institution.
5. Credit will not be given for a prerequisite to a course for which credit has been granted.
6. A student may be awarded credit in a course which he/she has previously audited by either repeating the course for credit or successfully completing it through extrainstitutional credit.

C. OTHER CRITERIA:

1. Credit for extrainstitutional learning awarded for military training schools shall not exceed the criteria and recommendations contained in publications of the American Council on Education especially designed for that purpose.
2. Credit for extrainstitutional learning awarded for business and industry, labor union, governmental agencies, and other noncollegiate learning experiences shall not exceed the criteria and recommendations contained in the publications. An example is the acceptance of engineering technology credits from the Federal Aviation Authority on a course-by-course validation through the American Council on Education National Guide.
3. Credit for experiential learning, including but not limited to military occupational specialties (MOS), may be granted only on a course-by-course basis in instances in which an approved academic unit within the institution determines, on the basis of appropriate validation (i.e., not based simply on the presentation of experience), that the credit is equivalent to a course offered by the institution.
4. Credit for extrainstitutional learning may be awarded to a student who has taken "Higher Level" courses in the International Baccalaureate program and has scored at least a four (on a seven-point scale) on the Higher Level course examination. Such credit shall be awarded on a course-by-course basis.

D. TRANSFERABILITY:

Credit for extrainstitutional learning, once recorded and validated, is transferable on the same basis as if the credit had been earned through regular study at this awarding institution.

E. CHARGES:

Institutional charges for administration and recording of locally administered extrainstitutional credit examinations shall be at the rate of $5 per semester-credit-hour. Charges for administering and recording of nationally developed extrainstitutional credit examinations shall be at the rate established by the national testing agency for the particular test in question. No other charges shall be made for the administering or recording of extrainstitutional credit.

F. APPROVALS AND PROCEDURES:

A student desiring to apply for extrainstitutional credit examinations should report to the Office of Admissions and Records, where eligibility will be determined and detailed instructions given. Approval must be granted by the Division Dean. The Division Dean will make arrangements for administration of the examination. Some examinations will be given only on designated dates established by the appropriate division in which credit is sought. Any division may establish a waiting period of up to six months for a student to take another extrainstitutional credit examination for a course for which he/she has failed an extrainstitutional credit examination.

NOTE: The Rose State College Credit for Extrainstitutional Learning Policy has been developed from criteria contained in the "Standards of Education Relating to Credit for Extrainstitutional Learning" statement as adopted and revised by the Oklahoma State Regents for Higher Education on February 8, 1995.

Honors Program

PURPOSE: The Rose State College Honors Program is designed to stimulate and challenge academically talented students. By enrolling in honors courses, talented and motivated students can develop their intellectual potential and, at the same time, become active members of their academic community.

PARTICIPATION: Students may elect to be involved in any part of the Honors Program. However, to graduate from the program, students must:

- Meet all requirements for a two-year degree with a 3.5 or higher GPA
- Earn at least 12 Honors credit hours at Rose State College
- Earn A's or B's in all classes taken for Honors credit at Rose State College
- Submit an annotated resume of all Honors work to the Honors Committee

All courses successfully completed under the Rose State College Honors Program will have the letter grade and honors credit noted on the transcript.

Honors Course Work

HONORS CLASSES: Honors classes are scheduled most semesters, usually in courses which meet general education requirements. These classes differ from other classes by providing more emphasis on critical thinking, a combination of theoretical bases and application of theory, cross-curriculum studies, and student participation in the learning and teaching process. Class sizes are limited to a maximum of fifteen students, and professors are encouraged to think of the class as a community of thinkers and problem solvers rather than consumers of information.

GREAT ISSUES LECTURE SERIES: Most semesters the RSC Honors Program hosts a series of public lectures funded by the Don Reynolds Lectureship Endowment. Students may contract with a professor to view these lectures and then complete a designated number of written critical responses to the presentations for honors credit in that professor's class.

HONORS CONTRACTS: Students may contract with faculty members in certain academic courses. The contracts are designed as extensions to the regularly scheduled courses and, if completed satisfactorily, will earn honors credit for a non-honors class. In completing the contract, students meet on a scheduled basis with the professor. The contract may include reading and writing assignments, expanded field or laboratory work, research papers or other designated projects, or service learning.

SCHOLARSHIPS: A number of tuition waiver scholarships are available to students in the Rose State College Honors Program, and students in the Honors Program may also request textbooks from the Honors Text Book Loan Program. Details of awards and application procedures are available from the Honors Director.

ADMISSION: Proof of academic excellence is the first step for acceptance into the Honors Program. Students will be admitted if they meet one of the following: a 3.5 cumulative GPA in high school; an ACT of 27 or equivalent score on the SAT or COMPASS; a demonstration of special skills or awards which provides evidence of the ability to do Honors work (as approved by the Honors Committee); or completion of two Rose State College Honors classes with an "A" or "B." Students must apply to enter the Honors Program and may do so at the beginning of any semester. To remain in the Program, students must maintain at least a 3.5 GPA.

Service-Learning

Service-Learning, a faculty-initiated program at Rose State College, bridges the gap between the classroom and community. Students are involved in course-relevant service that benefits the community. Service-learning experiences or projects range from participating in a single day service event to several hours a week for an entire semester. As a faculty-initiated program in Academic Affairs, students receive academic credit

for demonstrating learning achieved through service, and service learning is noted on the Student Activities Transcripts. Structured opportunities are often provided for students to reflect critically on their experiences through a mix of writing, reading, speaking, listening, and group discussions. Students achieve a greater understanding of social issues, civic responsibility, and a sense of caring for others. For more information, students may contact the Service-Learning Coordinator.

American College Testing

National test dates for the ACT are published in advance. Test dates, registration deadlines, and late registration dates may be obtained from the Enrollment Management Test Center in the Student Services Building, Room 210. Rose State College students who are unable to test on a national testing date may take the ACT residual given on the third Thursday of each month at 12:30 p.m. in the Student Services Building. Advance registration is required. Scores from ACT Residual Tests taken at Rose State College will be valid only at this institution.

Entry-Level Student Assessment and Placement Policy

Rose State College is dedicated to assisting individuals in achieving their academic goals. Students entering the College for the first time who have not taken the American College Test (ACT) examinations or who have scored below 19 on an ACT subtest may be required to take the Rose State College assessment examinations. The one exception to the ACT score of 19 is the mathematics sub-score. Whereas, students may enroll in other 1000 level math courses with an ACT score of 19 or above, students enrolling in MATH 1513, College Algebra must score 21 or above. Academic advisors will consider additional information and prior course work in order to place the student in appropriate courses. They will also evaluate those students who receive a borderline score on the assessment tests in English, mathematics, science, and reading. Students who do not assess at college level must enroll and successfully complete remedial course work before enrolling in college-level courses. Students may test twice each major enrollment period.

For students placing below desired levels through use of the RSC COMPASS assessment examinations, the student may visit the College’s Math Lab in the Engineering and Science Division to schedule an additional mathematics assessment using the MyMathTest assessment tool. The results of this single additional assessment may be used by mathematics faculty to identify course placement.

The College has two competency categories. The first is the high school curricular requirement. Students admitted to the College who are pursuing Associate in Arts or Associate in Science degrees must meet all high school curricular requirements within the first twenty-four (24) credit hours, or their enrollment will be limited to deficiency removal courses only. (Zero-level courses are not counted in the twenty-four hours.) Transfer students with deficiencies must meet all their curricular requirements within the first 24 credit hours or their enrollment will be limited to curricular deficiency removal courses only.

The second category is the performance requirement. ACT subscores of 19 in the four subject areas of English, mathematics, sciences, and reading, are used as a "first-cut" in determining student readiness for college. If a student scores below 19 in the tested discipline, he/she will be required to remediate in that area, or consistent with institution assessment policy, undergo additional testing to determine his/her level of readiness for college-level work. Following examination, students found under-prepared for college-level work will be required to successfully complete the appropriate remediation.

Students who lack three (3) performance requirements must enroll in EDUC 1103 Educational Planning. If a reading deficiency is present, enrollment is restricted to 12 credit hours until the reading deficiency is removed. Academic advisor assisted enrollment is required and the appropriate reading course must be part of the student's enrollment. Students must remediate performance requirements at the earliest possible time but within the first 24 college-level hours attempted.

Fees, Books, and Refunds

Tuition And Other Fees

The tuition and other fees listed below are subject to change by the Oklahoma State Regents for Higher Education without notice. In the event a fee change is effected, enrolled students will be assessed and billed accordingly.

Schedule of Tuition and Fees

Tuition, Residents	$82.00 per credit hour
Tuition, Nonresidents (additional $208.05 to resident tuition)	$290.05 per credit hour
Assessment Fee	$1.00 per credit hour
Audit (without credit)	Same as tuition
Community Service Program Fee clock hour or individual program cost	$2.25 per contact hour
Student Technology Services Fee	$5.00 per credit hour
Library Automation Resource Fee	$2.50 per credit hour
Student Activity Fee	$7.50 per credit hour
Student Facility Fee	$3.25 per credit hour
Cultural Fee and Recreational Service Fee	$1.25 per credit hour
Academic Records Maintenance Fee	$.50 per credit hour

Schedule of Other Fees

ACT Residual Test	Cost plus $30.00 per test
Enrollment Fee (First Time Students)	$15.00
Computer Course Fee	$10.00 maximum per course
Course Materials and Supplies Fee (Art, Ceramics, Photography)	$10.00 maximum per course
Electronic Media (Telecourse and internet Class Fee)	$12.00 per credit hour
Extrainstitutional Credit Examinations (Advanced Standing Examinations)	$5.00 per credit hour
Graduation Fee	$15.00
Health Programs Liability Insurance	@ Cost
Health Sciences Laboratory Fee	$10.00 per course
HPER	$10.00 per semester
Health Program Assessment Fee**	@ cost
International Student Status Maintenance Fee	
(Fall/Spring)	$15.00
(Summer)	$10.00
Late Enrollment Fee	$15.00
Non-Student Assessment Fee	$5.00 per exam
Nursing Clinical Fee	$20.00 per year
Parking Fee	*$5.00 per semester
Private Applied Music Lessons	$50.00 per credit hour
Remedial Supplementary Fee	$13.00 per credit hour
Returned Check Fee	$25.00
Science Laboratories Fee	$10.00 maximum per course
Student Identification Card	$2.00 per semester ($2.00 replacement fee)

Off-Campus Tuition Fees

Tuition, Off-Campus	$82.00 per credit hour
Tuition, Non Resident, Off-Campus	$290.05 per credit hour
Academic Service Fee	$36.00 per credit hour
Academic Records Maintenance fee	$ .50 per credit hour

*Additional decals may be purchased for $5.00

**This fee encompasses the predictive examinations that students take to prepare for licensure examinations in the Nursing and Respiratory Therapy programs.

Payment of Fees

Students are given a statement of account at enrollment. Students are encouraged to pay the balance in full at that time or as early as possible. Partial payments are accepted. All fees are due before the first day of class; however, students are not dropped from classes for nonpayment of fees.

Fee payments may be made at the cashier's window of the Business Office located in the Administration Building. Students may pay by cash, check, money order, and MasterCard, Discover, or VISA credit cards. EXCEPTION: Checks are not accepted for payment of prior debts or from a person who has written a bad check to the College.

Students may choose to pay by mail, telephone, or online to avoid long lines during peak periods. All checks and money orders should include the student's name and Student ID for proper credit. Payments must be received in the Business Office prior to the late payment penalty dates to avoid those penalties. Payment made online or by phone must be made by credit card. Do not send cash through the mail.

Late-Payment Penalties

Late payment penalties are assessed against student accounts throughout the semester beginning with $20.00 increasing to $40.00 with a maximum of $60.00, if paid after the semester ends. The specific dates of late payment deadlines and penalties are printed in the semester schedule books on the first page of information for each session.

Settlement of Debts

The student's enrollment form is the student's bill for tuition and fees. Students can print their Student Schedule Bill for any term they are enrolled by signing into PeopleSoft. (Self Service>Student Center under Finance Section, Click on Schedule /Bill.) Leave the term blank and click Search. (A listing of all semesters should appear for the student). Students are encouraged to verify that the Office of Admissions and Records has a correct address on file. Students who have unpaid accounts, either for current semester charges or any other debts to the College, are not permitted to enroll in subsequent semesters; and no student transcripts will be released until all charges are paid in full. Unpaid accounts are subject to collection activity after the end of the semester.

Charges and Cancellations For Never Attending Class

Students are financially obligated for the classes in which they have enrolled. Enrollments are not canceled for lack of payment. Effective with the Fall 2003 semester, students who enroll in classes will be responsible for the enrollment fee/tuition payment, whether they ever attend classes or not. If students officially drop the classes by the last scheduled day to drop, they will not be charged for the classes. If students do not drop classes by the specified deadline, they will be assessed 100% of the enrollment fee/tuition charges. The College will no longer utilize the previously used Never Attended procedure; therefore, non-attending students who do not officially drop or withdraw from classes will receive an unsatisfactory grade (AW, F or U, depending on the class) and will be responsible for full payment of the charges-plus any late payment penalties incurred. If a student does not attend during the drop/add period of the session, financial aid will be cancelled.

Fee Refund/Credit Policies

Students who enroll in classes and decide not to attend must withdraw from those classes immediately to release space for other students who are registering. The amount of refund due or credit applied to the student is determined by the following policies. These policies are applicable to tuition and other fees charged for College classes.

1. **Eligibility:** To be eligible for a refund or credit, a student must officially withdraw from classes during a refund period by submitting the appropriate form ("Drop/Add" or "Complete Withdrawal"). Neither refunds nor credits are given to students who stop attending class and do not process the appropriate forms.
2. **Regents for Higher Education Refund Policy:** The refund policy with respect to tuition and other fees collected from students at institutions shall be as follows:

   Changes in schedules during the defined add/drop period will result in full charges for courses added and full credit for courses dropped. No refunds will be made after the add/drop period for that session. Deadlines for dropping and adding courses are printed in the semester schedule books in the "Calendar" section. Drops and adds are processed on the same form.

DEBTS TO COLLEGE: All financial obligations to the College must be paid in full before a refund is made. Refund checks issued to students are reduced by any amount the student owed to the College.

DISBURSEMENT OF REFUND: Processing of refunds often requires as long as 45 days. Refunds are distributed through the RSC/Higher One debit card.

Federal Title IV Return of Funds Policy

1. Federal law now specifies how a school must determine the amount of federal financial aid* that a student earns if s/he withdraws, drops out, is dismissed, or takes a leave of absence prior to completing more than 60% of a payment period. Students who do not receive a passing grade in any class must

be treated as unofficially withdrawn and will be subject to the above policy. Federal law specifies that such a student must be assumed to have stopped attendance at the mid-point of the semester.

2. The amount of federal financial aid assistance that the student earns is determined on a pro-rata basis. Once the student has completed more than 60% of the payment period, all financial aid assistance is considered to be earned.

   Percent earned = Number of calendar days completed up to the withdrawal date** divided by total calendar days in the payment period-excluding any scheduled breaks that are at least 5 days long.

   Percent unearned = 100% minus percent earned

3. When a student receives federal financial aid in excess of earned aid,

   The school returns the lesser of:
   - Institutional charges (tuition and fees)*** multiplied by the unearned percentage, or
   - Title IV federal financial aid disbursed multiplied by the unearned percentage.

   The student returns:
   - Any remaining unearned aid from the funds that s/he received as financial aid disbursements.
   - Any loan funds are repaid in accordance with the terms of the promissory note. That is, scheduled payments to the holder of the loan over a period of time.
   - Any grant amount the student has to return is a grant overpayment, and arrangements must be made with the school or Department of Education to return the funds.

4. The student is billed for funds the College is required to repay. Federal law requires that the calculation assume that federal aid was used first to pay for education costs. Consequently, a student may owe a payment to the College for educational costs-even if the student received a tuition waiver or other scholarship or assistance. The student's account with the Business Office will reflect any amount owed to the College. Student accounts not paid promptly will be charged a late fee.

5. Students who do not receive a passing grade in any class for a given semester must be treated as unofficially withdrawn and will be subject to the above policy.

*Funds must be returned in the following order:
- Unsubsidized Direct Stafford loans (other than PLUS loans).
- Subsidized Direct Stafford loans.
- Federal Perkins loans.
- Federal PLUS loans.
- Direct PLUS loans.
- Federal Pell Grants for which a return of funds is required.
- Academic Competitiveness Grants for which a return of funds is required.
- National SMART Grants for which a return of funds is required.
- Federal Supplemental Educational Opportunity Grants (FSEOG) for which a return of funds is required.
- Federal TEACH Grants for which a Return is required.
- Iraq and Afghanistan Service Grant for which a return is required.

** Withdrawal date is defined as the actual date the student begins the institution's withdrawal process, the student's last date of academically related activity, or the midpoint of the payment period for a student who leaves without notifying the institution.

***Book charges may not be included in institutional costs; however, a student remains financially responsible for any charges made by him/her in the College Bookstore.

Campus Security

Rose State College provides radio-equipped, trained, and experienced safety and security officers for the protection of the College and its students, as provided by state law. They provide students with information and assistance in emergencies. Students are encouraged to seek their help whenever necessary. The security telephone number is (405) 733-7313. The campus Security Office is located on the north end of the Student Center. Crime statistics are available at the Auxiliary Enterprises and Services Office located in Room 132 of the Student Center.

Call boxes are located in most parking areas to provide assistance from security. Instructions are located on each box. Call boxes can be located at night by the blue light. Students are encouraged to use call boxes to report emergency situations, report suspicious activity and request personal or vehicle assistance.

Nonresidents of Oklahoma Registration of Motor Vehicles

Any student certified as a full-time equivalent student by an institution of higher learning in this state and being a nonresident of Oklahoma, presently attending any institution of higher learning, shall not be required to purchase an Oklahoma automobile or motorcycle license plate, provided that the state, federal district, territory, or possession of the United States of which the student is a resident affords a similar exemption to Oklahoma students attending institutions of higher learning in such state, federal district, territory, or possession of the United States. This exception for nonresident students does not apply when such student registers to vote as a resident in Oklahoma. Title 47, Section 22.12(B) of the Oklahoma Statutes.

Parking

Each student who enrolls at Rose State has parking privileges on campus. Those who wish to park a car on campus will be required to register the car with College officials and properly display a parking permit. This permit may be obtained during registration from the Cashier's Office in the Administration Building. Students with cars will be required to park in the student parking areas and observe safe driving practices on and around the campus. Parking and traffic regulations are set forth in detail in the *Student Handbook*.

Rose State College Bookstore

Conveniently located on the north end of the Student Center, the Rose State College Bookstore is proudly managed by Follett Higher Education Group and is open Monday through Friday. Additional hours are scheduled on the Saturday morning preceding the beginning of each semester, and generally weekly operating hours are extended during the beginning of each semester. Advanced pre-paid textbook reservations may be made prior to the fall, spring, or summer semesters by coming into the Bookstore, completing a Pre-Paid Textbook Form, and purchasing the books. These orders are filled immediately upon the arrival of the books and either shipped to the student upon request or held for pick up in the store. Books may also be ordered online at www.rosestate.bkstr.com (For more Rose State College Bookstore information, call (405-733-7436 or e-mail the bookstore at rosestate@bkstr.com.).

Textbooks, laboratory manuals, and other required class materials are available, as well as, all necessary academic supplies. In addition, the Bookstore carries an array of Rose State logo clothing, logo cups, mugs, pens, pencils, and notebooks.

Instructional Materials Policy

In compliance with Oklahoma State Statute (70 O.S., Section 3218.8); the following policies for all Rose State College Academic Programs are proposed:

Rose State College and our on-campus Rose State College Bookstore, contractually operated by "Follett," is committed to providing comprehensive cost information for instructional material required for any course. The College Bookstore shall provide students with the option of purchasing instructional materials that are unbundled when possible, and disclose to faculty and staff the costs to students of purchasing instructional materials. In addition, The Follett College Bookstore will actively promote and publicize book buy-back programs.

Instructional faculty should seek to ensure their students with access to the most economical and efficient process for obtaining the very best instructional materials. Faculty shall allow students to use the most recent prior edition of a required textbook unless the faculty member specifically states in the course syllabus that the newest edition of the required textbook is necessary. Faculty are encouraged to use other good practices to keep instructional costs including having electronic reserves in the library when feasible and possible, being careful to require only those materials that will actually be extensively used during the course of the semester or term, and learning about and utilizing other emerging technology tools or resources in their courses.

According to the Rose State College contract with Follett, in operating the Rose State College Bookstore, Follett will charge industry standard, competitive and fair prices. On new textbooks and trade books, Follett will provide a price at not more than the publisher's list price, or a 25% gross margin (cost divided by .75, inclusive of restocking fees and return penalties) plus a freight pass-through. On e-books, e-coursepacks, coursepacks, text "packages," "kits," "sets," and "bundles," and non-returnable and return-restricted texts, not more than a 30% gross margin (cost divided by .70, inclusive of restocking fees and return penalties) plus a freight pass-through. On used books, including cloth, paperback and others, not more than 75% of the new textbook selling prices.

Rose State College Bookstore Policy

Cash Register Receipts Required for All Refunds

It is the responsibility of the student to confirm the correct textbook issued and students are strongly urged to use their enrollment printouts when purchasing textbooks.

Follett is pleased to accept returns in accordance with the following policies:

a) Non-textbook items in original, resalable condition may be refunded or exchanged at any time with the original receipt.
b) Textbooks in resalable condition may be refunded with original receipt within seven (7) calendar days from the start of classes or within two (2) days of purchase thereafter, including during summer term.
c) Textbooks purchased during the last week of classes or during exams may be sold back under the book buyback policy.
d) Computer software may be returned if it is unopened and shrink-wrapped.
e) In addition, upon proof of drop/add, Follett will accept textbook returns from students who have dropped a course up to thirty (30) days from the start of classes or until the end of the official drop/add period, whichever comes first.

Students must present an I.D. to pay for merchandise by check. Other forms of ID may also be required. The bookstore does not accept out-of-state or temporary checks.

Students can use their MasterCard, VISA, Discover, or American Express credit cards and/or debit cards by presenting an RSC I.D., driver's license, or military I.D.

Students will need their RSC I.D. to be able to access their financial aid.

rosestate@bkstr.com

Web Purchases are subject to the same policies and rules as on-campus sales. Returns must arrive at the Bookstore within the same time limit, under the same conditions, and in the same condition as when it was purchased. A copy of the Rose State College Bookstore receipt (enclosed paperwork) must accompany the return.

Textbook Buy Back

The Rose State College Bookstore and Follett are pleased to purchase used textbooks year-round. We will purchase used textbooks adopted for the next academic term, in quantities sufficient to meet the needs of the Bookstore, at not less than 50% of the customer's purchase price. Textbooks not adopted for the next academic term or in excess of the needs of the Bookstore will be purchased at nationally set wholesale prices.

Student Identification Card

The student identification card carries with it such privileges as use of College facilities, reduced or free admission to many College events, drama and music productions, movies, campus dances, and athletic events. It also serves as a library card, an I.D. for financial aid, for the Wellness Center, and to write personal checks in the College Bookstore. To obtain a Student I.D. card, the student must present current enrollment and an official form of government issued photo identification in the Student Services Building Lobby, Room 100.

Financial Assistance

The Rose State College Office of Student Financial Aid and Scholarships helps students to secure financial assistance to meet the cost of a higher education. The approval and disbursement of student financial aid funds is based on student eligibility, satisfactory progress, completion of all parts of the application process, and enrollment in a degree or certificate program. Also, funding is contingent upon the allocation of both federal and state resources to the College.

Financial assistance at this institution falls into one of five categories: scholarships, grants, waivers, loans, and/or employment. **Scholarships** are awarded to students through competitive processes and/or by application. **Grants** are gifts of money and do not have to be repaid. **Waivers** are the cancellation of a debt. **Loans** are borrowed funds that have to be repaid according to the terms of a promissory agreement and with interest. **Employment** offers the student the opportunity to work and earn money to meet the cost of education.

Scholarships/Waivers

Foundation Scholarships: The Rose State College Foundation provides scholarships to current students and those who are enrolling for the first time. Scholarships can be used for tuition, fees, books, uniforms, laboratory supplies, and other approved educational expenses. The number of scholarships and their value is determined annually by the Foundation's Board of Trustees. The application deadline for scholarships is March 31 for summer and fall, and October 31 for spring. Information regarding Foundation Scholarships can be obtained from the Office of Institutional Advancement in Room 201 of the Administration Building. A complete listing of Foundation Scholarships and applications are available on the Rose State College web site at www.rose.edu.

Other Scholarships: Many employers, professional organizations, and civic groups offer scholarships. Eligibility criteria and deadlines vary from program to program. For more information about various scholarships, you may go to http://www.rose.edu/other-opportunities or visit the Office of Enrollment Management. Also, the College recommends a free internet scholarship search available at **www.fastweb.com**.

Tuition Waiver Scholarships: Each year, a limited number of students are provided with partial tuition waiver scholarships through the Tuition Waiver Scholarship Program. Recipients are selected from applications submitted online.

Tuition waiver scholarships made available through the Tuition Waiver Scholarship Program are also awarded by the College's five academic divisions. Criteria used in the selection process include academic success, potential leadership abilities, financial need, and special talents.

Federal & State Financial Aid

All students applying for federal assistance and the Oklahoma Tuition Aid Grant must complete the Free Application for Federal Student Aid (FAFSA), available online at www.fafsa.gov. A summary of federal programs, The Student Guide, is published annually by the U.S. Department of Education.

Federal Pell Grant: The Pell Grant is the principal grant program provided by the federal government. To receive a Pell Grant, the student must have been determined eligible by the U.S. Department of Education's central application processor. Each applicant must be an undergraduate student, a U.S. citizen, and a degree-seeking student enrolled in an eligible program. Also, if selected for verification, the student must have completed the verification process to the satisfaction of the institution. In general, the student must be enrolled for at least three credit hours to receive funding from this program.

Federal Supplemental Educational Opportunity Grant (SEOG): The federal government provides the College with a limited amount of supplemental funds to award as grants. The funds are limited and are awarded to the neediest students on a first-come, first-served basis. To receive funding from this program, the student must be a U.S. citizen or eligible non-citizen enrolled as a degree-seeking student in an eligible program.

Oklahoma Tuition Aid Grant (OTAG): The State of Oklahoma sponsors the Oklahoma Tuition Aid Grant Program, a need-based grant program for Oklahoma residents enrolled at higher education institutions. Grant amounts vary based on state funding and tuition and fees. To qualify, a student must be enrolled at least as a half-time student in an eligible degree program.

Direct Federal Stafford Loans (Subsidized and Unsubsidized): The Stafford Loan Program provides eligible students an opportunity to borrow money from the federal government to meet the cost of higher education. Through the subsidized program, a student borrows funds; and the interest is paid by the government while the student is in school. Through the unsubsidized program, the student is responsible for the interest.

To receive a student loan, the student must be enrolled for at least six credit hours as a degree-seeking student in an eligible program.

Student loan repayments normally begin six months after a student ceases to be enrolled half-time. However, borrowers through the unsubsidized program begin repayment on interest charges 60 days after the receipt of funds. If a borrower defaults on his/her obligations, the federal government will take action to collect the loan. The loan, repayment activity, and any default become part of the student's credit record.

The federal government allows students a variety of deferment options. Information regarding loan deferments may be obtained from the Office of Student Financial Aid and Scholarships. As a borrower, the student has the responsibility to inform the government when he/she moves, changes institutions, graduates, ceases half-time enrollment, or becomes eligible for a deferment.

The amount of a student loan is based on federal loan limits, and the amount of need is determined by the federal processor's calculations.

Federal Parent Loan (PLUS): PLUS Loans are for parents who wish to borrow money to help meet the cost of their children's higher education. The PLUS loan accrues interest while the student is in school. Repayment generally begins within 60 days of disbursement of funds. Student eligibility for other aid programs must be determined through the FAFSA process before a PLUS loan may be certified.

Work Programs

The Federal Work-Study Program provides employment opportunities for students who need financial aid to meet the cost of a higher education. To qualify, a student must be enrolled at least half-time and be enrolled in an eligible degree program. The student must have completed the FAFSA process and been determined eligible for this need-based work program. Information regarding the Federal Work-Study Program is available in the Office of Financial Aid and Scholarships.

General Requirements for Federal Assistance

To receive financial aid, a student must meet ALL of the following requirements:

- Be a U.S. citizen or an eligible noncitizen.
- Demonstrate financial need, except for some loan programs.
- Have a high school diploma, or GED certificate.
- Be enrolled or accepted for enrollment as a regular student working on a degree or certificate program
- Must not be in default or owe a repayment to any federal program.
- Meet Satisfactory Academic Progress Policy requirements.
- Sign the statement of educational purpose and certification statement on overpayment and default included in the FAFSA.
- Comply with the Selective Service Registration requirements.
- Respond promptly to information requests from the Rose State College Office of Financial Aid and Scholarships.

Ability to Benefit (ATB)

Beginning July 1, 2012 all financial aid recipients must have one of the following in order to be eligible for Federal Title IV student financial assistance

- High School Diploma
- GED (General Educational Development)

New students will no longer have previous options such as testing or completing 6 credits of college level coursework to qualify for Federal Tile IV assistance.

Students who, prior to 7-1-12, were enrolled in an academic program that was eligible for Federal Title IV assistance may still be able to utilize those options to include previous ATB tests.

Academic Progress Policy

Federal law requires that the College implement an Academic Progress Policy to measure the performance of financial aid recipients. The College's Academic Progress Policy applies to all federal programs, the Oklahoma Tuition Aid Grant Program, Oklahoma’s Promise, and most Rose State College scholarship programs. In general, a student must successfully complete the required percentage of attempted classes and maintain the required GPA, as stated in the policy. The policy is available online at www.rose.edu/financial-aid and in the Financial Aid Office.

Federal law requires that a student complete his/her studies in a timely manner. The law requires that a policy provide a maximum time frame for the completion of a degree program. This institution's policy is not to aid a student in excess of 100 credit hours. The credit hour limit includes all work, even if financial aid was not received for the courses.

A student who exceeds the 100 hour limit but wishes to continue to receive financial assistance may submit (a) a detailed statement which provides a clear degree plan with objectives, and (b) a summary of course work remaining in the program with verification from the College's Office of Admissions and Records.

Federal Financial Aid Application

Students are encouraged to apply for financial aid as early as possible. The applicant begins the process by completion of the Free Application for Federal Student Aid (the FAFSA). The FAFSA can be completed online at **www.fafsa.gov**, and students may use the computer lab in the College's Learning Resources Center. The student should identify the College as a school selection; otherwise, the College will not receive the student's information. The Rose State College school code is **009185**.

Once a federal processor has completed calculations, the College will automatically receive the student's data **if the student has identified Rose State College as an institution**

of choice. When the College receives this data, the Office of Student Financial Aid and Scholarships will notify the student regarding necessary steps in the application process. It is important that the student respond in a timely manner since a review for possible funding will not occur until the student has completed the application with all required documentation. Should application data be incorrect, corrections will have to be made and will delay processing.

In general, students should have completed their application by June 1 for the fall semester, by October 1 for the spring semester, and by March 1 for the summer term. Applications submitted later are generally acceptable, but funding may not be available when course work begins. In all cases, the file must be completed by the last day of attendance.

If a student has been awarded assistance through a Pell Grant or the SEOG Program, arrangements are made to pay tuition and other fees from the grant funds. If a student has sufficient remaining funds after other College obligations are met, a book charge may be allowed. However, no cash disbursements of grant funds will occur until approximately five weeks after the beginning of a semester.

Students may be asked to submit a tax return transcript from the IRS or other documents to verify information reported on the application. For the dependent student, this information may include parental income records. For the independent student, this information may include spousal income records. In all cases, the student must provide clear and comprehensive information regarding income and household. If requested documentation is not provided or should there be unresolved and conflicting information, the application will not be funded. Information is available from the Office of Student Financial Aid and Scholarships in Room 200 of the Student Services Building.

Related Student Financial Aid Policies

The student has the obligation to make satisfactory academic progress. Funding will be terminated for a student not making adequate progress. Financial aid is not automatically renewed each year. The student must reapply. Applications for the upcoming academic year are available after January 1 of each year.

The student should notify the Office of Student Financial Aid and Scholarships of changes in address, marital status, enrollment level or legal name. In all cases, the financial aid recipient's enrollment records must reflect his/her legal name as recorded with the Social Security Administration. Exceptions to this rule are not permitted.

Grant funds are not disbursed until after the refund period of the semester or term. Since the College has several terms, including eight-week terms within a semester, funds will not be disbursed until a student actually begins class attendance.

Drug-Free Campus Policy

Rose State College has implemented a Drug-Free Campus Policy that applies to all employees and students. Details of this policy can be found in the Rose State College *Student Handbook*, published annually through the Office of Student Affairs. For further details, see the Policies and Procedures Manual for employees. A copy is maintained in the Human Resources/Affirmative Action Office.

Disclosure of Information

Student records are protected by the Family Educational Rights and Privacy Act of 1974. In general, records are not released to any third party without the student's written authorization or appropriate legal authorization from a court of jurisdiction.

Student Conduct

Issues of student conduct and student rights and responsibilities are discussed in the Rose State College *Student Handbook*. The *Student Handbook* is published annually through the Office of Student Affairs. For questions regarding student conduct, please contact the Associate Vice President for Student Life at (405) 733-7490.

Services for Students

Academic Advisement

At Rose State College, qualified staff of academic advisors are available for consultation with students. Academic advisors are prepared to assist students in clarifying basic values, attitudes, interests, and abilities; in connecting students with campus support resources.

Academic advisors are available in the Student Services Building to assist first-time college students, concurrent high school students and students who are undecided majors. Students with prior college credit and a decided major are encouraged to meet with an academic advisor in the division for course selection and sequencing.

Student Success Center

Designed to support students' academic advancement and personal development, the Student Success Center connects students with campus resources. Created in association with the national Achieving the Dream initiative, the Student Success Center helps to guide students in their quest to connect with campus services, as well as acquire skills needed for academic success. The Student Success Center is located in the Student Center, Room 111, and is open to all students. Services provided include:

Student Success Workshops
A series of workshops designed to provide students and community members with opportunities to learn and practice skills associated with academic and professional success. Sessions are provided that focus on: Financial Literacy, Time Management, Test Taking Strategies, Test Anxiety, Learning Styles, and other topics.

Advising
The Student Success Center serves as an additional avenue through which students may seek advice regarding their academic progress. Students may make an appointment to discuss their academic concerns, programs, and courses with a member of the Student Success Center staff.

Academic Success Plans
Goal setting is a critical component to academic success. Completing an Academic Success plan provides students with clear guidance regarding what is expected of them in order to meet the requirements of their academic major or certificate program. Students may set up individual appointments to discuss their academic goals, various majors, or other academic concerns and then create a personalized plan to succeed in meeting these goals.

Early Alert System
The Early Alert System is an academic warning system. It is designed to promote student success through early identification of students in need of guidance and assistance. When a faculty member notifies the Student Success Center of a student in need of assistance, the Student Success Center will attempt to contact and connect the student with the support services they need.

For additional information, or to schedule an appointment, contact the Student Success Center at (405) 733-7334 or visit the office located in the Student Center, Room 111.

TRiO Student Support Services

The Rose State College TRiO Student Support Services program is designed to provide an array of supportive services to 140 eligible participants. Services include transfer assistance, campus visits, tutoring, academic mentoring, cultural events, academic resource library, academic advising, academic and life skills workshops, career counseling, library orientations, and community service referrals. The purpose of the program is to ensure that participants persist in college and earn an associate's degree or certificate then transfer to a four-year university to earn a bachelor's degree. Students are accepted by application and must meet eligibility requirements. Additional information can be found online at www.rose.edu/student-support-services, by calling (405) 733-7379 or by visiting the TRiO Student Support Services Office located in the Student Services Building, Room 204.

Tutoring

Requests for free academic tutoring will be accommodated for any student enrolled at Rose State College, or for any area high school student in the ninth grade or above. Tutoring will be provided for all courses identified in the College Catalog as "required general education courses" and/or 0-level developmental courses. Rose State College will provide students with up to two hours per week, per course of free academic tutoring for two course attempts. All tutoring must occur in the Learning Resources Center or other approved tutoring facility, under the supervision of Rose State College faculty or staff. Tutoring in other locations, or without appropriate supervision, is contrary to College policy. Students taking the same course beyond two unsuccessful attempts will be provided a list of approved tutors if they wish to continue tutoring on a fee-for-service basis.

College Orientation

Rose State College offers a comprehensive orientation program for its entering students.

Family Orientation /Raider Rush-New Student Orientation
Scheduled during the week prior to the start of the Fall academic semester, Family Orientation provides entering students and their families the opportunity to become familiar with the Rose State College campus. Interactive information sessions provide participants with opportunities to learn about services the College offers, classroom locations, and what faculty members expect from students.

Raider Dayz

Each semester, several social and informative activities occur throughout campus during the first week of classes. For a specific schedule of "Raider Dayz" events, contact the Student Activities Office located in the Student Center, or call 733-7376.

Online Orientation

Every new student is encouraged to participate in online orientation. This information resource is designed to provide access to critical information through a single portal. There are two options for students to become oriented online. Option One: Online Orientation is available through D2L under "Student Community." If you need help with your D2L login, visit http://www.rose.edu/d21-login-help. Option Two: Visit http://www.rose.edu/student-orientation. Additional help is also available in the Student Welcome Center at (405) 733-7372

For additional information regarding the orientation opportunities, contact the Associate Vice President for Student Life located in the Student Services Building, Room 208, or call (405) 733-7490.

Career Services

The Career Services Office is an important resource for students. Through the web-based program, NACELink, students are able to access job listings 24/7 from home or a campus computer. This list is updated daily to maintain a current listing of off-campus job openings that includes both part-time and full-time employment. Additional services offered by Career Services is assistance, through an individual appointment or workshops, with resume writing, interviewing techniques, and development of job search skills.

The web-based Discover program can help a student decide on a career/major or obtain more information about his/her chosen field. The Discover program gives guidance about careers which match an individual's abilities, values and interests. Information can then be obtained about specific careers, the type of training necessary, the availability of jobs in that field and the average salary for that position.

The Career Services Office, located in the Student Services Building, Room 106, may also be contacted by phone at (405) 733-7377, or jobplacement@rose.edu

Social networking sites are available for Rose State College Career Services in Facebook, Twitter, MySpace, and LinkedIn.

Veterans Education Benefits

Rose State College is approved to train students under all chapters of GI Bill benefits including VA Vocational Rehabilitation and the Post 9/11 GI Bill. The Rose State Veteran Student Service Office, located on the first floor of the Student Services Building in room 100T will provide information and assistance in the proper completion of all forms. When all required forms and documents have been submitted to the Rose State Veteran Student Service Office, students eligible for VA education benefits, including spouses and dependents of service persons who have a 100% serviced connected disability or who are deceased as a result of their service in the military, and spouses or children of Active Duty servicepersons who have transferred post 9/11 benefits to them, will be certified to the VA promptly, in order that they may receive their VA education benefits in a timely manner. Students must request certification for every semester in which they enroll and want to receive their VA education benefits.

VA benefits-eligible students are encouraged to use other services and programs which include advisement, outreach, recruitment, referrals, tutoring, career research, job placement, and Veterans Administration paid work-study. Students may contact the Rose State Veteran Student Service Office in person, by phone (405) 733-7326, or by e-mail at RoseStateVSS@rose.edu, or visit our web site at http://www.rose.edu/finaid/veterans.asp.

To research exactly what benefit you may be eligible to receive, or if you are eligible for more than one chapter of benefits, which benefit is your best option, or to find in depth information about the various chapters, go to the GI Bill web site: www.gibill.va.gov.

If students wish to contact the VA Regional Processing Office in Muskogee, OK, the following are toll free telephone numbers at which they can contact the VA directly: Call 1-888-GIBILL1 with questions concerning your VA education benefits, or call 1-800-827-1000, with questions pertaining to all other Veterans benefits not administered through the Rose State Veteran Student Service Office.

Services to Students with Disabilities

Rose State College complies with Section 504 of the Rehabilitation Amendment Act and the Americans with Disabilities Act. Students with disabilities have been provided a physically accessible campus and special services designed to meet their needs. Special parking is provided for people with disabilities; and there are ramps, elevators, and covered walkways to the classroom buildings. Adaptive technology is available in the LRC Computer Lab.

Students with disabilities requiring accommodations to access programs of instruction and/or services will make the initial request and provide official documentation for accommodation to the Coordinator of Disability Services in the Learning Resources Center, Room 125. The telephone number is 733-7407. The Coordinator of Disability Services will review the documentation, coordinate with faculty, staff, or administrators to consider the request and provide the appropriate accommodations.

Personal Counseling Services

The goals of counseling services are to help students achieve their educational goals, learn the process of problem solving

and decision making, develop the capacity for satisfying educational experience at Rose State College. Counseling is a confidential service on campus where you can talk with a licensed counselor when you are feeling depressed, lonely, confused, upset, or just plain stressed. Referrals to outside services are provided when necessary.

Appointments can be made by calling 733-7373, or visiting the Special Service and Student Outreach Office located in the Student Services Building Room 101.

Intercultural Programs

Intercultural services provide the Rose State campus with educational programs and activities that promote an understanding and appreciation for cultural diversity and human dignity. The Special Services and Student Outreach Office works collaboratively with the college community to compliment and expand the classroom theory experience by implementing programs to foster cultural respect and build unity. For additional information or questions, contact Special Services and Student Outreach at (405) 733-7373.

Services Available in the Learning Resources Center

The Learning Resources Center is a unified program of library, audiovisual, testing, tutoring, instructional design, and distance learning services. The program is administered by the Dean, Learning Resources Center.

The library maintains a collection of over 95,000 print and nonprint items, including 415 magazines and newspapers. Access to a variety of full-text databases and 25,000 e-books is also available. Most library functions are automated.

The audiovisual services area of the Center provides both space and equipment for listening to and viewing a variety of audiovisual resources and telecourse tapes. An open computer lab is provided for students and faculty. Distribution of audiovisual resources to over 100 classroom locations is accomplished through an eight-channel, closed-circuit television system.

Academic testing services are provided in the Learning Resources Center. Make-up tests (upon faculty request), advanced standing exams, computer proficiency exams, tests for distance learning classes, tests with accommodations and correspondence tests by appointment can be taken in the Center. Tutoring services in general education courses is also available, free of charge, to Rose State College and area high school students.

The Distance Learning office in the Learning Resources Center provides academic outreach services to concurrently enrolled high school students and other remote students. Services include the operation and maintenance of sixteen interactive telecommunications facilities, operation and maintenance of a cable broadcast system, down-linking and redistribution of satellite programming, marketing of distance learning courses and programs, and Desire2Learn support.

Educational Talent Search Program

The goal of the Educational Talent Search Program is to increase the number of youth from disadvantaged backgrounds who complete high school and enroll in the postsecondary education institution of their choice. Eligible participants include students from grades 6 through 12, high school dropouts, college dropouts, high school graduates, and veterans of any age. Two-thirds of the participants must meet federal low-income guidelines and be first-generation college bound participants. Services include early awareness activities for 6th, 7th, and 8th graders; academic and personal counseling; assisting high school seniors and adults returning to school through the financial aid and college admission process; career exploration; tutoring; field trips to post-secondary institutions; and, cultural events. Services are provided in designated area middle schools and high schools, and on the Rose State College campus.

Student Activities

Co-curricular activities are an important part of the educational experience at Rose State College ensuring a well-rounded individual education. Every attempt is made to provide all students with a variety of activities to complement their academic program. Leadership speakers, Student Senate elections, films, musical programs, scholarship pageants, clubs/organizations, Intramurals, community service, and numerous other cultural and social events in addition to student committee involvement form the basis of student activities.

Student Activity Transcript

The Student Activity Transcript is a chronological profile of a student's involvement in co-curricular activities at Rose State College and is obtainable at the Student Activities Office in the Student Center.

It is the responsibility of the student to update records for all Student Club Membership and Professional and Educational Experiences/Awards and volunteer work by submitting an electronic application to the Student Activities web site. All applications will be reviewed and verified/certified by the Coordinator, Student Activities before being entered into the database. Information may be submitted for the Rose State College Student Activity Transcripts for all activities completed after July 1, 2008. Information may not be updated after one year of completion of the project/membership. To request an official students activity transcript you visit the Rose State College Student Activity web site, www.rose.edu, or by calling 733-7376.

Student Newspaper

The purpose of the *15th Street News* is to publish news, information, entertainment, and editorial opinions for the benefit of the student body and the College community; to provide journalism training and experience for students and a laboratory for journalism classes; to provide a forum for free expression, interchange of ideas, and exhibition of literary and artistic talents among students; and to provide a forum for exchange of ideas among students, faculty, administrators, and individuals within the community. This student publication is published weekly (except school holidays) by the Office of Student Publications and distributed without charge.

Student Government

The opportunity for self-government is extended to students by the Board of Regents to further those activities which stimulate the intellectual, physical, social, political, and moral life of the campus.

The governing student organization on campus is the Student Senate with duly elected representatives. Meetings are held each Tuesday and are open to all students. Information concerning duties and responsibilities of the Senate may be found in the *Student Handbook*. Scholarships are available for 25 Student Senate positions. Students receive 1 credit hour per semester, and a twelve-hour tuition waiver. Contact the Student Activities Office for more information, 733-7376.

Clubs

Student clubs under College sponsorship, may be formed whenever there is a worthwhile purpose and sufficient interest. Clubs are numerous enough that every student can find one or more organization of interest. Information concerning organizational procedures may be obtained from the Office of Student Activities, which is located in the Student Center.

All rules and regulations pertaining to student clubs may be found in the *Student Handbook*, which is available in the Student Activities Office in the Student Center.

Phi Theta Kappa International Honor Society

Phi Theta Kappa International Honor Society has a very active chapter on campus. The purpose of Phi Theta Kappa is to recognize and encourage scholarship among two-year college students. To achieve this purpose, Phi Theta Kappa provides opportunities for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars, and for stimulation of interest in continuing academic excellence. Phi Theta Kappa members may participate in a broad range of activities from on-campus meetings and service projects to off-campus meetings of the regional and international organizations. The chapter participates annually in at least three regional meetings (Leadership, Conference, Honorsfest, and Regional Conference) and attends the international convention at its designated site.

Phi Theta Kappa members are recognized for academic excellence at graduation by being eligible to wear gold tassels and stoles with their graduation robes. Members also have their diplomas stamped with a gold Phi Theta Kappa membership seal. In addition, they are eligible for special scholarships and tuition waivers at four year universities across the nation. Many senior institutions also sponsor alumni chapters of Phi Theta Kappa.

Membership in Phi Theta Kappa is by invitation only. To receive an invitation, students must meet the following requirements: 1) have completed at least 12 hours of course work numbered at the 1000 level or above, 2) have a cumulative grade point average of 3.500 or higher on a 4.000 scale, and 3) be pursuing a degree. Invitations to join are sent at the beginning of the fall and spring semesters.

Native American Student Services

The Office of Student Financial Aid and Scholarships functions as a liaison for Native American students and various tribal governments and/or Bureau of Indian Affairs (B.I.A.) agencies. Students must complete an application for Title IV programs, (FAFSA), as well as a tribal application.

The financial aid staff coordinate activities with other campus offices to facilitate processing for those eligible for Native American assistance.

Student Affairs Grants Programs

Student Affairs Grants Programs are designed to assist and encourage low-income, middle and high school students, or dropouts to complete high school and enroll in post secondary educational institutions or obtain gainful employment.

Participants in the programs typically are engaged in academic and cultural enriching activities. Services include tutoring, academic summer programs, life skills workshops, financial aid and college admissions workshops, visits to college campuses and cultural field trips.

The Empower and Empower Works program is designed to prepare TANF recipients for the workforce by providing intensive training.

Student Affairs Grants Programs include Educational Talent Search, Empower and Empower Works, and the Hudiburg Endowment (College Connections).

Intramural Sports

The intramural sports program at Rose State College provides opportunities for all students, both men and women, to enjoy satisfying experiences related to their particular physical, men-

tal, and emotional needs. Emphasis is placed upon the students so that they can accomplish their level of aspiration.

Leadership Opportunities

Students are afforded opportunities to participate in an array of leadership development opportunities. The Diamond Leadership Series is open to the campus and surrounding community as well as leadership scholarship programs and leadership training are available to new students, returning students, and adult students. More information regarding leadership programs may be obtained from the Vice President for Student Affairs Office in the Student Services Building.

Intercollegiate Athletics

Intercollegiate athletic competition is governed by the National Junior College Athletics Association eligibility rules. Currently, Rose State College fields varsity sports in men's baseball, and women's softball. Our overall program is dedicated to the student athlete who strives to maximize both athletic and academic skills.

Student Wellness Services

Rose State College opened its new Wellness Center August, 2008. Actively enrolled students are provided access to the Wellness Center and must simply bring their Student IDs to the Reception Area of the Wellness Center in order to encode their ID cards for access. The new Rose State College Wellness Center consists of:

- An Aquatic Center;
- Cardiovascular and weight/resistance training areas;
- State-of-the-art equipment;
- Multipurpose exercise rooms;
- Open activity area;
- Classroom space; and,
- Wellness assessment and athletic training areas.

The Social Sciences Division utilizes the College Wellness Center to offer students the academic programs of Health and Sports Sciences. In addition to these academic programs, numerous student services are provided by the Rose State College Wellness Center. Examples of wellness services offered to students are intramural sports, fitness activities, strength and conditioning training, aquatic activities, health and diet counseling, cholesterol screening, blood pressure monitoring, and other wellness related workshops/counseling.

Campus Visitors

Visitors are welcome at Rose State College; however, visitors are not allowed to visit classrooms without prior consent of the administration and the professor. Undesirable behavior on the part of campus guests which threatens the normal function of the College will result in the guest being asked to leave campus.

Nondiscrimination Policy

Rose State College explicitly condemns discrimination toward students, staff, and faculty on the basis of race, color, sex, age, religion, national origin, religion, disability, sexual orientation, or status as a veteran in any of its policies, practices, or procedures. This includes, but it is not limited to, admissions, employment, financial aid, and educational services. The College is committed to providing a study and work environment free from discrimination and to ensuring the accessibility of appropriate grievance procedures for addressing all complaints regarding discrimination.

Services for the Community

Adult and Senior Non-Credit Classes

Rose State College is dedicated to providing educational services to individuals, community service organizations, and business and industry. Classes are available to serve the needs and interests of people of all ages. The Community Learning Services Department, located in the Tom Steed Center, offers a wide range of non-credit classes. Adults age fifty and over will find courses such as computers, exercise, arts and crafts, music and dance as well as other personal enrichment programs. All adults may enroll in the evening, non-credit program in fitness, computer and personal enrichment classes. Special workshops are offered throughout the year and can be scheduled for specific groups. All non-credit enrollments are taken at the Tom Steed Center, with classes offered throughout the campus.

Summer Kids College

Each summer, over 1,000 kids participate in the Summer Kids College program. This program offers a wide variety of activities ranging from sports, recreation, arts and crafts, leadership, and academic programs offered in all-day camps, mini-camps, and morning classes. Contact the Community Learning Services Department for more information at (405) 733-7392.

Tom Steed Community Learning Center

The Tom Steed Community Learning Center is available to assist individuals in gaining skills for employment or upgrading of job skills. The Center is conveniently located on Interstate 40 (I-40) at the Hudiburg Drive exit, Exit 156B. Parking is available near the building. The Tom Steed Center offers a wide variety of short courses, workshops, and seminars provided by Rose State College. The facilities include an auditorium, classrooms in a variety of sizes, break-out rooms for small-group activities, a conference room, and a computer lab for support of programs.

Rose State College Tinker Air Force Base Education Office

Lunchtime and evening courses are scheduled at Tinker Air Force Base for active military personnel, their dependents, and civilian employees of the Base. Admission, enrollment, advisement, and a variety of other educational services are provided by the Rose State College TAFB Educational Services Office in Building 201SE on Base. This office is open daily, Monday through Friday. For information call (405) 739-5774.

Tinker Air Force Base Education and Training Partnership

Rose State College also has the opportunity to work closely with the Tinker Air Force Base Education and Training Partnership Office to provide supervisory and other credit and non-credit training to Tinker Air Force Base employees. For more information, call the ETP Office, (405) 739-5774, or (405) 733-7488.

Communications Center & Performing Arts Theatre

The Rose State College Communications Center contains a variety of special rooms and areas to accommodate multiple needs. A magnificent lobby provides a large gathering and intermission area for students and guests or a site for special meetings and banquets for groups of up to 350 people. The center of the facility is the 1,400-seat Rose State College Performing Arts Theater. With exceptional theatrical capabilities and superb acoustics, the Theater hosts a variety of live cultural and educational events. Bordering the Theater are classrooms for instruction in instrumental and vocal music, painting, ceramics and other expressive arts. Classrooms equipped with special technology are available for teaching journalism, digital graphics and multimedia presentations. The exterior of the building features a 336-seat amphitheater designed to host various outdoor events and performances. The Communications Center is a premier educational facility and cultural venue for Rose State College students and central Oklahoma.

The Training Center

The new Professional Training and Education Center is located on Hudiburg Drive, on the west side of campus. The 32,000 square foot facility features a 95-seat, tiered seminar room, as well as nine additional classrooms including the Quad, a multipurpose area that can be divided into two, three, or four instructional areas. The Training Center provides a unique professional development opportunity to the area's workforce. The Center provides assistance to businesses and governmental agencies in every facet of employee development from selection through retirement. The Center specializes in customizing training to meet the client's needs and has developed several delivery modes including: on-campus courses, workshops at the client's site, online instruction, and post-training activities to reinforce the training message. The Center is also an excellent location for small conferences and has a full menu of conference site services including catering. For more information, call (405) 733-7488.

The University Center at Rose State College

To accommodate the need for baccalaureate and graduate educational programs in Eastern Oklahoma County, Rose State College entered into a partnership with the University of Central Oklahoma to host upper-division coursework compatible with transfer degrees of Rose State College in business administration, nursing, and administrative leadership. Courses are held on the Rose State College campus in the University Center on Hudiburg Drive. For more information, call (405) 733-7455.

Learning Resources Center

The Learning Resources Center (LRC) provides a variety of services for members of the community. Adult citizens of Midwest

City and Del City as well as Tinker Air Force Base military personnel are eligible to apply for library courtesy cards. The cards give them check-out privileges for the book collection of 95,000 volumes. The Center also provides 415 periodicals which cannot be checked out; however, copy machines are available.

Additionally, the LRC is the informational center for persons who wish to enroll in courses offered through the state telecommunications system, known as OneNet.

The library is open days, evenings, and weekends. Professional librarians are available at the reference desk to assist patrons with the selection of appropriate resource materials.

Student Center

The Student Center is a conference, meeting, and banquet facility for use by students, faculty, staff, and the Mid-Del community. The Student Center houses the Student Activities, Campus Police, Student Success Study Lab, and the Auxiliary Enterprises and Services offices. The RSC Bookstore, Rose Café, Food Court and CyberCafe Lab and Lounge area are also located in the building. A full-service Food Court offers a varied menu ranging from the health conscious sandwich bar to a full lunch meal. The Rose Café, a short-order grill, has convenient hours for early morning snacks to early evening meals. Free, convenient parking makes this facility a popular place for student and faculty/staff workshops, conferences and other special events with meeting and dining rooms that will accommodate banquet groups from 20 to 275.

Student/Community Wellness Services

The Rose State College Wellness Center supports students and community programs. This recently renovated facility includes:

- An Aquatic Center
- Expanded cardiovascular and weight/resistance training areas
- State-of-the-art equipment
- Multipurpose exercise rooms
- Open activity area;
- Classroom space
- Wellness assessment and athletic training areas

Numerous wellness programs are offered to campus and community members. A few of the programs offered are wellness assessments, fitness activities, water aerobics, health fairs, and strength training. To participate in the wellness services offered by the Rose State College Wellness Center, contact the Director of Health and Wellness activities at (405) 733-7350.

Statement Regarding Acquired Immune Deficiency Syndrome:
Appropriate College personnel will continue to review information about AIDS as it becomes available from the American College Health Association and will utilize that information in establishing appropriate individual guidelines. In the development of guidelines, emphasis will be placed on ensuring the rights of the affected individual and members of the campus community. Conditions on the enrollment of individuals known to have AIDS or AIDS-related complexes will be considered by the College on an individual and confidential basis.

Dental Hygiene Clinic

The Dental Hygiene Program operates a modern 12-chair community clinic in the Allied Dental Education Building on the Rose State College Campus. Established in 1970, the program is accredited by the Commission on Dental Accreditation of the American Dental Association. Clinical services are provided to the community during the fall and spring academic semesters. The clinic welcomes patients from the campus, community and state. Preventive and therapeutic clinical services are provided by students and supervised by licensed dentists and licensed dental hygienists. Services are offered at a reduced fee due to the educational environment of the clinical facility. Additional information and screening appointments may be scheduled at (405) 733-7336.

Academic Information

GRADING SYSTEM: Final grades are reported for each student for every course undertaken according to the following grading system:

GRADE	INTERPRETATION	GRADE-POINT VALUE
A	Excellent	4 Points
B	Good	3 Points
C	Average	2 Points
D	Poor	1 Point
F	Failing	0 Points
I	Incomplete	Not Computed
N	Grade Not Reported	Not Computed
W	Withdrawn	Not Computed
S	Satisfactory	Not Computed
U	Unsatisfactory	Not Computed
AU	Audit	Not Computed
AW	Administrative Withdrawal	Not Computed

GRADE POINT AVERAGE (GPA): Grade points are computed by multiplying the number of points that a particular grade (A, B, C, etc.) carries by the number of credit hours in a course. The grade point average may be found by adding the grade points for all courses and dividing them by the total number of applicable credit hours attempted.

To graduate with an associate degree, a student must have completed sixty-two hours with a minimum of 2.0 on courses to be presented for graduation. At least a "C" grade must have been earned in each course in the Program Requirements section for the degree sought. Some programs also require a minimum grade of “C” in the Support and Related Section.

"W" GRADES: A withdrawal grade of "W" is issued when a student initiates a withdrawal during the allowable withdrawal period. The withdrawal period for a "W" will begin after the tenth day of classes in the regular session and the fifth day of classes in the summer term and will not exceed twelve weeks of a sixteen-week semester or, in general, not exceed three-fourths of the duration of any term. A student requesting to drop a class/classes after this deadline must have approval of the appropriate faculty member(s) and division dean(s). The approval is discretionary, but the student must be passing the course(s). The last day a student will be allowed to withdraw from a class is the last day of class work before the final exams begin.

"AW" GRADES: Administrative Withdrawal may be assigned to indicate that a student has been "involuntarily" withdrawn by the institution during the designated semester for disciplinary or financial reasons or inadequate attendance. Institutional procedures will be followed before the "AW" is assigned. Administrative withdrawals are GPA neutral.

INCOMPLETE GRADES: An incomplete grade may be used at the professor's discretion to indicate that additional work is necessary to complete the requirements for a course. It is not a substitute for an "F," and no student may be failing a course at the time an "I" grade is awarded. To receive an "I" grade, the student should have satisfactorily completed a substantial portion of the required course work for the semester. The professor, in consultation with the student, will determine remaining course assignments and deadlines, but all incomplete grades must be removed within *one regular semester* (e.g. a spring semester or summer term incomplete should be completed by the end of the fall semester. A fall semester incomplete should be completed by the end of the spring semester); otherwise the grade remains as incomplete on the student's permanent record. *Requests for exceptions may be made to the Vice President for Academic Affairs.*

GRADE APPEAL: One of the functions of the Academic Grade Appeals Committee is to provide an opportunity for students to challenge a final grade, provided a solution cannot be reached through proper academic channels. Appeals for this purpose must be made within 90 days after the grade in question appears on the permanent record. Information concerning procedures to be followed is available from the Office of Academic Affairs in the Fine Arts Building.

Honor Rolls

ENROLLED IN 12 HOURS OR MORE: Honor Rolls will contain the names of students who have completed twelve or more credit hours within one semester with a grade average of B (3.0) or better. The President's Honor Roll is for students with a grade point average of 4.0; and the Vice President's Honor Roll is for students with a grade point average of 3.0-3.99 with no course grade below a "C" including the grade of "U." Grades of "S" are neutral and are not figured in the student's semester grade point average, and only college credit courses (excludes "O" level courses) generating "S" grades will be considered toward the number of enrolled hours required for Honor Roll consideration. A student must complete any course for which an "I" was awarded before he/she may be considered for the Honor Roll.

ENROLLED IN 6 TO 11 HOURS: Honor Rolls for part-time students, those who are at least half-time (six hours or more), will be based on the same academic standards as the full-time Honor Rolls. A student must complete any course for which an "I" was awarded before he/she may be considered for the Honor Roll.

ENROLLED IN SUMMER SESSION: Honor Rolls for a summer session will contain the names of students who have completed six or more credit hours with a grade average of "B" (3.0) or better. The same academic standards required during the fall and spring semesters for President's Honor Roll (4.0 GPA) and Vice President's Honor Roll (3.0 - 3.99 GPA) will be required for summer semester Honor Rolls. In addition, a student must complete any course for which an "I" was awarded before he/she may be considered for the Honor Roll.

Academic Status Classification

Good Academic Standing signifies any student who meets the retention requirements as set forth in this policy is in good academic standing.

Academic Notice signifies that the student is not making normal academic progress. It is a condition that could lead to serious academic problems if academic performance does not improve. The student is urged to seek advice and guidance from an academic advisor.

Academic Probation signifies that the student has failed to maintain the necessary grade average on all work completed and must seek permission to enroll from the Registrar. (See Academic Probation in the following section.)

Academic Suspension signifies that the student has failed to achieve the required grade average while on Academic Probation and will not be permitted to enroll at Rose State College for a minimum period of a 16-week fall or spring semester.

Retention Policies

GPA Requirements: A student is expected to maintain a satisfactory GPA for the duration of his/her college experience. This GPA may be used for financial aid or eligibility purposes, admission to specific programs or graduation honors. Effective beginning Fall 1993, a student will be placed on academic probation if he/she fails to meet the following requirements:

Credit Hours Attempted	GPA Requirement
0 through 30 semester credit hours	1.7
Greater than 30 semester credit hours	2.0

Freshmen students, 30 or fewer credit hours, with a GPA of 1.7 to less than 2.0 will be placed on Academic Notice.

The 2.0 GPA required for retention of students who have greater than 30 semester credit hours does not include grades earned in activity and/or performance courses not related to the student's degree objective. Students who are on Academic Probation and who do not achieve the required GPA will not be allowed to enroll at Rose State College for a minimum period of a 16-week semester (fall or spring). Students who are admitted on probation after having been suspended for poor academic performance will be required to enroll in and successfully complete EDUC 1103 , Educational Planning. Students suspended at the end of the spring semester may attend the summer session immediately following spring suspension. Students should go to the Office of Admissions and Records for additional information.

Academic Forgiveness

Currently enrolled students may be granted academic forgiveness by repeating individual courses or reprieving complete semesters. Although all courses and grades will be reflected in a student's cumulative GPA, those courses that are forgiven will not be used in calculating the student's retention and graduation GPA's. All academic forgiveness requests require the College Registrar's approval. An application for Academic Forgiveness must be filed in the Office of Admissions and Records. Academic forgiveness must be requested prior to the end of a student's graduating term.

Repeated Courses: Students can retake courses and have only the second grade earned count in the GPA calculation up to a maximum of four courses (not to exceed 18 hours) in which the original grade earned was a "D" or "F." Students may visit the Office of Admissions and Records to receive more information about the procedure.

Academic Reprieve: A student may request an academic reprieve of up to two consecutive semesters if he/she can demonstrate to the appropriate institutional officials extraordinary circumstances which contributed to or caused the student to do poorly. Guidelines for reprieves include, but are not limited to:

1) at least three years must elapse between the time grades were earned and the reprieve request;
2) prior to requesting the reprieve, 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 (minimum of 12 hours) excluding activity or performance courses;
3) a student must petition for a reprieve according to institution policy;
4) a student cannot receive more than one reprieve in his/her academic career; and,
5) a student cannot combine an academic reprieve with an academic renewal request.

Students may visit the Office of Admissions and Records to receive more information about procedure.

Academic Renewal: A currently enrolled student who has been out of higher education for a number of years may request that all course work over five (5) years old not be counted in the GPA. Requirements for academic renewal include:

1) A student may receive only one academic renewal in his/her academic career;
2) Prior to requesting the renewal, the student must have earned a 2.00 or higher with no grade lower than a "C" in all regularly graded course work (minimum of 12 hours) excluding activities or performance courses;
3) All courses will remain on the student's transcript;
4) Renewal courses cannot be used for hours or content toward graduation or degree requirements;
5) A student may not combine an academic reprieve and an academic renewal request; and,
6) A student must be a currently enrolled undergraduate student.

Students may visit the Office of Admissions and Records to receive more information about the procedure.

Academic Suspension Appeals: Rose State College students who have been placed on academic suspension for the first time may petition the Admissions Committee for reinstatement based on documented extraordinary personal circumstances that contributed to their academic requirements. There is not an appeal process for students suspended for the second time.

Reinstatement of Suspended Students: A student who is academically suspended by Rose State College the first time may be considered for reinstatement after one sixteen-week semester (fall or spring). The College Registrar will interview each student making a request for reinstatement and inform him/her of the academic progress that is expected. Students reinstated after one sixteen-week semester of suspension must satisfactorily complete, during the first semester of reinstatement, EDUC 1103 , Educational Planning, and must progress academically as specified in the State Regents' policy for probationary students. A student suspended from Rose State College for the second time may receive consideration for reinstatement after one year (two full semesters, fall and spring) and only after he/she has demonstrated, by attending another institution, the ability to succeed academically by raising his/her GPA to the retention standards.

A student suspended for the first time in a spring semester will be allowed to enroll in the immediately following summer term. Enrollment will be limited to core academic courses that meet the general education or degree requirements. To continue in the fall semester, the student must achieve a 2.0 semester GPA or raise their GPA to the required level. The student's transcript will note suspension at the end of the spring semester.

Reinstatement of Suspended Students at State System Institutions: Students suspended from all other Oklahoma State System institutions may be eligible for admission to Rose State College. Each student seeking admission to Rose State College under this category will be interviewed by the College Registrar and advised of the requirements for admission. These requirements include satisfactory completion, during the first semester of reinstatement, of EDUC 1103 , Educational Planning, and the planning of a class schedule with an Academic Advisor. Each student will be informed of the availability of tutoring, study skills instruction, and counseling. Students admitted in this category will be placed on academic probation and must meet the State Regents' Retention Standards.

Transcripts of Credit

The Office of Admissions and Records will send the student's transcript upon the student's written request to any college or agency named. Proper photo identification will be required before a transcript may be requested. Students may also retrieve an unofficial transcript at the College's web site: www.rose.edu using their Student ID number.

Transcript KIOSKS, where students can print their own official transcripts, are located in the Administration Building Lobby. Students need their student ID numbers and passwords. Students may visit the Office of Admissions and Records to receive more information.

Declaring a Major Area of Specialization

Courses completed in a particular discipline or program of study are considered as a major for the student. During the student's initial enrollment, the student and the enrollment advisor will explore various educational objectives. The student declares a major at the time of enrollment. This major may be changed at any time; however, previously completed course work may not apply to the new major.

Change of Major

Students may change majors at any time during the semester. In order to change a major, a student should go to the Student Services Academic Advisement Office, SSB 100, or the appropriate Division Advisement Office to talk with an academic advisor. Please note: Students cannot change a major in an A.A.S. program to a major in an A.A. or A.S. program until all deficiencies have been removed.

Degree Requirements

Associate in Arts and Associate in Science

Students who complete a minimum of sixty-two hours from courses at the 1000 level or higher, including all degree requirements, may be awarded the Associate in Arts or the Associate in Science degree. Associate in Arts and Associate in Science degree programs are specifically designed to transfer to a four-year college or university in the Oklahoma State System for Higher Education.

The general education requirements consist of designated courses which, as a total group, focus on emotional, intellectual, physical, and social aspects of learning and development. These courses are intended to provide a base from which a student may function efficiently in a contemporary, multi-cultural environment. As part of The Oklahoma State System for Higher Education, Rose State College includes a general education component in all its degree programs in agreement with and in support of the philosophy of general education expressed in the following policy from the Oklahoma State Regents for Higher Education:

General education, with its foundation in the liberal arts and the implementation of new disciplines not traditionally associated with liberal studies, seeks to provide the college student of today with an education (beyond the foundation stage attained in elementary and secondary school) which moves the individual beyond a narrow self-orientation into a position of grasping educational knowledge and experience that is significant for the individual to function adequately in his or her relationship to the larger community.

Basic Objectives of General Education

Faculty at Rose State College have adopted core proficiencies of general education which they have designated as critical to the success of the student. These core proficiencies include: critical thinking, effective communications, quantitative literacy, and technology proficiency. Faculty have identified course work and continue to evaluate that course work to ensure the presence of these core proficiencies in the general education component of the students' transfer degree programs.

The end result of general education with its emphasis on the need for both common and liberal learning should increase the capacity of students to live meaningfully in relation to others. The emphasis on rational thought should help the student synthesize particular knowledge and develop the capacity to think and behave in an independent, responsible, and productive manner.

Objective	Applicable Core Proficiency	Applicable Course
a. To foster an appreciation of humankind as creatures of worth, capable of rational thought and action	Critical thinking	Psychology, Sociology
b. To develop responsible citizens for membership in the human family in a dynamic global society	Critical thinking	History, American Federal Government
c. To facilitate understanding and use of symbols for communicating effectively in society	Effective communications	English Composition
d. To explore those moral and ethical concerns that are common to humankind	Critical thinking	Humanities, Philosophy
e. To foster understanding of humankind in relationship to nature	Quantitative literacy, technology proficiency, critical thinking	All sciences
f. To expose students to those aesthetic aspects of life so that students may appreciate and utilize beauty in its multiform expressions	Effective communications	Humanities
g. To demonstrate the interdependence of humankind from different societies through a study of production and consumption functions in a global society	Critical thinking, quantitative literacy, technology proficiency	Economics
h. To help students develop and maintain good mental and physical health habits and lifestyles	Critical thinking, effective communications	HPER, human and environmental sciences
i. To demonstrate proficiency in computational methods and mathematical concepts and applications	Quantitative literacy, Critical thinking	Mathematics, economics, statistics
j. To develop a proficiency in the use of the tools of information technology for personal and professional work	Technology proficiency	Computer proficiency requirement

Required general education courses include the following:

LANGUAGE ARTS:

English Composition I 3 hours
English Composition II 3 hours

HISTORY: 3 hours

U.S. History

POLITICAL SCIENCE: 3 hours

American Federal Government

SCIENCE: (One course must be a lab science)

Life Science 3-4 hours
(Must have BIOL prefix , or HSBC 1104, HSBC 2103, HSBC 2203)

Physical Science 3-4 hours
(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613, or any METR except METR 1121 or METR 1131)

MATHEMATICS: 3 hours

Any MATH course which is at least 1000 level or higher except MATH 1133, MATH 1143, MATH 2013, MATH 2023, MATH 2033, MATH 2091-6, and MATH 2123

HUMANITIES: 6 hours

ART	1103	Art Appreciation
ART	2813	Art History Survey I
ART	2823	Art History Survey II
ENGL	2113	Introduction to Literature
ENGL	2123	Introduction to Cinema
ENGL	2133	Bible As Literature
ENGL	2143	Mythology
ENGL	2213	American Literature to 1865
ENGL	2223	American Literature from 1865
ENGL	2233	Literature of the American Indian
ENGL	2243	Black Literature
ENGL	2253	Women in American Literature
ENGL	2313	English Literature to 1798
ENGL	2323	English Literature from 1798
ENGL	2413	World Literature to 1674
ENGL	2423	World Literature from 1674
HIST	1203	African American History
HIST	2133	Women's History
HIST	1413	Ancient and Medieval Civilization
HIST	1423	History of Europe, 1500-1815
HIST	1433	History of Europe, 1815 to the Present
HIST	2503	History of Native Americans
HUM	2113	Humanities through the Middle Ages
HUM	2223	Humanities from the Renaissance
HUM	2313	American Humanities
HUM	2603	Global Studies in Humanities/VAR
MUS	1203	Music in Life
MUS	1313	Music History and Literature I
MUS	1323	Music History and Literature II
PHIL	1103	Introduction to Philosophy
PHIL	1203	Introduction to the History and Philosophy of Science
PHIL	2103	Social and Political Philosophy
PHIL	2113	Introduction to Logic and Critical Thinking
PHIL	2203	Religious Philosophy of the World
PHIL	2303	Introduction to Ethics
TH	1353	Introduction to Theatre

PHYSICAL EDUCATION: 2 hours

May be activity or other HPER courses.
The same course may be repeated to complete the two-hour credit requirement.

LIBERAL ARTS ELECTIVE: 3 hours*

The liberal arts and sciences are defined as those traditional fields of study in the humanities, social and behavioral sciences. At least one course from the following areas: Social Sciences, Foreign Languages, Fine Arts (Art, Music, Theatre) as identified in the following table.

Courses eligible as Liberal Arts Electives
***Specific course titles are available on the web site rose.edu**

Course Discipline	Description
Art	Any course with the ART prefix except ART 2091-4 or ART 2901
Criminal Justice	Any course with the CJ prefix except CJ 2193
Economics	Any course with the ECON prefix except ECON 2843
English	Any ENGL course on a 1000 level or higher
French	Any course with the FREN prefix
Geography	GEOG 1114
German	Any course with the GERM prefix
History	Any course with the HIST prefix
Humanities	Any course with the HUM prefix
Music	The following courses with the MUS prefix: MUS 1102, MUS 1203, MUS 1212, MUS 1222, MUS 1232, MUS 1242, MUS 1263, MUS 1313, MUS 1323, MUS 1712, MUS 2232, MUS 2402, MUS 2422, MUS 2432, or MUS 2442
Philosophy	Any course with the PHIL prefix
Political Science	Any course with the POLS prefix except POLS 1113 or POLS 2191-3
Psychology	Any course with the PSYC prefix
Russian	Any course with the RUSS prefix
Sociology	Any course with the SOC prefix except SOC 2332
Spanish	Any course with the SPAN prefix except SPAN 1042 and SPAN 1052
Theatre	The following courses with the TH prefix: TH 1103, TH 1353, TH 1513, TH 1533, TH 2113, TH 2363, TH 2523, TH 2553, or TH 2713

GENERAL EDUCATION ELECTIVES: 5-7 hours

The remaining 5-7 hours may be selected from liberal arts and science courses as free electives or used to satisfy program requirements as identified in the table below. No more than twelve hours in any one area will count toward the basic thirty-nine hours of general education. Liberal Arts and Sciences are defined as those traditional fields of study in the humanities; social and behavioral sciences; communications; economics; natural and life sciences; mathematics; and the history, literature and theory of fine arts (music, art, theatre, dance). Courses whose primary purpose is directed toward specific occupational or professional objectives or courses in the arts which rely substantially on performance work are not considered to be liberal arts and sciences for the purpose of this policy (as defined in the Oklahoma State Regents for Higher Education Policy Statement on Requirements and Standards for Awarding Bachelor's Degrees at Colleges and Universities in the State System.)

Courses eligible as General Education Electives*

Course Discipline	Description
Art	Any course with the ART prefix except ART 2091-4 or ART 2901
Astronomy	Any course with the ASTR prefix except ASTR 1401,
Chemistry	Any course with the CHEM prefix except CHEM 2091-6
Criminal Justice	Any course with the CJ prefix except CJ 2193
Economics	Any course with the ECON prefix
English	Any ENGL course on a 1000 level or higher except ENGL 1113 or ENGL 1213
Environmental Science	ENSC 1103, Introduction to Environmental Science
French	Any course with the FREN prefix
Geography	GEOG 1103, GEOG 1114 GEOG 2443
Geology	Any course with a GEOL prefix except GEOL 2091-6
German	Any course with the GERM prefix
History	Any course with the HIST prefix
Humanities	Any course with the HUM prefix except HUM 2191-4
Mass Communications	Any course with the JCOM prefix except JCOM 2091-3 or JCOM 2233
Life Science	Any course with the BIOL prefix except BIOL 2091-6
Math	Any course with the MATH prefix on a 1000 level or higher except MATH 2013, MATH 2023, MATH 2033, MATH 2091-6, or MATH 2123
Meteorology	Any course with the METR prefix except METR 1131 or METR 2811
Music	The following courses with the MUS prefix: MUS 1102, MUS 1203, MUS 1212, MUS 1222, MUS 1232, MUS 1242, MUS 1263, MUS 1313, MUS 1323, MUS 1712, MUS 2232, MUS 2402, MUS 2422, MUS 2432, or MUS 2442
Native American Studies	Any course with the NAS prefix except NAS 2091-2093
Philosophy	Any course with the PHIL prefix
Physical Science	PHSC 1313
Physics	Any course with the PHYS prefix except PHYS 1613, PHYS 2091-6, or PHYS 2191-3
Political Science	Any course with the POLS prefix except POLS 2191-3
Psychology	Any course with the PSYC prefix except PSYC 2432
Reading	Any course with the READ prefix except READ 0153 or READ 2091-3
Russian	Any course with the RUSS prefix
Sociology	Any course with the SOC prefix except SOC 2332
Spanish	Any course with the SPAN prefix except SPAN 1042 and SPAN 1052
Social Sciences	SOSC 2092
Speech	Any course with the SPCH prefix
Educational Planning	EDUC 1103, STSR 2102
Theatre	Any course with the TH prefix except TH 1311, TH 1321, TH 1341, TH 2331, TH 2713, TH 2721-3, or TH 2902

***Specific course titles are available on the web site rose.edu**

Computer Proficiency: Students majoring in transfer degree programs will be required to demonstrate computer proficiency before graduation. Demonstration of proficiency will include the following skills:

- Defining and properly using common computer terminology
- Installing, saving, and organizing information stored on a computer

- Using a Windows® environment
- Operating software for word processing, spreadsheets, and database management
- Using the internet
- Demonstrating how to use computers to perform a task or solve a problem by defining appropriate applications of hardware and software.
- Graduates may demonstrate these computer proficiencies using one of the following alternatives:

1. Successfully completing one of the following courses:

CHEM	1114	Introductory Chemistry
CIT	1093	Microcomputer Applications
CHEM	1135	General College Chemistry I
CIT	1103	Introduction to Computers
CHEM	2103	Organic Chemistry I
ENGR	2103	Engineering Graphics & Design
CHEM	2112	Organic Chemistry I Lab
GEOL	1123	History of Life on Earth
CHEM	2203	Organic Chemistry II
GEOL	1113	Elementary Oceanography
CHEM	2212	Organic Chemistry II Lab
CHEM	2115	Survey of Organic Chemistry
PHYS		Any course with a PHYS prefix except PHYS 1253, PHYS 1513, PHYS 1613, PHYS 2091-6, PHYS 2814
GIS	1113	Introduction to Geographic Information Systems

2. Validation of work experience or other academic course work involving the competencies listed above.
3. Successful completion of a computer proficiency assessment.
4. Completion of a high school computer course, excluding keyboarding courses.
5. Successful completion of any three credit hour online course.

Associate in Applied Science

Basic Objectives of General Education Requirements for the Associate in Applied Science Degree Programs at Rose State College

Students who complete a minimum of sixty-two hours from courses at the 1000 level or higher, including general education courses and the designated program and support and related requirements, may be awarded an Associate in Applied Science degree. To determine the scope of the general education requirements for the Associate in Applied Science degree programs at Rose State College, faculty at the institution have adopted the following basic objectives which are correlated to the institutional core proficiency recommendations and identified course work.

Objective	Applicable Core Proficiency	Applicable Course
a. To foster an appreciation of humankind as creatures of worth, capable of rational thought and action	Critical thinking, Quantitative literacy	General education electives such as psychology and sociology
b. To develop responsible citizens for membership in the human family in a dynamic global society	Critical thinking, Quantitative literacy	History, government
c. To facilitate understanding and use of symbols for communicating effectively in society	Effective communication	English composition, speech
d. To develop a proficiency in the use of information technology for personal and professional work	Technology proficiency	English composition
e. To demonstrate proficiency in computational methods and mathematical concepts and applications	Effective communication, Quantitative literacy, Technology proficiency, Critical thinking	Math/science requirements, economics

The following general education courses include the minimum requirements of the Oklahoma State Regents for Higher Education. Additional general education courses may be required in some programs. In addition, some academic programs may require students to validate competencies in courses designated as program requirements if the courses were taken five years or more prior to the completion of the program.

1. Communications 6 hours
   Must include:
   1) a college-level communications course in technical communication designed around the technical-occupational specialty **or**
   2) a course in English composition or grammar
2. United States History 3 hours
3. American Federal Government 3 hours
4. General Education Electives 6 hours
5. Physical Education 2 hours
   (May be activity or other HPER courses)

General education electives, their foundation in the liberal arts and sciences, are defined as traditional fields of study in the humanities, social and behavioral sciences, communications, economics, natural and life sciences, mathematics, history, literature, and theory of fine arts. Science courses must be completed from courses with CHEM, GEOL, BIOL, PHSC, and PHYS prefixes, except PHYS 1613, or from other science courses approved by the College for specific applicability in designated programs. Math courses must be completed from courses with a MATH prefix or from other math courses approved by the College for specific applicability in designated programs.

HPER General Education Requirement Waiver for Degreed Student

A waiver of the required HPER general education requirement shall be granted to students who possess an Associate in Arts, Associate in Science, Bachelor of Arts, or Bachelor of Science from a regionally accredited college or university.

Academic Program Discontinuance

Rose State College 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 College to do so.

Technology Center Cooperative Alliances

Cooperative Alliances between Rose State College and metropolitan technology centers have been developed in accordance with state regent policy. Cooperative alliances allow students to co-enroll in approved technology center programs and receive college credit through Rose State College. Credit is applied toward appropriate Associate in Applied Science degrees.

For more information, students should contact the technology center counseling staff.

Technical Education Graduate Performance Guarantee

Rose State College is committed to preparing students for the workforce with the Associate in Applied Science (A.A.S.). The confidence the College has in the quality of instruction is confirmed by a Technical Education Graduate Performance Guarantee. If an Associate in Applied Science (A.A.S.) graduate is judged by the initial employer to be lacking in either academic or technical job skills identified as Program Objectives by Rose State College for the specific degree program, the graduate will be provided up to nine hours of additional education at and by Rose State College.

Special Conditions That Apply to the Guarantee

1. The graduate must have earned the A.A.S. degree from Rose State College after Fall 1995 in a technical program identified in the current College Catalog.
2. The graduate must have completed the A.A.S. degree from Rose State College through one of the two following methods:
   A. Earned a minimum of forty credit hours at Rose State College with at least fifteen credit hours from the Program Requirements or, with the approval of the appropriate Division Dean, the Support and Related Requirements of the degree program requirements,
   B. Earned a minimum of twelve of the last 18 credit hours at Rose State College with at least 12 credit hours from the Program Requirements or, with the approval of the appropriate Division Dean, the Support and Related Requirements of the degree program requirements.
3. The graduate must have completed the degree within four years from the semester he/she completed course work applicable to Program Requirements or Support and Related Requirements of the degree program requirements.
4. Employment must commence within twelve months of graduation.
5. The employer must identify requirements and certify in writing, within 90 days of the graduate's initial employment, that the employee is lacking specific entry-level skills as identified in Program Objectives guaranteed by Rose State College as part of the degree program.
6. The employer, graduate, Program Director, Division Dean, and Vice President for Academic Affairs will develop a written educational development plan for the needed education.
7. Education provided will be limited to the equivalent of nine credit hours related to the identified skill requirements and to those credit or other classes regularly scheduled during the period covered by the educational plan. A clinical course may be repeated as space is available; otherwise, education provided will be limited to didactic and lab courses.
8. All education must be completed within one calendar year from the beginning of course work identified in the approved educational plan.
9. The graduate and/or employer is responsible for the cost of books, insurance, uniforms, fees, room and board, tools, and other course-related expenses other than tuition.
10. The Guarantee does not imply the graduate will pass any licensing or qualifying examination for a particular career. Completion of the degree program at Rose State College may provide eligibility for the graduate to take the licensing or qualifying examinations for particular careers.
11. Rose State College's sole responsibility for skill requirements shall be limited to the equivalent of nine credit hours of education under the conditions described above.
12. Claims subject to this Guarantee can be initiated by written notification from the employer to: Vice President for Academic Affairs; Rose State College; 6420 Southeast 15th Street; Midwest City, OK 73110-2799.

Two-Year Graduation Plan

Students at Rose State College may follow many diverse paths to complete an associate's degree. For many reasons, one of the options which students may elect is to complete their degree requirements within two years of their initial freshman enrollment. Some want to enter the full-time workforce as soon as possible. Others plan to continue their education and do not want to prolong undergraduate study, and most want to save money.

With the encouragement of the Oklahoma State Board of Regents, Rose State College has developed a plan to help students who have a desire to graduate in two years. Students who elect to participate in Rose State College's Two-Year Graduation Plan will work closely with their faculty and advisors to make sure they know the requirements that must be met and the appropriate sequences in which to take courses. Rose State College has a long history of helping students plan for and register in, the courses they need to graduate in a timely manner; and students who elect to participate in the agreement may be assured that they will be able to enroll in courses allowing graduation in two years. To qualify, students must meet the following conditions:

1. Enter Rose State College as a freshman.
2. Choose a major that qualifies for the two-year plan. Generally the program will not exceed the required 62 credit hours.
3. Be prepared to begin a two-year plan in a major upon entry to the College.
4. Stay on track by successfully completing a minimum of one quarter of the necessary credits per semester.
5. Meet with an advisor in a timely manner to discuss progress toward graduation and registration.
6. Enroll in available courses needed for a program of study with the understanding that a specific course may not be available at the time or semester in which a student would prefer to take it.
7. Be responsible for monitoring their own progress and understanding advice given by their advisor in order to stay on track toward graduation in two years.
8. Change majors only if, at the time of the change, all requirements for the new program can be met within the two years.
9. Remain in good academic standing as determined by the College.
10. Accept responsibility for timely annual applications for all necessary financial assistance.
11. Notify in writing, prior to the beginning of classes in the term in which the course is needed, the appropriate division dean that graduation may be delayed due to the unavailability of a course.

In the event that the College does not satisfy the commitments made herein, and the student is unable to graduate on schedule due to the unavailability of a course (or courses), the College will choose one of the following:

1. Allow the student to graduate in two years by substituting a different course (or courses), as determined by the College for the unavailable course(s).
2. Allow the student to graduate in two years by substituting an independent study assignment, as determined by the department and the College.
3. Allow the unavailability of a course (or courses) to delay the student from graduating in two years, in which case, the College will permit the student to take, with a waiver of tuition charges, the unavailable course(s) in a later term.

Guidelines for the Transfer of Students Among Institutions (Articulation)

In order that students completing the Associate in Arts and Associate in Science degree requirements at Rose State College may move vertically through the State System with a minimum loss of time and financial outlay, the following guidelines for transfer of students among institutions have been adopted for The Oklahoma State System of Higher Education:

1. A student who has completed the prescribed lower-division requirements of a State System institution developed in accordance with the standards set forth, including the basic thirty-three semester hour general education core, may transfer into a Bachelor of Arts or a Bachelor of Science degree program at any senior institution of the State System and be assured of completing his or her program in sequential fashion. Senior institutions may, with the approval of the State Regents, require that transferring students complete additional general education work for the degree. However, such additional work shall be programmed as a part of the upper-division requirements of the senior institution in order that any student shall be able to complete a baccalaureate program in a number of semester hours equal to the total specified for graduation published in the receiving institution's official catalog.
2. It is understood, however, that it might be necessary for teacher education candidates to take additional courses in general education to meet minimum certification requirements of other professional fields. It is also understood that the completion of these requirements does not preclude requirements of senior institutions of particular grade points for admission to professional departments or fields.
3. It is further understood that it is the responsibility of the transferring institution to provide adequate counseling to enable a student to complete during the freshman and sophomore years those lower-division courses which are published prerequisites to pursuit of junior-level courses in his/her chosen major disciplinary field.
4. The baccalaureate degree in all Oklahoma senior-level institutions shall be awarded in recognition of lower-division (fresh- man-sophomore) combined with upper-division (junior-senior) work. The lower-division general

education requirements of the baccalaureate degree shall be the responsibility of the institution awarding the associate degree, provided the general educational requirements specified herein are met. If, for any reason, a student has not completed an approved general education program prior to his transfer to another institution, the general education requirements shall become the responsibility of the receiving institution.

5. Lower-division programs in all state institutions enrolling freshmen and sophomores may offer introductory courses which permit the student to explore the principal professional specializations that can be pursued at the baccalaureate level. These introductory courses shall be adequate in content to be fully counted toward the baccalaureate degree for students continuing in such a professional field of specialization. The determination of the major course requirements for a baccalaureate degree, including courses in the major taken in the lower-division, shall be the responsibility of the institution awarding the degree. However, courses classified as junior-level courses yet open to sophomores at senior institutions, even though taught at a junior college as sophomore-level courses, should be transferable as satisfying that part of the student's requirement in the content area.
6. Other associate degrees and certificates may be awarded by institutions for programs which have requirements different from the aforementioned degrees, or a primary objective other than transfer. Acceptance of course credits for transfers from such degree or certificate programs will be evaluated by the receiving institution on the basis of applicability of the courses to the baccalaureate program in the major field of the student. Each receiving institution is encouraged to develop admission policies that will consider all factors indicating the possibility of success for these students in its upper-division.
7. Each baccalaureate degree-granting institution shall list and update the requirements for each program leading to the baccalaureate degree and shall publicize these requirements for use by all other institutions in the State System. Each baccalaureate degree-granting institution shall include in its official catalog information stating all lower-division prerequisite requirements for each upper-division course. All requirements for admission to a university, college, or program should be set forth with precision and clarity. The catalog in effect at the time of the student's initial full-time enrollment in a college or university shall govern lower-division prerequisites, provided that he/she has had continuous enrollment as defined in the College Catalog.
8. An advisory articulation committee, composed of representatives of the various types of institutions within the Oklahoma State System of Higher Education, shall be established to work with the State Regents' staff to review and evaluate articulation policies and practices and to make recommendations for improvement as needed.

Graduation Policies

These procedures shall constitute the exclusive remedy for the Two-Year Graduation Plan agreement. Rose State College is under no obligation to provide these adjustments unless the student submits a written request for accommodation to the Vice President for Academic Affairs prior to the beginning of classes in the last term of the student's two-year plan. An agreement form should be obtained from the student's academic advisor upon initial enrollment.

The transfer guidelines became effective for institutions granting the associate degree in Arts or Science (A.A. or A.S.) beginning with the 1976 fall semester. Those institutions offering baccalaureate programs implemented the policy effective the fall 1978 semester. The official catalog provided by each baccalaureate degree-granting institution provides pertinent information about admission policies and programs that is essential to the successful transfer of a student to that college or university. Therefore, a student desiring to transfer into a program at a four-year institution is advised to secure an official catalog of that college or university.

- **Application for Graduation**. The Application for Graduation form should be submitted to the Graduation Services Center at least one semester prior to the semester in which the student plans to graduate, or when a student has accrued 35-40 credit hours toward his/her major.
- **Grade Point Average Required for Graduation.** Students pursuing the Associate in Arts, Associate in Science, and Associate in Applied Science degree must have at least a 2.0 grade point average to graduate. The grade point average includes all course work attempted but excludes any course work repeated or reprieved under the terms of the College's Academic Forgiveness Policy including transfer credit from all accredited institutions of higher education attended, and 0-level course grades.
- **Academic Residency Required for Graduation.** A minimum of 15 credit hours at the 1000 level or higher must be earned in residence at Rose State College before a degree will be conferred.
- **Deficiencies/Proficiencies to Complete for Graduation.** All high school curricular deficiencies and performance proficiencies must be cleared, as required by chosen degree program.
- **Total Hours Required for Graduation.** Students must complete a minimum of sixty-two credit hours at the 1000 level or higher, including all degree requirements, for an Associate in Arts, Associate in Science, or Associate in Applied Science degree.
- **Transfer Transcript Credit/Grade Changes.** All academic records, including official transcripts from all institutions of higher education attended; any grade changes, including the completion of "I" (incomplete) course work; course substitutions; and extrainstitutional credit, must be

on file in the Office of Admissions and Records prior to the awarding of a degree. Documents received after the last day of the month in which degree course requirements are completed will result in the degree being posted for the next semester.

- **Graduation Fee.** The $15 graduation fee for each degree granted must be paid before the end of the semester in which the student plans to complete the degree requirements. Transcripts reflecting degree earned are available approximately four weeks after the close of each term (fall, spring, summer). Diplomas are mailed approximately six weeks following the close of the semester in which the degree is earned.
- **Graduation Exercises.** Graduation exercises are held once each year, at the end of the spring semester. Students are encouraged to participate in the event. Students who completed degree requirements in the preceding fall semester may participate. Also, students who are candidates for spring and summer graduation are strongly encouraged to participate in the ceremony. Information to order cap and gown for the ceremony is available each spring in the Graduation Services Center, or Rose State College Bookstore.
- **Graduation Deadlines.** Students must apply all course work and submit all transcripts in accordance with the following deadlines to be considered for graduation.
    - Last working day of August for a summer graduation date.
    - Last working day of January for a fall graduation date.
    - Last working day of May for a spring graduation date.

Degree Qualifications

Students can enhance the pursuit of a degree by working on the following:

- **Additional Options within a Degree Program.** Students may complete more than one option within a degree program. The diploma will reflect only the degree earned, and documentation of the additional option(s) will be provided on an official transcript.
- **Double Majors for an Associate Degree.** A double major is not the same as an additional associate degree. Students must mark the intention for a double major on the application for degree audit. Duplicate courses that are required for both majors' Program Requirements will be counted for completion of both majors.Students must finish the requirements for both majors during the same semester to earn a double major. Otherwise, if not completed simultaneously, the unfinished degree is considered to be an additional associate degree. Thus, the additional degree would be subject to completion of an additional 15 credit hours at Rose State College.
- **Earning an Additional Associate Degree.** An associate degree for a different major may be granted once the student completes an additional 15 credit hours in residence at Rose State College. The student must complete the general and degree specific requirements for both degrees. The additional 15 credit hours must apply toward the additional degree. These hours are completed after the student has already received a prior degree at Rose State College

Degrees and Programs

University Parallel Programs and Options

Associate in Arts (AA) and Associate in Science (AS)

The program requirements for the major leading toward an associate degree are set by the appropriate division. Major requirements are listed in this catalog under the appropriate program heading. The general education requirements are determined according to the degree issued. Specialization is available within some degree programs. Students are encouraged to speak with an academic advisor regarding program and transfer information.

Biological Science

Business *
- College of Business
- Corporate Education

Chemistry

Criminal Justice
- Criminal Justice
- Police Science

Engineering
- General
- Electrical/Computer
- Mechanical/Aerospace

English *

Enterprise Development (Reach Higher)

Environmental Science
- Environmental Quality/Safety
- Natural Resources
- Science and Analytical

Family Services and Child Development
- Child Development
  - Certificate of Mastery
  - School Age Certificate of Completion
- Family Services
  - Certificate of Mastery
  - School Age Certificate of Completion

Geosciences
- Atmospheric Science
- Earth Science

Health and Sports Science
- Exercise/Fitness Management
- Personal Training
- Health, Physical Education and Recreation (HPER)

History *

Liberal Studies
- General *
- Aviation Alliance at Tinker Air Force Base
- Music Engineering and Industry
  - Music Engineering Specialization
- Art
- Music
- Theatre

Mass Communications
- Journalism
- Broadcast
- Photography

Mathematics
- General
- Computer Science

Modern Languages
- Mastery in French
- Mastery in German
- Mastery in Spanish

Physics
- Chemistry
- Engineering
- Physics

Political Science
- General
- Pre-Law

Pre-Education

Baccalaureate Track-Nursing

Pre-Pharmacy

Pre-Professional Health Care
- Pre-Dentistry
- Pre-Medicine
- Baccalaureate Track-Allied Health

Psychology

Secondary Education

Social Sciences
- General Option *
- Native American Studies
- Women's Studies

Sociology
- General Option
- Counseling/Social Work

* Also available online

Technical Programs and Certificates

Associate in Applied Science (AAS)

The primary purpose of Associate in Applied Science degree programs is to prepare students for job entry or advancement; however, in many cases, many of the classes may be transferred to a four-year institution and applied to certain bachelor degree programs. Some degrees provide coursework that emphasizes specialization within the career field. For specific information, please consult an academic advisor.

Accounting AAS degree
- Accounting Information Software

Aerospace Technology AAS degree

Applied Technology
- Automotive Services; Automotive Collision; Aircraft Technology; Heating, Ventilation and Air Conditioning; Electrical Trades
- Carpentry, Masonry, Residential Plumbing, Welding
- Office Technology
- Commercial Printing
- Drafting
- Health Care Technician

Business Administration AAS degree
- General Business Administration
- Human Resources
- Management
- Consumer Finance
- Small Business Operations
- Corporate Education
- Marketing

Clinical Laboratory Technology AAS degree
- One Year

Computer Information Technology AAS degree
- Computer Programming
- Database Developer

Dental Assisting AAS degree

Dental Hygiene AAS degree

Emergency Medical Technician/Paramedic AAS degree

Environmental Technology AAS degree

Family Services and Child Development AAS degree
- Certificate of Mastery
- School Age Certificate of Completion

Health Information Technology AAS degree

Library Technical Assistant* AAS degree

Multimedia Communication AAS degree
- Digital Graphic Design
- Multimedia Authoring/Web Design

Networking/Cyber Security AAS degree
- Networking
- CyberSecurity

Nursing Science AAS degree

Paralegal Studies AAS degree

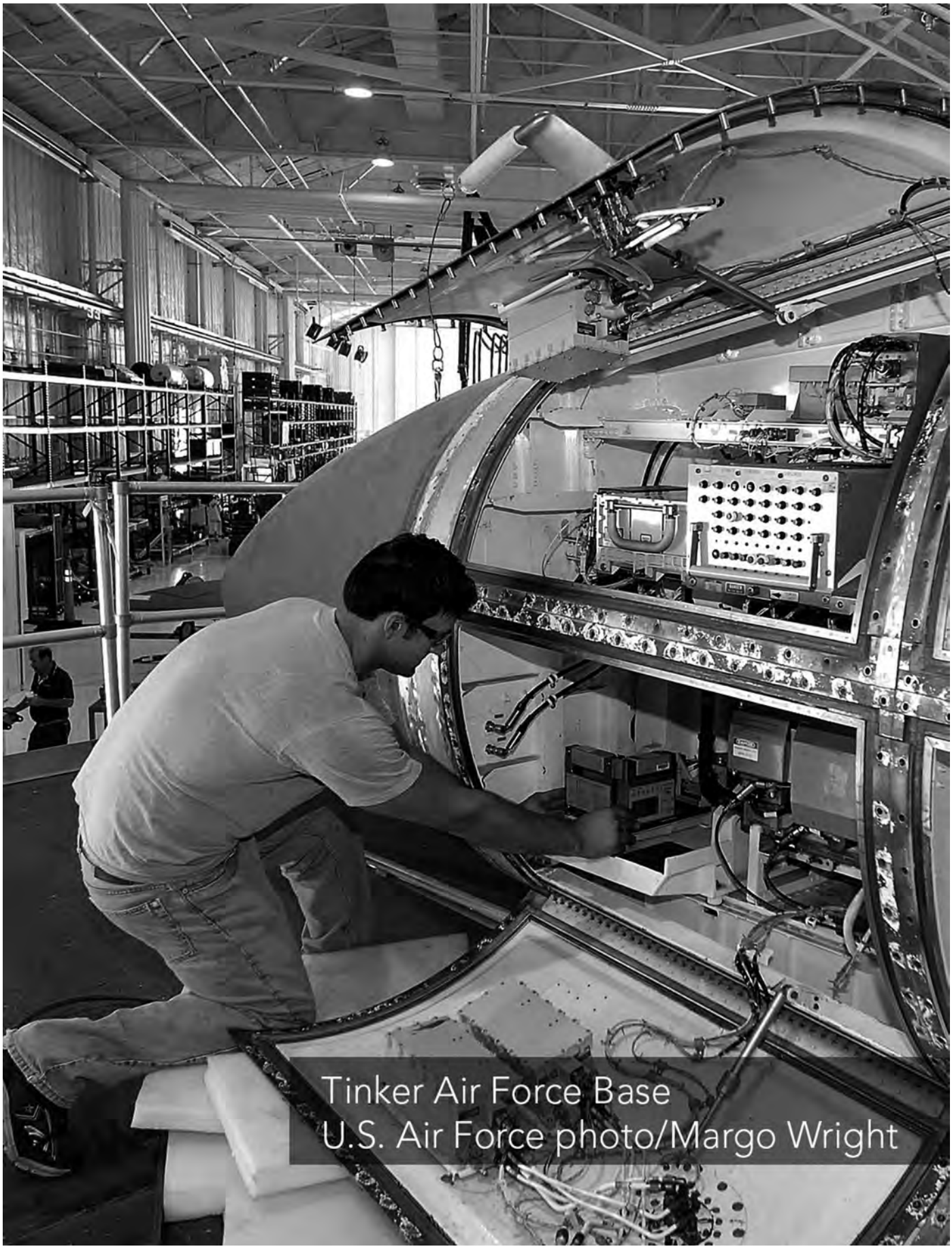
Radiologic TechnologyAAS degree

Respiratory Therapist AAS degree

Technical Supervision and Management AAS degree

Certificate Only:
- Coding Specialist
- Phlebotomy

** Also available online*



Tinker Air Force Base
U.S. Air Force photo/Margo Wright


Programs of Study

ACADEMIC DIVISIONS

Business and Information Technology

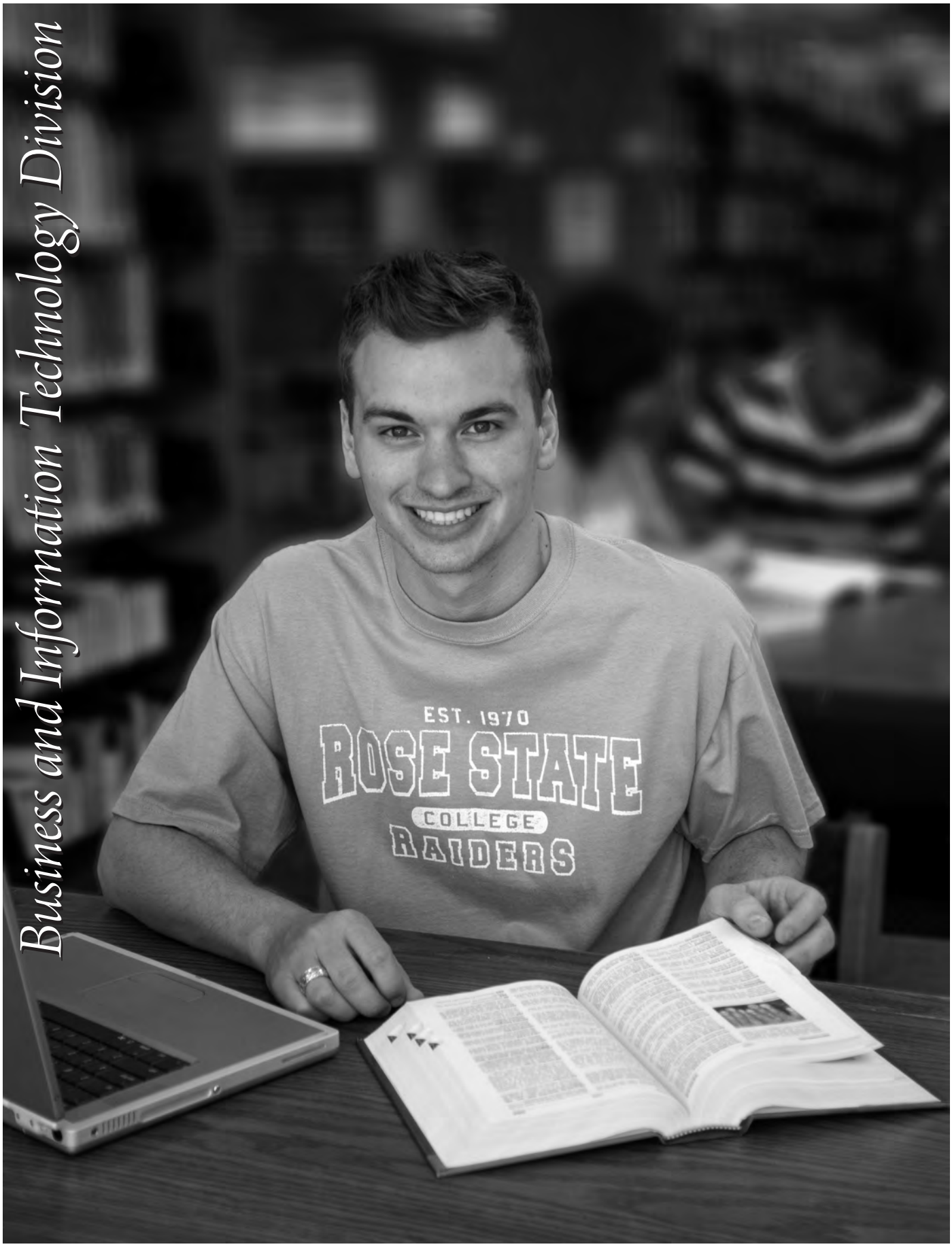
Engineering and Science

Health Sciences

Humanities

Social Sciences

Business and Information Technology Division



PROGRAMS

Associate in Science Degree

Business
- Colleges of Business
- Corporate Education

Associate in Applied Science Degrees/ Specializations

Accounting AAS degree
- Accounting Information Software

Business Administration AAS degree
- General Business Administration
- Human Resources
- Management
- Small Business Operations
- Corporate Education
- Marketing/Social Media
- Consumer Finance

Computer Information Technology AAS degree
- Computer Programming
- Database Developer

Multimedia Communication AAS degree
- Digital Graphic Design
- Web Design

Networking/CyberSecurity
- Networking Option
- CyberSecurity Option

Paralegal Studies AAS degree

Technical Supervision and Management AAS degree

Accounting Associate in Applied Science Degree (0011)

Program Goal and Objectives
The goal of the Accounting degree program is to prepare the student with the necessary knowledge and skills to gain immediate employment and/or to allow the student to advance to positions of increasing responsibility in accounting. Specifically, program objectives include preparing students with:

• A basic foundation in accounting principles in preparation for learning advanced theory, practices, and principles;
• The ability to facilitate and/or evaluate internal accounting practices;
• The ability to apply accounting theory, practices and principles through the use of accounting specific software;
• Current accounting information to be applied particularly to tax theory and tax law; and,
• Theory in business law, ethics and communications as they relate to accounting.

Program Outcomes: Students who successfully complete the program have the potential of earning an AAS degree containing specialization showing expertise in accounting information software.

Degree Awarded
Associate in Applied Science

For Information Contact:
Business Division
(405) 733-7340

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **33**
The student may be awarded a degree by successfully completing the program requirements, the support and related electives, the general education requirements, and the general education electives with a "C" grade or better.

Program Requirements **33**

ACCT	1123	College Accounting Procedures
ACCT	2103	Financial Accounting+
ACCT	2203	Managerial Accounting+
ACCT	2403	Personal Income Tax
ACCT	2313	Intermediate Accounting I+
ACCT	2323	Cost Accounting+
ACCT	2333	Intermediate Accounting II+
ACCT	2191-3	Accounting Internship+

Select nine (9) credit hours from the following courses:

ACCT	2213	Governmental and Not-for-Profit Accounting+
ACCT	2343	Short-Term Financial Management+
ACCT	2413	Small Business Income Tax+
ACCT	2603	Computer Accounting+
ACCT	2093	Professional Bookkeeping+

Support and Related Requirements **9**
Select nine (9) credit hours from the following courses:

BA	1103	Business Math
BA	2203	Business Law+ **or**
BA	2413	Business Ethics **or**
BA	2503	Business Communications
CIT	1093	Microcomputer Applications

General Education Requirements **20-21**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+ **or**
SPCH	1213	Fundamentals of Speech
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER course (2 hrs)

General Education Electives **6**

ECON	2103	Personal Finance **or**
ECON	2503	Introduction to Investments
____	____	One math or life or physical science course - 1000 level or higher (3-4 hrs)

Minimum Total Credit Hours **62-63**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester	Fifth Semester
ACCT 1123	ACCT 2103	ACCT 2203	ACCT 2313	ACCT 2333
ENGL 1113	ENGL 1213/	ACCT 2403	ACCT 2323	ACCT 2191-3
HIST 1483/1493	SPCH 1213	ECON 2103/2503	6 hours ACCT	3 hours ACCT
3 hours Support	POLS 1113	Math/Science	elective	elective
and Related	6 hours Support			
HPER	and Related			

Business Associate in Science • Colleges of Business Option (0171-01)

Program Goal and Objectives
The goal of the Business Associate in Science degree, Colleges of Business Option, is to provide students a transferable foundation so that they can continue their education at a four-year college or university.

Specifically, the objectives of the program includes providing students with the accepted and articulated general education content that will prepare them to continue toward achieving their goals of earning a baccalaureate degree in business.

Degree Awarded
Associate in Science

For Information Contact:
Business and Information Technology Division (405) 733-7340

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **18**
Must earn a "C" or better in each course in this section for graduation.

Option 1: Colleges of Business Option

ACCT	2103	Financial Accounting+
ACCT	2203	Managerial Accounting+
ECON	2303	Principles of Microeconomics
ECON	2403	Principles of Macroeconomics
ECON	2843	Elements of Statistics+
MATH	1743	Calculus for Business+

Support and Related Requirements **9**
Must be selected from any Business course not listed as a program requirement. Students who are transferring to a university which requires MATH 2133, Calculus II for Business, may substitute it as an elective in this section.

MATH	2133	Calculus II for Business, Life, and Social Sciences+ **or**
MATH	2124	Calculus and Analytic Geometry II+

General Education Requirements **38-40**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Science (One course must be a laboratory science)		
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, or PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131)
HUM	____	Humanities (6 hrs)
		See Page 37 for complete list.
HPER	____	May be activity or other HPER courses (2 hrs)
ECON	2103	Personal Finance
SPCH	1213	Fundamentals of Speech
MATH	1513	College Algebra+
General Education elective		Met by Program

Minimum Total Credit Hours **62-64**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
General Education courses	ACCT 1123	ACCT 2103 ECON 2303	ACCT 2203 ECON 2403 ECON 2843

Business Associate in Science · Corporate Education Option (0171-02)

Program Goal and Objectives
The goal of the Business Associate in Science degree, Corporate Education Option, is to provide students a transferable foundation so that they can continue their education at a four-year college or university. Corporate Education Option, is designed for students who are pursuing a four-year bachelors' degree through specific articulation between business and industry and identified programs in other colleges such as a College of Education or College of Liberal Studies at a four-year institution. Specifically, the objectives of the program include providing students with the accepted and articulated general education content that will prepare them to continue toward achieving their goals of earning a baccalaureate.

Degree Awarded
Associate in Science

For Information Contact:
Business and Information Technology Division (405) 733-7340

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **15**
Must earn a "C" or better in each course in this section for graduation.

Option 2: Corporate Education Option
Fifteen credit hours of approved course work are applied as Program Requirements. The courses are determined by specific business and industry contracts.

Support and Related Requirements **9**
Must be selected from any Business course not listed as a program requirement. Students who are transferring to a university which requires MATH 2133, Calculus II for Business, may substitute it as an elective in this section.

MATH	2133	Calculus II for Business, Life, and Social Sciences+ **or**
MATH	2124	Calculus and Analytic Geometry II+

General Education Requirements **38-40**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Science (One course must be a laboratory science)		
BIOL	____	Life Science (Must have a BIOL prefix or HSBC 1104) (3-4 hrs)
Physical Science		(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
HUM	____	Humanities (6 hrs)
		See Page 37 for complete list.
HPER	____	May be activity or other HPER courses (2 hrs)
ECON	2103	Personal Finance
SPCH	1213	Fundamentals of Speech
MATH	1473	General College Math
____	____	General Education Elective (3 hrs)

Minimum Total Credit Hours **62-64**

Suggested order of enrollment:
Order of enrollment will be dictated by the corporate education agreement; however, general education courses can be interspersed or taken upon completion of the corporate education classes.

First Semester	Second Semester	Third Semester	Fourth Semester
General Education courses	ACCT 1123	ACCT 2103 ECON 2303	ACCT 2203

Business Administration Associate in Applied Science Degree • General Business (0061-00)

Program Goal and Objectives

The goal of the General Business Option is to prepare the student with the necessary knowledge and skills to gain access to career opportunities in the business field. The course work a student completes in the general business option will enhance the student's ability to become an ethical, responsible, decisive, organized, analytical, and critical thinking business person. Graduates of this program can seek a career in a wide field of business occupations. Program objectives provide the student with:

• A basic foundation in business principles to prepare the student to analyze various scenarios critically;
• The skills needed to work in various areas of the business field;
• The skills needed to facilitate a successful business;
• The skills needed to promote self, service, and products to a receptive and a non-receptive audience;
• The skills needed to communicate through various mediums to convey, promote, and interpret information; and,
• The skills needed to micro- and macro-manage people to improve the operation of a business.

Degree Awarded

Associate in Applied Science

For Information Contact:

Business and Information Technology Division (405) 733-7340

Computer competency is required. The requirement is satisfied with either one of the following two courses or by passing a computer competency exam. If you have met the requirement, replace the course with another course that will enhance your understanding and performance in the business profession.

• CIT 1093, Microcomputer Applications or
• CIT 1103, Introduction to Computers

Program Requirements **42**

The student may be awarded a degree by successfully completing the program requirements, the support and related electives, the general education requirements, and the general education electives with a "C" grade or better.

Basic Requirements for all Options: **18**

ACCT	1123	College Accounting Procedures
BA	1303	Introduction to Business
BA	2503	Business Communication
MGMT	2103	Principles of Management
MGMT	2313	Introduction to Management Information Systems+
MKTG	2103	Principles of Marketing

General Business Administration: 00 **21**

CIT	1093	Microcomputer Applications
BA	2513	Human Relations in Business
BA	2523	Problem Solving in Business+
ECON	2503	Introduction to Investments
MGMT	2113	Office Management
MGMT	2203	Human Resources Management
MKTG	1503	Concepts of Selling **or**
MKTG	2213	Principles of Advertising

Support and Related Requirements **3**

BA	1403	Business English

General Education Requirements **20-21**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+ **or**
SPCH	1213	Fundamentals of Speech
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER courses (2 hrs)

General Education Electives **6**

ECON	2103	Personal Finance
BA	1103	Business Math **or** one math or life or physical science course – 1000 level or higher (3-4 hrs.)\\

Minimum Total Credit Hours **62-63**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ACCT 1123	BA 1303	BA 1403 **or**	BA 2503
BA 1103	ECON 2103	ECON 2503	BA 2513
CIT 1093 **or**	ENGL 1213 **or**	MGMT 2103	BA 2523
CIT 1103	SPCH 1213	MKTG 1503 **or**	MGMT 2113
ENGL 1113	MKTG 2103	MKTG 2213	MGMT 2203
HIST 1483 or 1493	any 1000 level math,	POLS 1113	
any HPER course	life science, **or**	BA 1073	
	physical science	any HPER	

Business Administration Associate in Applied Science Degree • Human Resources Specialization (0061-01)

Program Goal and Objectives

The goal of the Human Resources Specialization is to prepare the student with the necessary knowledge and skills to gain access to career opportunities in the human resources field. In addition, this program is designed to augment the skills and knowledge of current HR professionals and other managerial personnel. The course work a student completes in the human resources option will enhance the student's ability to become a training specialist, compensation analyst, recruiter, employee relation specialist, human resource generalist, or choose from a vast area of titles in this exciting career field. Program objectives provide the student with:

• The skills needed in the training and development of human resources;
• The skills needed to facilitate an effective workforce in developing labor-management relations;
• The skills needed to facilitate a successful work environment with a comprehensive foundation of the legal aspects dealing with employment law;
• The skills needed to hire, fire, and promote people in small or large organizations;
• The skills needed to coach and counsel employees to resolve problems and improve productivity and job satisfaction; and,
• The skills needed to develop and implement compensation strategies.

Degree Awarded

Associate in Applied Science

For Information Contact:

Business and Information Technology Division (405) 733-7340

Computer competency is required. The requirement is satisfied with either one of the following two courses or by passing a computer competency exam. If you have met the requirement, replace the course with another course that will enhance your understanding and performance in the human resource profession.

• CIT 1093, Microcomputer Applications or
• CIT 1103, Introduction to Computers

Specialized courses are shaded.

Program Requirements **43**

The student may be awarded a degree by successfully completing the program requirements, the support and related electives, the general education requirements, and the general education electives with a "C" grade or better.

Basic Requirements for all Options:			**18**
ACCT	1123	College Accounting Procedures	
BA	1303	Introduction to Business	
BA	2503	Business Communication	
MGMT	2103	Principles of Management	
MGMT	2313	Introduction to Management Information Systems+	
MKTG	2103	Principles of Marketing	

Human Resources: 01			**21**
BA	2703	Human Resource Training and Development	
BA	2713	Labor-Management Relations	
BA	2723	Legal Aspects of Employment	
BA	2733	Employee Coaching and Counseling	
BA	2743	Recruitment and Interviewing	
BA	2793	Compensation	
MGMT	2203	Human Resource Management	
BA	2191	Business Administration Internship	

Support and Related Requirements			**3**
BA	1403	Business English	

General Education Requirements			**20-21**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+ **or**	
SPCH	1213	Fundamentals of Speech	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
HPER	____	May be activity or other HPER courses (2 hrs)	

General Education Electives			**6**
ECON	2103	Personal Finance	
BA	1103	Business Math **or**	
		One math or life science or physical science course (1000 level or higher)	

Minimum Total Credit Hours **63-64**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ACCT 1123	BA 1303	BA 2703	BA 2503
BA 1103	ECON 2103	BA 2713	BA 2733
CIT 1093 **or**	ENGL 1213 **or**	BA 2723	BA 2743
CIT 1103 (elective)	SPCH 1213	MGMT 2103	BA 2793
ENGL 1113	MKTG 2103	POLS 1113	MGMT 2203
HIST 1483 **or** 1493	any 1000 level math,	any HPER	
any HPER course	life science, **or**		
	physical science		

Business Administration Associate in Applied Science Degree • Management Specialization (0061-02)

Program Goal and Objectives

The goal of the Management Specialization is to prepare the student with the necessary knowledge and skills to gain access to career opportunities in the management field. The course work in the management option will enhance the student's ability to become a human resource professional, a mid- to upper-level manager, or part of a team who oversees business operations. Program objectives provide the student with:

- The skills needed in the development and facilitation of an office environment;
- The skills needed to interact with people from diverse backgrounds to improve employee relations and office productivity;
- The skills needed to manage employees in small and large scale organizations;
- The skills needed to micro- and macro-manage people in a variety of business settings to improve overall productivity; and
- The skills needed to develop goals within an organization and follow through with established goals and be willing to adjust the goal set to coexist with the current business climate.

Degree Awarded

Associate in Applied Science

For Information Contact:

Business and Information Technology Division (405) 733-7340

Computer competency is required. The requirement is satisfied with either one of the following two courses or by passing a computer competency exam. If you have met the requirement, replace the course with another course that will enhance your understanding and performance in the management profession.

- CIT 1093, Microcomputer Applications

or

- CIT 1103, Introduction to Computers

Specialized courses are shaded.

Program Requirements **42**

The student may be awarded a degree by successfully completing the program requirements, the support and related electives, the general education requirements, and the general education electives with a "C" grade or better.

Basic Requirements for all Options:			**18**
ACCT	1123	College Accounting Procedures	
BA	1303	Introduction to Business	
BA	2503	Business Communication	
MGMT	2103	Principles of Management	
MGMT	2313	Introduction to Management Information Systems+	
MKTG	2103	Principles of Marketing	
Management: 02			**21**
CIT	1093	Microcomputer Applications	
BA	2713	Labor Management Relations	
MGMT	2113	Office Management	
MGMT	2203	Human Resources Management	
MGMT	2153	Teambuilding	
MGMT	2703	Small Business Management	
MGMT	2903	Management Seminar	
Support and Related Requirements			**3**
BA	1403	Business English	
General Education Requirements			**20-21**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+ **or**	
SPCH	1213	Fundamentals of Speech	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
HPER	____	May be activity or other HPER courses (2 hrs)	
General Education Electives			**6**
ECON	2103	Personal Finance	
BA	1103	Business Math **or**	
		One math or life science or physical science course (1000 level or higher)	
Minimum Total Credit Hours			**62-63**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ACCT 1123	BA 1303	MGMT 2103	BA 2503
BA 1103	ECON 2103	MGMT 2113	MGMT 2203
CIT 1093 **or**	ENGL 1213 **or**	MGMT 2153	MGMT 2703
CIT 1103 (elective)	SPCH 1213	POLS 1113	MGMT 2903
ENGL 1113	MKTG 2103	BA 1073	any 3 hours
HIST 1483 **or** 1493	any 1000 level math,	any HPER	electives from
any HPER course	life science, **or**		ACCT, BA, CIT,
	physical science		ECON, LS,
			MGMT, MKTG
			or TSM

Business Administration Associate in Applied Science Degree • Small Business Operations Specialization (0061-04)

Program Goal and Objectives

The goal of the Small Business Operations Specialization is to prepare the student with the necessary knowledge and skills to operate a small business. Program objectives provide the student with:

• The skills needed to manage and post financial information using current software and hardware;
• The skills needed in organizing financial records for personal, business, and tax purposes;
• The skills needed to make analytical decisions regarding human resources, administration and insurance, and personal and business investment opportunities; and,
• The skills needed to facilitate a business that will reduce the likelihood of identify theft, privacy corruption, and other ethical issues that relate to self, client, and business.

Degree Awarded
Associate in Applied Science

For Information Contact:
Business and Information Technology Division (405) 733-7340

Computer competency is required. The requirement is satisfied with either one of the following two courses or by passing a computer competency exam. If you have met the requirement, replace the course with another course that will enhance your understanding and performance in small business operation.

• CIT 1093, Microcomputer Applications
or
• CIT 1103, Introduction to Computers

Specialized courses are shaded.

Program Requirements **42**

The student may be awarded a degree by successfully completing the program requirements, the support and related electives, the general education requirements, and the general education electives with a "C" grade or better.

Basic Requirements for all Options: **18**

ACCT	1123	College Accounting Procedures
BA	1303	Introduction to Business
BA	2503	Business Communication
MGMT	2103	Principles of Management
MGMT	2313	Introduction to Management Information Systems+
MKTG	2103	Principles of Marketing

Small Business Operations: 04 **21**

ACCT	2413	Small Business Income Tax **or**
ACCT	2403	Personal Income Tax **or**
ECON	2503	Introduction to Investments
CIT	1093	Microcomputer Applications
BA	2603	Starting Your Own Small Business
BA	2723	Legal Aspects of Employment
MGMT	2203	Human Resource Management
MGMT	2703	Small Business Management
MKTG	1503	Concepts of Selling **or**
MKTG	2213	Principles of Advertising

Support and Related Requirements **3**

BA	403	Business English

General Education Requirements **20-21**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+ **or**
SPCH	1213	Fundamentals of Speech
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER courses (2 hrs)

General Education Electives **6**

ECON	2103	Personal Finance
BA	1103	Business Math **or**
		One math or life science or physical science course (1000 level or higher)

Minimum Total Credit Hours **62-63**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ACCT 1123	BA 1303	ACCT 2413 **or**	BA 2503
BA 1103	ECON 2103	ACCT 2403 **or**	BA 2603
CIT 1093 **or**	ENGL 1213 **or**	ECON 2503	BA 2723
CIT 1103	SPCH 1213	MGMT 2103	MGMT 2703
ENGL 1113	MKTG 2103	POLS 1113	MKTG 1503 **or**
HIST 1483 **or** 1493	any 1000 level math,	BA 1073	MKTG 2213
any HPER course	life science, **or**	MKTG 2343	
3 hrs. Support and Related	physical science		

Business Administration Associate in Applied Science Degree • Corporate Education Specialization (0061-05)

Program Goal and Objectives

The goal of the Corporate Education Specialization is to incorporate training and education by specific business and industry partners for their employees. This will allow those employees to pursue a two-year associate in applied science degree in business to further their education. This option is restricted to articulated agreements between the college and specific business and education partners.

Degree Awarded

Associate in Applied Science

For Information Contact:

Business and Information Technology Division (405) 733-7340

Specialized courses are shaded.

Program Requirements **42**

The student may be awarded a degree by successfully completing the program requirements, the support and related electives, the general education requirements, and the general education electives with a "C" grade or better.

Basic Requirements for all Options: **18**

ACCT	1123	College Accounting Procedures
BA	1303	Introduction to Business
BA	2503	Business Communication
MGMT	2103	Principles of Management
MGMT	2313	Introduction to Management Information Systems+
MKTG	2103	Principles of Marketing

Corporate Education: 0521

Corporate letters of understanding may provide for industry-specific specialization.

BA	2203	Business Law I+
		Three additional credit hours from any BA, MGMT, or MKTG course. Up to 15 hours to be satisfied through corporate education letters of understanding using Corporate Education Special Topics courses or currently adopted Rose State College courses.

Support and Related Requirements **3**

BA	1403	Business English

General Education Requirements **20-21**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+ **or**
SPCH	1213	Fundamentals of Speech
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER courses (2 hrs)

General Education Electives **6**

ECON	2103	Personal Finance
BA	1103	Business Math **or**
		One math or life science or physical science course (1000 level or higher)

Minimum Total Credit Hours **62-63**

Suggested order of enrollment:

First semester	Second semester	Third semester	Fourth semester
ACCT 1123	BA 1303	MGMT 2103	BA 2503
BA 1103	ECON 2103	Elective	BA 2203
ENGL 1113	ENGL 1213 **or**	(3 credit hour)	HPER courses as
HIST 1483 **or**	SPCH 1213	POLS 1113	recommended by
HIST 1493	MKTG 2103	Any 1000 level math,	contract
Courses as recommended by contract	Courses as recommended by contract	life science, **or** physical science courses as recommended by contract	

Business Administration Associate in Applied Science Degree • Marketing/Social Media Specialization (0061-06)

Program Goal and Objectives

The goal of the Marketing Specialization is to prepare the student with the necessary knowledge and skills to gain access to a career opportunities in the marketing field. Graduates of this option may seek a career in the field of customer relations, promotions/ advertising, or be part of a team who provides input into the development of a marketing plan for a small to large business firm, including other areas in this exciting career field. Program objectives provide the student with:

• The skills needed in using current technology, both hardware and software, in developing online marketing and advertising strategies;

• The skills needed to create interest in products and services and promote those products and services to a vast audience;

• The skills needed to facilitate a successful work environment with a diverse audience, including all levels of management;

• The skills needed to promote products and services to an international market with ethical and responsible methods to ensure credibility; and,

• The skills needed to fully develop product/service marketing plans for profit and nonprofit organizations.

Degree Awarded

Associate in Applied Science

For Information Contact:

Business and Information Technology Division (405) 733-7340

Computer competency is required. The requirement is satisfied with either one of the following two courses or by passing a computer competency exam. If you have met the requirement, replace the course with another course that will enhance your understanding and performance in the marketing profession.

• CIT 1093, Microcomputer Applications
or
• CIT 1103, Introduction to Computers

Specialized courses are shaded

Program Requirements **42**

The student may be awarded a degree by successfully completing the program requirements, , the support and related electives, the general education requirements, and the general education electives with a "C" grade or better.

Basic Requirements for all Options:

ACCT	1123	College Accounting Procedures
BA	1303	Introduction to Business
BA	2503	Business Communication
MGMT	2103	Principles of Management
MGMT	2313	Introduction to Management Information Systems+
MKTG	2103	Principles of Marketing

Marketing /Social Media: 06 **21**

CIT	1093	Microcomputer Applications
MKTG	1503	Concepts of Selling
MKTG	2213	Principles of Advertising
MKTG	2513	International Marketing
MULT	1103	Social Media Tools
MULT	2103	Social Media Marketing +
MULT	2003	Dreamweaver+

Support and Related Requirements **3**

BA	1403	Business English

General Education Requirements **20-21**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+ **or**
SPCH	1213	Fundamentals of Speech
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER courses (2 hrs)

General Education Electives **6**

ECON	2103	Personal Finance
BA	1103	Business Math **or**
		One math or life science or physical science course (1000 level or higher)

Minimum Total Credit Hours **62-63**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ACCT 1123	BA 1303	MGMT 2503	BA 2503
BA 1103	ECON 2103	(Fall only)	MKTG 2343
CIT 1093 **or**	ENGL 1213 **or**	MKTG 1503	(Spring only)
CIT 1103	SPCH 1213	(Fall only)	MKTG 2213
ENGL 1113	MKTG 2103	MKTG 2353	(Spring only)
HIST 1483 **or** 1493	any 1000 level math,	(Fall only)	MKTG 2503
Any HPER course	life science, **or**	POLS 1113	(Spring only)
	physical science	BA 1073	

Business Administration Associate in Applied Science Degree • Consumer Finance Administration Specialization (0061-08)

Program Goal and Objectives

The goal of the Consumer Finance Specialization is to prepare the student with the necessary knowledge and skills to gain access to career opportunities in the financial field. The course work in the consumer finance option will enhance the student's ability to become a personal financial planner, financial services specialist, loan officer, corporate financial consultant or apprentice, consumer loan specialist or apprentice, personnel and payroll specialist or apprentice, or choose from a vast area of titles in this exciting career field. The graduates of this program will more likely pursue a professional financial degree program where financial certification could occur. Program objectives provide the student with:

- The skills needed to manage and post financial information using current software and hardware;
- The skills needed in organizing financial records for personal, business, and tax purposes;
- The skills needed to make analytical decisions regarding human resources, administration and insurance, and personal and business investment opportunities;
- The skills needed to assist clients and self in making analytical decisions in insurance law, compensation law, and investment law;
- The skills needed to facilitate a business that will reduce the likelihood of theft, privacy corruption, and other ethical issues that relate to self, client, and business; and,
- The skills needed for financial budgeting, both personally and professionally, and for private and public institutions.

Degree Awarded
Associate in Applied Science

For Information Contact:
Business and Information Technology Division (405) 733-7340

Computer competency is required. The requirement is satisfied with either one of the following two courses or by passing a computer competency exam. If you have met the requirement, replace the course with another course that will enhance your understanding and performance in the consumer finance profession.
- CIT 1093, Microcomputer Applications
or
- CIT 1103, Introduction to Computers

Specialized courses are shaded.

Program Requirements **42**

The student may be awarded a degree by successfully completing the program requirements, the support and related electives, the general education requirements, and the general education electives with a "C" grade or better.

Basic Requirements for all Options: **18**

ACCT	1123	College Accounting Procedures
BA	1303	Introduction to Business
BA	2503	Business Communication
MGMT	2103	Principles of Management
MGMT	2313	Introduction to Management Information Systems+
MKTG	2103	Principles of Marketing

Consumer Finance Administration: 08 **21**

ACCT	2103	Financial Accounting+
ACCT	2403	Personal Income Tax
BA	2103	Principles of Risk Management and Insurance
BA	2793	Compensation
CIT	1093	Microcomputer Applications
ECON	2203	Consumer Finance
ECON	2503	Introduction to Investments

Support and Related Requirements **3**

BA	1403	Business English

General Education Requirements **20-21**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+ **or**
SPCH	1213	Fundamentals of Speech
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER courses (2 hrs)

General Education Electives **6**

ECON	2103	Personal Finance
BA	1103	Business Math **or** one math or life or physical science course (1000 level or higher) (3-4 hrs)

Minimum Total Credit Hours **62-63**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
BA 1103	ACCT 1123	ACCT 2403	ACCT 2403
BA 1303	ECON 2103	BA 2103	BA 2503
CIT 1093	ENGL 1213 **or**	ECON 2503	BA 2793
ENGL 1113	SPCH 1213	MGMT 2103	ECON 2203
HIST 1483 **or** 1493	MKTG 2103	POLS 1113	
any HPER course	any 1000 level math, life science, **or** physical science	any HPER course	

Computer Information Technology Associate in Applied Science Degree • Database Option and/or Database Developer Specialization (1031-01)

Program Goal and Objectives
The Computer Information Technology Associate in Applied Science degree supports two goals: (1) To provide an educational avenue for students to upgrade their computer skills and knowledge as technical developments occur in the workplace; and, (2) To prepare students to assume employment in a position with responsibilities in computer information technology. Specifically, program objectives include providing students with:

• The necessary level of programming expertise to enable them to create business computer programs using procedural and object-oriented languages;
• The necessary level of expertise to enable them to design, create and administer databases using Database Management Systems and programing languages;
• Entry level network administration and information technology security skills;
• The necessary level of analytical expertise to enable them to perform systems analysis at the entry level; and,
• A broadened educational background through successful completion of general education course work.

Degree Awarded
Associate in Applied Science and/or

For Information Contact:
Business Division
(405) 733-7340

*Must be chosen from the following courses which have not been previously taken, and three (3) of these hours must have the CIT (Computer Information Technology) prefix and three (3) of these hours must have ACCT (Accounting) prefix.

**The required prerequisite for CIT 2313 for this option is CIT 2183 or permission of professor.

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

***Specialized courses are shaded.**

Program Requirements **36**

Must earn a "C" or better in each course in this section for graduation.

*CIT	1293	Oracle+
CIT	1503	Introduction to Networks
CIT	1523	Microcomputer Hardware and Operating Systems
CIT	1613	Introduction to JAVA+
*CIT	2013	Database Theory and Design+
*CIT	2103	Access+
*CIT	2183	Advanced Database (SQL/Oracle)+
CIT	2313	Systems Development and Implementation (+) **
*CIT	2393	Structured Query Language (SQL)+
CIT	2503	Principles of Information Assurance
CIT	2583	Operating Systems+
MATH	2103	Discrete Math+

Support and Related Requirements* **9**

ACCT	____	Any Accounting course (3 hrs)
BA	2503	Business Communications
CIT	1713	C#+
CIT	2093	Selected Technical Topics
CIT	2123	Advanced Visual Basic+
CIT	2533	CyberLaw
CIT	2663	Secure Coding+
ECON	2843	Elements of Statistics+

General Education Requirements **20-21**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+ **or**
ENGL	2053	Technical Report Writing+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER courses (2 hrs)
MATH	1513	College Algebra+
ECON	2103	Personal Finance

Minimum Total Credit Hours **65**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
CIT 1503	CIT 2013	CIT 1293	CIT 2183
CIT 1523	CIT 2103	CIT 2393	CIT 2313
CIT 2503	CIT 1613	CIT 2583	MATH 2103
3 hours from Support and Related	3 hours from Support and Related		3 hours from Support and Related

Computer Information Technology Associate in Applied Science Degree • Programming Specialization (1031-02)

Program Goal and Objectives
The Computer Information Technology Specialization supports two goals: (1) To provide an educational avenue for students to upgrade their computer skills and knowledge as technical developments occur in the workplace; and, (2) To prepare students to assume employment in a position with responsibilities in computer information technology. Specifically, program objectives include providing students with:

• The necessary level of programming expertise to enable them to create business computer programs using procedural and object-oriented languages;
• The necessary level of expertise to enable them to design, create and administer databases using Database Management Systems and programing languages;
• Entry level network administration and information technology security skills;
• The necessary level of analytical expertise to enable them to perform systems analysis at the entry level; and,
• A broadened educational background through successful completion of general education course work.

Degree Awarded
Associate in Applied Science

For Information Contact:
Business Division
(405) 733-7340

*Must be chosen from the following courses which have not been previously taken, and three (3) of these hours must have the CIT (Computer Information Technology) prefix and three (3) of these hours must have ACCT (Accounting) prefix.

**The required prerequisite for CIT 2313 for this option is CIT 2183 or permission of professor.

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

***Specialized courses are shaded.**

Program Requirements **36**

Must earn a "C" or better in each course in this section for graduation.

*CIT	1123	Visual Basic+
*CIT	1173	C++ Language+
CIT	1523	Microcomputer Hardware and Operating Systems
CIT	1503	Introduction to Networks
*CIT	1613	Introduction to JAVA+
CIT	2013	Database Theory and Design+
*CIT	2173	Windows® Programming in C++(+)
CIT	2313	System Development and Implementation (+) **
CIT	2503	Principles of Information Security
CIT	2583	Operating Systems+
*CIT	2613	Advanced JAVA Programming+
MATH	2103	Discrete Math+

Support and Related Requirements* **9**

ACCT	____	Any Accounting course (3 hrs)
BA	2503	Business Communications
*CIT	1713	C#+
CIT	2093	Selected Technical Topics
CIT	2123	Advanced Visual Basic+
CIT	2533	CyberLaw
CIT	2663	Secure Coding+
ECON	2843	Elements of Statistics+

General Education Requirements **20-21**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+ **or**
ENGL	2053	Technical Report Writing+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER courses (2 hrs)
MATH	1513	College Algebra+
ECON	2103	Personal Finance

Minimum Total Credit Hours **65**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
CIT 1123	CIT 1173	CIT 1713	CIT 2173
CIT 1503	CIT 2013	CIT 2583	CIT 2313
CIT 1523	CIT 1613	CIT 2613	MATH 2103
3 hours from Support and Related	3 hours from Support and Related	CIT 2503	3 hours from Support and Related

Multimedia Communication Associate in Applied Science Degree • Digital Graphic Design Specialization (0163-01)

Program Goal and Objectives:
This program prepares individuals for entry-level as well as providing advanced training for the professional needing additional education or those wanting another degree field in the growing fields of computer-based graphic design. Students in the program must complete courses listed in Program Requirements and Support and Related sections with a minimum grade of "C" in each course in order to receive the Associate in Applied Science degree. Specific objectives of the program include:

• Editing images and preparing them for print or web design; and,

• Designing layouts for CD covers, brochures, multimedia presentations or web sites.

Program Outcomes Assessment
Student should discuss his/her enrollment with a multimedia faculty member before enrolling in a required capstone course, CIT 2313.

Degree Awarded:
Associate in Applied Science and/or Digital Graphic Design

For Information Contact:
Business and Information Technology Division
(405) 733-7340

+Check course description for prerequisites.

*May be repeated with change of content, maximum credit up to 6 hours.

**The required prerequisite for CIT 2313 for this option is CIT 2183 or permission of professor.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree. Some required courses are offered on the internet. Some multimedia courses are offered in the day and evening while others are offered only in the evening. If students want to take summer semester courses, it is recommended that they take General Education requirements during that time.

Specialized courses are shaded.

Program Requirements			**36**
ART	1313	Fundamentals of Art I	
CIT	2203	Game Illustration and Storyboarding	
CIT	2313	Systems Development and Implementation (+) **	
MULT	1103	Social Media Tools and Strategies	
MULT	1133	Introduction to Multimedia	
MULT	1413	Digital Imaging	
MULT	1423	Advanced Digital Imaging+	
MULT	1513	Print Design	
MULT	1613	Computer Illustration	
MULT	1813	Digital Media	
MULT	1913	Flash+	
MULT	2113	3D Graphic Design +	

Support and Related Requirements			**6**
ART	1213	Drawing I	
JCOM	1203	Introduction to Mass Media	
MULT	1443	Photo Restoration+	
MULT	2091-4	Special Topics in Multimedia	
_____	_____	Any business course from the following prefixes: ACCT, BA, CIT, ECON, MGMT, or MULT	

General Education Requirements			**20**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+ **or**	
ENGL	2053	Technical Report Writing	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
Math / Science		1000 level or higher (3-4 hrs)	
HPER	____	May be activity or other HPER courses (2 hrs)	
ECON	2103	Personal Finance	

Minimum Total Credit Hours **62-63**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MULT 1133	MULT 1513	CIT 2203	CIT 2313
MULT 1413	MULT 1423	MULT 1913	3 hours from
MULT 1103	(Fall Only)	MULT 2113	Support and Related
ART 1313	MULT 1613	3 hours from	
	MULT 1813	Support and Related	
	(Fall – Lecture		
	Spring-DL)		

Multimedia Communication Associate in Applied Science Degree • Web Design Specialization (0163-02)

Program Goal and Objectives:
This program prepares individuals for entry-level as well as providing advanced training for the professional needing additional education or those wanting another degree field in the growing fields of authoring or web design. Students in the program must complete courses listed in Program Requirements and Support and Related sections with a minimum grade of "C" in each course in order to receive the Associate in Applied Science degree. Specific objectives of the program include:

• Integrating the elements of audio, video, still images, animation, text and data for the delivery of interactive content either through CD-ROM or over the worldwide web;

• Developing a basic understanding of design principles; and,

• Performing effectively in a workplace environment.

Program Outcomes Assessment
Student should discuss his/her enrollment with a multimedia faculty member before enrolling in a required capstone course, CIT 2313.

Degree Awarded
Associate in Applied Science

For Information Contact:
Business and Information Technology Division
(405) 733-7340

+Check course description for prerequisites.

*May be repeated with change of content, maximum credit up to 6 hours.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree. Some required courses are offered on the internet. Some multimedia courses are offered in the day and evening while others are offered only in the evening. If students want to take summer semester courses, it is recommended that they take General Education requirements during that time.

Specialized courses are shaded.

Program Requirements			**33**
CIT	1203	Script Programming+	
CIT	2013	Database Theory and Design	
CIT	2313	Systems Development and Implementation (+) **	
CIT	2653	Web Programming+	
MULT	1103	Social Media Tools and Strategies	
MULT	1133	Introduction to Multimedia	
MULT	1413	Digital Imaging	
MULT	1613	Computer Illustration	
MULT	1813	Digital Media	
MULT	1913	Flash+	
MULT	1953	HTML/CSS	
MULT	2003	Dreamweaver	
Support and Related Requirements			**6**
ART	1213	Drawing I	
MULT	1443	Photo Restoration+	
MULT	2091-4	Special Topics in Multimedia	
_____	_____	Any business course from the following prefixes: ACCT, BA, CIT, ECON, MGMT, or MULT	
General Education Requirements			**20**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+ **or**	
ENGL	2053	Technical Report Writing	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History Since 1877	
POLS	1113	American Federal Government	
Math / Science - 1000 level or higher (3-4 hrs)			
HPER	____	May be activity or other HPER courses (2 hrs)	
ECON	2103	Personal Finance	
Minimum Total Credit Hours			**62-63**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MULT 1133	MULT 1413	CIT 2013	CIT 1613 **or**
MULT 1613	MULT 1913	MULT 1813	CIT 1713
MULT 1103	MULT 2003	(Fall- Lecture	CIT 2313
MULT 1953	CIT 1203	Spring-DL)	3 hours from
		3 hours from	Support and Related
		Support and Related	

Networking/CyberSecurity Associate in Applied Science Degree • Networking Option (0191-01)

Program Goal and Objectives
The Networking/CyberSecurity degree is designed to prepare students with the necessary knowledge and skills to gain immediate employment and/or positions in the networking and cybersecurity fields. Although transfer to a four-year college or university is not the primary purpose of this degree, through the CNSS Consortium Rose State College holds an articulation agreement with the Oklahoma State University Technical Institute. Specific objectives of the Networking Option of the Networking/CyberSecurity degree program include providing students with:

- A basic foundation of introductory networking and operating skills as a basis to learn and apply more advanced skills;
- Skills necessary to install, use, analyze, monitor, and administrate a secure local area network;
- Skills necessary to configure, install, troubleshoot and recover networking problems; and,
- An understanding of the five categories of infrastructure network management and the application of each.

Program Outcomes
Students will be prepared to pass industry certification examinations.

Program Entrance Requirements:
Admission to Rose State College, and Interview with a Networking Cyber/Security faculty member.

Degree Awarded
Associate in Applied Science

For Information Contact:
Ken Dewey
Director, Networking/CyberSecurity
(405) 733-7977

+Check course description for prerequisites.

Program Requirements **27**
Must earn a "C" or better in each course in this section for graduation.

CIT	1613	Introduction to JAVA Programming
CIT	1503	Introduction to Networks
CIT	1523	Microcomputer Hardware & Operating Systems
CIT	2243	UNIX/Linux +
CIT	2323	Network Security+
CIT	2343	Introduction to Routing +
CIT	2503	Principles of Information Assurance
CIT	2643	Wireless Networking+
MATH	2103	Discrete Math+

Networking Option **15**
Must earn a "B" or better in each course in this section for graduation

CIT	2053	Network Administration
CIT	2353	Advanced Routing+
CIT	2403	Advanced Networking Concepts+
CIT	2423	Network Troubleshooting and Management Design+
CIT	2623	Advanced Unix/Linux+

Support and Related Requirements **6**

CIT	1123	Visual Basic+
CIT	1173	C++ Language+
CIT	2093	Internship+
CIT	2103	Access+
CIT	2183	Advanced Database+
CIT	2423	Network Troubleshooting and Management Design+
CIT	2533	CyberLaw
CIT	2543	Information Systems Assurance+
CIT	2583	Operating Systems+
CIT	2593	Advanced Forensics+
CIT	2603	Security Auditing and Penetration Testing+
CIT	2613	Advanced Java Programming+
CIT	2623	Advanced Unix/Linux+
CIT	2663	Secure Coding+

General Education Requirements **20**

ENGL	1113	English Composition I
ENGL	1213	English Composition II **or**
ENGL	2053	Technical Report Writing+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History from 1877
POLS	1113	American Federal Government
HPER	——	May be activity or other HPER courses
MATH	1513	College Algebra+
ECON	2103	Personal Finance

Minimum Total Credit Hours **68**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
CIT 1503	CIT 2053	CIT 1613	CIT 2423
CIT 1523	CIT 2353	CIT 2243	CIT 2403
CIT 2343	MATH 2103	CIT 2323	CIT 2503
MATH 1153	1 General Ed	CIT 2643	2 General Ed
1 Support/Related	1 Support/Related	2 General Ed	1 Support/Related
1 General Ed			

Networking/CyberSecurity Associate in Applied Science Degree • CyberSecurity Option (0191-02)

Program Goal and Objectives
Program goals of the Networking/ CyberSecurity degree program include: (1) preparing students for entry-level employment in positions requiring networking skills; (2) providing course work for students seeking career advancement; and, (3) offering a customized educational program to allow students to specialize in networking or cybersecurity. Although transfer to a four-year college or university is not the primary purpose of this degree, through the CNSS Consortium Rose State College holds an articulation agreement with the Oklahoma State University Technical Institute. Specific objectives of the CyberSecurity Option of the Networking/ CyberSecurity degree program include providing students with:

- A basic foundation of introductory networking and operating skills as a basis to learn and apply more advanced skills;
- An understanding of the five categories of infrastructure network management and the application of each;
- An understanding of upcoming technologies such as wireless, biometrics, remote access, and forensics investigations; and,
- Customizing the student's educational program by offering a choice of specialized skills in networking or cyber security.

Program Outcomes
Students will be prepared to pass industry certification examinations.

Program Entrance Requirements:
Admission to Rose State College.
Interview with a Networking/CyberSecurity faculty member.
OSBI background check is required.

CyberSecurity majors are allowed to repeat a class once. Students who require more than one repeat will be dropped from the program.

Degree Awarded
Associate in Applied Science

For Information Contact:
Ken Dewey
Director, Networking/CyberSecurity
(405) 733-7977

+Check course description for prerequisites.

Program Requirements **27**
Must earn a "C" or better in each course in this section for graduation.

CIT	1613	Introduction to JAVA Programming
CIT	1503	Introduction to Networks
CIT	1523	Microcomputer Hardware & Operating Systems
CIT	2243	UNIX/Linux +
CIT	2323	Network Security+
CIT	2343	Introduction to Routing +
CIT	2503	Principles of Information Assurance
CIT	2643	Wireless Networking+
MATH	2103	Discrete Math+

CyberSecurity Option **15**
Must earn a "B" or better in each course in this section for graduation

CIT	2513	Secure E-Commerce+
CIT	2523	Enterprise Security Management+
CIT	2553	Computer and Networking Forensics+
CIT	2563	Computer Security+
CIT	2573	Secure System Administration/Certification+

Support and Related Requirements **6**

CIT	1123	Visual Basic+
CIT	1173	C++(+)
CIT	2093	Internship+
CIT	2103	Access+
CIT	2183	Advanced Database+
CIT	2533	CyberLaw
CIT	2543	Information Systems Assurance+
CIT	2583	Operating Systems+
CIT	2593	Advanced Forensics+
CIT	2603	Security Auditing and Penetration Testing+
CIT	2613	Advanced Java Programming+
CIT	2623	Advanced Unix/Linux+
CIT	2663	Secure Coding+

General Education Requirements **20**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+ **or**
ENGL	2053	Technical Report Writing+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History from 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER courses (2 hrs)
MATH	1513	College Algebra+
ECON	2103	Personal Finance

Minimum Total Credit Hours **68**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
CIT 1613	CIT 1503	CIT 2243	CIT 2023
CIT 2343	CIT 2523	CIT 2323	CIT 2563
CIT 2503	CIT 2513	CIT 2353	2 General Ed
CIT 2573	MATH 2103	CIT 2643	2 Support/Related
MATH 1513	1 General Ed	2 General Ed	
1 General Ed	1 Support/Related		
1 Support/Related			

Paralegal Studies Associate in Applied Science Degree (1151)

Program Goal and Objectives
The Paralegal Studies program is designed to prepare a student for employment as a legal assistant or paralegal. A paralegal is qualified by education and training to be employed or retained by a lawyer, law office, corporation, governmental agency, or other entity. Paralegals perform specifically delegated legal tasks for which a lawyer is responsible and which the lawyer would perform absent the paralegal.
Paralegals cannot give advice, accept cases, set legal fees, represent clients in court, or perform any legal services without the supervision of a licensed lawyer. The program has been approved by the American Bar Association since 1976. The objectives of the program are:

- To provide practical training in legal skills supported by substantive legal theory;
- To instruct students in legal specialty courses to enable students to perform tasks specific to particular areas of law;
- To inform students of ethical responsibilities of the legal profession; and
- To educate students to the role of the paralegal in the delivery of quality services within ethical limitations applicable to a paralegal's function in the legal profession.

Program Entrance Requirements:
Option I: High School transcript or GED certificate and transcript; ACT reading score of 19 or COMPASS reading score of 83. Test score must be no more than three years old.

Option II: College transcript reflecting 15 hours or more with a 2.5 grade point average or better or College transcript reflecting 15 hours or more with an ACT reading score of 19 or COMPASS reading score of 83. Test score must be no more than three years old.

Stale Credit Policy
Any legal specialty course taken more than six years prior to completion of the Paralegal Studies Program will not apply toward graduation, unless the student validates proficiency in the stale course by proof of substantial, substantive work experience as a paralegal and/or by completion of the Capstone Seminar, LS 2993, with a grade of "C" or better. The Director of the Paralegal Studies Program will determine if proficiency in the course has been demonstrated sufficiently for the student to qualify for an exception to this policy.

Transfer Policy
Students desiring to transfer legal specialty courses from another legal assistant/paralegal program to Rose State College's Paralegal Studies AAS must meet the program's criteria for course transfer. The transfer policy may be obtained in the Business and Information Technology Division or the Enrollment Management Office.

Degree Awarded
Associate in Applied Science

For Information Contact
Business & Information Technology Division at (405) 733-7340
E-mail: jshaw@rose.edu
http://www.rose.edu/paralegal-studies

Program Requirements **24**

Must earn a "C" or better in each course in this section for graduation.

LS	2813	Legal Research and Writing I+
LS	2823	Legal Research and Writing II+
LS	2843	Law Office Practice and Procedures+
LS	2853	Civil Procedure I+
LS	2863	Civil Procedure II+
LS	2873	Contracts+
LS	2903	Information Management in the Law+
LS	2993	Capstone Seminar+

Support and Related Requirements **12**

LS	2833	Word Processing for the Legal Professional
LS	2793	Selected Legal Topics+
LS	2883	Torts+
LS	2893	Bankruptcy+
LS	2913	Wills and Trusts+
LS	2923	Business Organizations+
LS	2933	Estate Administration+
LS	2943	Paralegal Internship+
LS	2953	Domestic Relations+
LS	2963	Real Property+
LS	2973	Administrative Law+
LS	2983	Debtor-Creditor Law+

General Education Requirements **26-27**

LS	2803	Introduction to Law
ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER courses (2 hrs)
HUM	____	Humanities (See page 41 for list.) (3 hrs)

General Education Electives

____	____	One math or life or physical science course - 1000 level or higher (3-4 hrs)

At least one course from the following areas:
Social Sciences, Economics, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs)

Minimum Total Credit Hours **62-63**

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements, Program Requirements, and support and Related Requirements to complete the degree.

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
LS 2803	LS 2823	LS 2863	LS 2903
LS 2813	LS 2843	LS 2873	LS 2993
ENGL 1113	LS 2853	6 hours from	6 hours from
6 hours from	ENGL 1213	Support & Related	Support & Related
General Education	3 hours from	3 hours from	3 hours from
	General Education	General Education	General Education

Technical Supervision and Management Associate in Applied Science Degree (1201)

Program Goal and Objectives
According to experts, in the next five years almost half of the workforce is eligible to retire. Major industries are facing the same dilemma. The goal of the Associate in Applied Science Degree Program in Technical Supervision and Management is to prepare the current technical expert to expand his/her horizons beyond the technical field into the arena of supervision and management. The case study, problem solving approach will be used to achieve the major objectives of the program which include:

• Providing students skills in leadership and communication to enable them to guide employees who work under their supervision in a organized manner in the workplace;

• Providing students with knowledge and expertise about how to appropriately handle a diverse workforce including a study of basic human relations issues in personnel, the impact of diversity in the workplace and, effectively using alternative dispute resolution methods to resolve conflict;

• Providing students with more global information concerning the financial management of the organization and the impact of the organizational structure and strategic management on different levels of the organization; and,

• Providing students with more extensive information in management and supervision in elective areas such as labor relations, employee coaching and counseling, production and operations management and business communications.

The Tinker Air Force Base Supervisors' Training Program and Employee Leadership Program which comprise TSM courses are embedded in this degree program.

Degree Awarded:
Associate in Applied Science

For Information Contact:
Business and Information Technology Division
(405) 733-7340

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **33**

Must earn a "C" or better in each course in this section for graduation.
Basic requirements for all options:

BA	2191-4	Business Administration Internship+ **or**
MGMT	2903	Management Seminar
BA	2503	Business Communication **or**
ENGL	2053	Technical Report Writing
BA	2513	Human Relations in Business **or**
TSM	2403	Personnel/Human Relations **or**
TSM	2703	Human Relations in Supervision
MGMT	2103	Principles of Management **or**
TSM	2903	Organizational Behavior
BA	2713	Labor-Management Relations
BA	2723	Legal Aspects of Employment
BA	2733	Employees Coaching and Counseling
CIT	1093	Microcomputer Applications
MGMT	2203	Human Resources Management
MGMT	2603	Production and Operations Management
SPCH	1213	Fundamentals of Speech

Support and Related Requirements **15**

TSM	1101	Leadership
TSM	1201	General Management
TSM	1301	Communications
TSM	1501	Diversity
TSM	1601	Conflict Resolution
TSM	1701	ADR*
TSM	1901	Resolving Conflict in the Workplace
TSM	2803	Financial Management
HSBC	2091-8	Special Topics in Health Sciences
		Any business course with prefixes of ACCT, BA, CIT, ECON, LS, MGMT, MKTG, PIM, or TSM.

General Education Requirements **20-21**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER courses (2 hrs)
____	____	One math or life or physical science course - 1000 level or higher (3-4 hrs)
ECON 2103		Personal Finance

Minimum Total Credit Hours **62-64**

Suggested order of enrollment:

First semester	Second semester	Third semester	Fourth semester
ENGL 1113	POLS 1113	ENGL 1213	BA 2503 **or**
HIST 1483 or	SPCH 1213	Program Requirements	ENGL 2053
HIST 1493	Program Requirements	Support and Related	BA 2191-4 **or**
Program Requirements	Math or Science	Electives	MGMT 2903
	HPER		Program Requirements
			Support and Related
			Electives

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Engineering and Science Division

PROGRAMS

Associate in Science Degrees

Biological Science

Chemistry

Engineering
- General
- Electrical/Computer
- Mechanical/Aerospace

Environmental Science
- Environmental Quality/Safety
- Natural Resources
- Science and Analytical

Geosciences
- Atmospheric Science
- Earth Science

Mathematics
- General
- Computer Science

Physics
- Chemistry
- Engineering
- Physics

Pre-Nursing

Pre-Pharmacy

Pre-Professional Health Care
- Pre-Dentistry
- Pre-Medicine
- Baccalaureate Track-Allied Health

Associate in Applied Science Degrees

Aerospace Technology

Applied Technology

- Automotive Services, Automotive Collision, Heating, Ventilation & Air Conditioning, Electrical Trades
- Carpentry, Masonry, and Welding
- Office Technology
- Commercial Printing
- Drafting
- Health Care Technician

Aerospace Technology Associate in Applied Science Degree (1382)

Program Goal and Objectives
The goal of the Aerospace Technology Associate in Applied Science degree program is to prepare students to work in the highly specialized and complex aerospace industry. The intent of the program is to qualify students for engineering technician positions. Although this program is not specifically designed to transfer credits, graduates will accumulate several credits which will transfer to a four-year institution which has a technology program. Specific objectives include:
• Providing students with a solid foundation in aerospace related technologies;
• Providing students the education and experience to succeed in an entry level position in the aerospace industry;
• Providing a technology, mathematical, and science foundation to allow the student to understand and appreciate the complexities of aerospace maintenance, repair, test and evaluation; and,
• Providing general education which allows the student to broaden his/her educational experience.

Degree Awarded
Associate in Applied Science

For Information Contact:
Engineering Science Division
(405) 733-7453

*Nine (9) of the General Education Requirements are met Program and Support and Related Requirements.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **20**
Must earn a "C" or better in each course in this section for graduation.
Mechanical/General Option – 20 credit hour minimum selected from this list:

ENGT	1214	Introduction to Mechanisms
ENGT	1224	Mechanisms
ENGT	1304	Introduction to Electronics
ENGT	1314	Fundamentals of Electricity
ENGT	1324	Circuit Analysis
ENGT	1333	Electronic Devices and Amplifiers
ENGT	1343	Introduction to Digital Electronics
ENGT	1813	Programming for Engineering Technology
ENGT	1833	Introduction to Quality Assurance
ENGT	1842	Dimensional Metrology
ENGT	2123	Electromechanical Devices and Controls
ENGT	2214	Manufacturing Design
ENGT	2224	Computer Aided Design/Computer Aided Manufacturing
ENGT	2823	Non-destructive Testing

Math – 6 credit hours

MATH	1513	College Algebra+
MATH	1613	Trigonometry+

Chemistry – 4 credit hours

CHEM	1114	Introduction to Chemistry+

Physics – 3 credit hours

PHYS	1413	Introduction to Physics+

Computer Information Technology – 3 credit hours
CIT 1113 Fundamentals of Computers/Programming

Support and Related Requirements **3**

BIOL	1124	General Biology

General Education Requirements **34**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 or
HIST	1493	U.S. History Since 1877
POLS	1113	American Federal Government
Life Science		Requirements met by program
Physical Science		Requirements met by program
Mathematics		Requirements met by program
HPER	____	May be activity or other HPER course
HUM	____	Humanities (See page 41 for list) (6 hrs.)
Liberal Arts Elective		
____	____	At least one course from the following areas: Social Sciences, Foreign Languages, Fine Arts, (Art,
____	____	Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62-64**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MATH 1513	MATH 1613	ENGT 1224	5-6 credit hours from program requirements
PHYS 2414	CHEM 1135+	**or**	
PHYS 2401	ENGT 1304	ENGT 1314	
ENGT 1214		ENGT 1813	

Applied Technology Associate in Applied Science Degree (0192)

(Available only through Mid-Del, Eastern Oklahoma County, Gordon Cooper, Metro Tech, and Moore Norman Technology Centers)

Program Description

The Applied Technology Associate in Applied Science degree is a cooperative degree with metropolitan technology centers. It is designed for students from approved, certificated technology center programs to complete a degree by building on developed skills with theory presented in a variety of disciplines on the community college level. Cooperative alliances have been developed between the metropolitan technology centers and Rose State College to accomplish this goal. Specific objectives include providing students with:

• Competent, employable skills in the technical field of choice;

• Theory-based advanced instruction to enhance employability and promotional skills in the technical field of choice; and

• A foundation of a broad based general education course of study.

Degree Awarded

Associate in Applied Science

For Information Contact:

Technology Center counselor or Coordinator, Academic Educational Services.
Fine Arts Building
(405) 733-7395

Refer to the Technology Center Catalog Supplement for specific program information, course equivalencies, enrollment and admission information.

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements for all options **9**

AT	1103	Beginning Applications (VAR)*
AT	1203	Intermediate Applications (VAR)*
AT	1303	Advanced Applications (VAR)*

Choose ONE of the following options:

Option 1: Automotive Services, Automotive Collision, Heating, Ventilation and Air Conditioning, and Electrical Trades and Precision Machining **12**

BA	2503	Business Communication **or**
SPCH	1213	Fundamentals of Speech
BA	2513	Human Relations in Business
CIT	1103	Introduction to Computers
PHYS	1513	Introduction to Physics+

Option 2: Carpentry, Masonry, Welding **12**

BA	2503	Business Communications **or**
SPCH	1213	Fundamentals of Speech
BA	2513	Human Relations in Business
CIT	1103	Introduction to Computers
PHYS	1513	Introduction to Physics+

Option 3: Office Technology **12**

BA	2503	Business Communications **or**
SPCH	1213	Fundamentals of Speech
BA	2513	Human Relations in Business

Select two (2) from the following courses

ACCT	1123	College Accounting Procedures
BA	2523	Problem Solving in Business+
CIT	1103	Introduction to Computers
MGMT	2113	Office Management

Option 4: Commercial Printing **12**

BA	2503	Business Communications **or**
SPCH	1213	Fundamentals of Speech
BA	2513	Human Relations in Business

Select two (2) from the following course **12**

JCOM	1113	Photography I
JCOM	1203	Introduction to Mass Media
JCOM	2123	Photography II
MULT	1413	Digital Imaging
MULT	1613	Computer Illustration

Option 5: Digital Media Technology **12**

ART	1213	Drawing I
ART	1313	Fundamentals of Art I
BA	2503	Business Communications **or**
SPCH	1213	Fundamentals of Speech
BA	2513	Human Relations in Business

Option 6: Health Care Technician **13**

CIT	1103	Introduction to Computers
BIOL	1124	General Biology I
PSYC	1113	Introduction to Psychology
PSYC	2213	Development Psychology+

(Continued on next page)

Applied Technology Associate in Applied Science Degree (0192) (continued)

Support and Related Requirements (Option 1, 2, 3, 4, 5) **18**

AT	1003	Occupational Fundamentals and Safety (VAR)*
AT	1403	Operations and Management (VAR)*
AT	2081-3	Special Projects (VAR)*
AT	2091-3	Special Topics (VAR)*
AT	2191-4	Internship
ACCT	1123	College Accounting Procedures
BA	2413	Business Ethics
BA	2523	Problem Solving in Business
CHEM	1114	Introduction to Chemistry
CIT	1093	Microcomputer Applications
MULT	1413	Digital Imaging
MULT	1613	Computer Illustration
PSYC	2103	Human Relations
SOC	1113	Introduction to Sociology

Support and Related Requirements (Option 6) **18**

AT	1003	Occupational Fundamentals & Safety (VAR)*
AT	1403	Operations and Management (VAR)*
AT	2081-3	Special Projects (VAR)*
AT	2091-3	Special Topics (VAR)*
AT	2191-4	Internship
HSBC	1113	Medical Terminology
HSBC	1124	Introduction to Clinical Microbiology+
HSBC	2114	Human Anatomy+
BIOL	2124	Human Physiology+
PSYC	2103	Human Relations
SOC	1113	Introduction to Sociology

General Education Requirements **23**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER		May be activity or other HPER courses (2 hrs)
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Option 1, 2, 5, and 6:

MATH 1513	College Algebra+
ECON 2103	Personal Finance

Option 3 and 4:

_____	____	Math/Science (1000 level or higher) (3 hrs)
ECON	2103	Personal Finance

Minimum Total Credit Hours **62-63**

*(VAR) indicates specific Career Technology Center Program

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
AT 1003	AT 1303	BA 2503 or	BA 2513
AT 1103	AT 1403	SPCH 1213	(Spring Only)
AT 1203	AT 2091-3	Option Electives (4 hours)	Option Electives (4 hours)

Biological Science Associate in Science Degree (0032)

Program Goal and Objectives
The goal of the Biological Science Associate in Science degree program is to prepare a student to transfer to a baccalaureate program in the biology or related fields, such as agriculture, botany, ecology, forestry, microbiology, physiology, and zoology. Those interested in professional health related fields may also follow this program. Specific objectives of the program include:

• Providing a life science background needed for professional health related career fields;
• Providing the student with the emotional and social skills needed in a life science or health related field;
• Developing the self discipline that is needed in a student who chooses a science or health related professions; and
• Preparing the student academically so that he/she will be able to complete a four-year professional degree program.

Degree Awarded
Associate in Science

For Information Contact:
Engineering Science Division
(405) 733-7453

*Nine to eleven General Education hours are met by Program Requirements.

*Only 23 of the 38 hours of General Education appear in the General Education Requirements section. The remaining 15 are among the 40 hours shown in the Program Requirements and Support and Related sections.

+Check course description for prerequisites.

Order of enrollment of General Education courses will depend on prerequisites, academic deficiencies, and number of credit hours per semester.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **36-40**

Must earn a "C" or better in each course in this section for graduation.

CHEM	1135	General College Chemistry I+
CHEM	1145	General College Chemistry II+
MATH	1513	College Algebra+
BIOL	1124	General Biology I

Select five from the following BIOL courses (19 credit hours minimum)

BIOL	1093	Field Studies in Natural History
BIOL	1134	General Biology II+
BIOL	1215	General Botany+
BIOL	1315	General Zoology+
BIOL	2035	Principles of Microbiology+
BIOL	2103	Cell Biology+
BIOL	2424	Human Physiology+
BIOL	2444	Ecology+

Support and Related Requirements **3**

BIOL	2203	Biotechnology

General Education Requirements **38***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Life Science		(Requirements met by program)
Physical Science		(Requirements met by program)
Mathematics		(Requirements met by program)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)

Liberal Arts Elective

At least one course from the following areas:

____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62-66**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MATH 1513 **and**	CHEM 1135+	CHEM 1145+	BIOL 2324+ **or**
BIOL 1124 **and**	BIOL 2103+	BIOL 2035+	BIOL 2424+
BIOL 1315+ **or**	BIOL 1315 **or**		BIOL 2444+
BIOL 1215+	BIOL 1215		

Chemistry Associate in Science Degree (0052)

Program Goal and Objectives
The goal of the Chemistry Associate in Science degree program is to provide a comprehensive lower division education program for students who plan to transfer to four-year colleges and universities to pursue completion of baccalaureate or professional degrees. Specific objectives of the program include:

• Providing academic courses and services for students interested in improving their knowledge, skills and understanding in chemistry;
• Providing academic courses for students interested in improving their knowledge and skills in the life sciences;
• Providing academic courses for students interested in improving their knowledge and skills in physics; and,
• Providing academic courses for students to broaden their knowledge and skills in general education.

Degree Awarded
Associate in Science

For Information Contact:
Engineering Science Division
(405) 733-7453

*Only 23 of the 38 hours of General Education appear in the General Education Requirements section. The remaining 15 are among the 40-41 hours shown in the Program Requirements section.

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **40-41**
Must earn a "C" or better in each course in this section for graduation.
Chemistry 19-20 credit hours

CHEM	1135	General College Chemistry I+
CHEM	1145	General College Chemistry II+
CHEM	2103	Organic Chemistry I+
CHEM	2112	Organic Chemistry I Laboratory+
CHEM	2203	Organic Chemistry II+
CHEM	2212	Organic Chemistry II Laboratory+
CHEM	2154	Quantitative Analysis+

Life Sciences 5 credit hours

BIOL	1215	General Botany+
BIOL	1315	General Zoology+
BIOL	2035	Principles of Microbiology+

Mathematics 6 credit hours

MATH	1513 or higher level+	(Students will be placed in the appropriate sequence of college-level mathematics courses)

Physics 10 credit hours

PHYS	2401	General Physics I Laboratory+
PHYS	2411	General Physics II Laboratory+
PHYS	2434	Physics I For Engineering and Science Majors+ **or**
PHYS	2414	General Physics I+
PHYS	2444	Physics II For Engineering and Science Majors+ **or**
PHYS	2424	General Physics II+

Support and Related Requirements
(Support and Related requirements have been met by Program Requirements.)

General Education Requirements **23***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Life Science		(Requirements met by program)
Physical Science		(Requirements met by program)
Mathematics		(Requirements met by program)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **63-64**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
CHEM 1135	CHEM 1145	CHEM 2103	CHEM 2203
BIOL Requirement (5 credit hours)	MATH 1513	CHEM 2112	CHEM 2212
		PHYS 2434	PHYS 2444
		PHYS 2401	PHYS 2411

Engineering Associate in Science • General Option (0272-01)

Program Goal and Objectives

The goal of the Engineering Associate in Science degree program is to provide the subject matter usually included in the first two years of a baccalaureate degree program in engineering. The graduate will normally be able to transfer as a junior into a four-year engineering program. The student should contact the professional school to determine all requirements needed to enter that school. Specific objectives include:

• Providing a foundation of engineering course work including such topics as statics, dynamics, rigid body mechanics, electrical science, strength of materials, fluid mechanics, and thermodynamics;
• Providing a foundation of physical sciences in chemistry and physics;
• Providing the mathematical foundation on which engineering principles are based; and
• Providing a breadth of general education course work to enrich the student's educational experience.

Degree Awarded

Associate in Science

For Information Contact:

Engineering Science Division
(405) 733-7453

*Only 23 of the 39 hours of General Education appear in the General Education Requirements section. The remaining 16 are among the 41 hours shown in the Program Requirements section.

**ENGR 2103 and ENGR 2123 cannot be counted concurrently toward graduation requirements.

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **34**

Must earn a "C" or better in each course for graduation.

Engineering - 12 credit hours minimum selected from this list:

ENGR	1213	Introduction to Engineering Practices
ENGR	2013	Engineering Graphics and Design+
ENGR	2103	Statics**+
ENGR	2113	Dynamics+
ENGR	2123	Rigid Body Mechanics**+
ENGR	2133	Strength of Materials+
ENGR	2203	Digital Signals+
ENGR	2213	Electrical Science+
ENGR	2233	Fluid Mechanics+
ENGR	2303	Materials, Design, and Manufacturing Processes+
ENGR	2313	Engineering Thermodynamics+
ENGR	2413	Materials Science+

Life Sciences - 3 credit hours minimum selected from this list:

BIOL	____	Any course, 1000 level or higher with a BIOL prefix except BIOL 2091-6.

Math - 9 credit hours minimum as shown in the following list:

MATH	2113	Calculus and Analytic Geometry I+
MATH	2123	Calculus and Analytic Geometry II+
MATH	2143	Calculus and Analytic Geometry III+

Chemistry/Physics - 10 credit hours

CHEM	1135	General College Chemistry I+
PHYS	2401	General Physics Laboratory I+
PHYS	2434	Physics I For Engineering and Science Majors+

Support and Related Requirements **6**

Must be selected from these courses:

(Must earn a "C" or better in each course for graduation.)

MATH	2153	Calculus and Analytic Geometry IV+
MATH	2173	Introduction to Ordinary Differential Equations+
MATH	2853	Introduction to Statistics for Engineering and Science+
_____	____	Any course noted above with a prefix of CHEM, PHYS, or ENGR (No duplications allowed)

Must be selected from these courses:

CIT	1113	Fundamentals of Computers and Programming Logic
CIT	1173	C++ Language+
CIT	1613	Introduction to JAVA Programming
_____	____	Any other CIT or computer related courses with approval of the Engineering and Science Division Dean

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Life Science		(Requirements met by program)
Physical Science		(Requirements met by program)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
Mathematics		(Requirements met by program)
HPER	____	May be activity or other HPER courses (2 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **63**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MATH 2113	MATH 2123	MATH 2143	Support and Related (3 credit hours)
ENGR 1213	PHYS 2434	ENGR 2123	Engineering Elective (3 credit hours)
CHEM 1135	PHYS 2401	3 hour engineering elective	Life Science Elective (4 credit hours)
	ENGR 2013		

Engineering Associate in Science • Mechanical/Aerospace Option (0272-02)

Program Goal and Objectives

The goal of the Engineering Associate in Science degree program is to provide the subject matter usually included in the first two years of a baccalaureate degree program in engineering. The graduate will normally be able to transfer as a junior into a four-year engineering program. The student should contact the professional school to determine all requirements needed to enter that school. Specific objectives include:

• Providing a foundation of engineering course work including such topics as statics, dynamics, rigid body mechanics, electrical science, strength of materials, fluid mechanics, and thermodynamics;

• Providing a foundation of physical sciences in chemistry and physics;

• Providing the mathematical foundation on which engineering principles are based; and

• Providing a breadth of general education course work to enrich the student's educational experience.

Degree Awarded

Associate in Science

For Information Contact:

Engineering Science Division
(405) 733-7453

*Only 23 of the 39 hours of General Education appear in the General Education Requirements section. The remaining 16 are among the 41 hours shown in the Program Requirements section.

**ENGR 2103 and ENGR 2123 cannot be counted concurrently toward graduation requirements.

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **28**

Must earn a "C" or better in each course for graduation.

Engineering - 6 credit hours minimum selected from this list:

ENGR	2103	Statics**+
ENGR	2313	Engineering Thermodynamics+

Life Sciences - 3 credit hours minimum selected from this list:

BIOL	____	Any course, 1000 level or higher with a BIOL prefix except BIOL 2091-6.

Math - 9 credit hours minimum as shown in the following list:

MATH	2113	Calculus and Analytic Geometry I+
MATH	2123	Calculus and Analytic Geometry II+
MATH	2143	Calculus and Analytic Geometry III+

Chemistry/Physics - 10 credit hours

CHEM	1135	General College Chemistry I+
PHYS	2401	General Physics Laboratory I+
PHYS	2434	Physics I For Engineering and Science Majors+

Support and Related Requirements **12**

Must be selected from these courses:6

(Must earn a "C" or better in each course for graduation.)

ENGR	1213	Introduction to Engineering Practices+
ENGR	2013	Engineering Graphics and Design+
ENGR	2113	Dynamics+
ENGR	2133	Strength of Materials+
ENGR	2203	Digital Signals+
ENGR	2213	Electrical Science+
ENGR	2233	Fluid Mechanics+
ENGR	2303	Materials, Design, and Manufacturing Processes+
ENGR	2413	Materials Science+

Must be selected from these courses:3

(Must earn a "C" or better in each course for graduation.)

MATH	2153	Calculus and Analytic Geometry IV+
MATH	2173	Introduction to Ordinary Differential Equations+
MATH	2853	Introduction to Statistics for Engineering and Science+

Must be selected from these courses:3

CIT	1113	Fundamentals of Computers and Programming Logic
CIT	1173	C++ Language+
CIT	1613	Introduction to JAVA Programming
_____	____	Any other CIT or computer related courses with approval of the Engineering and Science Division Dean

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Life Science		(Requirements met by program)
Physical Science		(Requirements met by program)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
Mathematics		(Requirements met by program)
HPER	____	May be activity or other HPER courses (2 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Economics, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3hrs)

Minimum Total Credit Hours **62-64**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MATH 2113	MATH 2123	MATH 2143	Support and Related
ENGR 1213	PHYS 2434	ENGR 2103	(3 credit hours)
CHEM 1135	PHYS 2401		ENGR 2313
	ENGR 2013		Life Science Elective
			(4 credit hours)

Engineering Associate in Science • Electrical/Computer Option (0272-03)

Program Goal and Objectives

The goal of the Engineering Associate in Science degree program is to provide the subject matter usually included in the first two years of a baccalaureate degree program in engineering. The graduate will normally be able to transfer as a junior into a four-year engineering program. The student should contact the professional school to determine all requirements needed to enter that school. Specific objectives include:

• Providing a foundation of engineering course work including such topics as statics, dynamics, rigid body mechanics, electrical science, strength of materials, fluid mechanics, and thermodynamics;
• Providing a foundation of physical sciences in chemistry and physics;
• Providing the mathematical foundation on which engineering principles are based; and
• Providing a breadth of general education course work to enrich the student's educational experience.

Degree Awarded

Associate in Science

For Information Contact:

Engineering Science Division
(405) 733-7453

*Only 23 of the 39 hours of General Education appear in the General Education Requirements section. The remaining 16 are among the 41 hours shown in the Program Requirements section.

**ENGR 2103 and ENGR 2123 cannot be counted concurrently toward graduation requirements.

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements			**32**
Must earn a "C" or better in each course for graduation.			
Engineering - 6 credit hours minimum selected from this list:			
ENGR	2203	Digital Signals and Filtering+	
ENGR	2213	Electrical Science+	
Life Sciences - 3 credit hours minimum selected from this list:			**3**
BIOL	____	Any course, 1000 level or higher with a BIOL prefix except BIOL 2091-6.	
Math - 9 credit hours minimum as shown in the following list:			**9**
MATH	2113	Calculus and Analytic Geometry I+	
MATH	2123	Calculus and Analytic Geometry II+	
MATH	2143	Calculus and Analytic Geometry III+	
Chemistry/Physics - 14 credit hours			**14**
CHEM	1135	General College Chemistry I+	
PHYS	2401	General Physics Laboratory I+	
PHYS	2434	Physics I For Engineering and Science Majors+	
PHYS	2444	Physics II for Engineering and Science Majors+	
Support and Related Requirements			**9**
Must be selected from these courses:			**3**
____	____	Any ENGR, PHYS, or MATH course not listed above with approval of Engineering and Science Division Dean	
Must be selected from these courses:			**3**
(Must earn a "C" or better in each course for graduation.)			
MATH	2153	Calculus and Analytic Geometry IV+	
MATH	2173	Introduction to Ordinary Differential Equations+	
MATH	2853	Introduction to Statistics for Engineering and Science+	
Must be selected from these courses:			**3**
CIT	1113	Fundamentals of Computers and Programming Logic	
CIT	1173	C++ Language+	
CIT	1613	Introduction to JAVA Programming	
_____	____	Any other CIT or computer related courses with approval of the Engineering and Science Division Dean	
General Education Requirements			**39**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
Life Science		(Requirements met by program)	
Physical Science		(Requirements met by program)	
HUM	____	Humanities (See page 41 for list.) (6 hrs)	
Mathematics		(Requirements met by program)	
HPER	____	May be activity or other HPER courses (2 hrs)	
Liberal Arts Elective			
At least one course from the following areas:			
____	____	Social Sciences, Economics, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3hrs)	
Minimum Total Credit Hours			**62-64**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MATH 2113	MATH 2123	MATH 2143	Support and Related
CHEM 1135	PHYS 2434	ENGR 2203	(3 credit hours)
ENGR 1213	PHYS 2401	PHYS 2444	ENGR 2213
			Life Science Elective
			(4 credit hours)

Environmental Science Associate in Science Degree • Environmental Quality/Safety Option (1522-01)

Program Goal and Objectives

The goal of the Environmental Science Associate in Science degree program is to provide subject matter usually included in the first two years of a four-year baccalaureate program in Environmental Science. The graduate will normally be able to transfer into a four-year Environmental Science program as a junior level student. Specific objectives include:

• Providing a foundation to the student in solid and hazardous wastes, air quality and industrial hygiene practices;
• Providing a foundation in the life and physical sciences upon which the environmental science field is based;
• Providing a mathematical foundation upon which the environmental science field is based; and,
• Providing general education which allows the student to broaden his/her educational experience.

Degree Awarded

Associate in Science

For Information Contact:

Engineering Science Division
(405) 733-7453

*Only 23 of the 34 hours of General Education appear in the General Education Requirements section. The remaining 11 are among the 34 hours shown in the Program Requirements section.

****Students will be required to prove computer proficiency

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Order of enrollment of General Education Courses will depend on prerequisites, academic deficiencies, and number of credit hours taken per semester.

Program Requirements **39**

Must earn a "C" or better in each course in this section for graduation.

Environmental Technology 16 credit hours

ENSC	1103	Introduction to Environmental Science
ENSC	1101	Introduction to Environmental Science Lab
ENSC	2113	Solid and Hazardous Wastes: Principles and Management
ENSC	2123	Air Quality
ENSC	2191	Individual Studies
ENSC	2233	Water Quality
ENSC	2403	Industrial Hygiene Practices

Life Sciences 8 credit hours

BIOL	1114	Introduction to Biology **or**
BIOL	1124	General Biology
BIOL	2444	Ecology+

Mathematics 3 credit hours

MATH	1513	College Algebra+

Chemistry 4 credit hours

CHEM	1114	Introduction to Chemistry

Physics 3 credit hours

PHYS	1513	Introductory Physics

Support and Related Requirements **5**

Other disciplines 5 credit hours

(All courses, 1000 level or higher from the following areas: CHEM, ENGR, ENSC, ENVT, GEOG, GIS, BIOL, PHSC, PHYS, CIT, except GEOG 1103.)

General Education Requirements **34***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Life Science		(Requirements met by program)
Physical Science		(Requirements met by program)
Mathematics		(Requirements met by program)
HPER	____	May be activity or other HPER courses (2 hrs)
HUM	____	Humanities (See page 41 for list) (6 hrs)

Liberal Arts Elective

At least one course from the following areas:

		Social Sciences, Foreign Languages, Fine Arts, (Art,
____	____	Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ENSC 1103	ENSC 2123	CHEM 1135	ENSC 2403
ENSC 2113	MATH 1513	ENSC 2191	BIOL 2444
BIOL 1114		ENSC 2233	PHYS 1513

Environmental Science Associate in Science Degree • Natural Resources Option (1522-02)

Program Goal and Objectives
The goal of the Environmental Science Associate in Science degree program is to provide subject matter usually included in the first two years of a four-year baccalaureate program in Environmental Science. The graduate will normally be able to transfer into a four-year Environmental Science program as a junior level student. Specific objectives include:

• Providing a foundation to the student in solid and hazardous wastes, air quality and industrial hygiene practices;
• Providing a foundation in the life and physical sciences upon which the environmental science field is based;
• Providing a mathematical foundation upon which the environmental science field is based; and,
• Providing general education which allows the student to broaden his/her educational experience.

Degree Awarded
Associate in Science

For Information Contact:
Engineering Science Division
(405) 733-7453

*Only 23 of the 34 hours of General Education appear in the General Education Requirements section. The remaining 11 are among the 34 hours shown in the Program Requirements section.

****Students will be required to prove computer proficiency

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Order of enrollment of General Education Courses will depend on prerequisites, academic deficiencies, and number of credit hours taken per semester.

Program Requirements **39**
Must earn a "C" or better in each course in this section for graduation.
Environmental Technology 10 credit hours
ENSC 1103 Introduction to Environmental Science
ENSC 1101 Introduction to Environmental Science Lab
ENSC 2123 Air Quality
ENSC 2233 Water Quality
Geology 4 credit hours
GEOL 1114 Introduction to Physical Geology
Chemistry 5 credit hours
CHEM 1135 General College Chemistry I+
Physics 5 credit hours
PHYS 2114 General Physics I+
PHYS 2401 General Physics I Laboratory
Mathematics 6 credit hours
MATH 1513 College Algebra+
MATH 1743 Calculus I for Business, Life, and Social Sciences+

Support and Related Requirements **9**
Life Sciences 9 credit hours
BIOL 1114 Introduction to Biology **or**
BIOL 1124 General Biology
BIOL 1315 General Zoology **or**
BIOL 1215 General Botany

General Education Requirements **34***
ENGL 1113 English Composition I
ENGL 1213 English Composition II+
HIST 1483 U.S. History to 1877 **or**
HIST 1493 U.S. History since 1877
POLS 1113 American Federal Government
Life Science (Requirements met by program)
Physical Science (Requirements met by program)
Mathematics (Requirements met by program)
HPER ____ May be activity or other HPER courses (2 hrs)
HUM ____ Humanities (See page 41 for list) (6 hrs)
Liberal Arts Elective
At least one course from the following areas:
____ ____ Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ENSC 1103	ENSC 2123	CHEM 1135	ENSC 2403
ENSC 2113	MATH 1513	ENSC 2191	BIOL 2444
BIOL 1114		ENSC 2233	PHYS 1513

Environmental Science Associate in Science Degree • Science and Analytical Option (1522-03)

Program Goal and Objectives

The goal of the Environmental Science Associate in Science degree program is to provide subject matter usually included in the first two years of a four-year baccalaureate program in Environmental Science. The graduate will normally be able to transfer into a four-year Environmental Science program as a junior level student. Specific objectives include:

• Providing a foundation to the student in solid and hazardous wastes, air quality and industrial hygiene practices;
• Providing a foundation in the life and physical sciences upon which the environmental science field is based;
• Providing a mathematical foundation upon which the environmental science field is based; and,
• Providing general education which allows the student to broaden his/her educational experience.

Degree Awarded

Associate in Science

For Information Contact:

Engineering Science Division
(405) 733-7453

*Only 23 of the 34 hours of General Education appear in the General Education Requirements section. The remaining 11 are among the 34 hours shown in the Program Requirements section.

****Students will be required to prove computer proficiency

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Order of enrollment of General Education Courses will depend on prerequisites, academic deficiencies, and number of credit hours taken per semester.

Program Requirements **39**

Must earn a "C" or better in each course in this section for graduation.

Environmental Science 4 credit hours

ENSC	1103	Introduction to Environmental Science
ENSC	1101	Introduction to Environmental Science Lab

Mathematics 6 credit hours

MATH	2113	Calculus and Analytic Geometry I+
MATH	2123	Calculus and Analytic Geometry II+

Chemistry 10 credit hours

CHEM	1135	General College Chemistry I+
CHEM	1145	General College Chemistry II+

Physics 10 credit hours

PHYS	2434	Physics I for Engineering and Science Majors+ or
PHYS	2114	General Physics I+
PHYS	2444	Physics II for Engineering and Science Majors+ or
PHYS	2424	General Physics II+
PHYS	2401	General Physics I Laboratory+
PHYS	2411	General Physics II Laboratory+

Support and Related Requirements **10**

Life Sciences 10 credit hours

BIOL	1315	General Zoology
BIOL	2035	Principles of Microbiology+

General Education Requirements **34***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Life Science		(Requirements met by program)
Physical Science		(Requirements met by program)
Mathematics		(Requirements met by program)
HPER	____	May be activity or other HPER courses (2 hrs)
HUM	____	Humanities (See page 41 for list) (6 hrs)

Liberal Arts Elective

At least one course from the following areas:

____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ENSC 1103	ENSC 2123	CHEM 1135	ENSC 2403
ENSC 2113	MATH 1513	ENSC 2191	BIOL 2444
BIOL 1114		ENSC 2233	PHYS 1513

Geosciences Associate in Science Degree • Atmospheric Science Option (0392-01)

Program Goal and Objectives

This goal of the Geosciences Associate in Science degree program is to provide subject matter usually included in the first two years of a four-year baccalaureate degree program in atmospheric science. The graduate will normally be able to transfer as a junior into a four-year atmospheric science program. Specific objectives include:

• Providing a strong foundation in the atmospheric sciences;
• Providing a supportive foundation in physical sciences which will enhance the atmospheric science foundation;
• Providing a mathematical background which support research in atmospheric science; and,
• Providing a general education background to broaden the student's educational experience.

Degree Awarded

Associate in Science

For Information Contact:

Professor Steve Carano
(405) 733-7453

+Check course description for prerequisites.

++Although not required for the A.S. degree, it is highly recommended to complete MATH 2143 and MATH 2153 before transferring to a four-year institution.

*Only 23 of the 33 hours of General Education appear in the General Education Requirements section. The remaining 10 hours are met in the Program Requirements section.

Program Requirements **40**

Must earn a "C" grade or better in each course in this section for graduation.

Physics Course work			**10**
PHYS	2401	General Physics Laboratory I+	
PHYS	2411	General Physics Laboratory II+	
PHYS	2434	Physics I for Engineering/Science Majors+	
PHYS	2444	Physics II for Engineering/Science Majors+	
Mathematics and Chemistry Course work			**15**
MATH	2113	Calculus & Analytical Geometry I+	
MATH	2123	Calculus & Analytical Geometry II+	
CHEM	1135	General College Chemistry I+	
BIOL	1124	General Biology+	
Atmospheric Science Option			**9**
METR	2113	Meteorology I+	
METR	2123	Meteorology II+	
METR	2802	Basic Forecasting+	
METR	2901	Capstone+	
Support and Related Requirements			**6**
CIT	1173	C++ Language+	
MATH	2853	Introduction to Statistics for Eng/Science+	
General Education Requirements			**23***
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History Since 1877	
POLS	1113	American Federal Government	
Life Science		Requirements met by Program	
Physical Science/Math		Requirement met by Program	
HUM	____	Humanities (See page 41 for list.) (6 hrs)	
HPER		May be activity or other HPER course (2 hrs)	
Liberal Arts Elective			
At least one course from the following areas:			
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)	

Minimum Total Credit Hours **63**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
BIOL 1124	CIT 1173	MATH 2853	METR 2123
MATH 2113	MATH 2123	METR 2113	METR 2802
CHEM 1135	PHYS 2401	PHYS 2411	METR 2901
	PHYS 2434	PHYS 2444	

Geosciences Associate in Science • Earth Science Option (0392-02)

Program Goal and Objectives
This goal of the Geosciences Associate in Science degree program is to provide subject matter usually included in the first two years of a four-year baccalaureate degree program in geosciences. The graduate will normally be able to transfer as a junior into a four-year geosciences program. Specific objectives include:

• Providing a strong foundation in the geological sciences;
• Providing a supportive foundation in physical sciences which will enhance the geosciences foundation;
• Providing a mathematical background which support research in geological science; and,
• Providing a general education background to broaden the student's educational experience.

Degree Awarded
Associate in Science

For Information Contact:
Eric Johnson
(405) 733-7453

+Check course description for prerequisites.

*Only 23 of the 33 hours of General Education appear in the General Education Requirements section. The remaining 10 hours are met in the Program Requirements section.

Program Requirements **45**
Must earn a "C" grade or better in each course in this section for graduation.

Physics Course work			**10**
PHYS	2401	General Physics Laboratory I+	
PHYS	2411	General Physics Laboratory II+	
PHYS	2434	Physics I for Engineering/Science Majors+	
PHYS	2444	Physics II for Engineering/Science Majors+	
Mathematics and Chemistry Course work			**15**
MATH	2113	Calculus & Analytical Geometry I+	
MATH	2123	Calculus & Analytical Geometry II+	
CHEM	1135	General College Chemistry I+	
BIOL	1124	General Biology+	
Earth Science Option			**15**
GEOL	1114	Introduction to Physical Geology+	
GEOL	1123	History of Life on Earth+	
GEOL	1124	Historical Geology+	
GEOL	2002	Introduction to Geologic Mapping+	
GEOL	2801	Capstone+	
Support and Related Requirements			**5**
CHEM	1145	General Chemistry II+	
General Education Requirements			**23***
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History Since 1877	
POLS	1113	American Federal Government	
Life Science		Requirements met by Program	
Physical Science/Math		Requirement met by Program	
HUM	____	Humanities (See page 41 for list.) (6 hrs)	
HPER		May be activity or other HPER course (2 hrs)	
Liberal Arts Elective			
At least one course from the following areas:			
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)	

Minimum Total Credit Hours **68**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
GEOL 1114	GEOL 1124	BIOL 1124	GEOL 1123
MATH 2113	MATH 2123	GEOL 2002	GEOL 2801
CHEM 1135	CHEM 1145	PHYS 2434	PHYS 2444
		PHYS 2401	PHYS 2411

Mathematics Associate in Science Degree • General Option (0082-01)

Program Goal and Objectives
The goal of the Mathematics Associate in Science, General Option, degree program is to provide a comprehensive lower division education program for students who plan to transfer to four year colleges and universities. The graduate will generally be able to transfer as a junior to a baccalaureate degree program that requires significant course work in mathematics. Specific objectives include:

- Providing rigorous training in the fundamentals of mathematics, logical reasoning, modeling, and analysis;
- Providing a mathematical foundation to pursue a wide variety of career paths; and,
- Providing academic courses for students to broaden their knowledge and skills in general education

Degree Awarded
Associate in Science

For Information Contact:
Engineering and Science Division
(405) 733-7453

*Students should select 18 hours from the available Program Electives.
**3 of the 33 hours are met in the Program Requirements section

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements each semester to complete the degree.

Program Requirements **12****
Must earn a "C" or better in each course in this section for graduation.
Mathematics - 12 credit hours

MATH	2113	Calculus and Analytic Geometry I+
MATH	2123	Calculus and Analytic Geometry II+
MATH	2143	Calculus and Analytic Geometry III+
MATH	2153	Calculus and Analytic Geometry IV+

Program Electives **20***
Must earn a "C" or better in each course in each course in this section for graduation.

CHEM	1135	General College Chemistry I+
CHEM	1145	General College Chemistry II+
CIT	1123	Visual Basic+
CIT	1173	C++Language+ **or**
CIT	2173	Windows® Programming in C++.NET+
CIT	1203	Script Programming+
ENGR	1213	Introduction to Engineering Practices
ENGT	1813	Programming for Engineering Technology+
MATH	2103	Discrete Math+
MATH	2173	Introduction to Ordinary Differential Equations+
MATH	2853	Introduction to Statistics for Engineering and Science+
MATH	2091-6	Special Topics in Mathematics
PHYS	2401	General Physics Laboratory I+
PHYS	2411	General Physics Laboratory II+
PHYS	2434	Physics I For Engineering and Science Majors+
PHYS	2444	Physics II For Engineering and Science Majors+

Support and Related Requirements
(Support and Related requirements have been met by Program Requirements.)

General Education Requirements **30****

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Science	____	(One Course Must be a laboratory science)
BIOL	____	Life Science (Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, or PHYS prefix except PHYS 1613 **or** any METR except METR 1121 OR METR 1131) (3-4 hrs)
MATH	____	(Requirements met by program)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)
Liberal Arts Elective		
		At least one course from the following areas:
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MATH 2113	MATH 2123	MATH 2143	MATH 2153
Program Elective	Program Elective	Program Elective	Program Elective
(3 credit hours)	(3 credit hours)	(6 credit hours)	(6 credit hours)

Mathematics Associate in Science Degree • Computer Science Option (0082-02)

Program Goal and Objectives
The goal of the Mathematics Associate in Science, Computer Science Option degree program is to provide a comprehensive lower division education for students who plan to transfer to four-year colleges and universities. The graduate will generally be able to transfer as a junior to a baccalaureate degree program in Computer Science that aligns with Engineering and Mathematics. Specific objectives include:

- Providing rigorous training in the fundamentals of mathematics and computer science—logical reasoning, programming, modeling, and analysis;
- Providing a strong foundation of mathematics and the relation of these tenets to problem solving in the arena of computer science; and,
- Providing academic courses for students to broaden their knowledge and skills in general education

Degree Awarded
Associate in Science

For Information, please contact:
Engineering and Science Division
(405) 733-7453

*Student should select 10 hours from the available Program Electives.
**6 of the 32 hours are met in the Program Requirements section
+Check course description for prerequisites

Please note: Students should enroll in a combination of General education Requirements and Program Requirements each semester to complete the degree.

Program Requirements **24**
Must earn a "C" grade or better in each course in this section.

MATH

MATH	2113	Calculus and Analytic Geometry I+
MATH	2123	Calculus and Analytic Geometry II+
MATH	2143	Calculus and Analytic Geometry III+
MATH	2153	Calculus and Analytic Geometry IV+
MATH	2103	Discrete Math+

CIT

CIT	1113	Fundamentals of Computers and Programming Logic+
CIT	1173	C++ Language+
CIT	2173	Windows® Programming in C++.NET+

Program Electives **10**

CHEM	1135	General College Chemistry I+
CHEM	1145	General College Chemistry II+
PHYS	2401	General Physics Laboratory I+
PHYS	2411	General Physics Laboratory II+
PHYS	2434	Physics I for Engineering and Science Majors+
PHYS	2444	Physics II for Engineering and Science Majors+

General Education Requirements **28**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 or
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Governement
Science	____	(One course must be a laboratory course)
Life Science	____	Life Science must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114
Physical Science		Requirements met by program
MATH	____	Requirements met by program
HUM	____	Humanities (See page 41 for list.) (6 hrs.)
HPER	____	May be activity or other HPER course. (2 hrs.)

Liberal Arts Elective
At least one course from the following areas:
Social Sciences, Foreign Languages, Fine Arts (Art, Music Theater)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MATH 2113	MATH 2123	MATH 2143	MATH 2153
MATH 2103	CIT 1113	CIT 1173	CIT 2173
		Program Elective	Program Elective

Physics Associate in Science Degree (0112)

Program Goal and Objectives
The goal of the Physics Associate in Science degree program is to provide students with the foundation of basic physics theory. The graduate will normally be able to transfer to Physics or Engineering baccalaureate degree program on the junior level. Specific objectives include providing students with:

• A mastery in required concepts such as general physics and calculus and analytic geometry,
• A mastery in specific physics and engineering theory such as rigid body mechanics, statics, dynamics, strength of materials, electrical science, fluid dynamics and thermodynamics; and,
• A broad general education foundation in English, history, mathematics, science and humanities.

Degree Awarded
Associate in Science

For Information Contact:
Engineering Science Division
(405) 733-7453

* 7 of the 39 hours are met by Program Requirements.

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Suggested order of enrollment for program requirements will depend on prerequisites, academic deficiencies, number of credit hours per semester, and courses taken within General Education Requirements and Support and Related Requirements.

Program Requirements **36**

Must earn a "C" or better in each course in this section for graduation.

PHYS	2401	General Physics Laboratory I+
PHYS	2411	General Physics Laboratory II+
PHYS	2434	Physics I for Engineering and Science Majors+
PHYS	2444	Physics II for Engineering and Science Majors+

Select 12 credit hours from the following MATH courses:

MATH	2113	Calculus and Analytic Geometry I+
MATH	2123	Calculus and Analytic Geometry II+
MATH	2143	Calculus and Analytic Geometry III+ **and**
MATH	2153	Calculus and Analytic Geometry IV+ **or**
MATH	2173	Introduction to Ordinary Differential Equations+ **or**
MATH	2853	Introduction to Statistics for Engineering and Science+

Select one of the following:

Chemistry Option

CHEM	1145	General Chemistry II+

Physics Option **5**

PHYS	2502	Advanced Physics Lab+ (required)

And choose one of the following 3 credit hour courses

PHYS	2943	Modern Physics for Engineers+
ENGR	2123	Rigid Body Mechanics+
ENGR	2103	Statics+
ENGR	2113	Dynamics+
ENGR	2133	Strength of Materials+
ENGR	2213	Electrical Science+
ENGR	2233	Fluid Dynamics+
ENGR	2313	Engineering Thermodynamics+
ENGR	2413	Materials Science+
ENGR	____	Any approved course (3 hrs)

Engineering Option **Select 6 credit hours from the following:**

ENGR	2103	Statics+
ENGR	2113	Dynamics+
ENGR	2123	Rigid Body Mechanics+
ENGR	2133	Strength of Materials+
ENGR	2213	Electrical Science+
ENGR	2233	Fluid Dynamics+
ENGR	2313	Engineering Thermodynamics+
ENGR	2413	Materials Science+

Support and Related Requirements **8**

Must earn a "C" or better in each course in this section for graduation.

CHEM	1135	General Chemistry+

Select any Computer Programming or Computer related Course

CIT	1113	Fundamentals of Computers and Programming Logic
CIT	1203	Script Programming+
CIT	1173	C++ Language+

(Continued on next page)

Physics Associate in Science Degree (0112) (Continued)

General Education Requirements **39***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Requirements met by program)
Mathematics		(Requirements met by program)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)

Liberal Arts Elective

At least one course from the following areas:

____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MATH 2113	MATH 2123	MATH 2143	MATH
	PHYS 2401	PHYS 2411	(3 credit hours)
	PHYS 2434	PHYS 2444	

Baccalaureate Track-Nursing Associate in Science (0152)

Program Goal and Objectives
The goal of the Baccalaureate Track-Nursing Associate in Science degree program is to provide the student with most of the minimum requirements of nursing school. The student should contact the professional school to determine all requirements needed to enter that school. Specific objectives include:
• Providing the science foundation required to complete a nursing baccalaureate degree;
• Providing the mathematical foundation required to complete a nursing baccalaureate degree;
• Providing students with sociological and psychological theoretical foundation needed to pursue a nursing career; and,
• Providing a general education foundation necessary to pursue a nursing baccalaureate degree.

Degree Awarded
Associate in Science

For Information Contact:
Engineering Science Division
(405) 733-7453

*Only 23 of the 38 hours of General Education appear in the General Education Requirements section. The remaining 15 are among the 41 hours shown in the Program Requirements section.

+Check course description for prerequisites.

Note: Order of enrollment of General Education Courses will depend on prerequisites, academic deficiencies, and number of credit hours per semester.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **41**

Must earn a "C" or better in each course in this section for graduation.

CHEM	1135	General College Chemistry I+ **or**
CHEM	1114	Introduction to Chemistry+
HSBC	2114	Human Anatomy+
HES	2323	Nutrition
BIOL	1124	General Biology I **or**
BIOL	1315	General Zoology+
BIOL	2035	Principles of Microbiology+
BIOL	2424	Human Physiology+
SOC	1113	Introduction to Sociology
SOC	2403	The Family in Society **or**
SOC	2513	Marriage and Family Relations

Select 6 credit hours from the following PSYC courses:

PSYC	2213	Developmental Psychology+
PSYC	2303	Theories of Personality+
PSYC	2323	Social Psychology+
PSYC	2503	Psychology Statistics+
PSYC	2523	Child Growth and Development

Select 3 credit hours from the following MATH courses:

MATH	1473	General College Math+
MATH	1513	College Algebra+
MATH	2843	Elements of Statistics+

Support and Related Requirements
Support and Related Requirements have been met by Program Requirements.

General Education Requirements **38***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Life Science		(Requirements met by program)
Physical Science		(Requirements met by program)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
Mathematics		(Requirements met by program)
HPER	____	May be activity or other HPER courses (2 hrs)

Liberal Arts Elective
At least one course from the following areas:
Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)
____ ____

Minimum Total Credit Hours **64**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MATH 1473 **or**	CHEM 1135	LFCS 2035	BIOL 2424
MATH 1513 **or**	HES 2323	Psychology	SOC 2403 **or**
MATH 2843	Psychology	(3 credit hours)	SOC 2513
BIOL 1124 **or**	(3 credit hours)		
BIOL 1315+			
BIOL/HSBC 2114			
SOC 1113			

Pre-Pharmacy Associate in Science (0162)

Program Goal an Objectives
The program contains subject matter usually included in the first two years of a baccalaureate program in pharmacy. Specific objectives include:
• Providing the science foundation required to complete a pharmacy baccalaureate degree program; and,
• Providing the mathematical foundation required to complete a pharmacy baccalaureate degree program;
• Providing a general education foundation required to complete a pharmacy baccalaureate degree program.

Degree Awarded
Associate in Science

For Information Contact:
Engineering Science Division
(405) 733-7453

*Only 23 of the 38 hours of General Education appear in the General Education Requirements section. The remaining 15 are among the 41 hours shown in the Program Requirements section.

**Different colleges have different requirements. The student is responsible for meeting the requirements of the college to which he/she plans to transfer.

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **41**

Must earn a "C" or better in each course in this section for graduation.

CHEM	1135	General College Chemistry I+
CHEM	1145	General College Chemistry II+
CHEM	2103	Organic Chemistry I+
CHEM	2112	Organic Chemistry I Laboratory+
CHEM	2203	Organic Chemistry II+
CHEM	2212	Organic Chemistry II Laboratory+

Business 3 credit hours**

ACCT	1123	College Accounting Procedures
ACCT	2103	Financial Accounting+
ECON	2303	Principles of Microeconomics
ECON	2403	Principles of Macroeconomics

Life Science 10 credit hours**

BIOL	1315	General Zoology+
BIOL	2035	Microbiology+

Mathematics 3 credit hours**

MATH	1743	Calculus I for Business, Life, and Social Science+ **or**
MATH	2113	Calculus and Analytic Geometry I+

Physics 5 credit hours**

PHYS	2401	General Physics I Laboratory
PHYS	2414	General Physics I+

Support and Related Requirements
Support and Related Requirements have been met by Program Requirements

General Education Requirements **38***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Life Science		(Requirements met by program)
Physical Science		(Requirements met by program)
Mathematics		(Requirements met by program)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses. (2 hrs)

Liberal Arts Elective
At least one course from the following areas:

____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **64**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
CHEM 1135	CHEM 1145	CHEM 2103	CHEM 2203
Business	MATH 1743 **or**	CHEM 2112	CHEM 2212
Requirement	MATH 2113	BIOL 1315+	BIOL 2035
(3 credit hours)	PHYS 2401		
	PHYS 2414		

Pre-Professional Health Care Associate in Science Degree (0142)

Program Goal and Objectives
The goal of the Associate in Science in Pre-Professional Health Care is to prepare students for additional study in medical or allied health fields. Specific objectives include:

• Providing students with a science core which will enable them to sit for the MCAT or DAT examination in preparation to enter an advanced degree program in medicine or allied health;

• Providing students with the life and physical science core necessary for students to transfer into a baccalaureate degree program in life science or physical science which will prepare them for additional study in the medical or allied health field; and

• Providing students with a general education foundation necessary to pursue a baccalaureate degree.

Degree Awarded
Associate in Science

For Information Contact:
Engineering Science Division
(405) 733-7453

*Only 23 of the 38 hours of General Education appear in the General Education Requirements section. The remaining 15 are among the 43 hours shown in the Program Requirements section.

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements
Must earn a "C" or better in each course in the following option sections for graduation.

Pre-Dentistry Option: (03) **43**

CHEM	1135	General College Chemistry I+
CHEM	1145	General College Chemistry II+
CHEM	2103	Organic Chemistry I+
CHEM	2112	Organic Chemistry I Laboratory+
CHEM	2203	Organic Chemistry II+
CHEM	2212	Organic Chemistry II Laboratory+
MATH	1513	College Algebra+
PHYS	2401	General Physics I Laboratory+
PHYS	2411	General Physics II Laboratory+
PHYS	2414	General Physics I+
PHYS	2424	General Physics II+
Select 10 credit hours from the following Life Science courses		
BIOL	1315	General Zoology+
BIOL	2035	Principles of Microbiology+
BIOL	2324	Invertebrate Zoology+
BIOL	2424	Human Physiology+

Pre-Medicine Option: (02) **43**

CHEM	1135	General College Chemistry I+
CHEM	1145	General College Chemistry II+
CHEM	2103	Organic Chemistry I+
CHEM	2112	Organic Chemistry I Laboratory+
CHEM	2203	Organic Chemistry II+
CHEM	2212	Organic Chemistry II Laboratory+
BIOL	1315	General Zoology
BIOL	2035	Principles of Microbiology+
MATH	1513	College Algebra+
PHYS	2401	General Physics I Laboratory+
PHYS	2411	General Physics II Laboratory+
PHYS	2414	General Physics I+
PHYS	2424	General Physics II+
Approved Electives		(Requirements met by program)

Baccalaureate Track-Allied Health Option (04): **36**
Must earn a "C" or better in each course in this section for graduation.

CHEM	1135	General College Chemistry I+
CHEM	1145	General Chemistry II+
HSBC	2114	Human Anatomy+
BIOL	1315	General Zoology+
BIOL	2035	Principles of Microbiology+
BIOL	2444	Human Physiology+
PHYS	2414	General Physics I+
PHYS	2401	General Physics Lab I
MATH	1513	College Algebra+

(Continued on next page)

Pre-Professional Health Care Associate in Science Degree (0142) (continued)

The goal of the Associate in Science Baccalaureate Track-Allied Health Option is to prepare students for additional study in allied health fields. Specific objectives include:

Providing students with a science core which will enable them to enter an advanced degree program in allied health;

• Providing students with the life and Physical science core necessary for students To transfer into a baccalaureate degree program in Sonography, Radiography, Radiation Therapy, Nuclear Medicine, Nutritional Science, Occupational Therapy and Communication science which will prepare them for additional study in the allied health field

Degree Awarded
Associate in Science

For Information Contact:
Engineering Science Division
(405) 733-7453

*Only 23 of the 38 hours of Gen¬eral Education appear in the General Education Requirements section. The remaining 15 are among the 43 hours shown in the Program Requirements section.

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

General Education Requirements **38***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Life Science		(Requirements met by program)
Physical Science		(Requirements met by program)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
Mathematics		(Requirements met by program)
HPER	____	May be activity or other HPER courses (2 hrs)

Liberal Arts Elective

At least one course from the following areas:

____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Support and Related Requirements

Support and Related Requirements have been met by program requirements.

Minimum Total Credit Hours **63-66**

Suggested order of enrollment:

Pre-Medicine / Pre-Dentistry Options

First Semester	Second Semester	Third Semester	Fourth Semester
CHEM 1135	PHYS 2401	CHEM 2103	CHEM 2203
MATH 1513	PHYS 2414	CHEM 2112	CHEM 2212
	CHEM 1145	BIOL Requirement (5 credit hours)	BIOL Requirement (4-5 credit hours)
		PHYS 2411	
		PHYS 2424	

Baccalaureate Track-Allied Health

First Semester	Second Semester	Third Semester	Fourth Semester
BIOL Requirement	BIOL Requirement	CIT 1493 **or**	CHEM 1135
MATH 1513	PHYS 2401	CIT 1103	PSYC Requirement
SOC 1113	PHYS 2414	BIOL Requirement	


Health Sciences Division

PROGRAMS

Associate in Applied Science Degrees

All programs require program application.
See program pages for application deadlines.

Clinical Laboratory Technology
Phlebotomy Certificate

Dental Assisting
Dental Assisting Certificate

Dental Hygiene

Emergency Medical Technician/Paramedic

Health Information Technology

HIT Coding Specialist Certificate

Nursing Science

Radiologic Technology

Respiratory Therapist

Clinical Laboratory Technology . . . . . (405) 733-7577
Dental Assisting . . . . . (405) 733-7336
Dental Hygiene . . . . . (405) 733-7336
Emergency Medical Technician-Paramedic . . . . . (405) 733-7359 or (405) 390-9591 (EOCTC)
Health Information Technology . . . . . (405) 733-7578
Nursing Science . . . . . (405) 736-0337
Phlebotomy . . . . . (405) 733-7577
Radiologic Technology . . . . . (405) 733-7568
Respiratory Therapist . . . . . (405) 736-0336

Clinical Laboratory Technology Associate in Applied Science Degree (1035)

Program Description
The Clinical Laboratory Technician performs tests that aid physicians in their diagnosis, management, and treatment of disease. Clinical Laboratory Technicians are laboratory generalists who must be capable of performing tests in chemistry, hematology, immunohematology, microbiology, and various other clinical laboratory areas.

Program Goal and Objectives are specifically identified in program packets distributed during the application information session held annually or from the Clinical Laboratory Technology Program Director at epaxton@rose.edu.

There are two available options based on student need and recommendation of the Program Director. All program courses (HSCL) must be taken in sequence based on the option chosen.

One Year Option: This is designed for students who have successfully completed all general education and support and related courses. Students will complete one year after beginning program courses.

Two Year Option: This option is designed for students who wish to take program courses on a part-time basis or would like to integrate prerequisites with program courses. Students will complete in two years.

The HSCL classes for the AAS degree are held during the daytime only.

The Clinical Laboratory Program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Rd., Suite 720, Rosemont, IL 60018, (773) 714-8880. Graduates are eligible to write ASCP and other national board exams.

Applications and information sessions are due by April 15th. If the class has not been filled by April 15th, the period will be extended. Applications may be obtained in the Health Sciences Division Office or by calling (405) 733-7359. Applicants will be informed of their admission status four to six weeks after the April 15th deadline.

Degree Awarded
Associate in Applied Science

For Information Contact:
Director, Clinical Laboratory
Technology Program
Health Sciences Division
Room HSC 110
(405) 733-7577
E-mail: epaxton@rose.edu

Program Requirements **42**

Must earn a "C" or better in each course in this section for graduation.

HSCL	1103	Introduction to the Medical Lab+
HSCL	1113	Hematology I+
HSCL	1123	Immunology+
HSCL	1213	Hematology II+
HSCL	1221	Phlebotomy
HSCL	1223	Immunohematology+
HSCL	2405	Clinical Laboratory Science I+ (Two Year Option)
HSCL	2412	Clinical Laboratory Science A+ (One Year Option)
HSCL	2415	Clinical Analytical Chemistry+
HSCL	2505	Clinical Laboratory Science II+ (Two Year Option)
HSCL	2515	Pathogenic Microbiology+
HSCL	2518	Clinical Laboratory Science B+ (One Year Option)
HSCL	2606	Clinical Laboratory Science III+

Support and Related Requirements **19**

Must earn a "C" or better in each course in this section for graduation.

PSYC	1113	Introduction to Psychology
CHEM	1114	Introduction to Chemistry+
CHEM	1124	Introduction to Organic and Biochemistry+
HSBC	1224	Introduction to Clinical Microbiology+
HSBC	1104	Anatomy and Physiology **or**
BIOL	2424	Human Physiology+

General Education Requirements **21***

12 hours shown, the remaining 9 hours shown in Support and Related Section.

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
General Education Electives		(Requirements met by program)

Minimum Total Credit Hours **73**

*Only 12 of the 21 hours of General Education appear in the General Education Requirements section. The remaining 9 hours are shown in the Support and Related section.
Math requirement: Must be met prior to or during first semester in the program. Within the last two years: MATH 0123 with "C" or better **or ACT Math score of 18+, **or** score 51+ on COMPASS Algebra test.
+Check course description for prerequisites.

Suggested order of enrollment:

ONE YEAR OPTION - order of enrollment:

Fall	Spring	Summer
HSCL 1103	HSCL 1213	HSCL 2606
HSCL 1113	HSCL 1223	
HSCL 1123	HSCL 2515	
HSCL 1221	HSCL 2518	
HSCL 2412		
HSCL 2415		

TWO YEAR OPTION - order of enrollment:

	Fall	Spring	Summer
Year 1:	HSCL 1103	HSCL 1213	HSBC 1104 **or**
	HSCL 1113	HSCL 1223	BIOL 2424
	HSCL 1123	CHEM 1124	HSBC 1224
	CHEM 1114	ENGL 1113	
	PSYC 1113	HIST 148(9)3	
Year 2:	HSCL 1221		
	HSCL 2415	HSCL 2515	HSCL 2606
	HSCL 2405	HSCL 2505	
	ENGL 1213	POLS 1113	

Dental Assisting Associate in Applied Science Degree (1115)

Program Description
A Dental Assistant, under the direct supervision of a dentist, assists chairside, performs laboratory procedures, or may perform receptionist and secretarial duties. This program is fully accredited by the Commission on Dental Accreditation of the American Dental Association. Program completion ensures eligibility to take the Dental Assisting National Board Exam (Certified Dental Assistant Exam) and enables students to obtain certification for all dental assisting expanded duties legal in the State of Oklahoma.

Students must maintain a grade of "C" or better in each Program Requirement course throughout the program to progress through the semester and continue concurrent enrollment. Students must complete all Program Requirement courses with a minimum grade of "C" in each course to receive the certificate or associate in applied science.

Admission to the Dental Assisting Program is based on specific admission requirements and is limited to 12 students. A point system is utilized for selection of the most qualified applicants. Specific Program Goals are available in the Dental Assisting Program Advisement Packet distributed at the Allied Dental Program Information Sessions or from the Allied Dental Programs Office.

The application period for fall entry into the Dental Assisting Program is April 1 to May 15. General Education courses do not have to be completed before admission to the program. Applications may be obtained after April 1 in the Allied Dental Program Office or by telephone request at (405) 733-7336. Completed applications and all requested documents must be returned to the Allied Dental Program Office by the May 15. Applications after the deadline may be considered if space is available.

Degree Awarded
Associate in Applied Science

For Information Contact:
Health Sciences Division
Allied Dental Programs
(405) 733-7336

* All HSDA course enrollment limited to program students.

**General Education and Support and Related courses may be taken before or after professional courses.

Program Requirements **37**

Must earn a "C" or better in each course in this section for graduation.

HSDA	1112	Dental Assisting+
HSDA	1124	Clinical Procedures I+
HSDA	1134	Dental Sciences I+
HSDA	1143	Dental Materials+
HSDA	1153	Dental Radiography+
HSDA	1215	Clinical Procedures II+
HSDA	1225	Dental Sciences II+
HSDA	1232	Practice Management+
HSDA	1241	Correlation Seminar+
HSDA	1252	Dental Assisting Practicum I+
HSDA	1353	Dental Assisting Practicum II+
HSAD	1243	Advanced Clinical Procedures

Support and Related Requirements **17-18**

PSYC	1113	Introduction to Psychology

Science / Mathematics 6 hours

BA	1103	Business Math
CHEM	1114	Introduction to Chemistry
HSBC	1224	Introduction to Clinical Microbiology **or**
BIOL	2034-5	Principles of Microbiology+

Speech 3 hours

SPCH	1213	Fundamentals of Speech

Electives 5 hours

ACCT	1123	College Accounting Procedures
ACCT	2103	Financial Accounting+
CIT	1093	Microcomputer Applications
CIT	1103	Introduction to Computers
HSBC	1113	Medical Terminology
HES	2323	Nutrition
BIOL	1124	General Biology I
MGMT	2103	Principles of Management
SOC	1113	Introduction to Sociology

General Education Requirements **21***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Science / Mathematics		(Requirements met by program)
General Education Electives		(Requirements met by program)

Minimum Total Credit Hours **66**

*Only 12 of the 21 hours of General Education appear in the General Education Requirements section. The remaining 9 hours are shown in the Support and Related Requirements section.

+Check course description for prerequisites.

Suggested order of enrollment:

Professional courses*

Fall	Spring	Summer
HSDA 1112	HSDA 1215	HSDA 1353
HSDA 1124	HSDA 1225	
HSDA 1134	HSDA 1232	
HSDA 1143	HSDA 1241	
HSDA 1153	HSDA 1252	
	HSAD 1243	

Dental Assisting Certificate (1115-10)

Program Description
A Dental Assistant, under the direct supervision of a dentist, assists chairside, performs laboratory procedures, or may perform receptionist and secretarial duties. This program is fully accredited by the Commission on Dental Accreditation of the American Dental Association. Program completion ensures eligibility to take the Dental Assisting National Board Exam (Certified Dental Assistant Exam) and enables students to obtain certification for all dental assisting expanded duties legal in the State of Oklahoma.

Students must maintain a grade of "C" or better in each Program Requirement course throughout the program to progress through the semester and continue concurrent enrollment. Students must complete all Program Requirement courses with a minimum grade of "C" in each course to receive the certificate or associate in applied science.

Admission to the Dental Assisting Program is based on specific admission requirements and is limited to 12 students. A point system is utilized for selection of the most qualified applicants. Specific Program Goals are available in the Dental Assisting Program Advisement Packet distributed at the Allied Dental Program Information Sessions or from the Allied Dental Programs Office.

The application period for fall entry into the Dental Assisting Program is April 1 to May 15. General Education courses do not have to be completed before admission to the program. Applications may be obtained after April 1 in the Allied Dental Program Office or by telephone request at (405) 733-7336. Completed applications and all requested documents must be returned to the Allied Dental Program Office by May 15. Applications after the deadline may be considered if space is available.

Degree Awarded
Certificate

For Information Contact:
Health Sciences Division
Allied Dental Programs
(405) 733-7336

* All HSDA and HSAD courses enrollment limited to program students.

**General Education courses may be taken before or after professional courses.

Program Requirements **46**

Must earn a "C" or better in each course in this section for completion.

ENGL	1113	English Composition I**
PSYC	1113	Introduction to Psychology**
SPCH	1213	Fundamentals of Speech**
HSDA	1112	Dental Assisting+
HSDA	1124	Clinical Procedures I+
HSDA	1134	Dental Sciences I+
HSDA	1143	Dental Materials+
HSDA	1153	Dental Radiography+
HSDA	1215	Clinical Procedures II+
HSDA	1225	Dental Sciences II+
HSDA	1232	Practice Management+
HSDA	1241	Correlation Seminar+
HSDA	1252	Dental Assisting Practicum I+
HSDA	1353	Dental Assisting Practicum II+
HSAD	1243	Advanced Clinical Procedures

Minimum Total Credit Hours **46**

+Check course description for prerequisites.

Suggested order of enrollment:

Fall	Spring	Summer
HSDA 1112	HSDA 1215	HSDA 1353
HSDA 1124	HSDA 1225	
HSDA 1134	HSDA 1232	
HSDA 1143	HSDA 1241	
HSDA 1153	HSDA 1252	

Dental Hygiene Associate in Applied Science Degree (1015)

Program Description
A Registered Dental Hygienist is a licensed professional who, under the supervision of the dentist, provides for patients preventive and therapeutic dental hygiene services which help to prevent periodontal disease and dental decay. This program is accredited by the Commission on Dental Accreditation of the American Dental Association. Graduation from this program ensures eligibility to take state, regional, and national licensure exams, which are required before beginning employment. Graduates of this program are also certified in all advanced functions legal in the state of Oklahoma.

Students must receive a grade of "C" in the following courses under General Education Requirements: ENGL 1113 and ENGL 1213 (English Composition I and II) and PSYC 1113 (Introduction to Psychology). Students must maintain a grade of "C" in each Program Requirement course throughout the program to progress through the semester and continue concurrent enrollment. Students must successfully complete all required courses in the Program Requirements and Support and Related Requirements sections with a minimum grade of "C" in each course to receive the Associate in Applied Science degree.

Admission to the Dental Hygiene Program is based on specific admission requirements and is limited to 12 students. Specific Program Goals are available in the Dental Hygiene Program Advisement Packet distributed at the Allied Dental Program Information Sessions or from the Allied Dental Programs Office.

The application period for the Dental Hygiene Program is December 1 to February 1. A point system is utilized for selection of the most qualified applicants Applications may be obtained during the application period in the program office or by telephone request at (405) 733-7336. Completed applications and all requested documents must be returned to the Allied Dental Program Office by February 1. All applicants are notified of their admission status by the end of May. Successful completion of course work listed in General Education Requirements and Support and Related Requirements sections, with the exception of HSBC 2114 Human Anatomy and BIOL 2424 Human Physiology, is required before program course work begins.

Degree Awarded
Associate in Applied Science

For Information Contact:
Health Sciences Division
Allied Dental Programs
(405) 733-7336

Program Requirements			**48**
Must earn a "C" or better in each course in this section for graduation.			
HSDH	1105	Dental Hygiene I+	
HSDH	1113	Dental Anatomy+	
HSDH	1205	Dental Hygiene II+	
HSDH	1213	Dental Materials+	
HSDH	1222	Dental Radiography+	
HSDH	1241	Periodontics I+	
HSDH	2305	Dental Hygiene III+	
HSDH	2312	Community Dental Health I+	
HSDH	2323	Pathology for the Dental Hygienist+	
HSDH	2331	Periodontics II+	
HSDH	2343	Pharmacology/Anxiety and Pain Control+	
HSDH	2405	Dental Hygiene IV+	
HSDH	2413	Community Dental Health II+	
HSDH	2423	Practice Administration+	
HSDH	2431	Periodontics III+	
HSAD	1243	Advanced Clinical Procedure	
Support and Related Requirements			**32-33**
PSYC	1113	Introduction to Psychology	
HSBC	1224	Introduction to Clinical Microbiology **or**	
BIOL	2035	Principles of Microbiology (+) ++	
BIOL	2424	Human Physiology+**++	
BIOL/HSBC	2114	Human Anatomy**++	
SPCH	1213	Fundamentals of Speech	
CHEM	1114	Introductory Chemistry*(+) ++	
CHEM	1124	Introductory Organic and Biochemistry*(+) ++	
SOC	1113	Introduction to Sociology+	
HES	2323	Nutrition++	
General Education Requirements			**21***
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
Science / Mathematics		(Requirements met by program)	
General Education Electives		(Requirements met by program)	
Minimum Total Credit Hours			**92-93**

**Course can be completed with program requirements.
*Only 12 of the 21 hours of General Education appear in the General Education Requirement section. The remaining 9 hours are shown in Support and Related Requirement section.
+Check course description for prerequisites.
++Stale Credit Rule applies. Stale Credit Rule requires specific courses must be completed within seven (7) years of application.

Suggested order of enrollment:

	Fall	Spring	Summer
Year 1	ENGL 1113	ENGL 1213	HSBC 1224 **or**
	CHEM 1114	CHEM 1124	BIOL 2035
	PSYC 1113	HES 2323	
	HIST 1483 **or** 1493	SOC 1113	
	POLS 1113	SPCH 1213	
Year 2	BIOL/HSBC 2114**	HSDH 1205	
	BIOL 2424**	HSDH 1213	
	HSDH 1105	HSDH 1222	
	HSDH 1113	HSDH 1241	
		HSAD 1243	
Year 3	HSDH 2305	HSDH 2405	
	HSDH 2312	HSDH 2413	
	HSDH 2323	HSDH 2423	
	HSDH 2331	HSDH 2431	
	HSDH 2343		

Emergency Medical Technician • Paramedic Associate in Applied Science Degree (1175)

Program Description

Emergency Medical Technician-Paramedics (EMT-Paramedic), working under the direction of a physician, recognize, assess and manage medical emergencies of acutely ill or injured patients in pre-hospital care settings. EMT-Paramedics work principally in advanced life support units and ambulance services under medical supervision and direction. The EMT-Paramedic Program is offered as a cooperative venture with Eastern Oklahoma County Technology Center (EOCTC). The goal of the program is to provide students with entry level knowledge and skills to enter the paramedic career field. Specific objectives include providing students with:

• Skills in the area of pharmacology, medical emergencies, trauma emergencies and special needs;

• A background in basic allied health theory including anatomy and physiology, clinical microbiology, psychology, medical terminology and ethics; and,

• A general education foundation to enhance their abilities in communication and critical thinking.

Program admission and advisement is managed by EOCTC. Specific Program Requirements (See Program Requirements section) are taught by EOCTC. Rose State College provides the General Education as well as the Support and Related course work. The EMT-Paramedic Program is approved by the Oklahoma State Department of Health, EMS Education Department and allows graduates to sit for the national registry exam. Applications are accepted two times per year. Further information may be obtained by contacting the technology center.

Degree Awarded

Associate in Applied Science

For Information Contact:

Health Sciences Division
(405) 733-7359
Eastern Oklahoma County Technology Center (405) 390-9591

Program Requirements			**31**
Must earn a "C" grade or better in each course in this section.			
HSEM	1116	Basic EMT	
HSEM	1214	Paramedic Preparation+	
HSEM	2113	Paramedic Pharmacology+	
HSEM	2116	Paramedic Medical Emergencies+	
HSEM	2193	Paramedic Internship+	
HSEM	2214	Paramedic Trauma Emergencies+	
HSEM	2225	Paramedics and Special Needs Patients+	
Support and Related Requirements			**21**
HSBC	1104	Anatomy and Physiology+	
HSBC	1224	Introduction to Clinical Microbiology	
PSYC	1113	Introduction to Psychology	
PSYC	2213	Developmental Psychology+	
HSBC	1121	Medical Ethics	
HSBC	1113	Medical Terminology	
CIT	1093	Microcomputer Applications	
General Education Requirements			**14**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
HPER	____	May be activity or other HPER courses (2 hrs)	
Minimum Total Credit Hours			**66**

+Check course description for prerequisites.

Suggested order of enrollment:

First Semester		**Second Semester**		**Third Semester**	
ENGL	1113	ENGL	1213	HSBC	1224
PSYC	1113	PSYC	2213	HSBC	1121
HIST	1483 **or**	HSBC	1104	HPER	(2 credit hours)
HIST	1493	POLS	1113		

Health Information Technology Associate in Applied Science Degree (1155)

Program Goal and Objectives
Health Information Technicians compile, analyze, and prepare health information needed by the patient, the health care facility, third party payers, and the public. The goal of the Health Information Technology Associate in Applied Science Degree Program is to provide didactic and clinical practice to meet the career entry-level competencies as identified by the American Health Information Management Association (AHIMA). By meeting these competencies as well as incorporating any other skills identified from the advisory community, the program will meet this goal. Specific program objectives include students successfully collecting, processing, monitoring, applying and performing various functions within the areas of health data management, health statistics, biomedical research and quality management area, health services organization and delivery area, information technology and information systems area and organizational resources area. This program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Graduates will be eligible to apply to write the national qualifying examination for certification as a Registered Health Information Technician (RHIT).

Program Application Period:
February 1 to April 15
Applications may be obtained after February 1 in the Health Sciences Division Office. Completed applications and all requested documents must be returned to the Health Information Technology Program by April 15. Late applications may be considered if space is available. All applicants are notified of their admission status by the end of June. The HSHI classes for the A.A.S. degree are primarily daytime sessions.

Degree Awarded
Associate in Applied Science

For Information Contact:
Director, Health Information Technology
Health Sciences Division
HSC 104
(405) 733-7578

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **33**

Must earn a "C" or better in each course in this section for graduation.

HSHI	1104	Introduction to Health Information+
HSHI	1112	Legal Aspects -Health Information+
HSHI	1213	Health Information Statistics and Data Display+
HSHI	1222	Professional Practice Experience I+
HSHI	2102	Health Information in Alternate Care Settings+
HSHI	2203	Coding I+
HSHI	2211	Health Care Reimbursement Methodologies+
HSHI	2213	Health Information Management+
HSHI	2222	Professional Practice Experience II+
HSHI	2232	Quality Improvement+
HSHI	2322	Professional Practice Experience III+
HSHI	2332	Health Information Seminar+
HSHI	2424	Coding II+
HSHI	2631	Pharmacology for Health Information

Support and Related Requirements **18-19**

Must earn a "C" or better in each course in this section for graduation.

CIT	1093	Microcomputer Applications
HSBC	1104	Anatomy and Physiology **or**
BIOL/HSBC	2114	Human Anatomy **and**
BIOL	2424	Human Physiology+
HSBC	1113	Medical Terminology
HSBC	2103	Human Pathology+
PSYC	1113	Introduction to Psychology

Must select one of two designated electives:

HSHI	2312	Introduction to Medical Transcription+ **or**
HSHI	2533	Advanced Coding+

General Education Requirements **23***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
HPER	____	May be activity or other HPER courses (2 hrs)

General Education Electives (Requirements met by program.)

Minimum Total Credit Hours **65-66**

*Only 14 of the 23 hours of General Education appear in the General Education Requirements section. The remaining 9 hours are shown in Support and Related section.

+Check course description for prerequisites.

Suggested order of enrollment:

First Semester		Second Semester		Third Semester		Fourth Semester	
ENGL	1113	ENGL	1213	HSBC	2103	HSHI	2211
HSBC	1113	BIOL/HSBC	1104	HIST	1483 **or**	HPER (2 credit hours)	
HSHI	1104 (FO)	HSHI	1213 (SO)	HIST	1493	HSHI	2232 (SO)
PSYC	1113	HSHI	1222 (SO)	HSHI	1112 (FO)	HSHI	2322 (SO)
CIT	1093	HSHI	2102 (SO)	HSHI	2203 (FO)	HSHI	2332 (SO)
		POLS	1113	HSHI	2213 (FO)	HSHI	2424 (SO)
				HSHI	2222 (FO)	HSHI	2631 (SO)
						HSHI	2312 (SO) **or**
						HSHI	2533 (SO)

FO - Course offered Fall semester only.
SO - Course offered Spring semester only.

Health Information Technology Certificate • Coding Specialist (1155-10)

Program Goal and Objectives
The goal of the Health Information Technology Certificate Program is to provide a Coding Specialist option designed for those who have been or are working in the medical environment who wish to learn coding and/or those with some basic coding knowledge who wish to become proficient coders in both ICD-9-CM and CPT to prepare to take the CCS examination by the American Health Information Management Association (AHIMA). Only those passing the AHIMA Coding Specialist Certification Exam may utilize the designation of CCS (Certified Coding Specialist). Specific objectives include:
• Developing student skills as proficient coders in both ICD-9-CM and CPT;
• Providing an introduction to ICD-10-CM/PCS; and,
• Providing support course work to enhance the student's knowledge of the allied medical field

Students must successfully complete all required courses with a minimum grade of "C" in each course to receive the certificate.

Program Application Period:
February 1 to April 15
Applications may be obtained after February 1 in the Health Sciences Division Office. Completed applications and all requested documents must be returned to the Health Information Technology Program by April 15. Late applications may be considered if space is available. All applicants are notified of their admission status by the end of June. The HSHI classes for the Coding Certificate are primarily evening classes, but some may be taken in day sessions.

Degree Awarded
Certificate

For Information Contact:
Director, Health Information Technology Program
Health Sciences Division
Room HSC 104
(405) 733-7578

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the certificate.

Certificate Requirements **32**
Must earn a "C" or better in each course in this section for completion.

HSBC	1104	Anatomy and Physiology+
HSBC	1113	Medical Terminology
HSBC	2103	Human Pathology+
HSHI	1104	Introduction to Health Information+
HSHI	2203	Coding I+
HSHI	2211	Health Care Reimbursement Methodologies+
HSHI	2424	Coding II+
HSHI	2533	Advanced Coding+
HSHI	2631	Pharmacology for Health Information+
CIT	1093	Microcomputer Applications
PSYC	1113	Introduction to Psychology

Minimum Total Credit Hours **32**

+Check course description for prerequisites.

Suggested order of enrollment:

Prior to Fall Semester
HSBC 1113

Fall Semester
HSBC 1104 (must be taken prior or concurrently)
HSHI 1104 (Fall only)
HSHI 2203 (Fall only)
CIT 1093 (may be taken prior, concurrently or later semester)

Spring Semester
HSBC 2103 (must be taken prior to or concurrently)
HSHI 2211 (Spring only)
HSHI 2424 (Spring only)
HSHI 2533 (Spring only)
HSHI 2631 (Spring only)
PSYC 1113 (may be taken prior, concurrently or later semester)

Nursing Science Associate in Applied Science Degree (1125)

Program Description
The Nursing Science Program at Rose State College is a two-year Associate Degree in Applied Science. This program has two tracks: the Beginning Track is designed for the beginning student in nursing; the Career Ladder Track is designed to provide educational mobility for licensed practical nurses, licensed paramedics, and certain categories of military medics. Course work is offered in a traditional daytime class format, or the student may opt to take course work in classes during evening and weekend hours or online. The Nursing Science Program is fully accredited by the National League for Nursing Accrediting Commission, 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, www.nlnac.org. The program is also approved by the Oklahoma Board of Nursing. A graduate of this program is eligible to write the National Council Licensure Exam (NCLEX) for licensure as a Registered Nurse. Applicants who have ever been arrested or convicted of any offense, including a deferred sentence or expunged offense; or have ever had disciplinary action taken against another health-related license or certification; or have ever been judicially declared incompetent are required to notify the Oklahoma Board of Nursing prior to being approved to write the National Council Licensure Examination (NCLEX). In addition, students who fall into one of these categories may not be allowed into some clinical facilities while in the program, due to the policies of that facility. If a student's criminal history prevents completion of program requirements because of ineligibility to enter clinical facilities, that student would be denied admission to or progression through the Nursing Program.

Admission to the Nursing Science Program is through an application process. A point system is utilized to determine admission. The application period is from February 1 to March 1 for the August class and August 1 to September 1 for the January class. Applications may be obtained during the application period online at www.rose.edu/program-application. Completed applications must be returned to HSC by the application deadline. For additional information, please see the program material, available in the Nursing Science Office or online. Interested students should make an appointment to see the Program Director or the Health Sciences Division Advisor prior to applying.

Degree Awarded
Associate in Applied Science

For Further Information Contact:
Director, Nursing Science Program
Health Sciences Center (405) 736-0337
Room HSC 152
web address:
www.rose.edu/students/nursing-science

Program Goals and Objectives are available in the program advisement material or from the Nursing Science Program Director.

The student must earn a grade of "C" or better in all HSNS prefix courses, as well as in all general education and related courses, with the exception of HIST 1483/93 and POLS 1113.

Program Requirements **41**
Admission to the Nursing Science Program is required for enrollment.

HSNS	1101	Dosage Calculations for Nurses+***#
HSNS	1123	Professional Transitions in Nursing+**# (Career Ladder students only)
HSNS	1131	Care Planning+*
HSNS	1117	Fundamentals of Nursing+# (5 credits for Career Ladder students)***
HSNS	1112	Fundamentals of Nursing Practicum+***#
HSNS	1125	Beginning Medical Surgical Nursing+***#
HSNS	1124	Beginning Medical Surgical Nursing Practicum+***#
HSNS	2103	Nursing Care of Women and Children+
HSNS	2102	Nursing Care of Women and Children Practicum+
HSNS	2123	Care of Geriatric Clients and Clients in Crisis+
HSNS	2122	Care of Geriatric Clients and Clients in Crisis Practicum+
HSNS	2205	Advanced Medical Surgical Nursing+
HSNS	2214	Advanced Medical Surgical Nursing Practicum+
HSNS	2222	Professional Issues in Nursing+

Program Electives ##
Admission to the Nursing Science Program is required for enrollment.

HSNS	1111	Introduction to Computers for Nurses##
HSNS	1212	American Nursing History ##
HSNS	2121	Basic Dysrhythmias##
HSNS	2312	Complementary Therapies in Nursing (+) ##
HSNS	2322	Pharmacology for Nurses (+) ##

Support and Related Requirements **17**

HSBC	1104	Anatomy and Physiology#
HSBC	1224	Introduction to Clinical Microbiology#
HES	2323	Nutrition
PSYC	1113	Introduction to Psychology#
PSYC	2213	Developmental Psychology+#

General Education Requirements **12**

ENGL	1113	English Composition I#
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Science / Mathematics		(Requirements met by program)
General Education Electives		(Requirements met by program)
HPER		(Requirements met by program)

Minimum Total Credit Hours **70**

+ Check course description for prerequisites.

* Beginning Track Students **only**
** Career Ladder Track Students **only**
***The Career Ladder Track student is eligible to receive credit. Please see program advisement materials for more information.

Must be completed prior to entering the third semester of Nursing course work.
Student may take these courses if they desire. They are not required.

General education course work may be taken prior to or with Nursing Science course work. Please check course description for prerequisites. Once the student has been admitted to the Nursing Science Program, all Nursing Science course work (HSNS prefix) must be taken in the sequence shown below. The student may not continue in the program unless the Nursing Science course work from the previous semester is successfully completed.

Order of enrollment for program requirements:

First Semester	Second Semester	Third Semester	Fourth Semester
HSNS 1101	HSNS 1125	HSNS 2103	HSNS 2205
HSNS 1131	HSNS 1124	HSNS 2102	HSNS 2214
HSNS 1117		HSNS 2123	HSNS 2222
HSNS 1112		HSNS 2122	

Phlebotomy • Certificate (1035-11)

Program Description
The Phlebotomist performs the following: (1) collects blood specimens from adults, children, and newborns; (2) enters information related to specimens into the laboratory system; (3) distributes specimens to the appropriate laboratory departments.

Program Goal and Objectives are specifically identified in program packets distributed during the application information session held annually or from the Clinical Laboratory Technology Program Director at epaxton@rose.edu.

Students must complete each course with a minimum grade of "C" to receive the certificate. Persons who complete the program are eligible to write ASCP and/or other phlebotomy national board exams.

The application period for the two-semester Phlebotomy Certificate Program is February 1 through April 15 for the fall semester and September 1 through November 15 for the spring semester. Applications may be obtained in the Health Science Division Office or by telephone request at (405) 733-7359. Applications to the program will be accepted until the class has been filled. Applicants are informed by letter of their admission status to the program by June 20, for the fall class, and by December 20 for the spring class. If more students apply than can be accepted, selection criterion is based on points derived from reading scores on the COMPASS tests. The HSPC classes are daytime sessions.

For Information Contact:
Director, Clinical Laboratory
Technology Program
Phlebotomy Certificate
Health Sciences Division
Room HSC 110
(405) 733-7577
E-mail: epaxton@rose.edu

Course of Study Requirements 24

Student must earn a "C" or better in each course for completion.

Core Requirements			**8**
*HSPC	1234	Comprehensive Phlebotomy	
*HSPC	1344	Phlebotomy Practicum+	
Certificate Electives			**16**
HSCL	1103	Introduction to Medical Laboratory+	
HSBC	1104	Anatomy and Physiology	
HSBC	1113	Medical Terminology	
HSBC	1141	CPR	
HSBC	1224	Introduction to Clinical Microbiology	
ENGL	1113	English Composition I	
PSYC	1113	Introduction to Psychology	
CIT	1103	Introduction to Computers **or**	
CIT	1093	Microcomputer Applications	

+Check course description for prerequisites.
*Required for ASCP Registry

Radiologic Technology Associate in Applied Science Degree (1075)

Program Goal and Objectives
A registered Radiologic Technologist is a certified professional who, under the supervision of a physician, makes x-ray exposures, assists the radiologist in fluoroscopy, processes images, and positions patients for diagnostic examinations. The goal of the Radiologic Technology Associate in Applied Science Degree Program is to provide graduates with entry-level employment skills in the field of Radiologic Technology. Specific objectives include providing students with:
• Necessary skills to accurately and consistently produce diagnostic radiographs;
• The motivation to maintain high standards of ethics, patient care, and radiation-safety;
• The communication, problem solving, and critical thinking skills to function competently as part of the health care team; and,
• A commitment to life long learning to prepare them for continued specialized education in other areas of diagnostic imaging.
Graduation from this program ensures eligibility to apply for a national certification examination, which is considered essential by most employers of radiologic technologists. The Radiologic Technology Program is fully accredited by the Joint Review Committee on Education in Radiologic Technology.

Application Period: The application period for the Radiologic Technology Program is February 1 to April 15. Applications may be obtained after February 1 in the Health Sciences Division Office, Radiologic Technology Program Office, or by telephone request at (405) 736-0336. Completed applications and all requested documents must be returned to the Radiologic Technology Program Office by April 15. All applicants are notified by letter as to their admission status after June 1. The two-year program begins in August.

Additional Information on Radiologic Technology as a career and/or admission requirements, please consult the Radiologic Technology advisement material or web site.

Degree Awarded
Associate in Applied Science

For Information Contact:
Health Sciences Division
(405) 733-7568 or
Radiologic Technology Office
(405) 736-0336

Program Requirements **61**
Student must earn a grade of "C" or better in each course in this section for graduation.

HSXT	1015	Basic Radiographic Anatomy and Positioning I+
HSXT	1105	Radiologic Technology I+
HSXT	1112	Diagnostic Imaging Practicum I+
HSXT	1205	Radiologic Technology II+
HSXT	1215	Diagnostic Imaging Practicum II+
HSXT	1223	Radiologic Physics+
HSXT	2302	Special Radiographic Procedures and Radiobiology+
HSXT	2313	Summer Imaging Practicum I+
HSXT	2405	Radiologic Technology III+
HSXT	2415	Medical Imaging Practicum I+
HSXT	2423	Departmental Administration and Record/Pharmacology+
HSXT	2505	Radiologic Technology IV+
HSXT	2515	Medical Imaging Practicum II+
HSXT	2522	Radiologic Technology Seminar+
HSXT	2602	Summer Imaging Practicum II+
HSXT	2614	Analytic Radiologic Technology+

Support and Related Requirements **13**
Student must earn a grade of "C" or better in each course.

PSYC	1113	Introduction to Psychology
CIT	1103	Introduction to Computers++
HSBC	1113	Medical Terminology++
BIOL/HSBC	2114	Human Anatomy(+) ++

General Education Requirements **21***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Science / Mathematics		(Requirements met by program**)
General Education Electives		(Requirements met by program)

Minimum Total Credit Hours **86**

*Only 12 of the 21 hours of General Education appear in the General Education Requirements Section.
**Math Requirement: Minimum score of 61 on the COMPASS Pre-Algebra Assessment.

+Check course description for prerequisites.
++Must be taken no more than five years before entering the program.

Please note: Students are encouraged to seek advisement directly from the program staff.

Suggested order of enrollment for Radiologic Technology Program prior to formal application. All Spring courses will be included in the application process.

Fall Semester
HSBC 1113
PSYC 1113
ENGL 1113
HIST 1483 **or** HIST 1493

Spring Semester
ENGL 1213
POLS 1113
CIT 1103
BIOL/HSBC 2114

Respiratory Therapist Associate in Applied Science Degree (1025)

Program Description
Respiratory Care is the treatment and care of people who have problems associated with their lungs and/or heart. It involves (1) performing tests which aid the physician in the diagnosis and treatment of disease, (2) operating medical devices which assist the patient's breathing, and (3) administering cardiopulmonary resuscitation, oxygen, medications, and chest physiotherapy.

Specialty areas include working with newborn infants, children, transport teams, rehabilitation, research, education, and management. This program is accredited by the Commission Accreditation for Respiratory Care. Graduation from this program ensures eligibility to take national certification and registry exams by the National Board for Respiratory Care. The Entry-Level Certification Exam by the NBRC is required for Oklahoma Licensure for new graduates.

Students in the program must complete courses listed in Program Requirements and Support Related Requirements with a minimum grade of "C" in each course in order to receive the Associate in Applied Science Degree. Respiratory Therapist majors may begin their general education and science prerequisites during any semester.

The application period for the Respiratory Therapist Program is February 1 to April 15. Specific Program Goals and Objectives are available in the Respiratory Therapist Program Application Packet distributed annually at the Respiratory Therapist Program Information Meeting or from the Respiratory Therapist Program Director.

Applications may be obtained after February 1 in the Health Sciences Division Office or by telephone request at (405) 733-7361. Students may apply to the program while taking science prerequisites if they plan to complete the four science prerequisites prior to beginning the professional education in the fall term. Completed applications and all requested documents must be returned to the Respiratory Therapist

(Continued on next page.)

Program Requirements **38**

Student must earn a "C" or better in this section or reapply to the program. A student must complete the professional education courses within three years.

HSRT	2102	Pulmonary Function Testing+
HSRT	2114	Respiratory Therapy Procedures I+
HSRT	2202	Respiratory Therapy Procedures II+
HSRT	2211	Ethics and Health Care Systems for Respiratory Care Practitioners
HSRT	2213	Mechanical Ventilation+
HSRT	2224	Respiratory Therapy Clinic Practice I+
HSRT	2233	Respiratory Physiology+
HSRT	2243	Respiratory Pharmacology+
HSRT	2324	Respiratory Therapy Clinic Practice II+
HSRT	2333	Respiratory Pathology+
HSRT	2334	Respiratory Therapy Clinic Practice III+
HSRT	2343	Respiratory Therapy Critical Care+
HSRT	2352	Pediatric Respiratory Care+

Support and Related Requirements **19-20**

Student must earn a "C" or better in this section for graduation.

PSYC	1113	Introduction to Psychology
CHEM	1114	Introductory Chemistry (+) ++
BIOL/HSBC	2114	Human Anatomy (+) ++
BIOL	2035	Principles of Microbiology(+) ++ **or**
HSBC	1224	Introduction to Clinical Microbiology++
BIOL	2424	Human Physiology(+) ++

General Education Requirements **21***

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
General Education Electives		(Requirements met by program)

Minimum Total Credit Hours **69-70**

*Only 12 of the 21 hours of General Education appear in the General Education Requirements section. The remaining 9 hours are shown under Support and Related Requirements.

**Math Requirement: Minimum score of 61 on the COMPASS Pre-Algebra Assessment Instrument.

+Check course description for prerequisites.
++ Must be taken no more than seven years before entering the program.

(Continued on next page.)

Respiratory Therapist Associate in Applied Science Degree (1025) (Continued)

Program Office or the Health Sciences Division Office by April 15. All applicants are notified of their admission status by mid-June and accepted students begin the one year of respiratory therapy course work in August. Successful completion of courses in Support and Related is required before the program course work begins.

Degree Awarded
Associate in Applied Science

For Information Contact:
Kathe Rowe, Program Director
Health Sciences Division
(405) 733-7571
E-mail: krowe@rose.edu

Please note: After seeking advisement from the program's faculty, students should enroll in a combination of General Education Requirements and Support and Related Requirements prior to entering the program.

Suggested order of enrollment:

General Education Courses: 1st Year

First Semester (Fall)		Second Semester (Spring)		Third Semester (Summer)
ENGL	1113	ENGL	1213	*BIOL 2424
*CHEM	1114	HIST	1483 **or** 1493	
PSYC	1113	*BIOL	2035 **or**	
POLS	1113	HSBC	1224	
		*BIOL/HSBC	2114	

Professional Courses: 2nd Year

First Semester (Fall)		Second Semester (Spring)		Third Semester (Summer)		Fourth Semester (Summer)	
HSRT	2102	HSRT	2202	**1st six weeks**		**2nd six weeks**	
*HSRT	2114	HSRT	2213	HSRT	2324	HSRT	2334
***HSRT	2211	HSRT	2224				
HSRT	2233	HSRT	2343				
HSRT	2243	HSRT	2352				
HSRT	2333						

*Must be completed with a minimum grade of "C" prior to starting profession education.

Humanities Division

PROGRAMS

Associate in Arts Degrees

English

Liberal Studies
- General Option
- Aviation Option (TAFB Aviation Alliance)
- Music Engineering and Industry Option
  - Music Engineering Specialization
- Art Option
- Music Option
- Theatre Option

Mass Communications
- Journalism Option
- Broadcast Option
- Photography Option

Modern Languages
- French
- German
- Spanish

Associate in Applied Science Degrees

Library Technical Assistant

English Associate in Arts Degree (0043)

Program Goal and Objectives
The goal of the English Associate in Arts degree program is to prepare students to transfer to a four-year college or university to pursue a degree in English. The program includes Rose State College degree requirements and those courses generally completed in the first two years of a four-year English curriculum. It conforms to the articulation agreement among the state of Oklahoma two-year and four-year institutions of higher education. Specific program objectives include providing students with:
• The comprehensive lower division courses in English to allow them to transfer to four-year institutions to pursue a baccalaureate degree:
• An English capstone course to identify individual weaknesses in the required elements of study for English majors and to support students' efforts to strengthen those weaknesses;
• English courses for non-majors who need to complete the Humanities requirements of their programs; and
• A basic general education foundation of English, history, government, science, math, and liberal arts appropriate for students transferring to a four-year institution.

Students in the program must complete courses listed in Program Requirements and Support and Related sections with a minimum grade of "C" in each course in order to receive the Associate in Arts degree. Students should consult the four-year institution to which they are planning to transfer and carefully select courses that will meet requirements for the bachelor's degree program.

Program Outcomes Assessment
After completing a minimum of 9 of the required 12 hours of Program Requirements, students should enroll in ENGL 2502, English Capstone.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor
(405) 733-7999

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **14**

ENGL	2213	American Literature to 1865+
ENGL	2223	American Literature from 1865+
ENGL	2313	English Literature to 1798+
ENGL	2323	English Literature from 1798+
ENGL	2502	English Capstone Course+

Support and Related Requirements **9**

ART	1103	Art Appreciation
ENGL	2033	Creative Writing+ **or**
ENGL	2063	Poetry Writing
ENGL	2113	Introduction to Literature+
ENGL	2123	Introduction to Cinema+
ENGL	2133	Bible as Literature+
ENGL	2143	Mythology
ENGL	2153	Fantasy and Science Fiction Literature+
ENGL	2233	Literature of the American Indian+
ENGL	2243	Black Literature+
ENGL	2253	Women in American Literature+
ENGL	2413	World Literature to 1674+
ENGL	2423	World Literature from 1674+
HUM	2113	Humanities through the Middle Ages
HUM	2223	Humanities from the Renaissance
JCOM	1203	Introduction to Mass Media
LTA	1313	Introduction to Library Resources/Services
____	____	German, French, Spanish, or Russian
MUS	1203	Music in Life
PHIL	____	Any 1000 or 2000 level PHIL course
SPCH	1213	Fundamentals of Speech
TH	1353	Introduction to Theatre

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 2013, MATH 2023, & MATH 2123 (3 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)
General Education Electives		(See page 42 for list.) (5-7 hrs)
		Liberal Arts Elective
		At least one course from the following areas:
____	____	Social Sciences, Economics, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3hrs)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ENGL 1113	ENGL 1213	ENGL 2213 or 2223	ENGL 2223 or 2213
3 hours from Support & Related	3 hours from Support & Related	ENGL 2313 or 2323	ENGL 2323 or 2313
		3 hours from Support & Related	ENGL 2502

Liberal Studies Associate in Arts Degree • General Option (0333-00)

Program Goal and Objectives
The goal of the General Option in the Associates in Arts degree in Liberal Studies is to prepare students who plan to transfer to a four-year institution baccalaureate degree program. Specific objectives include providing students with:
• A broad background of general knowledge by de-emphasizing a concentration in a specific area; and
• A basic general education foundation of English, history, government, science, math, and liberal arts appropriate for students transferring to a four-year institution.

Students in the program must complete courses listed in the Program Requirements section with a minimum grade of "C" in each course in order to receive the Associate in Arts degree.

Program Outcomes Assessment
Students who have successfully completed the Program Requirements with a grade of "C" or better will have shown proficiency in the four separate and distinct disciplines required to attain this degree.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor
(405) 733-7999

All courses must be 1000-level or higher.
No course may be repeated without prior approval.
Only 2 one-hour HPER activity courses may count towards the AA (Liberal Studies).

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements.

Program Requirements **23**

At least one three-hour course must be taken from a minimum of four different course disciplines (course prefixes indicate disciplines). Courses must be 1000 level or higher. No course numbers may be duplicated without approval of the division dean.

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 1133, MATH 1143, MATH 2013, MATH 2023 & MATH 2123 (3 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)
General Education Electives		(See page 42 for list.) (5-7 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
One 3-hour course from one discipline 3 hours from any discipline	One 3-hour course from a second discipline 3 hours from any discipline	One 3-hour course from a third discipline 3 hours from any discipline	One 3-hour course from a fourth discipline 3 hours from any discipline

Liberal Studies Associate in Arts Degree • Aviation Option (TAFB Aviation Alliance) (0333-01)

Program Goal and Objectives
The goal of the Aviation Option of the Associates in Arts in Liberal Studies degree, Aviation Option, is to provide students enrolled in the Aviation Alliance at Tinker Air Force Base an avenue to complete a transfer degree program. Aviation course work is offered collaboratively by Oklahoma City Community College, Oklahoma State University-Oklahoma City, and Rose State College. Specific objectives provide students with

• A broad background of general education with a concentration in aviation; and,

• A basic general education foundation of English, history, government, science, math, and liberal arts appropriate for students transferring to a four-year institution.

Students in the program must complete courses listed in the Program Requirements Section with a minimum grade of "C" in each course in order to receive the Associate in Arts degree.

Through the Aviation Alliance at Tinker Air Force Base, Langston University and the University of Oklahoma offer the baccalaureate degree program.

Degree Awarded
Associate in Arts

For Information Contact:
RSC Education Office at TAFB
(405) 739-5774

+Check course description for prerequisites.

Program Requirements **23**
The courses may be selected from aviation courses instructed at Tinker Air Force Base by Oklahoma City Community College, Oklahoma State University-Oklahoma City, and Rose State College or from aviation courses taken through the respective college campuses. The courses must be at the 1000 level or higher. Following a course-by-course evaluation, Rose State College may apply up to a maximum of twenty-three credit hours for a student's previous military aviation instruction.

General Education Requirements **39**
(Same as required for Liberal Studies, General Option - Associate in Arts degree.)

Minimum Total Credit Hours **62**

Liberal Studies Associate in Arts Degree • Music Engineering and Industry Option Specialization Requirements (0333-02)

Program Goal and Objectives
The goal of the Music Engineering & Industry option in the Associate in Arts degree in Liberal Studies is to prepare engineers, managers, and producers for entry into today's music industry or for transfer to a baccalaureate-degree program. Upon completion of the program, students will be equipped with the knowledge and skill sets necessary to be successful in their industry pursuits. The curriculum emphasizes real world, practical, and hands-on experiences and provides opportunities for immediate application of the information.
Specific objectives include equipping students with:

• A concrete understanding of the science and philosophy of sound and music;

• The ability to effectively and intelligently operate as an engineer in both studio and live settings;

• A thorough knowledge of the music industry as it pertains to engineering, production, management, and music business;

• An educational foundation of English, history, government, science, mathematics, and liberal arts appropriate for students transferring to a four-year institution.

Program Outcomes Assessment
The capstone course (MUS 2902), which coincides with the development and completion of a portfolio, is an internship with an industry company (label, studio, sound production company, firm, etc). Students who have successfully completed MUS 2902 in addition to all other Program Requirements and Support and Related courses with a grade of "C" or better will have shown proficiency in the disciplines required to attain this degree.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor
(405) 733-7999

+ Check course description for prerequisites.

*Music classes are primarily afternoon and evening classes. Check printed schedule each semester, however, as classes may not be offered every semester.

**BCOM 2123 may be offered irregularly.

Specialized courses are shaded.

Program Requirements **25**

MUS	1212	Harmony I
MUS	1222	Aural Theory I
JCOM	2223	Principles of Public Relations
MUS	2232	American Music Industry
MUS	2312	Computers and Music I
MUS	2342	Computers and Music II+
MUS	2372	Computers and Music III+
MUS	2323	Audio Engineering I
MUS	2352	Audio Engineering II+
MUS	2902	Internship+

One of the following courses:

MGMT	2103	Principles of Management or
MGMT	2113	Office Management or
MGMT	2703	Small Business Management or
BA	2603	Starting Your Own Business

Support and Related Requirements **5**

BCOM	2123	Music Video Production**
Ensemble Credit MUS 1111, 1201, 1511, 2111, or 2121 (2 hrs. maximum)		
Applied Lessons Private Music Lessons (2 hrs. maximum)		
MUS	2362	Audio Engineering III+
MUS	2091-3	Special Topics

General Education **32**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
PHYS	1253	Introductory Musical Acoustics and Sound+
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 2013, MATH 2023, & MATH 2123 (3 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)
General Education Electives		(Five credit hours are met by program) (5-7 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62***

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
MUS 1212	MUS 2342	JCOM 2223	MUS 2902
MUS 1222	MUS 2352	(Fall/Day Only)	MGMT ____ **or**
MUS 2312	Support & Related	MUS 2372	BA 2603
MUS 2323		MUS 2362 (Optional)	MUS 2232
		Support & Related	

Liberal Studies Associate in Arts Degree • Art Option (0333-03)

Program Goal and Objectives
The goal of the Art Option of the Associate in Arts degree in Liberal Studies is to prepare students to transfer to a four-year college or university to pursue a baccalaureate degree in the visual arts. Students will be prepared with courses generally completed in the first two years of a baccalaureate degree art curriculum. It conforms to the articulation agreement among state of Oklahoma two-year and four-year institutions of higher education. Specific objectives include providing students with:

• Basic Art foundation courses required by art majors transferring into baccalaureate programs;
• An opportunity for non-art majors to explore personal interests in the visual arts and to acquire a greater understanding of their visual world;
• The opportunity to enroll in art studio classes in order to display their work and to receive feedback and critical information from others;
• The opportunity to submit original works (visual and written) for final critique by faculty (program assessment). (The assessment examines the degree of formal and personal development, recognizes areas of concern, and recognizes strength for future development.);
• A basic general education foundation of English, history, government, science, math, and liberal arts appropriate for students transferring to a four-year institution.

Students in the program must complete courses listed in Program Requirements and Support and Related sections with a minimum grade of "C" in each course in order to receive the Associate in Arts degree. Students should consult the four-year institution to which they are planning to transfer and carefully select courses that will meet requirements for the baccalaureate degree programs of that institution.

Program Outcomes Assessment
Students will enroll in the Capstone Project course, ART 2902, to complete an assessment project during the semester they plan to graduate. Prior to enrolling in ART 2902, students must have completed ART 1213, ART 1313, and ART 2813 or ART 2823. Completion of/or concurrent enrollment in ART 1323 is also required.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor
(405) 733-7999

+Check course description for prerequisites.

Program Requirements			**17**
ART	1213	Drawing I	
ART	1223	Drawing II+	
ART	1313	Fundamentals of Art I	
ART	1323	Color I	
ART	2513	Painting I+	
ART	2902	Capstone Project+	
Support and Related Requirements			**6**
ART	2091-4	Special Topics in Art+	
ART	2523	Painting II+	
ART	2603	Water Color+	
ART	2893	Ceramics I	
JCOM	1113	Photography I	
General Education Requirements			**39**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
SCIENCE		(One course must be a laboratory science)	
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)	
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)	
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 2013, MATH 2023, & MATH 2123 (3 hrs)	
HUM	____	These are required HUM courses:	
ART	2813	Art History Survey I	
ART	2823	Art History Survey II	
HPER	____	May be activity or other HPER courses (2 hrs)	
General Education Electives		(See page 42 for list.) (5-7 hrs)	
Liberal Arts Elective			
At least one course from the following areas:			
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)	
Minimum Total Credit Hours			**62**

* ART 1103 should not be taken by art majors.

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ART 1213	ART 1323	ART 2513	3 Hours from Support
ART 1313	(Spring Only)	(Evening Spring - Day/Fall)	& Related Courses
*ART 2813	ART 1223	3 Hours from Support	ART 2902
(Day/Fall Only)	(Spring Only)	& Related Courses	
	ART 2823		
	(Day/Spring Only)		

Liberal Studies Associate in Arts Degree • Music Option (0333-04)

Program Goal and Objectives
The goal of the Music option of the Associate in Arts degree in Liberal Studies is to provide a comprehensive two-year program that prepares the student to transfer to a baccalaureate-granting institution. Specific program objectives include providing students with:
• a solid foundation in the beginning four semesters of music harmony and aural theory necessary to transfer successfully to a baccalaureate degree granting institution;
• applied music course work in primary and secondary performing areas and in the history and literature of music; and,
• a basic general education foundation of English, history, government, science, math, and liberal arts appropriate for students transferring to a four-year institution.

Students in the program must complete courses listed in the Program Requirements section with a minimum grade of "C" in each course in order to receive the Associate in Arts degree. Students should consult the four-year institution to which they are planning to transfer and carefully select courses that will meet requirements for the baccalaureate degree program.

Program Outcomes Assessment
During the final semester of music theory and harmony (MUS 2432 and MUS 2442), the student will work with a major professor to complete a competency examination. The examination will include a performance component as well as an oral and/or written component.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor
(405) 733-7999

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Students are encouraged to see the Humanities Advisor or a Music Professor before enrolling.

Program Requirements **16**

MUS	1212	Aural Theory I+
MUS	1222	Harmony I+
MUS	1232	Aural Theory II+
MUS	1242	Harmony II+
MUS	2402	Aural Theory III+
MUS	2422	Harmony III+
MUS	2432	Aural Theory IV+
MUS	2442	Harmony IV+

Program Requirements - Applied Music **14**
Primary Instrument (8 hrs)
A minimum of 6 credit hours in private instruction.

Secondary Instrument (2 hrs)
The following courses, along with private lessons, will fulfill this requirement: MUS 1112, MUS 1402, MUS 1412, MUS 2202, and MUS 2212.

Ensemble (4 hrs)
The following courses will fulfill this requirement MUS 1001, MUS 1111, MUS 1201, MUS 1301, MUS 1511, MUS 2101, MUS 2111, MUS 2121

General Education Requirements **32**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 2013, MATH 2023, & MATH 2123 (3 hrs)
HUM	____	These are required HUM courses:
MUS	1313	Music History and Literature I
MUS	1323	Music History and Literature II
HPER	____	May be activity or other HPER courses (2 hrs)

General Education Electives (Requirements met by program)
Liberal Arts Elective
At least one course from the following areas:
Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)
____ ____

Minimum Total Credit Hours **62***

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
*MUS 1212 (Fall Only)	*MUS 1232 (Spring Only)	*MUS 2402 (Fall Only)	*MUS 2432 (Spring Only)
*MUS 1222 (Fall Only)	*MUS 1242 (Spring Only)	*MUS 2422 (Fall Only)	*MUS 2442 (Spring Only)
2 hrs primary instrument (group or private)	2 hrs primary instrument (private)	*MUS 1313 (Fall Only)	*MUS 1323 (Spring Only)
1 hour Ensemble	1 hour Ensemble	2 hrs primary instrument (private)	2 hrs primary instrument (private)
		1 hr secondary instrument (group or private)	1 hr secondary instrument (group or private)
		1 hour Ensemble	1 hour Ensemble

*Only day sections of these classes are offered.

Liberal Studies Associate in Arts Degree • Theatre Option (0333-05)

Program Goal and Objectives
The goal of the Theatre Option of the Liberal Studies Arts Associate in Arts Degree Program is to provide a comprehensive two-year program which prepares the student to transfer to a baccalaureate degree program in Theatre or a related field. Specific objectives include providing students with:

• General education course work necessary to complete a related baccalaureate degree program;
• Self-confidence, creative communication skills, and organizational skills necessary to enter the job market;
• An avenue to pursue personal interests and hone their existing talent skills; and,
• On-stage experience during the first two years of their academic careers.

This degree conforms to the articulation agreement among state of Oklahoma two-year and four-year institutions of higher education. Students in the program must complete courses listed in Program Requirements and Support and Related sections with a minimum grade of "C" in each course in order to receive the Associate in Arts degree. Students should consult the four-year institution to which they are planning to transfer and carefully select courses that will meet requirements for the baccalaureate degree program.

Program Outcomes Assessment
After completing a minimum of 14 of the required 17 hours of Program Requirements, students should enroll in TH 2902, Capstone Project.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor
(405) 733-7999

+Check course description for prerequisites.

*TH 1353 should be taken for general education Humanities credit. Student may select the remaining course for Humanities credit.

Only DAY sections of courses with the TH prefix are offered except for TH 1311, 1321, 2331 which can be taken in the evening.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements			**17**
TH	1103	Stagecraft	
TH	1311	Theatrical Production I	
TH	1321	Theatrical Production II	
TH	2331	Theatrical Production III	
TH	1513	Acting I	
TH	1533	Voice and Diction	
TH	2902	Capstone Project	
SPCH	1213	Fundamentals of Speech	
Support and Related Requirements			**6**
TH	2113	Make-Up	
TH	2363	Introduction to Theatrical Design+	
TH	2523	Acting II+	
TH	2553	Oral Interpretation	
TH	2713	Directing+	
TH	2721-3	Theatre Internship+	
General Education Requirements			**39**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
SCIENCE		(One course must be a laboratory science)	
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)	
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)	
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 2013, MATH 2023, & MATH 2123 (3 hrs)	
HUM*	____	TH 1353 Introduction to Theatre **and** one 3-credit hour HUM (See page 41 for list.) (6 hrs)	
HPER	____	May be activity or other HPER courses (2 hrs)	
General Education Electives			
_____	____	(See page 42 for list.) (5-7 hrs)	
Liberal Arts Elective			
At least one course from the following areas:			
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)	
Minimum Total Credit Hours			**62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
TH 1103 (Fall Only)	*TH 1353	TH 1533 (Fall Only)	TH 2902
TH 1513	TH 1321	TH 2331	One 3-hr. course from Support and Related
TH 1311	SPCH 1213	One 3-hr. course from Support and Related	

Mass Communications Associate in Arts Degree • Journalism Option (0073-01)

Program Goal and Objectives
The goal of the Journalism Option in the Associate in Arts degree in Mass Communications is to prepare students to transfer to a four-year college or university to pursue a degree in journalism or a related field. The program includes Rose State College degree requirements and courses generally completed in the first two years of a four-year journalism curriculum. It conforms to the articulation agreement among state of Oklahoma two-year and four-year institutions of higher education. Specific program objectives include:

• Fostering students' knowledge of the various media and their roles in society;

• Providing information-gathering and presentation techniques in a variety of areas such as print media, public relations, and photography;

• Understanding the role and responsibilities of a media professional in society;

• Providing a basic general education foundation of English, history, government, science, math, and liberal arts appropriate for students transferring to a four-year institution; and,

• Compiling a professional resume and portfolio.

Students in the program must complete courses listed in Program Requirements and Support and Related Requirements sections with a minimum grade of "C" in each course in order to receive the Associate in Arts degree. Students should consult the four-year institution to which they are planning to transfer and carefully select courses that will meet requirements for the baccalaureate degree program.

Program Outcomes Assessment
Early in the semester that the student is enrolled in Advanced News Reporting (JCOM 2213), the student should discuss the required Portfolio Project with a journalism faculty member.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor

(405) 733-7999

*This course requires permission of instructor.

+Check course description for prerequisites.

Courses with the JCOM and BCOM prefixes are typically offered only during the day.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements			**12**
JCOM	1203	Introduction to Mass Media	
JCOM	1303	Basic News Reporting	
JCOM	2203	News Editing and Design+	
JCOM	2213	Advanced News Reporting+	
Support and Related Requirements			**11**
JCOM	1113	Photography I	
JCOM	2091-3	Special Topics in Journalism+	
JCOM	2113	Introduction to Digital Photojournalism	
JCOM	2223	Principles of Public Relations	
JCOM	2233	Desktop Publishing	
JCOM	2311-4	Mass Media Internship*	
BCOM	1243	Writing for Broadcast	
BCOM	2103	Studio News Production	
MULT	1413	Digital Imaging	
POLS	2303	Introduction to Mass Media and Politics	
General Education Requirements			**39**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
SCIENCE		(One course must be a laboratory science)	
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)	
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)	
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 2013, MATH 2023, & MATH 2123 (3 hrs)	
HUM	____	Humanities (See page 41 for list.) (6 hrs)	
HPER	____	May be activity or other HPER courses (2 hrs)	
General Education Electives			
SPCH	1213	Fundamentals of Speech	
_____	____	(See page 42 for list.) (2-4 hrs)	
Liberal Arts Elective			
At least one course from the following areas:			
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)	
Minimum Total Credit Hours			**62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
JCOM 1203 (Day Only)	*JCOM 2203	6 hours from	5 hours from
JCOM 1303 (Day Only)	(Day/Spring Only)	Support and Related	Support and Related
	*JCOM 2213	Requirements	Requirements
	(Day/Spring Only)		

Mass Communications Associate in Arts Degree • Broadcast Option (0073-02)

Program Goal and Objectives
The goal of the Broadcast Option of the Associate in Arts degree in Mass Communications is to provide students with entry level training needed to work in television production as well as to provide the lower-division courses necessary to transfer to a four-year institution. Students must complete Program Requirements and Support and Related Requirements with a minimum grade of "C" in each course. Students wishing to complete a baccalaureate degree should consult the four-year institution regarding specific course transferability.

Specific program objectives include providing students with:

• An introduction to the broadcast field and also to writing for broadcasting;

• Course work which teaches students a variety of production and editing skills;

• Related course work in electives which may include journalism and photography; and,

• A basic general education foundation in English, history, government, science, math and liberal arts appropriate for students transferring to a four-year institution.

Program Outcomes Assessment
After completing the majority of the Program Requirements, students should contact a broadcast faculty member to discuss enrolling in BCOM 2292, Field Production Internship, a required two-credit hour capstone Internship.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor
(405) 733-7999

+Check course description for prerequisites.

Courses with the BCOM and JCOM prefixes are typically offered only during the day.

*This course requires permission of the professor.

Program Requirements - Television Emphasis			**20**
BCOM	1233	Fundamentals of Broadcasting	
BCOM	1243	Writing for Broadcast	
BCOM	1253	ENG and Video Editing	
BCOM	2103	Studio News Production (6 hours required)	
BCOM	2113	News Feature Production	
BCOM	2292	Field Production Internship + (Capstone course)	
Support and Related Requirements			**3**
BCOM	2091-3	Special Topics in Broadcast	
BCOM	2123	Music Video Production+	
BCOM	2191-4	Broadcast Internship+	
JCOM	1113	Photography I	
JCOM	1203	Introduction to Mass Media	
JCOM	1303	Basic News Reporting	
JCOM	2113	Introduction to Digital Photojournalism+	
General Education Requirements			**39**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
SCIENCE		(One course must be a laboratory science)	
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)	
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)	
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 2013, MATH 2023, & MATH 2123 (3 hrs)	
HUM	____	Humanities (See page 41 for list.) (6 hrs)	
HPER	____	May be activity or other HPER courses (2 hrs)	
General Education Electives			
_____	____	(See page 42 for list.) (5-7 hrs)	
Liberal Arts Elective			
At least one course from the following areas:			
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)	
Minimum Total Credit Hours			**62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
BCOM 1233	BCOM 1243	BCOM 1253	BCOM 2292
BCOM 2103	(Spring Only)	(Fall Only)	
	BCOM 2113	3 hrs from Support &	
	(Spring Only)	Related Requirements	
	*BCOM 2103		
	*REPEAT		

Mass Communications Associate in Arts Degree • Photography Option (0073-03)

Program Goal and Objectives
The goal of the Photography Option in the Associate in Arts degree in Mass Communications is to prepare students to transfer to a four-year college or university to pursue a degree in photography or one of the related communications fields.

The program includes Rose State College degree requirements and courses generally completed in the first two years of a four-year photography curriculum. It conforms to the articulation agreement among state of Oklahoma two-year and four-year institutions of higher education.

Specific program objectives include providing students with:
• Basic instruction in the principles of photography including manual and digital camera controls, exposure controls, film, flash, and composition;
• Advanced instruction in the use of various developers, films, and papers for unusual effects;
• Principles of photojournalism in a variety of work settings;
• Instruction in legal and ethical considerations; and,
• A basic general education foundation of English, history, government, science, math, and liberal arts appropriate for students transferring to a four-year institution.

Students in the program must complete courses listed in Program Requirements and Support and Related Requirements sections with a minimum grade of "C" in each course in order to receive the Associate in Arts degree. Students should consult the four-year institution to which they are planning to transfer and carefully select courses that will meet requirements for the baccalaureate degree program.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor
(405) 733-7999

+Check course description for prerequisites.

Courses with the JCOM and BCOM prefixes are typically offered only during the day.

*This course requires permission of the professor.

Program Requirements **16**
Must earn a "C" or better in Program Requirements and Support and Related courses for graduation.

JCOM	1203	Introduction to Mass Media
JCOM	1303	Basic News Reporting
JCOM	1113	Photography I
JCOM	2113	Introduction to Digital Photojournalism
JCOM	2123	Photography II+
JCOM	2901	Photography Capstone Project+

Support and Related Requirements **7**

JCOM	2091-3	Special Topics in Journalism+
JCOM	2233	Desktop Publishing
JCOM	2311-4	Mass Media Internship*
BCOM	2103	Studio News Production
BCOM	2113	News Feature Production
BCOM	1253	ENG and Video Editing
MULT	1413	Digital Imaging

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government (3 hrs)
SCIENCE		(One course must be a laboratory science)
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 2013, MATH 2023, & MATH 2123 (3 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)
General Education Electives		
_____	____	(See page 42 for list.) (5-7 hrs)
		Liberal Arts Elective
		At least one course from the following areas:
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
JCOM 1203 (Fall & Spring, Day) JCOM 1303 (Fall & Spring, Day) JCOM 1113 (Day and Evening)	JCOM 2123 (Spring, Day Fall, Evening)	JCOM 2113 (Fall, Day) 3 hours from Support and Related Requirements	JCOM 2901 4 hours from Support and Related Requirements

Modern Languages Associate in Arts Degree • French Option (0053-01)

Program Goal and Objectives

The goal of the Modern Language Associate in Arts degree is to provide students with necessary courses to transfer to modern language baccalaureate degree program. Specific objectives include providing students with:

• Elementary and intermediate language proficiency in French, German, or Spanish;

• Course work which will allow them to learn the history or culture of the related area of their choice; and,

• A basic general foundation of English, history, government, science, math, and liberal arts appropriate for students transferring to a four-year institution.

The Modern Language degree program conforms to the articulation agreement among state of Oklahoma two-year and four-year institutions of higher education. Students in the program must complete courses listed in Program Requirements and Support and Related sections with a minimum grade of "C" in each course in order to receive the Associate in Arts degree. Students should consult the four-year institution to which they are planning to transfer and carefully select courses that will meet requirements for the baccalaureate degree.

Program Outcomes Assessment
Upon completion of all sixteen hours of the chosen language (French, German, or Spanish) with a grade of "C" or better in each course, student will have shown intermediate level proficiency in the language.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor
(405) 733-7999

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

All sixteen hours must be from the same language.

*Most French courses are offered at Oklahoma City Community College with enrollment through Rose State College.
**These courses are not offered on a regular basis.
‡These courses are offered only in the fall semester.
‡‡ These courses are offered only in the spring semester.

Program Requirements (All sixteen hours must be from the same language) 16

FREN	1115	Elementary French I+
FREN	1225	Elementary French II+
FREN	2113	Intermediate French I+
FREN	2223	Intermediate French II+

Mastery in French to include Program Requirements and ENGL 1113, English Composition I for a total of 19 hours.

Support and Related Requirements 7

ENGL	2113	Introduction to Literature+
ENGL	2413	World Literature to 1674+
ENGL	2423	World Literature from 1674+
HIST	1423	History of Europe 1500-1815
HIST	1433	History of Europe 1815-present
____	1003	Conversation I (in major language)
____	1013	Conversation II (in major language)
____	____	Elementary I and/or II (in a Modern Language other than major language) (5 hrs)
POLS	2403	Introduction to Political Systems+
POLS	2503	Introduction to International Relations+

General Education Requirements 39

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 2013, MATH 2023, & MATH 2123 (3 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)
General Education Electives		
_____	____	(See page 42 for list.) (5-7 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours 62

Suggested order of enrollment:

First Semester	Second semester	Third Semester	Fourth Semester
*FREN 1115‡	*FREN 1225‡‡ **or**	*FREN 2113‡ **or** 3 hours from Approved Electives	*FREN 2223‡‡ **or** 3-4 hours from Approved Electives

Modern Languages Associate in Arts Degree • German Option (0053-02)

Program Goal and Objectives

The goal of the Modern Language Associate in Arts degree is to provide students with necessary courses to transfer to modern language baccalaureate degree program. Specific objectives include providing students with:

• Elementary and intermediate language proficiency in French, German, or Spanish;

• Course work which will allow them to learn the history or culture of the related area of their choice; and,

• A basic general foundation of English, history, government, science, math, and liberal arts appropriate for students transferring to a four-year institution.

The Modern Language degree program conforms to the articulation agreement among state of Oklahoma two-year and four-year institutions of higher education. Students in the program must complete courses listed in Program Requirements and Support and Related sections with a minimum grade of "C" in each course in order to receive the Associate in Arts degree. Students should consult the four-year institution to which they are planning to transfer and carefully select courses that will meet requirements for the baccalaureate degree.

Program Outcomes Assessment
Upon completion of all sixteen hours of the chosen language (French, German, or Spanish) with a grade of "C" or better in each course, student will have shown intermediate level proficiency in the language.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor
(405) 733-7999

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

All sixteen hours must be from the same language.

**These courses are not offered on a regular basis.
‡These courses are offered only in the fall semester.
‡‡ These courses are offered only in the spring semester.

Program Requirements (All sixteen hours must be from the same language) 16

GERM	1115	Elementary German I+
GERM	1225	Elementary German II+
GERM	2113	Intermediate German I+
GERM	2223	Intermediate German II+

Mastery in German to include Program Requirements and ENGL 1113, English Composition I for a total of 19 hours.

Support and Related Requirements 7

ENGL	2113	Introduction to Literature+
ENGL	2413	World Literature to 1674+
ENGL	2423	World Literature from 1674+
HIST	1423	History of Europe 1500-1815
HIST	1433	History of Europe 1815-present
____	1003	Conversation I (in major language)
____	1013	Conversation II (in major language)
____	____	Elementary I and/or II (in a Modern Language other than major language) (5 hrs)
POLS	2403	Introduction to Political Systems+
POLS	2503	Introduction to International Relations+

General Education Requirements 39

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 2013, MATH 2023, & MATH 2123 (3 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)
General Education Electives		
_____	____	(See page 42 for list.) (5-7 hrs)
Liberal Arts Elective		
		At least one course from the following areas:
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours 62

Suggested order of enrollment:

First Semester	Second semester	Third Semester	Fourth Semester
GERM 1115‡	GERM 1225‡‡	**GERM 2113	**GERM 2223
		3 hours from Approved Electives	3-4 hours from Approved Electives

Modern Languages Associate in Arts Degree • Spanish Option (0053-03)

Program Goal and Objectives

The goal of the Modern Language Associate in Arts degree is to provide students with necessary courses to transfer to modern language baccalaureate degree program. Specific objectives include providing students with:

• Elementary and intermediate language proficiency in French, German, or Spanish;

• Course work which will allow them to learn the history or culture of the related area of their choice; and,

• A basic general foundation of English, history, government, science, math, and liberal arts appropriate for students transferring to a four-year institution.

The Modern Language degree program conforms to the articulation agreement among state of Oklahoma two-year and four-year institutions of higher education. Students in the program must complete courses listed in Program Requirements and Support and Related sections with a minimum grade of "C" in each course in order to receive the Associate in Arts degree. Students should consult the four-year institution to which they are planning to transfer and carefully select courses that will meet requirements for the baccalaureate degree.

Program Outcomes Assessment
Upon completion of all sixteen hours of the chosen language (French, German, or Spanish) with a grade of "C" or better in each course, student will have shown intermediate level proficiency in the language.

Degree Awarded
Associate in Arts

For Information Contact:
Humanities Division Advisor
(405) 733-7999

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

All sixteen hours must be from the same language.

Program Requirements (All sixteen hours must be from the same language) 16

SPAN	1115	Elementary Spanish I+
SPAN	1225	Elementary Spanish II+
SPAN	2113	Intermediate Spanish I+
SPAN	2223	Intermediate Spanish II+

Mastery in Spanish courses to include Program Requirements and ENGL 1113, English Composition I for a total of 19 hours.

Support and Related Requirements 7

ENGL	2113	Introduction to Literature+
ENGL	2413	World Literature to 1674+
ENGL	2423	World Literature from 1674+
HIST	1423	History of Europe 1500-1815
HIST	1433	History of Europe 1815-present
____	1003	Conversation I (in major language)
____	1013	Conversation II (in major language)
____	____	Elementary I and/or II (in a Modern Language other than major language) (5 hrs)
POLS	2403	Introduction to Political Systems+
POLS	2503	Introduction to International Relations+
SPAN	1042	Medical Spanish (for Spanish Option Only)
SPAN	1052	Spanish for Law Enforcement Personnel (for Spanish Option Only)
SPAN	1261	Spanish Immersion I+ (for Spanish Option only)
SPAN	2161	Spanish Immersion II+ (for Spanish Option only)

General Education Requirements 39

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	____	Any MATH course which is at least 1000 level or higher except MATH 2013, MATH 2023, & MATH 2123 (3 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)
General Education Electives		
_____	____	(See page 42 for list.) (5-7 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours 62

Suggested order of enrollment:

First Semester	Second semester	Third Semester	Fourth Semester
SPAN 1115 **or**	SPAN 1225 **or**	SPAN 2113 **or** 3 hours from Approved Electives	SPAN 2223 **or** 3-4 hours from Approved Electives

Library Technical Assistant Associate in Applied Science Degree (1133)

Program Goal and Objectives
The goal of the Library Technical Assistant Associate in Applied Science degree program is to prepare students to assist in the field of either public or private library science, or to assist in related areas such as government documents or research. Specific objectives include providing students with:
• A knowledge of books, publications and video resources held by libraries;
• Knowledge of the major types of libraries and terms used within the library field;
• Basic computer literacy skills;
• Basic management skills; and
• A basic general education foundation in English, history, government, science or math, and liberal arts.

Students in the program must complete courses listed in Program Requirements and Support and Related sections with a minimum grade of "C" in each course in order to receive the Associate in Applied Science degree.

Program Outcomes Assessment
This exit/assessment portfolio is required of all Library Technical Assistant majors. Enrollment in this class and completion of the portfolio is to be done during the student's final semester before graduation or upon completion of the LTA courses. See the course description for LTA 2001 in the *RSC Catalog* for prerequisite information.

Degree Awarded
Associate in Applied Science

For Information Contact:
Humanities Division Advisor
(405) 733-7999

+Check course description for prerequisites.

*LTA classes are offered **only** via the internet.
*LTA 2001 is offered each fall and spring semester.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **23**

CIT	1093	Microcomputer Applications
LTA	1303	Special Publications
LTA	1312	Library Services for Children and Young Adults
LTA	1313	Introduction to Library Resources and Services
LTA	1322	Introduction to the Library Technical Assistant Field
LTA	1323	Introduction to Library Technical Services
LTA	1333	Introduction to Audio-Visual Equipment and Services
LTA	1353	Library Management Skills
LTA	2001	Capstone Project+

Support and Related Requirements **16**

(Must earn a "C" grade or better in each course in this section for graduation.)
Support and related courses can be selected from most 1000-level or higher courses except physical education, activity, performance, or skill courses. Courses that would be especially appropriate to the LTA major would include CIT 1113, JCOM 1203, MGMT 2203, SPCH 1213, ECON 2303, ECON 2403, ECON 2843, any foreign language, and any course which satisfies the Humanities requirement.

General Education Requirements **23**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
Math / Science		1000 level or higher (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
LTA 1322	LTA 1333	LTA 1312	LTA 1353
CIT 1093	LTA 1323	LTA 1313	LTA 1303
5-6 hours from Support & Related courses	5-6 hours from Support & Related courses	5-6 hours from Support & Related courses	LTA 2001

Social Sciences Division

PROGRAMS

Associate in Science/Arts Degrees

Criminal Justice
- Criminal Justice
- Police Science

Enterprise Development-(Reach Higher)

Family Services and Child Development (AA)
- Child Development
- Family Services

Health and Sports Sciences
- Exercise/Fitness Management
- Personal Training
- Health, Physical Education and Recreation

History

Political Science
- Political Science General
- Pre-Law

Pre-Education

Psychology

Secondary Education

Social Sciences
- Social Sciences General Option
- Women's Studies
- Native American Studies

Sociology
- Counseling/Social Work
- Sociology

Associate in Applied Science Degree

Family Services and Child Development (AAS)

Certificates in Family Services and Child Development
- **Certificate of Mastery (CoM)**
- **Child Development Associate (CDA)**
- **School Age Certificate of Completion (SACoC)**
- **Directors' Certificate of Completion (DCoC)**

Criminal Justice Associate in Arts Degree• Criminal Justice Option
(0214-03)

Program Goal and Objectives
The goal of the Criminal Justice Associate in Arts degree program, Criminal Justice Option is to prepare students who are interested in or already employed in a career in the criminal justice field. This program is also designed to transfer to a college or university baccalaureate degree program in the criminal justice field. Specific objectives include providing students with:

• Introductory information about the criminal justice field;
• A broad foundation of knowledge and skills in specific, career-related course work in areas related to investigation, the governance system, and special problems in law enforcement;
• Relevant support courses in sociology, psychology, and computer applications; and,
• A general education foundation to enhance the students ability to communicate, to think critically and to analyze problems.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all Criminal Justice graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **18**

Must earn a "C" or better in each course in this section for graduation.

CJ	1103	Introduction to the Criminal Process
CJ	1113	Introduction to Corrections
CJ	1123	Introduction to Law Enforcement
CJ	2193	Criminal Justice Internship
CJ	2303	Cultural Diversity and Criminal Justice
CJ	2703	Delinquency and the Juvenile Justice System

Support and Related Requirements **5**

LS	2803	Introduction to Law
LS	2813	Legal Research and Writing I+
CIT	1093	Microcomputer Applications
CJ	2101-3	Special Problems in Law Enforcement
CJ	2401	Police Report Writing
CJ	2503	The Constitution and Law Enforcement
CJ	2603	Criminal Procedure
CJ	2803	Criminal Investigating and Interviewing
POLS	2703	Introduction to State and Local Government+
PSYC	2103	Human Relations
PSYC	2313	Introduction to Counseling+
PSYC	2323	Social Psychology+
SOC	2503	Crime and Delinquency
SPAN	1003	Conversational Spanish I
SPAN	1052	Spanish for Law Enforcement Personnel

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	1102	First Aid
General Education Electives		
_____	____	(See page 42 for list.) (4-6 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)
EDUC	1101	College Orientation

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
CJ 1113	CJ 1103	CJ 2703	Approved Electives
CJ 1123	CJ 2193		
	CJ 2303		

Criminal Justice Associate in Arts Degree • Police Science Option (COP) (0214-04)

Program Goal and Objectives
The goal of the Criminal Justice Program Associate in Arts Degree Program, Police Science Option is to prepare students for entry level employment in the law enforcement field or to continue their education in a related baccalaureate degree program at a four-year college or university. Specific objectives include providing students with:
• Introductory information about the law enforcement field;
• A broad foundation of knowledge and skills in specific, career-related course work such as investigation and interviewing, police report writing, and criminal procedure;
• Relevant support courses in sociology, psychology, and computer applications; and,
• A general education foundation to enhance the student's ability to communicate, think critically, and analyze problems.

Through a cooperative agreement with OSU/OKC, students will be provided with the education and training necessary to be hired as an Oklahoma state certified peace officer. Classes in the Police Science program will include all the skills and knowledge required by the Council on Law Enforcement Education and Training (CLEET). This program is also designed to transfer to a college or university baccalaureate degree program in the criminal justice field.

Program Outcomes Assessment
Students completing the Police Science option are eligible to stand for the Council on Law Enforcement Education and Training (CLEET) Certification Exam. If the exam is successfully completed, the student is recognized as a certified peace officer in the state of Oklahoma.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **19**

Student must earn a "C" or better in each course in this section for graduation.

CJ	1123	Introduction to Law Enforcement
CJ	2303	Cultural Diversity
CJ	2401	Police Report Writing
CJ	2603	Criminal Procedure
CJ	2803	Criminal Investigations & Interviewing
CJ	2863	Ethics in Criminal Justice
PSYC	1113	Introduction to Psychology **or**
SOC	1113	Introduction to Sociology

Police Science **12**

(To be offered at OSU-OKC as part of a cooperative agreement between RSC . and OSU-OKC)

PLSC	1211	Firearms
PLSC	1143	Traffic
PLSC	1313	Patrol Procedures
PLSC	2111	Defensive Tactics
PLSC	2211	Emergency Vehicle Operation
PLSC	2253	Survey Police Sciences

General Education Requirements **32**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
*Life Science		
BIOL	1124	General Biology I **or**
BIOL	4315	General Zoology
*Physical Science____		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+ (3 hrs)
HPER	1113	First Aid/First Responder
EDUC	1101	College Orientation
General Education Electives		(Requirements met by program)
Liberal Arts Electives		(Requirements met by program)

Minimum Total Credit Hours **63**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
CJ 1123	CJ 2303	POLS 2703	PLSC 1143
CJ 2401	CJ 2603	CJ 2803	PLSC 1211
PSYC 1113 **or**	POLS 1113	CJ 2863	PLSC 1313
SOC 1113	HPER 1113		PLSC 2111
			PLSC 2211
			PLSC 2253

Enterprise Development Associate in Arts • (Reach Higher degree) (0462-00)

Program Goal and Objectives
The purpose of the Enterprise Development General Option is to provide a multi-disciplinary associate degree completion program that is adult-friendly in delivery and format and accessibility, as well as flexibility in development of a coherent sequence of courses which are individualized and relevant to the student's learning and career goals.

Program Eligibility
18 hours of college credit
2.0 cumulative GPA
Remedial work completed

Program Outcomes Assessment
The program requirements contain all the competencies needed for all Social Science graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Professor Monique Bruner
(405) 733-7316
mbruner@rose.edu

Please note:
It is recommended that students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

+Check course description for prerequisites.

Program Requirements **23**

Must earn a "C" grade or better in each course in this section for graduation. Courses must be 1000 level or higher. No course number may be duplicated without approval of the Division Dean. No activity courses allowed, lecture only.

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History Since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+
HPER	____	May be activity or other HPER course (2 hrs)
EDUC	1101	College Orientation
General Education Electives		
____	____	(See page 42 for list.) (4-6 hrs)
Liberal Arts Elective		
		At least one course from the following areas:
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62**

Family Services and Child Development Associate in Applied Science Degree Child Development Option (0254)

Program Goal and Objectives
The goal of the Family Services and Child Development Associate in Applied Science Degree is to prepare students to work in family service agencies or child care settings. Specific objectives include providing students with:
• An understanding and an ability to implement licensing requirements and other legal requirements pertinent to the child care profession;
• An ability to develop, organize, and implement age appropriate curricula for infants, toddlers, and preschoolers;
• An ability to be conversant with current best practices in health, safety, and nutrition for young children;
• An ability to design a safe, appropriately equipped, child care environment conducive to learning;
• An ability to understand family systems theories and be able to apply related strategies to interactions among child care facilities and the family, school, and community;
• An ability to understand and apply principles related to child care program management and administration;
• An ability to apply appropriate guidance techniques and strategies to young children in child care settings;
• A comprehensive understanding of the domains of development from birth through adolescence; and
• An ability to expand their professional education base through general education courses.
To work in the child care industry in Oklahoma, a person must be able to pass a tuberculosis test and a background check by the Oklahoma State Bureau of Investigation.

Program Outcomes Assessment
FSCD 2233, Practicum in FSCD, contains the program competencies required of all Family Services & Child Development graduates. Successful completion of this course (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Applied Science

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **32**
Must earn a "C" or better in each course in this section for graduation.

FSCD	1212	Professional Development in FSCD
FSCD	1311	Nutrition for Families & Children
FSCD	1312	Health and Safety for Families and Children
FSCD	1322	Learning Environments
FSCD	1332	Curriculum Planning
FSCD	1412	Introduction to Child Development Stages and Theories
FSCD	2233	Practicum in FSCD
FSCD	2432	Observing and Assessing Human Behavior **or**
PSYC	2432	Observing and Assessing Human Behavior
FSCD	2533	Guidance of Young Children
FSCD	2573	Family/School/Community Relations
FSCD	2611	Introduction to FSCD Program Management
FSCD	2613	Infant and Toddler Programs
FSCD	2633	Administration of FSCD Programs
HES	2523	Child Growth and Development **or**
PSYC	2523	Child Growth and Development

Support and Related Requirements **7**

PSYC	____	
SOC	____	

General Education Requirements **23**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
_____	____	Elective (Science/Math) (3 hrs)
HPER	1102	First Aid
EDUC	1101	College Orientation
General Education Electives		
_____	____	(See page 42 for list.) (2 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+

Minimum Total Credit Hours **62**

+Check course description for prerequisites.

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
FSCD 1311	FSCD 1332	FSCD 2432	FSCD 2613
FSCD 1312	FSCD 1412	FSCD 2523	FSCD 2233
FSCD 1322	FSCD 2573		FSCD 2633

Family Services and Child Development Associate in Arts Degree Child Development Option • Scholars' Program School Age Certificate of Completion (0304)

Program Goal and Objectives
The goal of the Family Services and Child Development Associate of Arts Degree Program is to prepare a student to work in family service agencies and child care settings and/or transfer to a four-year institution. Specific objectives include providing students with:
• An understanding and an ability to implement licensing requirements and other legal requirements pertinent to the child care profession;
• An ability to be conversant with current best practices in health, safety, and nutrition for children;
• An ability to develop, organize, and implement age appropriate curricula for young children in child care settings;
• An ability to design a safe, appropriately equipped, child care environment conducive to learning;
• An ability to understand family systems theories and be able to apply related strategies to interactions between and among child care facilities and the family, school, and community;
• An ability to apply appropriate guidance techniques and strategies to young children in child care settings;
• An understanding of the functions and characteristics of the modern family, parenting styles, the nature of marriage, and causes and consequences of divorce;
• An understanding of addictive family systems, effective models of treatment, and effective intervention designs; and,
• An ability to develop competencies in the liberal arts in preparation for advancing to a four-year institution or as a complement to a professional in FSCD.

To work in the child care industry in Oklahoma, a person must be able to pass a tuberculosis test and a background check by the Oklahoma State Bureau of Investigation.

Program Outcomes Assessment

FSCD 2233, Practicum in FSCD, contains the program competencies required of all Family Services & Child Development graduates. Successful completion of this course (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **23**
Must earn a "C" or better in each course in this section for graduation.

FSCD	1212	Professional Development in FSCD
FSCD	1311	Nutrition for Families & Children
FSCD	1312	Health and Safety for Families and Children
FSCD	1322	Learning Environments for Young Children
FSCD	1332	Curriculum Planning
FSCD	2233	Practicum in FSCD
FSCD	2432	Observing and Assessing Human Behavior **or**
PSYC	2432	Observing and Assessing Human Behavior
FSCD	2533	Guidance of Young Children
FSCD	2573	Family/School/Community Relations
HES	2523	Child Growth and Development **or**
PSYC	2523	Child Growth and Development

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER course (2 hrs)
EDUC	1101	College Orientation
General Education Electives		
_____	____	(See page 42 for list.) (5 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra

Minimum Total Credit Hours **62**

+Check course description for prerequisites.

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
FSCD 1212	FSCD 1311	FSCD 2432	FSCD 2233
FSCD 1322	FSCD 1312	HES 2523	FSCD 2573
	FSCD 1332		
	FSCD 2533		

Family Services and Child Development Associate in Arts Degree Family Services Option (0304)

Program Goal and Objectives
The goal of the Family Services and Child Development Associate of Arts Degree Program is to prepare a student to work in family service agencies and child care settings and/or transfer to a four-year institution. Specific objectives include providing students with:
• An understanding and an ability to implement licensing requirements and other legal requirements pertinent to the child care profession;
• An ability to be conversant with current best practices in health, safety, and nutrition for children;
• An ability to develop, organize, and implement age appropriate curricula for young children in child care settings;
• An ability to design a safe, appropriately equipped, child care environment conducive to learning;
• An ability to understand family systems theories and be able to apply related strategies to interactions between and among child care facilities and the family, school, and community;
• An ability to apply appropriate guidance techniques and strategies to young children in child care settings;
• An understanding of the functions and characteristics of the modern family, parenting styles, the nature of marriage, and causes and consequences of divorce;
• An understanding of addictive family systems, effective models of treatment, and effective intervention designs; and,
• An ability to develop competencies in the liberal arts in preparation for advancing to a four-year institution or as a complement to a professional in FSCD.

To work in the child care industry in Oklahoma, a person must be able to pass a tuberculosis test and a background check by the Oklahoma State Bureau of Investigation.

Program Outcomes Assessment

FSCD 2233, Practicum in FSCD, contains the program competencies required of all Family Services & Child Development graduates. Successful completion of this course (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **23**
Must earn a "C" or better in each course in this section for graduation.

FSCD	1212	Professional Development in FSCD
FSCD	2233	Practicum in FSCD
FSCD	2333	Families & Substance Abuse
HES	2403	Family in Society
FSCD	2432	Observing & Assessing Human Behavior **or**
PSYC	2432	Observing and Assessing Human Behavior
FSCD	2533	Guidance of Young Children
FSCD	2573	Family/School/Community Relations
Elective	____	(1hrs) Must have FSCD prefix.

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
Life Science	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science	____	(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER course (2 hrs)
EDUC	1101	College Orientation
General Education Electives		
_____	____	(See page 42 for list.) (4-6 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
		Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)
____	____	
MATH	2013	Structure of Math+ **or**
MATH	2023	Foundations of Geometry and Measurement

Minimum Total Credit Hours **62**

+Check course description for prerequisites.

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
FSCD 1212	FSCD 2533	FSCD 2432	FSCD 2233
HES 2403	HES 2523	FSCD 2573	

Health and Sports Sciences Associate in Science Degree • Exercise/ Fitness Management Option (0104-01)

Program Goal and Objectives
The goal of the Health and Sports Sciences Associate in Science degree program, Exercise/Fitness Management Option is to provide students with the necessary foundation to transfer to a related baccalaureate degree program at a college or university. Students entering this field of study should be seeking a career in Health and Sports Sciences in a variety of environments such as corporate wellness, health/fitness clubs, education programs, and personal trainers. Specific program objectives include providing students with:
• An understanding of the impact of nutrition and fitness on wellness;
• An understanding of basic first aid and care and prevention of athletic injuries;
• A proficiency in a variety of health, education and recreation activities; and,
• A general education foundation from which to learn to communicate, to think critically and to analyze problems.

Program Outcomes Assessment
Students have two ways to complete the mandatory program outcomes assessment. They may complete a standardized fitness certification exam or they may complete a one credit hour practicum course. Students should contact their faculty advisor prior to their final semester of Health and Sports Sciences course work for details.

Degree Awarded
Associate in Science

For Information Contact:
Social Sciences Division
(405) 733-7413

+ Check course description for prerequisites.

*Before enrolling in a life or physical science class, please contact the institution to which you will be transferring for the appropriate course.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **20**
Must earn a "C" or better in each course in this section for graduation.

HES	2323	Nutrition
HPER	1113	First Aid/First Responder
HPER	1202	Health and Wellness
HPER	1213	Introduction to Health and Sports Sciences
HPER	1222	Concepts of Fitness
HPER	2612	Legal Aspects of Health and Sports Science
HPER	2633	Principles of Personal Training
HPER	2702	Health and Sports Sciences Practicum

Support and Related Requirements **5**

CHEM	1114	Introduction to Chemistry+
CIT	1093	Microcomputer Applications
HPER	1300-1600	HPER Activities (1-2 hrs)
HPER	2091-3	Special Topics in HPER
HPER	2503	Health Concepts for Children
HPER	2623	Physiology of Exercise
HPER	2643	Applied Anatomy
HPER	2701-3	Health and Sports Sciences Practicum
HSBC	2114	Human Anatomy +
BIOL	2424	Human Physiology+
MATH	2853	Elements of Statistics+
PSYC	2503	Psychology Statistics+

General Education Requirements **35**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
*Life Science		
BIOL	1124	General Biology I **or**
BIOL	1315	General Zoology
*Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER		(Requirements met by program)
SPCH	1213	Fundamentals of Speech
EDUC	1101	College Orientation
Liberal Arts Elective		
At least one course from the following areas:		
		Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)
____	____	
General Education electives		
____	____	(See Page 42 for list.) (2 hrs.)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
HPER 1113	HPER 1202	HPER 1222	HPER 2701-3
HPER 1213	HES 2323	HPER 2423	2 credit hours from
		3 credit hours from	Support and Related
		Support and Related	HPER 2633
			HPER 2612

Health and Sports Sciences Associate in Science Degree • Personal Training Option (0104-03)

Program Goal and Objectives
The goal of the Health and Sports Sciences Program Associate in Science degree program, Personal Training Option, is to prepare students to do one-on-one fitness programming. The Rose State College Personal Training degree is designed to prepare students to take the National Strength and Conditioning Association Certified Personal Training exam and/or to transfer to a four-year institution to complete a baccalaureate degree upon completion of the associate in science degree. Specific program objectives include providing students with:
• An understanding of the personal training field and the legal and leadership implications in the field;
• An understanding of the impact of nutrition and fitness on an individual seeking to improve his/her personal fitness;
• An understanding of basic first aid;
• A proficiency in a variety of health, education and recreation activities;
• A proficiency in the safe and appropriate operation of fitness equipment; and,
• A general education foundation from which to learn to communicate, to think critically and to analyze problems.

Rose State College Personal Training degree is affiliated with National Strength and Conditioning Association (NSCA). The NSCA is a nonprofit educational organization whose goal is to unify members and facilitate a professional exchange of ideas in strength development as it relates to the improvement of athletic performance and fitness.

Program Outcomes Assessment
HPER 2633, Principles of Personal Training, contains the program competencies required of all Personal Training graduates. Successful completion of this course (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Science

For Information Contact:
Social Sciences Division
(405) 733-7413

+ Check course description for prerequisites.

*Before enrolling in a life or physical science class, please contact the institution to which you will be transferring for the appropriate course.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **25**

Must earn a "C" or better in each course in this section for graduation.

HPER	1113	First Aid/First Responder
HPER	1202	Health and Wellness
HPER	1213	Introduction to Health and Sports Sciences
HPER	1222	Concepts of Fitness
HPER	1391	Weight/Resistance Training
HPER	2612	Legal Aspects of Health and Sports Sciences
HPER	2623	Physiology of Exercise
HPER	2633	Principles of Personal Training
HPER	2643	Applied Anatomy
HES	2323	Nutrition

Support and Related Requirements **3**

Met by Program Requirements

General Education Requirements **37**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
*Life Science		
BIOL	1124	General Biology I **or**
BIOL	1315	General Zoology
*Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER		(Requirements met by program)
SPCH	1213	Fundamentals of Speech
EDUC	1101	College Orientation
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

General Education Electives (See page 42 for list.) (2 hrs)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
HPER 1112	HPER 1222	HPER 1391	HPER 2612
HPER 1202	HES 2323	HPER 2622	HPER 2633
HPER 1213		HPER 2642	2 credit hours from approved electives
		1 credit hour from approved electives	

Health and Sports Sciences Associate in Science Degree • Health, Physical Education & Recreation Option (0104-04)

Program Goal and Objectives
The goal of the Health and Sports Sciences Associate in Science degree with emphases Physical Education and Recreation Program is to prepare students to transfer to a college or university baccalaureate program in a related field. This program will also help prepare the student for employment in a variety of areas including YMCA's, colleges and universities, recreational sports, aquatics, military programs and more. Specific objectives include providing students with:
• A background in a variety of recreational activity skills and knowledge;
• A proficiency in health, wellness and first aid;
• A preparation of supportive course work of sociology and psychology to prepare the student to work in a community environment; and,
• A general education foundation from which to learn to communicate, to think critically and to analyze problems.

Program Outcomes Assessment
Students who successfully complete the program requirements with a grade of "C" or better will have demonstrated proficiency in a variety of academic courses within HPER.

Degree Awarded
Associate in Science

For Information Contact: (405) Social Sciences Division Office 733-7413

+ Check course description for prerequisites.

*Before enrolling in a life or physical science class, please contact the institution to which you will be transferring for the appropriate course.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **20**
Must earn a "C" or better in each course in this section for graduation.

HPER	1113	First Aid/First Responder
HPER	1202	Health and Wellness
HPER	1213	Introduction to Health and Sports Science
HPER	1222	Concepts of Fitness
HPER	2612	Legal Aspects of Health and Sports Science
HES	2323	Nutrition
HPER	1502	Techniques of Teaching HSS Skills/Activities
HPER	1311	Beginning Swimming or
HPER	1321	Intermediate Swimming
HPER	2702	Health and Sports Science Practicum

Support and Related Requirements **5**

CIT	1103	Introduction to Computers
HPER	1300-1600	Activity and/or Varsity Sports (only one varsity sport) (only one hour will be applied.)
HPER	1402	Water Safety Instructor
HPER	1412	Lifeguarding
HPER	2091-3	Special Topics in HSS
HPER	2202	Intramural Sports
HPER	2402	Theory of Baseball
HPER	2412	Lifeguard Instructor
HPER	2503	Health Concepts for Children
HPER	2811	Sports Officiating
HSBC	2114	Human Anatomy
BIOL	2114	Human Physiology+
PSYC	1113	Introduction to Psychology
SOC	1113	Introduction to Sociology

General Education Requirements **37**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
*Life Science		
BIOL	1124	General Biology I **or**
BIOL	1315	General Zoology
*Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER		(Requirements met by program)
SPCH	1213	Fundamentals of Speech
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)
EDUC	1101	College Orientation
General Education Electives		(See page 42 for list.) (2 hrs)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
HPER 1113	HPER 1202	HPER 1222	HPER 2612
HPER 1213	HPER 1502	HPER 1311 **or**	HPER 2702
	HES 2323	HPER 1321	2 hours from
		3 hours from	Support and Related
		Support and Related	

History Associate in Arts Degree (0074)

Program Goal and Objectives
The goal of the History Associate in Arts degree program is to provide an appreciation and an understanding of the impact of the past on the present. This comprehensive program has been designed to transfer as undergraduate lower division course work to a history baccalaureate program at a college or university. Specific objectives include providing students with:
• A broad perspective on the past through intensive study of particular nations, regions, periods, and selected problems;
• Supportive course work to allow students to understand and analyze the past based on literature, geography and language; and,
• A general education foundation from which to learn to communicate, to think critically and to analyze problems.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all History graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **12**

Must earn a "C" or better in each course in this section for graduation.

HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
HIST	1413	Ancient and Medieval Civilization
HIST	1423	History of Europe, 1500-1815
HIST	1433	History of Europe, 1815 to Present

Support and Related Requirements **11**

CIT	1093	Microcomputer Applications
GEOG	2443	Regional Geography of the World
HIST	1203	African American History
HIST	2133	Women's History
HIST	2043	The American West
HIST	2303	History of Oklahoma
HIST	2503	American Indian History
HIST	____	Any HIST course
HUM	____	Any course accepted as Humanities credit
LANG	____	German, French, Russian, or Spanish
POLS	2503	Introduction to International Relations+
SOC	2223	Social Problems

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+
HPER	____	May be activity or other HPER course (2 hrs)
EDUC	1101	College Orientation
General Education Electives		(See page 42 for list.) (4-6 hrs)
		Liberal Arts Elective
		At least one course from the following areas:
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
HIST 1483	HIST 1493	HIST 1433	6 credit hours from
HIST 1413	HIST 1423	5 credit hours from Support and Related	Support and Related

Political Science Associate in Arts Degree • General Option (0124-01)

Program Goal and Objectives
The goal of the Political Science Associate in Arts degree program, General Option is to provide students with a transfer program which focuses on the political system at the local, state, national, and international levels with course work in comparative political systems, international relations, contemporary issues, and state and local governments. Specific objectives include providing students with:
• The ability to understand and analyze different political systems and issues;
• The ability to understand and analyze different governance systems as they related to political theory;
• A foundation a support courses which provide an historical perspective to their studies; and
• A general education foundation from which to learn to communicate, to think critically and to analyze problems.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all Political Science graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **12**

Must earn a "C" or better in each course in this section for graduation.

POLS	2103	Introduction to Political Science+
POLS	2203	Introduction to Public Policy+
POLS	2403	Introduction to Comparative Political Systems+
POLS	2803	Introduction to Political Theory+

Support and Related Requirements **11**

ECON	2403	Principles of Macroeconomics
POLS	1123	Introduction to Law Enforcement
POLS	2093	Special Topics in Political Science+
POLS	2191-3	Political Science Internship+
POLS	2213	Introduction to Campaigns and Elections+
POLS	2303	Introduction to Mass Media and Politics+
POLS	2503	Introduction to International Relationships+
POLS	2603	Introduction to Public Administration
POLS	2703	Introduction to State and Local Government+

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+
HPER	____	May be activity or other HPER courses (2 hrs)
EDUC	1101	College Orientation
General Education Electives		(See page 42 for list.) (4-6 hrs)
		Liberal Arts Elective
		At least one course from the following areas:
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)

Minimum Total Credit Hours **60**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
POLS 1113	POLS 2203	POLS 2403	POLS 2803
	3 credit hours from Support and Related	POLS 2503	5 credit hours from Support and Related
		3 credit hours from Support and Related	

Political Science Associate in Arts Degree • Pre-Law Option (0124-02)

Program Description
The goal of the Political Science Associate in Arts Degree, Pre Law Option, is to provide a general perspective of the impact and organization of the US legal system. The programs curriculum is designed to be flexible, allowing students to focus on their specific interests. This program has been designed to transfer to college and university baccalaureate programs in political science/pre-law. Specific objectives include providing students with:

- A foundation in the political thought that guided and influenced the creation of the US legal system.
- A foundation in the extent and limits of the US constitution as it relates to police powers, legislative decisions and US court decisions.
- A perspective on how the US legal system influences and affects administrative organization, administrative decisions and human relations in the public sector.
- A perspective on how the US legal system directly affects public officials policy making decisions and the implementation of government programs.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all Political Science graduate. Successful completion of these course (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements			**12**
CJ	2603	Criminal Procedure	
POLS	2103	Introduction to Political Science	
POLS	2203	Introduction to Public Policy+	
POLS	2803	Introduction to Political Theory+	
Support and Related Requirements			**11**
BA	2203	Business Law I	
CJ	2503	The Constitution and Law Enforcement	
POLS	1123	Introduction to Law Enforcement	
POLS	2093	Special Topics in Political Science	
POLS	2191-3	Internship in Political Science	
POLS	2213	Introduction to Campaigns and Elections+	
POLS	2303	Introduction to Mass Media and Politics+	
POLS	2403	Introduction to Comparative Politics+	
POLS	2503	Introduction to International Relations+	
POLS	2603	Introduction to Public Administration+	
POLS	2703	Introduction to State and Local Government+	
SOC	2223	Social Problems	
General Education Requirements			**39**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
SCIENCE		(One course must be a laboratory science)	
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)	
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)	
HUM	____	Humanities (See page 41 for list.) (6 hrs)	
MATH	1473	General College Math+ **or**	
MATH	1513	College Algebra+	
HPER	____	May be activity or other HPER course. (2 hrs)	
EDUC	1101	College Orientation	
General Education Electives		(See page 42 for list.) (4-6 hrs)	
Liberal Arts Elective			
At least one course from the following areas:			
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)	
Minimum Total Credit Hours			**62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
POLS 1113	POLS 2203	POLS 2603	POLS 2803
CJ 2603	3 credit hours from Support and Related	3 credit hours from Support and Related	5 credit hours from Support and Related

Pre-Education Associate in Arts Degree (0054)

Program Description
The goal of the Pre-Education Associate in Arts degree program is to prepare students with the proficiencies necessary to transfer to a baccalaureate program in elementary education, early childhood education or special education at a college or university. Specific objectives include providing students with:
• An applicable foundation identified by the baccalaureate degree institution in which they can specialize;
• A perspective from psychology and sociology from which they can analyze educational issues; and,
• A general education foundation from which to learn to communicate, to think critically and to analyze problems.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all Pre-Education graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **16**

Must earn a "C" or better in each course in this section for graduation.

ENGL	2113	Introduction to Literature+ **or**
ENGL	2223	American Literature from 1865+ **or**
ENGL	2323	English Literature from 1798+
PSYC	1113	Introduction to Psychology **or**
SOC	1113	Introduction to Sociology
MATH	1513	College Algebra+ **and**
MATH	2013	Structures of Math **or**
MATH	2023	Foundations of Geometry and Measurement
SCI	____	Science Elective (4 hrs)

Support and Related Requirements **15**

Students majoring in Elementary Education, Early Childhood Education, and Special Education should carefully select courses that will satisfy graduation requirements at the transfer institution. Students transferring to an Oklahoma institution should consult an academic advisor for specific course recommendations or refer to the transfer guide for their particular major and transfer institution. Elementary Education, Early Childhood Education and Special Education majors seeking certification in Oklahoma must take 12 credit hours in English, Math, Science and Social Studies. Courses taken in these areas must be completed with a grade of "C" or better for the course to satisfy degree requirements. In addition, Elementary Education, Early Childhood Education and Special Education majors must demonstrate listening and speaking skills in a foreign language at the novice-high level.

General Education Requirements **31**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (4 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
MATH		Requirement met by program
HPER	1102	Frist Aid **or**
HPER	1202	Health and Wellness
Liberal Arts Elective		Requirement met by program
EDUC	1101	College Orientation
SPCH	1213	Fundamentals of Speech

General Education Elective (Requirements met by program)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ENGL 1113	ENGL 1213	Physical Science	Science Elective
MATH	Life Science	(4 credit hours)	(4 credit hours)
PSYC 1113 **or**	(4 credit hours)		ENGL 2113 **or**
SOC 1113	MATH		ENGL 2223 **or**
			ENGL 2323

Psychology Associate in Arts Degree (0154)

Program Goal and Objectives
The Psychology Associate in Arts degree is designed to provide a program of study that empowers students to acquire the skills required to function efficiently within this rapidly emerging field.
The program emphasizes several specific goals for students:
• Develop an understanding of past and current theories derived from research in the field;
• Exercise and expand critical thinking and communication skills to engender life-long learning and amplify fulfillment in relationships;
• Appreciate diversity by increasing the understanding of psychological similarities and differences among people of various circumstances and backgrounds; and,
• Choose among a wide array of courses that provide in-depth excursions into the many and varied facets within the field.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all Psychology graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **9**
Must earn a "C" or better in each course in this section for graduation.

PSYC	1113	Introduction to Psychology
PSYC	2213	Developmental Psychology+
PSYC	2303	Personality Theories+

Support and Related Requirements **17**
At least six (6) hours of Psychology prefix courses must be taken.

CIT	1093	Microcomputer Applications
____	____	Foreign Language (1-5 hrs)
BIOL	1315	General Zoology
PHIL	1203	Introduction to History and Philosophy of Science
PSYC	1203	Personal Development
PSYC	2103	Human Relations
PSYC	2313	Introduction to Counseling+
PSYC	2323	Social Psychology+
PSYC	2403	Child Psychology+
PSYC	2413	Psychology of Human Sexuality+
PSYC	2503	Psychology Statistics+
PSYC	2603	Psychology of Organizational Behavior+
PSYC	2703	Psychology of Abnormal Behavior+
SOC/PSYC	2123	Sex and Gender

General Education Requirements **36**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER course (2 hrs)
EDUC	1101	College Orientation
General Education Electives		(See page 42 for list.) (4-6 hrs)
Liberal Arts Electives		(Requirements met by program)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
PSYC 1113	PSYC 2303 PSYC 2213	9 credit hours from Support and Related	8 credit hours from Support and Related

Secondary Education Associate in Arts Degree (0164)

Program Goal and Objectives
The goal of the Secondary Education Associate in Arts degree program is to prepare students to transfer to a baccalaureate program that will prepare them for careers in teaching grades 7 through 12. Specific objectives include preparing the student with:
• A foundation in their chosen areas of specialization including English-Language Arts, Foreign Language (French, Spanish, or German); Science; Mathematics; Business; Art; Music, (voice); Music, (piano); Social Sciences; or Physical Education; and,
• A general education foundation from which to learn to communicate, to think critically and to analyze problems.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all Secondary Education graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **23**
Must earn a "C" or better in each course in this section for graduation.
Secondary Education majors follow the suggested program in the academic areas of their anticipated teaching field.

General Education Requirements **39**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER courses (2 hrs)
General Education Electives		(See page 42 for list.) (2-3 hrs)
Liberal Arts Elective		
At least one course from the following areas:		
____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)
EDUC	1101	College Orientation
SPCH	1213	Fundamentals of Speech

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
ENGL 1113	ENGL 1213	BIOL	Physical Science
HIST 1483 **or**	POLS 1113	(3-4 credit hours)	(3-4 credit hours)
HIST 1493	MATH 1473 **or**	Liberal Arts Elective	9 credit hours of
Electives	MATH 1513	(3 credit hours)	Program Requirement
(3 credit hours)	HUM	9 credit hours of	courses in Teaching
HUM	(3-credit hours)	Program Requirement	Specialty
(3 credit hours)	HPER	courses in Teaching	SPCH 1213
3 credit hours	(2 credit hours)	Specialty	
of Program	2 credit hours		
Requirement courses	of Program		
in Teaching Specialty	Requirement courses		
	in Teaching Specialty		

Social Sciences Associate in Arts Degree • General Option (0264-01)

Program Goal and Objectives
The goal of the Social Sciences Associate in Arts degree program, General Option, is to provide students the foundation necessary to transfer to a related baccalaureate degree program at a four-year college or university. Specific objectives include providing students with:
• A broad based introduction to the Social Sciences;
• A understanding of a variety of specific areas of the social sciences to gain a sense of how they interrelate; and
• A general education foundation from which to learn to communicate, to think critically and to analyze problems.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all Social Sciences graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **18**

Must earn a "C" or better in each course in this section for graduation.

PSYC	1113	Introduction to Psychology
SOC	1113	Introduction to Sociology

At least one 3-credit hour course from **four** of the following areas:

CJ ____
ECON ____
GEOG ____
HIST ____
POLS ____
PSYC ____
SOC ____

Support and Related Requirements **10**

While there are no restrictions on Support and Related courses (as long as they are college-level classes), students should consult the catalog of the institution from which they will receive a bachelor's degree before selecting courses.

General Education Requirements **34**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+
HPER	____	May be activity or other HPER course (2 hrs)

Liberal Arts Elective

At least one course from the following areas:

____	____	Social Sciences, Foreign Languages, Fine Arts, (Art, Music, Theatre) (3 hrs.)
EDUC	1101	College Orientation
General Education Elective		(Requirements met by program)

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
PSYC 1113	SOC 1113	Program	Program
3 credit hours from	3 credit hours from	Requirements	Requirements
Support and Related	Support and Related	(6 credit hours)	(6 credit hours)
			5 credit hours from
			Support and Related

Social Sciences Associate in Arts Degree • Women's Studies (0264-03)

Program Goal and Objectives
The goal of the Social Sciences Associate in Arts degree program—Women's Studies option is to provide an appreciation and an understanding of the impact of women on the past and on the present. This comprehensive program has been designed to transfer as an undergraduate lower division course work to Social Studies or Women's /Gender Studies baccalaureate program at a college or university. Specific objectives include providing students with:

- A broad perspective on the past through intensive study of particular nations, regions, periods, and selected problems;
- Supportive course work to allow students to understand and analyze the past based on history, literature, politics, geography, economics, sociology, and language; and,
- A general education foundation from which to learn to communicate, to think critically and to analyze problems.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all Women's Studies graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413
+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **12**

Student must earn a "C" or better in each course in this section for graduation.

HIST	2133	Women's History
HIST	2263	Women's Studies
ENGL	2253	Women in American Literature
POLS	2093	Women and Politics

Support and Related Requirements **12**

CJ	2303	Cultural Diversity and Criminal Justice
HIST	2553	Frontier Women
HIST	2583	LGBT History
PSYC	2103	Human Relations
PSYC	2413	Psychology of Human Sexuality
SOC	1113	Introduction to Sociology
SOC	2123	Sex and Gender
SOC	2223	Social Problems
SOC	2403	The Family in Society
SOC	2503	Crime and Delinquency
SOC	2513	Marriage and Family Relations

General Education Requirements **38**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 or
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	1473	General College Math+ or
MATH	1513	College Algebra+
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER course (2 hrs)
EDUC	1101	College Orientation
General Education Elective		(See page 42 for list.) (5-7 hours)
Liberal Arts Elective		(Requirements met by program)

Minimum Total Credit Hours **62**

Social Sciences Associate in Arts Degree • Native American Studies Option (0264-05)

Program Description
The goal of the Social Sciences Associate in Arts degree program, Native American Studies Option, is to provide students the foundation necessary to transfer to a related baccalaureate degree program at a four-year college or university. Specific objectives include providing students with:

- A understanding of Native American history, culture, values, philosophy and literature;
- An appreciation for cultural differences;
- A broad based introduction to the Social Sciences;
- A understanding of a variety of specific areas of the social sciences to gain a sense of how they interrelate; and
- A general education foundation from which to learn to communicate, to think critically and to analyze problems.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all Social Sciences graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **15**
Must earn a "C" or better in each course in this section for graduation.

NAS	1113	Introduction to Native American Studies
NAS	2803	Federal Indian Policy and Tribal Sovereignty
ENGL	2233	Literature of American Indians
HIST	2503	American Indian History
____	_____	Three hours in one of the following: CJ, ECON, GEOG, HIST, POLS, PSYC, SOC

Support and Related Requirements **13**
While there are no restrictions on Support and Related courses (as long as they are college-level classes), students should consult the catalog of the institution from which they will receive a bachelor's degree before selecting courses.

General Education Requirements **34**

ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 **or**
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 **or** any METR except METR 1121 or METR 1131) (3-4 hrs)
HUM	____	Humanities (See page 41 for list.) (6 hrs)
MATH	1473	General College Math+ **or**
MATH	1513	College Algebra+
HPER	____	May be activity or other HPER course (2 hrs)
EDUC	1101	College Orientation
Liberal Arts Elective		
____	____	At least one course from the following areas: Social Sciences, Foreign Languages, Fine Arts (Art, Music, Theatre) (3 hrs)
General Education Elective		(Requirement met by program)

Minimum Total Credit Hours **62**

Sociology Associate in Arts Degree • General Option (0184-01)

Program Description
The goal of the Sociology Associate in Arts degree program is to provide the highest quality education in Sociology. This will provide students with a firm foundation, allowing them to transfer to baccalaureate programs in the field of sociology and other social science programs. It also prepares students for work in a myriad of other areas by teaching them ways to understand their environment. Specific objectives in sociology include:
• Understanding how social theory applies in the study of society;
• Developing the analytic/research skills for studying, understanding, and addressing major social issues;
• Providing topic-specific knowledge of crime, family social problems, and other areas of sociology; and,
• Developing critical thinking skills useful in the application of sociology to contemporary issues.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements			**12**
Must earn a "C" or better in each course in this section for graduation.			
SOC	1113	Introduction to Sociology	
SOC	2223	Social Problems	
SOC	2403	The Family in Society+	
SOC	2503	Crime and Delinquency	
Support and Related Requirements			**11**
CIT	1093	Microcomputer Applications	
CJ	1103	Introduction to the Criminal Process	
ECON	2403	Principles of Macroeconomics	
GEOG	1103	Elements of Human Geography	
HIST	1203	African American History **or**	
HIST	2133	Women's History **or**	
HIST	2503	American Indian History	
JCOM	1203	Introduction to Mass Media	
PSYC	2103	Human Relations	
PSYC	2323	Social Psychology+	
PSYC	2413	Psychology of Human Sexuality+	
PSYC	2503	Psychology Statistics+	
SOC	2091-3	Special Topics in Sociology+	
SOC	2113	Introduction to Social Work	
SOC/PSYC	2123	Sex and Gender	
____	____	Any foreign language (1-11 hours)	
General Education Requirements			**39**
ENGL	1113	English Composition I	
ENGL	1213	English Composition II+	
HIST	1483	U.S. History to 1877 **or**	
HIST	1493	U.S. History since 1877	
POLS	1113	American Federal Government	
SCIENCE		(One course must be a laboratory science)	
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)	
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)	
MATH	1473	General College Math+ **or**	
MATH	1513	College Algebra+	
HUM	____	Humanities (See page 41 for list.) (6 hrs)	
HPER	____	May be activity or other HPER course (2 hrs)	
EDUC	1101	College Orientation	
General Education Elective		(See page 42 for list.) (4-6 hours)	
Liberal Arts Elective		At least one course from the following areas: Social Sciences, Foreign Languages, Fine Arts (Art, Music, Theatre) (3 hrs)	
____	____		
Minimum Total Credit Hours			**62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
SOC 1113	SOC 2223	SOC 2403	SOC 2503
	3 credit hours from Support and Related	3 credit hours from Support and Related	5 credit hours from Support and Related

Sociology Associate in Arts Degree • Counseling/Social Work Option
(0184-02)

Program Description
The goal of the Sociology Associate in Arts degree program is to provide the highest quality education in Sociology. This will provide students with a firm foundation, allowing them to transfer to baccalaureate programs in the field of sociology and other social science programs. It also prepares students for work in a myriad of other areas by teaching them ways to understand their environment. Specific objectives in sociology include:
• Understanding how social theory applies in the study of society;
• Developing the analytic/research skills for studying, understanding, and addressing major social issues;
• Providing topic-specific knowledge of crime, family social problems, and other areas of sociology; and,
• Developing critical thinking skills useful in the application of sociology to contemporary issues.

Program Outcomes Assessment
The Program Requirements contain the competencies needed for all graduates. Successful completion of these courses (with a grade of "C" or better) will demonstrate mastery of those competencies.

Degree Awarded
Associate in Arts

For Information Contact:
Social Sciences Division
(405) 733-7413

+Check course description for prerequisites.

Please note: Students should enroll in a combination of General Education Requirements and Program Requirements to complete the degree.

Program Requirements **18**

Must earn a "C" or better in each course in this section for graduation.

PSYC	1113	Introduction to Psychology
PSYC	2313	Introduction to Counseling+ **or**
PSYC	2103	Human Relations
SOC	1113	Introduction to Sociology
SOC	2113	Introduction to Social Work

Select six hours from the courses listed below:
PSYC 2103 Human Relations
PSYC 2213 Developmental Psychology+
PSYC 2323 Social Psychology+
SOC 2223 Social Problems
SOC 2403 Family in Society
SOC 2503 Crime and Delinquency

Support and Related Requirements **8**

Students should consult the catalog of the institution from which they will receive a baccalaureate degree before selecting support and related coursework. Choose from Criminal Justice, Economics, Geography, History, Political Science, Psychology, Sociology, or Foreign Language course(s).

General Education Requirements **36**

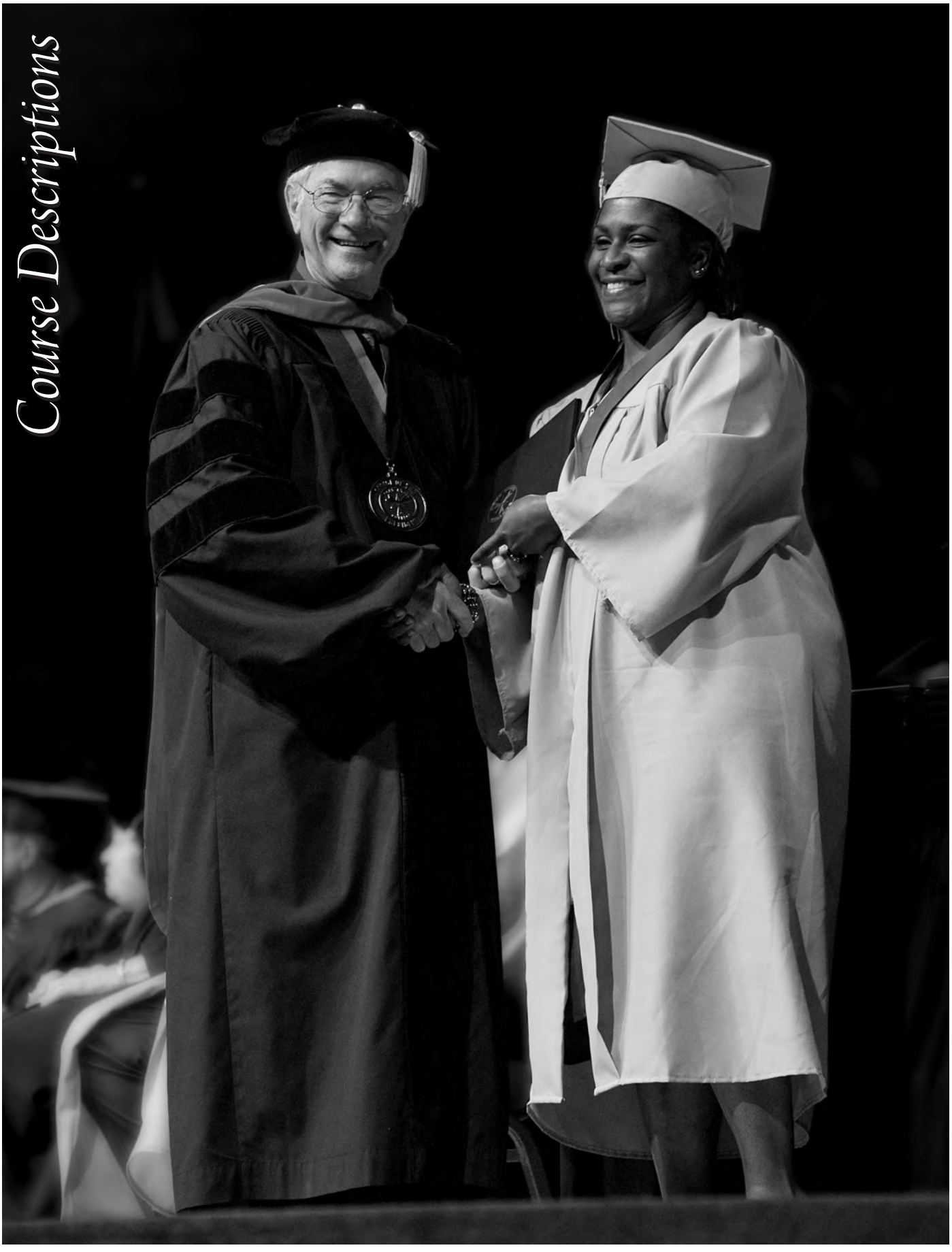
ENGL	1113	English Composition I
ENGL	1213	English Composition II+
HIST	1483	U.S. History to 1877 or
HIST	1493	U.S. History since 1877
POLS	1113	American Federal Government
SCIENCE		(One course must be a laboratory science)
BIOL	____	(Must have a BIOL prefix, or HSBC 1104, HSBC 2103, or HSBC 2114) (3-4 hrs)
Physical Science		(Must be ASTR, CHEM, ENSC 1103, GEOG 1114, GEOL, PHSC, PHYS prefix excluding PHYS 1613 or any METR except METR 1121 or METR 1131) (3-4 hrs)
MATH	1473	General College Math+ or
MATH	1513	College Algebra+
HUM	____	Humanities (See page 41 for list.) (6 hrs)
HPER	____	May be activity or other HPER course (2 hrs)
EDUC	1101	College Orientation
General Education Elective		(See page 42 for list.) (4-6 hours)
Liberal Arts Elective		Requirement met by program

Minimum Total Credit Hours **62**

Suggested order of enrollment:

First Semester	Second Semester	Third Semester	Fourth Semester
SOC 1113 3 credit hours from Support and Related	PSYC 1113 SOC 2113	PSYC 2103 **or** PSYC 2313 3 credit hours from Support and Related	3 credit hours from program requirements 5 credit hours from Support and Related

Course Descriptions



Arrangement: All course descriptions are arranged in alphabetical order by prefix (example: Accounting prefix, ACCT), then in numerical order. Prerequisites and laboratory fees are included as a part of the course description.

Course Numbering: The course numbers consist of four digits. The first digit indicates the level of the course: (0) Pre-collegiate, (1) freshman, (2) sophomore. The last digit indicates the number of semester hours of the course. The middle two digits identify the course within the department or subdivision. Example PSYC 1203, freshman-level course for three credit hours. Generally, zero-level courses do not apply toward a degree but are provided to address high school curricular requirements and to prepare students for college-level courses.

Lecture-Lab-Credit: Each course name is followed by a three-digit sequence of numbers in parentheses, which indicates lecture hours, laboratory hours, and credit hours. For example, HES 1213 Clothing Selection and Construction (1-4-3) meets one lecture hour and four laboratory hours each week in a sixteen-week session for three hours credit; double the number of class hours and the laboratory hours for a class in the eight-week session.

Accounting (ACCT)

ACCT 2091-4 Selected Topics in Accounting (VAR)
This course is designed to meet accounting application requirements and skill enhancements in industry and personal use. May be repeated for a maximum of 4 credit hours.

ACCT 1123 College Accounting Procedures (3-0-3)
Sole proprietorship and corporation accounting procedures for both service and merchandising concerns, including the fundamental procedures for double-entry accounting, the accounting cycle, preparation of financial statements, accrual versus cash basis accounting, depreciation, and inventory cost flows. Lab fee $10.00. [Fa,Sp,Su]

ACCT 2103 Financial Accounting (3-0-3)
An introduction to financial accounting concepts and principles, and the development of financial accounting information. The material is developed from the perspective of a user. Discussion will center on how users analyze and interpret financial information in the decision-making process. Lab fee $10.00.Prerequisite: ACCT 1123 or equivalent. [Fa,Sp,Su]

ACCT 2191-3 Accounting Internship (Variable)
A supervised on-the-job training experience in an appropriate business, industry, government agency, or institution. Approved internships will meet part of the program requirements for the Associate in Applied Science degree. Prerequisites: ACCT 2203 and approval of Faculty Coordinator (or Accounting Professor) and Accounting Chairperson. [Fa,Sp,Su]

ACCT 2203 Managerial Accounting (3-0-3)
Introduction to managerial accounting. Emphasis on cost behavior and its uses for both short- and long-term decisions; including the concept of the budget and standards for planning and performance evaluation. Specific coverage includes manufacturing costs and control, cost behavior, profit planning, break-even analysis, and the decision-making process. Lab fee $10.00. Prerequisite: ACCT 2103. [Fa,Sp,Su]

ACCT 2213 Governmental and Not-for-Profit Accounting (3-0-3)
A study of the principles and concepts underlying general fund accounting and the use of special funds as applicable to government agencies and not-for-profit agencies. Prerequisite: ACCT 2103. [SP (pm)]

ACCT 2313 Intermediate Accounting I (3-0-3)
An in-depth study of the following: cash, investments, receivables, inventories, plant and equipment, and intangible assets. Prerequisite: ACCT 2203. [FA (pm)]

ACCT 2323 Cost Accounting (3-0-3)
An in-depth study of basic cost principles, job order costing, process costing, accounting for materials, labor, and overhead costs. Prerequisite: ACCT 2203. [FA (pm)]

ACCT 2333 Intermediate Accounting II (3-0-3)
An in-depth study of contingent and deferred liabilities, special activity affecting stockholders equity and the preparation and analysis of the financial reports. Prerequisite: ACCT 2313. [Sp (pm)]

ACCT 2343 Short-Term Financial Management (3-0-3)
An in-depth study of short-term financial management and financial statement analysis. Topics include: cash management, credit and collections; payables management; bank relations; short-term investing and borrowing; and, management of interest rate and foreign exchange risks. The class will provide preparation for students wishing to take the Certified Treasury Professional (CTP) exam. Prerequisites: BA 1103 [Fa(pm)]

ACCT 2403 Personal Income Tax (3-0-3)
A brief historical sketch of federal income tax with emphasis on completing individual income tax returns, including gross income, deductions for and from adjusted gross income, and tax credits. [Fa,Sp (pm)]

ACCT 2413 Small Business Income Tax (3-0-3)
An introduction to the requirements necessary to prepare federal income tax returns for small businesses, sole-proprietorships, partnerships, S corporations, and corporations. Emphasis will be in the determination of the revenues, expenses, gross profit, and taxable income of small businesses and preparation and filing of the Federal Income Tax return. Prerequisite: ACCT 2403 [Sp (pm)]

ACCT 2603 Computer Accounting (3-0-3)
This course covers the input of accounting data into the-Computer using spreadsheets and commercial accounting software. Emphasis is on how accounting software processes information to obtain output of financial statements and fiscal year reports. Lab fee $10.00. Prerequisites: ACCT 1123 [Fa,Sp]

ACCT 2903 ACAT Review Course (3-0-3)
Prepares the student for ACAT Comprehensive Examination for Accreditation in Accountancy. Also guides the student in dealing with ethics, internal control, fraud and financial statement analysis in the accounting environment. Grade received in course will be S/U - must maintain 70% average on the required work and exams to receive "S" grade. Prerequisite: ACCT 2313.

Administrative Office Technology (AOT)

AOT 1103 Keyboarding/Typewriting I (3-0-3)
This course is designed for the beginning keyboarding/typewriting student to develop his/her manipulative ability and to study information essential to the effective use of keyboard equipment. After learning the keyboard, students will concentrate on the rapid and controlled application of ability and information to communication problems involving personal correspondence and simple business materials including letters, forms, tabulation, rough drafts, interoffice memoranda, etc. Lab fee $10.00.

AOT 1203 Keyboarding/Typewriting II (3-0-3)
Utilizing a microcomputer and software package, the keyboarding/typewriting student will continue the development of his/her manipulative ability including handling of materials, making format adjustments, following directions, proofreading, and making corrections. Emphasis is placed on applying in-depth knowledge and understanding associated with the use of the skill through the application of problem-solving applied to business documents. Lab fee $10.00. Prerequisite: AOT 1103 or equivalent.

Art (ART)

ART 1103 Art Appreciation (3-0-3)
Art Appreciation is the study of art from a variety of different

backgrounds and cultures as both product and process. It is a course designed to develop an awareness and appreciation of art through the study of art terms, artists, techniques, and cultures. Aesthetic judgment making an evaluation of art from different times and places is stressed. This course may be taken as Humanities credit for General Education requirements. Open to non-art majors. Not open to art majors for elective credit or Support and Related Requirements section.

ART 1213 Drawing I (2-2-3)
Drawing I will develop the students' understanding of the basic concepts of drawing and their powers of observation. Students will work with various media utilizing a variety of sources and environments. Line drawing, gesture, value rendering, and pictorial organization will be addressed using a variety of dry drawing mediums. Required for all art majors. Open to any students desiring focused experience in the depiction of natural forms on a two-dimensional surface.

ART 1223 Drawing II (2-2-3)
Drawing II will continue to develop students' understanding of the concepts of drawing. Students will continue to develop their skills in media by using a variety of sources and environments. A continuation of ART 1213, Drawing II will emphasize wet and dry mediums and an expansion of subject and content possibilities to further develop traditional and personal expression in drawing. Required for all art majors. Open to students interested in continuing their exploration of drawing techniques. Prerequisite: ART 1213 or equivalent.

ART 1313 Fundamentals of Art I (2-2-3)
Fundamentals of Art I is a study of the principle elements of two- dimensional design. Those elements include color, perspective, fundamental drawing concepts and compositional elements. An understanding and use of the basic elements (line, shape, value, space) and principles (unity, rhythm, contrast, balance) will be addressed through a variety of mediums. Required for all art and multimedia majors.

ART 1323 Color I (2-2-3)
Color I is a study of color theories and perception and the application of color principles to a variety of design problems. Color mixing, composition, color harmonies, and rendering techniques through a variety of materials and mediums will be addressed. Knowledge of basic drawing and design is assumed. Required for all art majors.

ART 2091-4 Special Topics in Art (Variable)
This course provides the individual or group as designated by the professor opportunity to pursue topics considered advanced study beyond those presented in regular required and recommended elective courses in art. Variable credit 1 to 4 hours may be repeated with change of content. Maximum credit up to 12 hours is allowed. Offered as professor's schedule permits. Basic knowledge is assumed. Permission of professor required.

ART 2513 Painting I (2-2-3)
Composition and fundamentals of painting with acrylics or oils. Development of individual expression in form and color through study of styles and techniques. Elective for all art majors desiring painting experience. Lab fee: $10.00. Prerequisites: ART 1213, ART 1323, or equivalent.

ART 2523 Painting II (2-2-3)
A continuation of ART 2513 with emphasis on contemporary approaches in techniques, composition, and style with various types of subject and design problems. Elective for all art majors desiring experience in painting. Lab fee: $10.00. Prerequisites: ART 1213, ART 1323, ART 2513, or equivalent.

ART 2603 Water Color (2-2-3)
An expression and study of watercolor composition and techniques using traditional and individual approaches. Prerequisites: ART 1213, ART 1313, ART 1323, or equivalent.

ART 2813 Art History Survey I (3-0-3)
Art History Survey I is a study of the arts, artists, and their cultures from prehistoric man through the Renaissance. Required for art majors. Open to any interested student. Approved as Humanities credit for General Education requirements. (Fall only.)

ART 2823 Art History Survey II (3-0-3)
Art History Survey II is a study of the arts, artists, and their cultures from the Renaissance through the present. Required for art majors. Open to any interested student. Approved as Humanities credit for General Education requirements. (Spring only.)

ART 2893 Ceramics I (2-2-3)
Ceramics I covers a variety of building techniques, glazing, and ceramics technology. This is an introductory course in hand-building methods and some basic wheel-throwing, surface decoration, glazing, and firing. This course is highly recommended for art majors desiring experience in a three-dimensional medium. Fee: $10.00

ART 2902 Capstone Project (0-2-1)
An exit/assessment project required for all students completing a Liberal Studies degree with the Art emphasis. Enrollment in and completion of this project is to be done during the semester the student plans to graduate. Students will be required to apply basic art foundation principles learned from required program courses to the development and completion of one original project and to submit an original, documented paper covering a topic related to art history. The projects will be developed under the guidance and direction of appropriate faculty. Prerequisite: ART 1213, ART 1313, & ART 2813 or 2823. Previous completion of or concurrent enrollment in ART 1323.

Applied Technology (AT)

AT 1003 Occupational Fundamentals and Safety (VAR) (0-6-3)
This course is designed to provide an industry overview as well as generalized skills including safety as needed by future technicians in a variety of career fields. Classes will be offered on metropolitan technology center campuses. By Oklahoma State Regent for Higher Education policy, this course is applicable to associate in applied science degrees only.

AT 1103 Beginning Applications (VAR) (0-6-3)
This course is designed to develop beginning skills and techniques in an applied setting. Classes will be offered at metropolitan technology center campuses. By Oklahoma State Regent for Higher Education policy, this course is applicable to associate in applied science degrees only.

AT 1203 Intermediate Applications (VAR) (0-6-3)
This course is designed to develop intermediate skills and techniques in an applied setting. Classes will be offered on metropolitan technology center campuses. By Oklahoma

State Regent for Higher Education policy, this course is applicable to associate in applied science degrees only.

AT 1303 Advanced Applications (VAR) (0-6-3)
This course is designed to develop advanced skills and techniques in an applied setting. Classes will be offered on metropolitan technology center campuses. By Oklahoma State Regent for Higher Education policy, this course is applicable to associate in applied science degrees only.

AT 1403 Operations and Management (VAR) (0-6-3)
This course is an orientation to specialized procedures and management used in different technical fields. Classes will be offered on metropolitan technology center campuses. By Oklahoma State Regent for Higher Education policy, this course is applicable to associate in applied science degrees only.

AT 2081-4 Special Projects (Variable)
This course is designed to develop advanced skills which are applied to special projects related to the student's career goals. Classes will be offered on metropolitan technology center campuses. By Oklahoma State Regent for Higher Education policy, this course is applicable to associate in applied science degrees only.

AT 2091-4 Special Topics (Variable)
This course will address selected topic(s) which deal with current issues within the industry. Classes will be offered on metropolitan technology center campuses. By Oklahoma State Regent for Higher Education policy, this course is applicable to associate in applied science degrees only.

AT 2191-4 Internship (Variable)
A supervised on-the-job training experience in an appropriate business, industry, government agency, or institution will be provided in this course. Classes will be offered on metropolitan technology center campuses. By Oklahoma State Regent for Higher Education policy, this course is applicable to associate in applied science degrees only.

Astronomy (ASTR)

ASTR 1401 Astronomy Lab (0-0-1)
An elementary introduction to experimental and observational techniques in astronomy, utilizing computer simulations, naked-eye observations, telescopes, and graphing/measurement techniques. Laboratory exercises will be performed both during the day and night, with opportunities for nighttime observations at an observatory. Prerequisite: ASTR 1424 or ASTR 1713 or ASTR 1723 or concurrent enrollment.

ASTR 1424 Elementary Astronomy (4-0-4)
The history, principles, and techniques of astronomy will be explored as they relate to the scientific method. Contemporary areas of interest are also explored to demonstrate the progression of science. General education course for non-science majors to fulfill four hours Physical Science requirement. Prerequisite: Student must be eligible to enroll in a college-level math course.

ASTR 1713 Solar System Astronomy (3-0-3)
An overview of human knowledge, including recent discoveries, regarding our solar system and motions within the sky. In-depth investigations into the tools of astronomy; nature of light; formation of our solar system as well as physical characteristics of solar system bodies; including: Mercury, Venus, Earth, Mars, Jupiter, Saturn, Uranus, Neptune, Pluto and minor solar system constituents such as satellites, comets, asteroids and meteoroids. Prerequisite: MATH 1513 or concurrent enrollment.

ASTR 1723 Stellar and Galactic Astronomy (3-0-3)
An overview of human knowledge, including recent discoveries, regarding stars, galaxies and the universe. In-depth investigations into the tools of astronomy; nature of light; star formation; structure and evolution of the Sun and stars; stellar remnants (white dwarfs, neutron stars and black holes); galactic formation; dark matter; galactic clusters; Hubble's Law; the Big Bang and the large scale structure and evolution of the universe. Prerequisite: MATH 1513 or concurrent enrollment.

Aviation (AVI)

AVI 1011 Flight Safety (1-0-1)
Student studies material necessary for safe conduct of flight, emergency preparedness, and survival of emergency landings.

AVI 1014 Private Pilot Ground School (4-0-4)
The student studies aerodynamics, flight instruments, navigation, meteorology, weight and balance, and physiology as the topics relate to obtaining a FAA private pilot license. Students may take the FAA Private Pilot written knowledge exam upon completion of this course.

AVI 1025 Private Pilot Flight Training (2-6-5)
This flight training course is in accordance with Part 61 of the Federal Aviation Regulations. Dual instruction and supervised solo flight practice are conducted by instructors certified by the Federal Aviation Administration. Students may elect to make their own arrangements for training aircraft and instruction; or for a special fee, Rose State College will select an approved vendor who will provide the required training. Training provided through Rose State College will include 25 hours dual, 20 hours solo, and 1 1/2 hours for FAA Flight Exam (46 1/2 hours total). All expenses beyond the above flight and instructional times must be borne by the student. Prerequisites: AVI 1014 or concurrent enrollment, FAA Class III Aviation Medical Certificate and Permission of professor required.

AVI 1134 Commercial Pilot Flight Training I (2-4-4)
This flight training course is in accordance with Part 61 of the Federal Aviation Regulations. This is approximately half of the flight training required to prepare a pilot to take the Federal Aviation Administration flight test for the Commercial Pilot-Airplane (Single-Engine Land) Rating. This course, followed by AVI 2332, is an integral package of training leading to the Commercial Pilot-Airplane (Single-Engine Land) Rating. Students may elect to make their own arrangements for all of this package; or, for a special fee, Rose State College will select an approved vendor who will provide the required training and flight testing for the entire integrated package. Students may not elect to have Rose State College provide only a part of this two-course package. All expenses beyond the above flight and instructional times must be borne by the student. Prerequisites: AVI 1025 or concurrent enrollment and FAA Class II Medical Certificate.

AVI 2033 Aviation Law (3-0-3)
A study of the development of aviation law, through enactment of laws and judicial decisions applying those laws. Responsibilities and liabilities of public and private air carriers. Local, federal, and international laws forming the present legal structure and possible future changes.

AVI 2091-6 Special Topics in Aviation (Variable)
A directed individual or class study of special topics in aviation. May be repeated twice with different topics Lab fee $10.00. Permission of professor required.

AVI 2123 Aviation History (3-0-3)
This course studies the development of Aviation/Aerospace from its early beginning of attempting to imitate the flight of birds to the flight of present day high performance aircraft and space vehicles. An introductory understanding of the aerodynamics of balloons, airships, airplanes and rotocraft is provided. Emphasis is placed on the technical development of Aviation/Aerospace as well as the national and political factors which stimulate growth.

AVI 2134 Aviation Management (3-2-4)
Business principles and practices applicable to the broad field of general aviation. Will include a brief overview of the development of the aviation industry and its management principles, functions, and practices as they relate to the smaller type of general aviation business. Will also include on-site observation and evaluation of fixed base operations to allow the student the opportunity to relate academic study to actual business practice. Prerequisite: MGMT 2103 or equivalent.

AVI 2233 Aircraft Powerplants and Related Systems (3-0-3)
This course is designed to provide those wishing to become professional pilots an understanding of the theory and operating principles of reciprocating and gas-turbine engines and related systems used on power aircraft. This course is pilot-oriented; maintenance, testing, and inspection are not addressed. Prerequisite: AVI 1014 or equivalent.

AVI 2243 Commercial Pilot Ground School (3-0-3)
The student studies all pertinent material for, and is required to pass, the written exam for the FAA Commercial Pilot Rating. Multi-engine land normal and emergency performance characteristics are presented and demonstrated in the flight simulator. Prerequisite: AVI 1014 or hold a Private Pilot Certificate.

AVI 2332 Commercial Pilot Flight Training II (1-3-2)
This flight training course is in accordance with Part 61 of the Federal Aviation Regulations. This is the second half of an integrated flying package which prepares a pilot to take the FAA flight test for the Commercial Pilot-Airplane (Single-Engine Land) Rating Students may elect to make their own arrangements for all of the flight training in courses AVI 1134 and AVI 2332; or, for a special fee, Rose State College will select an approved vendor who will provide the required training and flight testing for the entire integrated package. Students may not elect to have Rose State College provide only a part of this two-course package. All expenses beyond the above flight and instructional times must be borne by the student. Prerequisites: AVI 1134, AVI 2243, AVI 2433, and AVI 2233 or concurrent enrollment, and FAA Class II Aviation Medical Certificate.

AVI 2414 Instrument Pilot Ground School (4-0-4)
The student studies instrument procedures, enroute structure, approach charts, weather and flight planning for FAA instrument flight, and may take the written knowledge exam for the FAA Instrument Rating upon completion of course. Prerequisite: AVI 1014 or hold a minimum of a FAA Private Pilot certificate.

AVI 2424 Basic Instrument Flight Simulation (3-2-4)
This course provides the VFR qualified pilot with the knowledge and practice in fundamental aircraft control and navigation, solely by reference to the aircraft's instrumentation. Classroom lectures, individual tutoring, 12 hours dual simulator instruction, and 16 hours of solo simulator practice provide a firm base for subsequent training in actual flight conditions. Lab fee $20.00 Prerequisites: FAA Private Pilot Certificate and Permission of AVI Coordinator required.

AVI 2433 Navigation and Instrument Flight (3-0-3)
A study in flight preparation ranging from simple pilotage, dead-reckoning, etc., to advanced all weather, high altitude, and extended range operations. Emphasis is placed on achieving optimum performance through the enlightened use of manufacturer's flight planning data and efficient route planning. Prerequisite: AVI 1014.

AVI 2442 Advanced Instrument Flight Simulation (1-2-2)
This is a follow-up course to AVI 2424. It introduces instrument approaches to landing and all facets of instrument flight in the low altitude structure. Individual tutoring, 12 hours dual simulator instruction and 16 hours solo simulator practice provide the student with FAA approved instruction. Standards for completion are the same as for the instrument flight exam. Course may be repeated twice, once with concurrent enrollment in AVI 1134 or AVI 2332 and once with concurrent enrollment in AVI 2443. Lab fee $20.00. Prerequisite: AVI 2424 or FAA Instrument Rating.

AVI 2443 Instrument Flight Training (1-4-3)
This flight training course is in accordance with Part 61 of the Federal Aviation Regulations. It presumes that the student will have satisfied 20 of the required 40 hours of dual flight instruction in the Rose State College instrument flight simulator courses. Therefore, the student who wishes Rose State College to provide the training, for a special fee, will receive 40 hours solo cross-country flight time and 20 hours of dual flight instruction, plus 2 1/2 hours allotment for an FAA flight test, and 10 hours of "solo" simulator time. Students may elect to obtain the required training, testing, and simulator time (as needed) from any authorized source without paying Rose State College any special fee. Prerequisites: AVI 1025 or concurrent enrollment; FAA Class III Aviation Medical Certificate; Permission of professor required.

AVI 2712 A/P General License (2-0-2)
This course prepares the student who has met appropriate experience requirements to take the FAA Airframe/ Powerplant General written exam. This course will also provide the pilot or airport manager foundation knowledge concerning the maintenance of aircraft and the governing FAA regulations. Students should contact the FAA Flight Standards District Office for an endorsement to take the written exam.

AVI 2714 A/P Airframe License (4-0-4)
This course reviews the practices, procedures, materials, techniques and governing FAA regulations that apply to the repair and maintenance of the airframe of an aircraft. This course prepares the student who has met appropriate experience requirements to take the FAA Airframe written exam. Students should contact FAA Flight Standards District Office for an endorsement to take the written exam.

AVI 2724 A/P Powerplant License (4-0-4)
This course reviews the practices, procedures, materials, techniques, etc., and governing FAA regulations that apply to the repair and maintenance of aircraft engines

(powerplants). This course prepares the student who has met appropriate experience requirements to take the FAA Powerplant written exam. Students should contact FAA Flight Standards District Office for an endorsement to take the written exam.

Business Administration (BA)

BA 1073 Introduction to E-Commerce and the Internet (3-0-3)
Introduction to E-Commerce and the Internet is the foundational study of e-business and the internet infrastructures. Concentration will be given on the study of how e-commerce is redefining business functions, communications, and delivery of information on the internet systems and the networks supporting the electronic communications. Topics include: history of the search tools and skills, e-commerce infrastructure, e-business environment and security, web models, intra-business, and the current trends of e-business and society. Lab fee: $10.00.

BA 1103 Business Math (3-0-3)
This course is designed to give a brief overview of the fundamental operations of arithmetic, common and decimal fractions, and percentages. Application of those fundamental operations to cash and trade discounts, merchandising, simple and compound interest, depreciation, and credit is studied. Prerequisite: A satisfactory assessment score on the arithmetic test of the Compass exam or MATH 0103. (BA 1103, Business Math does not satisfy a general education math requirement.) [Fa, Sp, Su]

BA 1303 Introduction to Business (3-0-3)
An introductory course for students specializing in business fields; survey of basic principles, forms, and practices involved in administration of the business firm in the American economy. [Fa, Sp, Su]

BA 1403 Business English (3-0-3)
A course designed to provide intensive concentration on the principles of spelling, punctuation, capitalization, word forms, sentence structure, and proofreading, particularly as they apply to business. [Fa (am)]

BA 1513 Principles of Real Estate (3-0-3)
A principles course designed to give the student a fundamental background for the real estate industry. Included in the course are sections on the Oklahoma real estate laws, laws of agency, contracts, deeds, mortgages, property appraising. This course qualifies the student to sit for the Oklahoma Real Estate Commission Examination for a Provisional Sales Associate's License.

BA 2103 Principles of Risk Management and Insurance (3-0-3)
This course will introduce students to the terminology, concepts, and procedures commonly identified with risk management, insurance, and financial planning. Additionally, this course will provide comprehensive coverage of risk management, insurance regulations, and the various parts, types, and functions of insurance policies and contracts.

BA 2091-4 Special Topics in Business (Variable)
Selected topic(s) from one of the subject areas offered by the Business Division. May be repeated for up to a total of four credit hours. Permission of Division Dean and three courses in the major area as determined by the nature of the program of study. [Fa, Sp, Su]

BA 2191-4 Business Administration Internship (Variable)
A supervised on-the-job training experience in an appropriate business, industry, government agency, or institution. Approved internships will meet part of the program requirements for the Associate in Applied Science degree. May be repeated for up to 4 hours of credit. Prerequisites: Approval of Business Division Dean and employer. [Fa, Sp, Su]

BA 2203 Business Law I (3-0-3)
A study of general principles of the law of contracts, agencies, torts, bailments, employer-employee relationships. Prerequisite: Sophomore standing. [Fa, Sp]

BA 2303 Business Law II (3-0-3)
A study of general legal principles relating to sales contracts, commercial paper, negotiable instruments, agency, property, the environment and labor. Prerequisite: BA 2203.

BA 2313 Law and Banking: Principles (3-0-3)
This course is a banker's guide to law and legal issues with special emphasis on the Uniform Commercial Code. Upon successfully completing this course, students will have a practical understanding of: sources and applications of banking law, torts, crimes, contracts, real and personal property, bankruptcy, and legal implications of consumer lending.

BA 2343 E-Business Development and Evaluation (3-0-3)
This course examines the multifaceted E-business processes and underpinnings as it relates to both the local and global economies. Students explore key E-business processes (site planning, risk analysis, and assessment). Students will create an E-business layout and an assessment to evaluate the effectiveness of the E-business structure.

BA 2363 E-Business Issues: CRM and SCM (3-0-3)
This course deals with Customer Relationship Management or CRM (keeping the customer) and Supply Chain Management or SCM (delivering the goods or services) issues in E-commerce. The course is designed as a survey course where students will become engaged in discussion-oriented sessions. While this course will touch on the use of CRM and SCM in traditional brick-and-mortar enterprises, the focus will be on their use in an E-commerce environment. It is recommended that students are enrolled or have completed MKTG 2343 or have an understanding of E-Marketing. Prerequisites: WEB 1073 or concurrent enrollment.

BA 2413 Business Ethics (3-0-3)
This course is designed to explore aspects of business ethics; such as, sources of American business ethics, traditional business practices, and anticipated future trends. Developers of moral and ethical concepts and their various philosophies are investigated as related to corporate culture. Case studies involving real world situations are used to apply concepts. [Fa, Sp, Su]

BA 2503 Business Communication (3-0-3)
The course is designed to prepare students to write effective memoranda, reports, and various types of letters such as good-news letters, bad-news letters, and persuasive requests. Emphasis is also given to improving oral communication skills, listening skills, and nonverbal communication skills. Before enrolling in this course, completion of ENGL 1113 and BA 1403 is strongly recommended. Some assignments must be typewritten. [Fa, Sp, Su]

BA 2513 Human Relations in Business (3-0-3)
Human Relations in Business deals with the complexities of human behavior as exhibited in an organizational environ-

ment and demonstrates how the success or failure of individual, group, and organizational goals is dependent upon effective work groups. [Fa, Sp]

BA 2523 Problem Solving in Business (3-0-3)
This course is designed to teach individuals how to develop and utilize crucial problem-solving techniques. Included in this in-depth study are practical applications involving conceptual models, assessment instruments, research findings, and case studies. Prerequisite: BA 1303 or MGMT 2103 or AOT 2503 or MGMT 2113. [Sp]

BA 2533 Real Estate Appraising (3-0-3)
The course examines methods of estimating cost, market data, and income approaches. The appraisal process will include neighborhood analysis, depreciation methods, capitalization techniques, economic trends, and correlation of three approaches to value. Approved for Oklahoma Real Estate Commission continuing education credit. Prerequisite: BA 1513 or equivalent.

BA 2603 Starting Your Own Business (3-0-3)
An introductory course designed for individuals interested in starting their own business. Emphasis is placed on developing and implementing a practical business plan, assessing the pros and cons of alternative forms of business, and identifying potential sources of financing. [Fa (pm) Sp (pm)]

BA 2703 Human Resource Training and Development (3-0-3)
A course to develop and administer training programs for profit and nonprofit organizations. Emphasis is placed on identifying training needs, developing effective training programs, preparing training leader guides, acquiring presentation skills, and administering the training department in an efficient and effective manner. [Sp (pm)]

BA 2713 Labor-Management Relations (3-0-3)
An introduction to the historical and legal aspects of the labor-management relationship. This course will include various elements of labor laws, administrative regulations, collective bargaining, grievance resolution, discipline procedures, and union agreements as related to human resource management. [Fa (pm)]

BA 2723 Legal Aspects of Employment (3-0-3)
An in-depth view of the legal concepts as they relate to employment. This course provides the student with a comprehensive study of equal employment opportunity legislation, enforcement agencies, affirmative action plans, court-ordered remedies, and employee assistance programs as related to human resource management. [Fa (pm)]

BA 2733 Employee Coaching and Counseling (3-0-3)
A course to prepare students to identify, examine, and resolve employee performance problems through effective coaching and counseling techniques. Emphasis is placed on team building, conflict resolution, and the learning process. Students will apply the methods learned in class by participating in practice counseling interviews. [Sp (pm)]

BA 2743 Recruitment and Interviewing (3-0-3)
A study of effective methods of identifying and selecting employment candidates to meet an organization's future human resource needs. Emphasis is placed on the development of employment screening and selection interview skills. In addition to textbook theory, the student will develop a model recruitment program and conduct mock interviews. [Sp (pm)]

BA 2793 Compensation (3-0-3)
A study of the various methods of establishing and maintaining effective compensation systems, employee benefit programs, and personnel records. This course will prepare the student to assess the current competitive employment market and to design effective pay scales, fringe benefit packages, and human resource information systems. [Fa (pm)]

Broadcast Communications (BCOM)

BCOM 1233 Fundamentals of Broadcasting (3-0-3)
This course provides a basic knowledge of the history and present trends of radio and television broadcasting. It will encompass aspects of law, advertising, programming, social influence, government regulations, and new dimensions into which broadcasting may expand.

BCOM 1243 Writing for Broadcasting (3-0-3)
This course provides students with the ability to write copy for the electronic media, including writing to tape, preparing news copy, and scripting tape edits. Course work features lecture and workbook assignments both in radio and television broadcasting.

BCOM 1253 ENG and Video Editing (0-6-3)
This course is designed to instruct the student in the fundamentals of videography using the single camera approach of electronic news gathering. Video editing of soft news or feature footage shot by the student will comprise about 50 percent of the course work.

BCOM 2091-3 Special Topics in Broadcast (Variable)
Directed individual or class study of special topics in broadcasting. May be repeated with different topics. Permission of professor.

BCOM 2103 Studio News Production (0-6-3)
This course provides a basic understanding of studio television production. Emphasis is placed on camera operation, switcher, script writing, graphic preparation, lighting, and associated television production requirements. Students receive extensive experience in production of demonstrations, interview sessions, and news programs.

BCOM 2113 News Feature Production (0-6-3)
This course is designed to instruct students in the techniques of news feature production. Students will become familiar with remote lighting requirements, subjective techniques, remote video, and videotape editing techniques.

BCOM 2123 Music Video Production (0-6-3)
This course serves both as an introduction to single camera video production and editing and as a complement to BCOM 1253 and BCOM 2113. Its primary emphasis is the teaching and reinforcing of matching video to audio. It will also incorporate computer graphics as transitional devices. Permission of professor required.

BCOM 2191-4 Broadcast Internship (Variable)
This course provides the opportunity for on-the-job training to students enrolled in the Broadcasting program. Students will be placed for a given number of work hours to intern under professionals in the field of radio or television broadcast. Permission of professor required.

BCOM 2292 Field Production Internship (0-2-2)
Field Production Internship is the capstone course for broadcast students. It will bring together all of the skills they

have learned in previous course work into a final special project. The project will encompass writing, camera work, voice work, graphics animation, and editing. Students will work with faculty to develop a project which will showcase their finest work, and be the lead project on a resume tape. Prerequisite: Permission of Instructor

Biological Sciences (BIOL)

BIOL 1093 Field Studies in Natural History (3-0-3)
Field studies of the natural history of various regions around the world. Studies will cover the systematic, ecology, physiology and morphology of the taxonomic groups represented by plant and animal species encountered in the region of study. Emphasis will also be placed on each species' specific adaptations to the physical environment. Additional studies will include exploring the regional geology, paleontology, paleogeography, soils, geomorphology, and geological processes for the selected region. Crosslisted with GEOL 1093. Additional expenses will be required.

BIOL 1114 Introduction to Biology (3-2-4)
Designed for non-science majors. This course is designed to give non-science majors a general view of life science with an emphasis on current issues. This course includes the nature of science, cells, cell growth, molecular genetics, cellular reproduction, heredity, and selected topics and issues concerning the human body. Lab fee: $10.00.

BIOL 1124 General Biology I (3-2-4)
Designed for Science majors. This course includes a study of inorganic chemistry and biochemistry; cells; biochemical processes; cellular reproduction; molecular genetics; heredity; evolution; selected plant and animal systems and ecology. Lab fee: $10.00.

BIOL 1134 General Biology II (3-2-4)
Designed for science majors, this second semester General Biology I course explores the diversity, adaptations, and evolutionary relationships of living things on earth including bacteria, protists, fungi, plants, and animals. Emphasis is also placed in the morphology, reproduction, development, nutrition, transport, and regulation of plants and animals. Lab fee: $10.00. Prerequisite: BIOL 1124.

BIOL 1215 General Botany (4-2-5)
General plant study dealing with the structure and function of plant parts as well as classification, life cycles, genetics, and ecological relationships. Lab fee $10.00. Prerequisites: BIOL 1124.

BIOL 1315 General Zoology (4-3-5)
General animal study dealing with the structures, functions, characteristics, life histories, and habits of members of the animal kingdom. Lab fee $10.00. Prerequisites: BIOL 1124.

BIOL 2035 Principles of Microbiology (3-4-5)
An introductory study of the biology of the lower organisms with an emphasis on characteristics, cultivation, identification and diseases associated with bacteria, viruses, fungi, and protozoa. Cell biology, cellular metabolism, molecular genetics, immunology, and host-parasite relations are included. Lab fee $10.00. Prerequisites: CHEM 1114; BIOL 1315, or BIOL 2103 or equivalents.

BIOL 2091-6 Special Topics in Life Science (Variable)
Directed individual study of special topics and special courses in life science. To offer special instruction in life science to technical personnel of area companies or agencies and to other select groups of the community. (Same as GEOL 2091-6.)

BIOL 2103 Cell Biology (3-0-3)
The basic features of cells and methods of studying them. Elementary cellular chemistry, structures, and functions of cellular organelles; cellular mechanisms of reproduction and differentiation. Prerequisite: BIOL 1315 and CHEM 1114 or equivalent.

BIOL 2114 Human Anatomy (3-2-4)
This course is an introductory study of human anatomy using models and mammalian dissection. Laboratory and lecture are integrated with three hours of lecture and two hours of laboratory each week. Prerequisite: HSBC 1113, equivalent, or permission of instruction. Lab fee: $10.00. This course is cross-listed with HSBC 2114.

BIOL 2203 Biotechnology (3-0-3)
An introductory look at modern lab techniques involved with the investigation of molecular and cell biology. Emphasis on theory behind the procedures performed in the modern biotechnology lab and the practice of those techniques. Techniques of particular interest will be micro-level measurement, molecular extraction, quantification, gel electrophoresis, polymerase chain reaction, blotting techniques, high-throughput processes, and database mining.

BIOL 2424 Human Physiology (3-3-4)
Functions of human organ systems in homeostasis. Includes circulation, digestion, endocrine and nervous control, kidney function, metabolism, muscle action, male and female reproductive systems and respiratory. Lab fee $10.00. Prerequisites: CHEM 1114 and one of the following: BIOL 1124, BIOL 1315, BIOL 2103, HSBC 2114, or equivalents.

BIOL 2444 Ecology (3-2-4)
Study of the intra- and interrelationships of plants and animals and man's influence on the various ecosystems. Lab fee $10.00. Prerequisite: BIOL 1124, BIOL 1215, LSFC 1315 or equivalent.

Chemistry (CHEM)

CHEM 1114 Introductory Chemistry (3-3-4)
A one-semester course designed primarily for students who wish to obtain a general knowledge of the fundamental principles of inorganic chemistry. Lab fee $10.00. Prerequisite: elementary algebra or high school Algebra I or equivalent.

CHEM 1124 Introductory Organic and Biochemistry (3-3-4)
A course designed principally for the student whose major interest is in one of the health-related fields. It will include an introduction to the principles of organic chemistry of significance to biology and to compounds and reactions of physiological importance. Lab fee $10.00. Prerequisites: CHEM 1114, CHEM 1135, or equivalent.

CHEM 1135 General College Chemistry I (3-5-5)
This course deals with the fundamental laws and theory of chemistry, together with a study of the elements and important compounds. Lab fee $10.00. Prerequisites: High school chemistry with a "C" or better or CHEM 1114; MATH 0143 or concurrent enrollment.

CHEM 1145 General College Chemistry II (3-5-5)
A continuation of CHEM 1135. Lab fee $10.00. Prerequisite: CHEM 1135.

CHEM 2091-6 Special Topics in Chemistry (Variable)
Directed individual study of special topics and special courses in chemistry designed to offer special instruction in chemistry to technical personnel of area companies or agencies and to other selected groups of the community.

CHEM 2103 Organic Chemistry I (3-0-3)
This course is the first semester of a two-semester integrated sequence for science majors and preprofessional students. CHEM 2103 is intended to accompany CHEM 2112. Intended to introduce students to fundamental concepts of structure, stereochemistry, selected functional groups, nomenclature, properties, reactivity, mechanisms, and spectroscopy related to hydrocarbons and their derivatives. Lab fee $10.00. Prerequisite: CHEM 1145

CHEM 2112 Organic Chemistry I Laboratory (1-3-2)
This laboratory is an introduction to techniques utilized in organic chemistry. Emphasis is on isolation, purification and characterization of organic compounds. An introduction of gas chromatography and infrared spectroscopy is presented. The experiments are designed to complement the principles concurrently presented in the corresponding lecture class. Lab fee $10.00. Prerequisites: CHEM 1145 & CHEM 2103, or concurrent enrollment in CHEM 2103.

CHEM 2115 Survey of Organic Chemistry (3-4-5)
A one-semester course in aliphatic, aromatic, and heterocyclic organic chemistry with an emphasis on functional groups, carbohydrates, proteins, vitamins, and drugs. Lab fee $10.00. Prerequisite: CHEM 1145 or equivalent.

CHEM 2154 Quantitative Analysis (2-6-4)
Theory and practice of gravimetric and volumetric analysis and an introduction to instrumental methods of analytical chemistry. Lab fee $10.00. Prerequisite: CHEM 1145 or equivalent.

CHEM 2203 Organic Chemistry II (3-0-3)
This course is the second semester of a two-semester integrated sequence and should be taken the semester following enrollment in CHEM 2103. CHEM 2203 is intended to accompany CHEM 2212. Continues the development of the chemistry of functional groups with emphasis on aldehydes and ketones, carboxylic acids, amines, and phenols in both aliphatic and aromatic compounds then concludes with the introduction of biological molecules. Mechanisms and stereochemistry are emphasized. The application of spectroscopy is continued. Prerequisite: CHEM 2103

CHEM 2212 Organic Chemistry II Laboratory (1-3-2)
This laboratory course is a continuation of techniques developed in CHEM 2112. Emphasis on spectroscopy, interpretation of spectra, qualitative analysis, and multi-step synthesis. The experiments are designed to complement the principles concurrently presented in the corresponding lecture class. Lab fee $10.00. Prerequisites: CHEM 2103 & CHEM 2112 & CHEM 2203 or concurrent enrollment in CHEM 2203.

Computer Information Technology (CIT)

CIT 1093 Microcomputer Applications (3-0-3)
A study of the utilization of commercially available microcomputer software packages in small business information systems using the Windows® environment. Lab fee $10.00. [Fa, Sp, Su]

CIT 1103 Introduction to Computers (3-0-3)
An introductory study of the computer industry, including the role of the computer in business and society, computer functions, processing techniques, programming languages, microcomputer systems and applications, data communications, and future trends. Lab fee $10.00. [Fa, Sp, Su]

CIT 1113 Fundamentals of Computers and Programming Logic (3-0-3)
An introductory course in developing both procedural and object oriented logic for problem solving, utilizing several program development tools and techniques, including traditional flowcharts, hierarchy charts, and pseudocode. Developed logic will be translated into simple BASIC programs to introduce elementary programming techniques and to allow the student to see the relationship between logic tool output and finished source code. A study of the computer, including primary and secondary storage, the central processing unit, system architecture, peripheral devices, and binary/hexadecimal numbering systems will be included. [Fa, Sp, Su]

CIT 1123 Visual Basic (3-0-3)
This course will provide students with experience in event-driven programming using the Microsoft Visual Basic language to analyze and solve typical business problems. Flowcharting techniques will be used to provide instruction in object-oriented design logic. Lab fee: $10.00. Prerequisites: CIT 1113 or CIT 1613 [Fa, Sp]

CIT 1173 C++ Language (3-0-3)
Fundamental concepts of the C++ programming language with emphasis on solving object-oriented paradigm problems. Lab fee $10.00. Prerequisites: CIT 1113 or CIT 1163 [Fa, Sp, Su]

CIT 1203 Script Programming (3-0-3)
Students will be introduced to client and server side programming. Students will develop and create applications using ASP.NET, C#, JavaScript, Java servlets, Ajax, JSP, XHTML, XML, PHP, Ruby and Rails. Prerequisite(s): CIT 1113 or permission of instructor. Lab fee: $10.00.

CIT 1293 - ORACLE (3-0-3)
A study of the principles, theory and practice of database management, and relational database application development using Oracle. The course includes client/server concepts, relational concepts, database design and development techniques, integrated database applications, SQL Pulse Structured Query Language (SQL), creation of tables, queries, forms, reports, and graphs. Prerequisite: CIT 2013 or CIT 2103 or permission of professor. Lab fee: $10.00. (SP, SU)

CIT 1503 Introduction to Networks (3-0-3)
Introduction to Networks is an introductory course which covers the fundamental hardware and software concepts involved in a basic network. The standard open systems interconnect model, popular LAN topologies and network administration will be discussed. Lab fee: $10.00. [Fa, Sp, Su]

CIT 1523 Microcomputer Hardware and Operating Systems (3-0-3)
This course will provide students with an introductory course covering microcomputers and peripheral devices. A current micro operating system will also be presented. Understanding and utilizing hardware components and operating system software as a "system" will be stressed. Lab fee: $10.00. [Fa, Sp]

CIT 1613 Introduction to JAVA Programming (3-0-3)
The student will learn the fundamentals of object-oriented programming using JAVA. Students will study development of both object-based and object-oriented programs using JAVA language features and the JAVA Application Programming Interface (API). Prerequisite: CIT 1113 or permission of professor Lab fee: $10.00 [Fa, Sp, Su]

CIT 1713 C# (C Sharp) (3-0-3)
An introductory level course that presents Windows and Web application development using C# programming language. Emphasis will be placed on core language elements, data types, logic structures and an introduction to the .NET Framework and its class library. $10.00 Prerequisite(s): CIT 1113, CIT 1173 or CIT 1613 or permission of instructor. [Fa, Sp]

CIT 2013 Database Theory and Design I (3-0-3)
This course is a study of the principles and theory of database management. The course includes entity analysis, normal forms, relational versus other databases, and elementary database implementation using a database management system. This course requires a running project. Lab fee $10.00. [Fa (am), Sp (pm)]

CIT 2053 Network Administration (3-0-3)
This course covers installation of hardware and software, network protocols, devices and drivers, file systems and storage, group policy, printers, security and remote access. Lab fee $10.00. Prerequisite: CIT 1503 or permission of professor. [Fa, Sp]

CIT 2091-4 Selected Technical Topics (Variable)
This course is designed to meet computer application requirements and skill enhancements in industry and personal use.

CIT 2103 Access (3-0-3)
Students will be exposed to the development of advanced solutions to typical business problems using Microsoft Access. This course will concentrate on using the macro language and Visual Basic for Applications. Lab fee: $10.00. Prerequisite: CIT 2013 or permission of professor. [Fa (am), Sp (pm)]

CIT 2113 Claymation (3-0-3)
This course will discuss the art of animation, looking at traditional and experimental two-dimensional animation. Contemporary animation techniques and genres will be explored as well as the various styles of animation, time-based media, digital video, and digital composition. This course will also focus on video, multimedia, graphics and digital imaging and presentation software. Lab fee: $10.00. Prerequisites: CIT 2163 and MULT 2113.

CIT 2123 Advanced Visual Basic (3-0-3)
This course will provide students with experience in real-world problem-solving using event-driven programming techniques with the Microsoft Visual Basic programming language to manage information databases, graphics and other complex data formats. Object-oriented programming techniques and program code reusability will be emphasized. Offered only in the Spring semester. Lab fee $10.00. Prerequisites: CIT 1123. [Sp]

CIT 2163 Digital Special Effects (3-0-3)
This class will have students looking at the applications of digital effects through image and video technology. Image manipulation (including 2D filtering processes, resolution and artifacts) digital compositing, chromakeying technology, image morphing technology, motion blue particle system, introduction to animatronics camera techniques, digital sets and environments will also be a part of this class. Lab fee: $10.00. Prerequisite: CIT 2133.

CIT 2173 Windows® Programming in C++NET (3-0-3)
This course will introduce students to Windows® application development in the C++ programming language in the .NET environment and to principles of object-oriented event-driven programming. Emphasis will be placed on basic approaches to development using the Microsoft Foundation Class (MFC) hierarchy and the tools available in the Microsoft® Visual C++ integrated development environment. Students will review core object-oriented programming principles: classes and objects, information hiding, inheritance and polymorphism; then apply these principles to understanding MFC and to development of basic Windows® applications. The course will cover dialog-based, single document interface (SDI) and multiple document interface (MDI) applications. Once basic applications are mastered, the course will turn to database applications, dynamic link libraries (DLL). Offered only in the Fall semester. Lab fee: $10.00. Prerequisites: CIT 1173. [Fa]

CIT 2183 Advanced Database Design (3-0-3)
This course will include a study of the principles and theory of database management and design to include network hierarchical, and relational. Industry standard software applications such as SQL or Oracle will be used to reinforce the concepts learned. Lab fee: $10.00. Prerequisite: CIT 2393 [Sp]

CIT 2203 Game Illustration and Storyboarding (3-0-3)
Concept art is the foundation of game creation. This course will look at the basic steps involved in creating game concept art. This course will also supply the vision for the game and give direction to the development team. Lab fee: $10.00.

CIT 2213 3D Modeling (3-0-3)
This course will establish beginning to intermediate level techniques needed to create models, arrange U-V's, generate textures and finalize the model for use within a game engine. Lab fee: $10.00. Prerequisite(s): CIT 2253 and CIT 2203 or concurrent enrollment.

CIT 2223 3D Animation (3-0-3)
This course will focus on the principles of 3D graphic animation. This course will also reinforce the use of a game engine. Lab fee: $10.00. Prerequisite(s): CIT 2253, CIT 2203, and CIT 2213 or concurrent enrollment.

CIT 2243 Unix/Linux (3-0-3)
An in-depth study is conducted of the Unix/Linux operating system and how these operating systems are incorporated in today's networks. Fee: $10.00. Prerequisite(s): CIT 1503 or permission of professor. [Fa]

CIT 2253 Introduction to Game and Simulation Development (3-0-3)
Theory and concepts of the 2D and 3D game industry will be introduced in this course. Elements that will be covered include script programming, modeling, texturing, and adding music to a 3D game. Developmental concepts from 2D animation to 3D camera and effects, high-level shader language (HLSL) and introductory artificial intelligence concepts will also be discussed in this class. Lab fee: $10.00. Prerequisite: CIT 1203 or concurrent enrollment.

CIT 2263 Game Physics (3-0-3)
This course will introduce students to ideas and techniques needed to create physically realistic 3D graphic environ-

ments for game and simulation development. Lab fee: $10.00. Prerequisite(s): CIT 2253, MULT 2113, and MATH 2113.

CIT 2273 Game Production (3-0-3)
This course will introduce students to best practices to all types of pre- and post-production issues during the game development cycle. Prerequisite: CIT 2393.

CIT 2293 AI Techniques (3-0-3)
This course will provide game programmers with the tools and wisdom necessary to create modern games in AI engines. This class will also survey the capabilities of the different techniques used in some current AI engines, and cover common pitfalls, design considerations, and optimizations. Lab fee: $10.00. Prerequisite(s): CIT 2253, and CIT 2263.

CIT 2313 Systems Development and Implementation (3-0-3)
This course provides the student with an opportunity to demonstrate skills in communicating his/her data processing abilities, program development abilities, and/or project development abilities by developing a useful business project from problem definition through implementation. This project is finalized by an oral demonstration presentation accompanied by full documentation including: logic charts, program listings, user and operator manuals, test data, file maintenance procedures, written system description, and any other relevant materials.

CIT 2323 Network Security (3-0-3)
The student will learn the fundamentals of network security. Students will study security design and development. Fee: $10.00 Prerequisite(s): CIT 2053 or permission of professor. [Fa]

CIT 2333 Game Design (3-0-3)
This course will introduce students to game level design. Students will learn the different concepts refining player experience and design limitations.

CIT 2343 Introduction to Routing (3-0-3)
Basic router components and configurations, troubleshooting connectivity problems and analysis of business operations based on specific network needs will be included in this in-depth study. Lab fee: $10.00. Prerequisites: CIT 1503 [Fa]

CIT 2353 Advanced Routing (3-0-3)
Students will expand their knowledge of the physical and logical aspects of routing. This course will expose students to building and maintaining scalable networks. Lab fee: $10.00 Prerequisites: CIT 2403 and CIT 2343 [Sp]

CIT 2363 Game Programming I (3-0-3)
This course will introduce students to ideas and techniques needed to create physically realistic 3D graphic environments for game and simulation development using DirectX. This course will also introduce comprehensive development of games and graphics applications using OpenGL rendering technology. Lab fee: $10.00. Prerequisite(s): CIT 2253 and MATH 2103+

CIT 2373 Game Programming II (3-0-3)
This course is a fast-paced introduction to the XNA language. This class will have students discovering and recognizing all the key concepts required to create smooth, professional-looking results in a range of gaming genres. Lab fee: $10.00. Prerequisite(s): CIT 1713 and CIT 2253.

CIT 2383 Game Testing (3-0-3)
This course will examine several game genres, detailing product cycle and testing fundamentals specific to each. Lab fee: $10.00. Prerequisite(s): CIT 2363 and CIT 2373.

CIT 2393 Structured Query Language (SQL) (3-0-3)
The student will study the fundamentals of Structured Query Language (SQL) syntax. Students will learn to interact with a relational database through the use of Data Manipulation language (DML) and Data Definition Language (DDL) statements. Lab fee $10.00. Prerequisite: CIT 2103

CIT 2403 Advanced Networking Concepts (3-0-3)
Students will create a conceptual design by analyzing technical requirements. Students will also learn to create physical and logical designs for a Network Service Infrastructure. Lab fee $10.00. Prerequisite: CIT 2053 or permissions of professor. [Sp]

CIT 2423 Network Troubleshooting and Management Design (3-0-3)
This course will cover basic network troubleshooting approaches. Students will learn to isolate problems and understand how network troubleshooting equipment is used. The student will be taught fault management, configuration management, performance management, security management, and accounting management. Prerequisite: CIT 2053. [Sp]

CIT 2503 Principles of Information Assurance (3-0-3)
The students will be introduced to a study that builds a foundation for understanding the broader field of information security. Lab fee: $10.00

CIT 2513 Secure E-Commerce (3-0-3)
This course is an in-depth study of secure electronic commerce, cryptography, passwords, certification authorities, public key infrastructure, biometrics and digital signatures. Lab fee: $10.00. Prerequisite: CIT 1503. [Fa]

CIT 2523 Enterprise Security Management (3-0-3)
This course examines managerial aspects of computer security and risk management for enterprises. The student will acquire information for accreditation, procurement, extension and operation principles for secure computing systems. Lab fee: $10.00. [Fa]

CIT 2533 CyberLaw (3-0-3)
This course will be a study of legal issues, applicable court decisions, federal and state statutes, administrative rulings, legal literature, and ethical considerations relating to internet law. [Fa]

CIT 2543 Information System Assurance (3-0-3)
This class will focus on design and analysis methods for high assurance information systems. Safety, reliability and security will also be taught over the period of this course. The specification of mission-critical system properties will be discussed along with software and hardware validation, verification and certification. Prerequisite: CIT 2503 [Sp]

CIT 2553 Computer and Networking Forensics (3-0-3)
Students will gain practical knowledge on how to conduct digital investigations and preserve evidence that stands up to inquiries. Fee: $10.00. Prerequisites: CIT 1503 and CIT 1523 OSBI Background Check and an Interview with Faculty. [Fa]

CIT 2563 Computer Security (3-0-3)
Students will be introduced to security problems in computing, basic encryption and decryption techniques. Secure encryption systems and cryptographic protocols and practices will also be presented. Lab fee: $10.00 Prerequisites: CIT 1613 [Sp]

CIT 2573 Secure System Administration/Certification (3-0-3)
Students will be exposed to provisioning, procurement and installation of network, hardware and software systems for mission critical enterprises. System configuration, maintenance, incident handling and response along with system certification testing and validation will be covered. Lab fee: $10.00 Prerequisites: CIT 2053 or CIT 2243. [Fa, Sp]

CIT 2583 Operating Systems (3-0-3)
This course will examine the fundamental concepts that are applicable to a variety of systems. Various systems that support threads at the kernel and user levels, symmetric multiprocessing and real-time scheduling will be included in the topic manner. Lab fee $10.00. Prerequisite: CIT 1523, CIT 1613, and MATH 1513. [Sp]

CIT 2593 Advanced Forensics (3-0-3)
Students will perform forensics analysis using the techniques and standards as established by current laws and regulations on live data. The main topics covered in this course are cyber forensics, tracing an offender, basics of storage media, encryption/stenography, malicious code, Windows investigations, and laws/regulations. Fee $10.00 Prerequisite(s): Acceptance into the Network/Cyber Security program and CIT 2553

CIT 2603 Security Audit (3-0-3)
This class covers best computer-security practices and industry standards to deter attacks and better defend networks. Lab fee $10.00. Prerequisite: CIT 2553

CIT 2613 Advanced JAVA Programming (3-0-3)
This course is designed to provide students an in-depth look at Java programming. The student will learn advanced topics in this object-oriented programming language. The student will also incorporate multimedia, networking and input/output techniques. Offered only in the Fall semester. Lab fee $10.00. Prerequisites: CIT 1113 and CIT 1613 [Fa]

CIT 2623 Advanced Unix (3-0-3)
This course is an advanced study of the Unix/Linux operating system and the use of new technology to improve performance. Lab fee $10.00. Prerequisite: CIT 2243 [Sp]

CIT 2643 Wireless Networking (3-0-3)
This course is a study of wireless networking. Management, design, deployment and security of Wireless Local Area Networks (WLANs) will be topics covered in this course. Lab Fee: $10.00. Prerequisites: CIT 1503 [Fa, Sp]

CIT 2653 Web Programming (3-03)
This course will incorporate different Web programming languages, ASP, NET, XML, C#, DHTML, and CSS will all be addressed. Validation and Security will also be a part of this course. Same as WEB 2653. Prerequisite CIT 1113. Lab fee: $10.00 [Sp]

CIT 2663 Secure Coding (3-0-3)
This course will examine attacks on computer and network systems such as spoofing, buffer overflows and denial of service. These types of vulnerabilities are caused by poorly written, tested and insecure code. This course will cover the importance of safe initalization, access control, input validation, symmetric and public key cryptography and many other applications for developers to take seriously when writing secure code. Lab fee: $10.00. Prerequisites: CIT 1173 and MATH 1513.

CIT 2713 Advanced C# (C Sharp) (3-0-3)
This course will provide students with experience in real-world problem solving using object oriented programming techniques with the Microsoft® Visual C#® programming language to produce both Windows and web applications. Object oriented programming techniques and program code reusability will be emphasized. Lab fee: $10.00. Prerequisite: CIT 1713 or permission of the instructor.

Criminal Justice (CJ)

CJ 1103 Introduction to the Criminal Process (3-0-3)
A survey course of the entire criminal process field. Special emphasis is given the criminal justice field (law enforcement, court, corrections, and juvenile justice) with respect to its history and philosophy, current problems, general organization, and operation.

CJ 1113 Introduction to Corrections (3-0-3)
This is a basic course examining the entire correctional system from law enforcement through the administration of justice, probation, parole, prison systems, and correctional institutions. This will also include a brief examination of the social systems of prisons.

CJ 1123 Introduction to Law Enforcement (3-0-3)
A course designed to acquaint the student with the goals, functions, historical background, and operation of the field of law enforcement and to satisfy part of the requirements for the Collegiate Officer Program. Career opportunities in law enforcement will be explored. This course is required for all Collegiate Officer Program students. Same as POLS 1123.

CJ 2101-3 Special Problems in Law Enforcement (Variable)
Specific interests in law enforcement may be developed in this course. Criminal investigation, police administration, crime lab methods, crime prevention, and crime detection are a few of the topics the student might choose. This provides the opportunity to expand a student's interest beyond the curriculum currently offered.

CJ 2193 Criminal Justice Internship (3-0-3)
This course will allow students, through internships, the opportunity to observe and experience a variety of activities directly related to the operation of criminal justice agencies/centers. Permission Required from Professor.

CJ 2303 Cultural Diversity and Criminal Justice (3-0-3)
The student will learn to identify the differences and similarities among diverse groups and understand how these differences and similarities impact members of the Criminal Justice System. An emphasis will be placed on Community Relations/Community Oriented Policing and Police Ethics. This course is required for all Collegiate Officer Program students.

CJ 2401 Police Report Writing (1-0-1)
This course will prepare criminal justice students to write affidavits, incident reports, investigative reports and other reports common to the criminal justice field. This course is required of all Collegiate Officer Program (COP) students.

CJ 2453 Probation, Parole and Community Corrections (3-0-3)
This is a basic course examining the historical and contemporary aspects of probation, parole, and community corrections. This course is intended to enhance the interest and qualifications for those who intend to enter into the criminal justice field.

CJ 2503 The Constitution and Law Enforcement (3-0-3)
Constitutional basis of law enforcement in the American society, a study of the U.S. Constitution in light of societal needs and demands regarding crime. The course will include individual constitutional rights from arrest through incarceration.

CJ 2603 Criminal Procedure (3-0-3)
A study of the nature and scope of police power, as well as the extent and limitations thereof under the U.S. Constitution, Legislative Acts, and decisions by the various courts of the Judicial System of the U.S. The major focus will be on the statutes and procedures of Oklahoma, specifically portions of O.S. Titles 10, 21, 22, 37, and 63. This course is required of all Collegiate Officer Program students.

CJ 2703 Delinquency and the Juvenile Justice System (3-0-3)
This course includes information regarding theories of juvenile delinquency, current rehabilitation models of juvenile offenders, substantive and procedural criminal law as it relates to juveniles, tracing the constitutional protections of juvenile offenders and a study of law enforcement's response to the juvenile justice system as it applies to the state of Oklahoma's juvenile code.

CJ 2803 Criminal Investigation and Interviewing (3-0-3)
This course is designed to provide the criminal justice student and law enforcement practitioner with the fundamental information for a general overview of the field of criminal investigation. Information will be provided covering, but not limited to, criminal investigation equipment, investigative techniques, specific types of investigation/offenses, case preparations, courtroom testimony, and interviewing/interrogation techniques. This course is required of all Collegiate Officer Program students.

CJ 2863 Ethics in Criminal Justice (3-0-3)
This is a basic course examining the actions which constitute unethical behavior of a criminal justice professional and their consequences. The student of criminal justice will understand the concepts of ethics in law enforcement, the courts, and corrections. This course is required of all Collegiate Officer Program (COPS) students.

Economics (ECON)

ECON 2103 Personal Finance (3-0-3)
This course will provide comprehensive coverage of personal financial planning in the areas of money management, career planning, taxes, consumer credit, housing and other consumer decisions, legal protection, insurance, investments, retirement planning, and estate planning. [Fa, Sp, Su]

ECON 2203 Consumer Finance (3-0-3)
An overview of the basics and legal aspects of consumer lending, investigation of credit information, servicing accounts and collections, organization and management of a consumer lending department, and the role of consumer lending in the economy.

ECON 2303 Principles of Microeconomics (3-0-3)
A study of the concept of scarcity as it applies to consumer behavior, product markets, and resource markets with an emphasis on the application of these theories to current microeconomic problems. [Fa, Sp, Su]

ECON 2403 Principles of Macroeconomics (3-0-3)
This course is a study of the concept of scarcity as it applies to performance of national economies and the policies that governments use to attempt to improve that performance. This course will emphasize long-run economic growth and short-run business cycle theories. [Fa, Sp, Su]

ECON 2503 Introduction to Investments (3-0-3)
A course to develop a decision-making format that will allow the individual investor to evaluate alternative investment opportunities and choose a strategy that is consistent with his/her goals. To accomplish this objective, a decision-making system will be presented as well as a detailed study of investment alternatives such as stocks, bonds, mutual bonds, treasury bills, real estate, precious metals, IRA's, etc. [Fa, Sp]

ECON 2843 Elements of Statistics (3-0-3)
This course will address the elementary theory and application of statistical techniques stressing the fundamental nature of statistical methods. The subject matter includes an introduction to both descriptive and inferential statistical methodology and interpretation. More specifically the course will include an overview of central tendency and dispersion measures, probability theory and probability distributions, sampling distributions, parameter estimation using confidence intervals, single and multiple sample hypothesis tests of the mean using z-tests, t-tests, and analysis of variance, chi-square tests, and simple linear regression. Prerequisite: MATH 1513. [Fa, Sp, Su]

Education (EDUC)

EDUC 1101 College Orientation (1-0-1)
Designed to provide a structured and holistic introduction to the collegiate environment. This course will introduce new students to academic programs, educational opportunities and responsibilities, campus services and resources, and highlight academic strategies that may facilitate successful transition to Rose State College.

EDUC 1103 Educational Planning (3-0-3)
This course familiarizes students with the collegiate environment and provides students with tools needed to develop successful academic strategies and persist in post-secondary education. Students will be introduced to available campus resources, institutional policies and procedures as well as techniques and best practices in general college success, including study skills and habits, note taking, critical thinking, active listening, life management, and personal skills. Additional topics include information literacy, technology, financial literacy, exploring careers and majors, and diversity awareness.

English (ENGL)

Rose State College is committed to the academic success of its students. Appropriate placement is a vital element to each student's success. A student's placement scores through ACT/SAT/COMPASS adequately determine college level readiness, the ability to write clear, cohesive paragraphs, including grammar, syntax and semantics. If this level is not cleared by the test, developmental courses may be required.

ENGL 0103 Basic Communications (3-0-3)
This course is designed for students who lack the composition skills necessary to be successful in college English. The course covers the introduction to the writing process, introduction to paragraph writing, practice with parts of speech, sentence writing, and English mechanics.

ENGL 0123 Fundamentals of English (3-0-3)
This course is for students who lack the composition skills necessary to be successful in ENGL 1113 and/or students who have not satisfied the high school curricular English requirements for college admission standards in English/Language Arts. The course reviews grammar and mechanics and introduces students to the principles of composition. Prerequisites: ENGL 0103 or satisfactory assessment scores.

ENGL 1103 Vocabulary Building (3-0-3)
A course designed to expand the student's reading, writing, and speaking vocabularies. Through a variety of techniques and experiences, students pronounce, spell, define, and use words more accurately and effectively.

ENGL 1113 English Composition I (3-0-3)
A course concentrating on principles of expository composition through the writing of paragraphs and essays. Grammar and mechanics of writing emphasized.

ENGL 1123 Grammar Review (3-0-3)
This course is designed to increase a student's understanding of English grammar. Topics covered include a detailed study of parts of speech, sentence structure, punctuation, syntax, and usage. In addition to improving the student's understanding of grammar rules, this course will emphasize how to apply these rules to communication effectively in written and spoken contexts. Prerequisite course(s) or skill(s): ENGL 0123 or satisfactory assessment score for ENGL 1113

ENGL 1213 English Composition II (3-0-3)
A continuation of English 1113, this course includes expository writing assignments of varying lengths with emphasis on researched writing. Also included are critical reading and analysis of various selections of essays, short fiction, poetry, and/or drama which serve as springboards to writing. Prerequisite: ENGL 1113.

ENGL 2033 Creative Writing (3-0-3)
A course designed to acquaint the student with various modes of creative expression in poetry and short fiction and those devices and techniques necessary to the development of creative writing skills. Provides closely supervised applied study of such elements of poetry as imagery, metaphorical language, rhyme, meter, and symbolism, and such elements of fiction as plot, characterization, description, dialogue, and theme. Prerequisite: ENGL 1113.

ENGL 2053 Technical Report Writing (3-0-3)
This course includes various approaches to report writing, including content and organization, grammar, sentence structure, and paragraphing. Prerequisite: ENGL 1113.

ENGL 2061 Advanced Poetry Writing (1-0-1)
In this intensive weekend seminar, not intended for beginning poets, students will participate in various writing assignments, be introduced to internationally-known living poets, and critique one another's work using a small-group format. While priority will be given to production of new work, prosody and publication markets will also be covered.

ENGL 2063 Poetry Writing (3-0-3)
In this class, students will participate in various kinds of poetry writing activities, be introduced to internationally-known contemporary poets, and critique one another's work via the workshop process. Students will also learn manuscript format, become familiar with publishing markets, be introduced to prosody, prepare a writing portfolio, and participate in a public student poetry reading.

ENGL 2091-3 Special Topics in English (Variable)
A course of directed individual or class study of special topics in composition or literature. May be repeated with different topics. Permission of professor required.

ENGL 2113 Introduction to Literature (3-0-3)
A study of the various types of literature and the terminology and standards for analyzing and evaluating each. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2123 Introduction to Cinema (3-0-3)
A study of the development of film as a cultural influence, with special emphasis on the methods by which themes are presented. Attention given to unique cinematic techniques that distinguish films from other creative works. Film criticism and cultural writing stressed. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2133 Bible as Literature (3-0-3)
A survey of the Old and New Testaments as literature, with a study of the themes, styles, and subjects. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2143 Mythology (3-0-3)
A survey of the fundamental myths of several civilizations, with emphasis on literary aspects and significance of myth. May be taken as Humanities credit for General Education requirements.

ENGL 2153 Fantasy and Science Fiction Literature (3-0-3)
A survey of the best fantasy and science fiction literature, including epics, utopian novels, and gothic tales that are the seeds of modern imaginative literature. Classical literary criteria will be stressed and applied to the various literary genres. Prerequisite: ENGL 1213 or equivalent.

ENGL 2213 American Literature to 1865 (3-0-3)
An American literature survey exploring the works of American writers who have been a force in shaping the American literary tradition. The course covers the Colonial Period through the Civil War Period. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2223 American Literature from 1865 (3-0-3)
An American literature survey exploring the works of American writers who have been a force in shaping the American literary tradition. The course covers the period from the Civil War through the present. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2233 Literature of the American Indian (3-0-3)
A survey of the literature of the American Indian from Pre-Columbian time through the present including poetry, fiction, oratory, biography, legend, and essay. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2243 Black Literature (3-0-3)
A study of Black authors and their contributions to literature. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2253 Women in American Literature (3-0-3)
A study of the images of women reflected in American

Literature. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2313 English Literature to 1798 (3-0-3)
A survey course covering British literature from the Anglo-Saxon beginnings to 1798. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2323 English Literature from 1798 (3-0-3)
A survey course covering British literature beginning with the Romantic movement and concluding with twentieth century writers. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2413 World Literature to 1674 (3-0-3)
A survey of world literary masterpieces from classical Greek and Roman literature through the Middle Ages and into the Renaissance literature. Special attention is given to historical/cultural development. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2423 World Literature from 1674 (3-0-3)
A survey of world literature masterpieces from Neoclassical through the Romantic and into modern selections. It examines selections from France, Italy, England, Germany, and America. Special attention is given to the historical/cultural development of man as shown in his literary record. May be taken as Humanities credit for General Education requirements. Prerequisite: ENGL 1213 or equivalent.

ENGL 2502 English Capstone (2-0-2)
The English Capstone course evaluates and strengthens literary, written, and oral presentation skills for students seeking an associate's degree in English and/or intending to transfer to a four-year English program. Course delivery methods include individual study with an English professor, small group study, and some lectures. This is a required course for an associate degree in English. Prerequisite: A minimum of 9 of the required 12 hours of Program Requirements.

Engineering (ENGR)

ENGR 1213 Introduction to Engineering Practices (3-0-3)
Introduction to engineering principles and practices including methods of problem solving, case study analysis, presentation of engineering data, and the professional aspects of engineering. Teamwork will be emphasized with an open-ended design project. Prerequisite: MATH 1513 or equivalent.

ENGR 2013 Engineering Graphics and Design (2-3-3)
A study of engineering graphics and modeling techniques for product design and development. Topics covered include freehand sketching, geometrical construction, orthographic projection, visualization techniques, dimensioning and tolerancing, CAD systems, and an open-ended design project. Prerequisite: Student must be eligible to enroll in a college level math class.

ENGR 2091-6 Special Topics in Engineering (Variable)
Directed individual study of special topics and special courses in engineering to offer special engineering courses to Tinker technical personnel and to other select groups of the community.

ENGR 2103 Statics (2-3-3)
Two-and three-dimensional force systems, equivalent systems of forces, equilibrium of rigid bodies in two and three dimensions, centroids, moments of inertia, structures and frames, friction, virtual work. Prerequisites: MATH 2123 or concurrent enrollment, PHYS 2434.

ENGR 2113 Dynamics (3-0-3)
Equations of motion, Newton's Second Law, principles of work and energy and impulse and momentum in translation and rotation of rigid bodies, mechanical vibrations. Prerequisite: ENGR 2103, MATH 2123.

ENGR 2123 Rigid Body Mechanics (3-0-3)
Statics: forces and moments; general 3-dimensional statically determinant frames and structures; centroids and moment of inertia of areas; moment of inertia of masses. Dynamics: rectilinear and curvilinear motion of a particle; Newton's laws of motion; principles of work and energy, impulse and momentum as applied to particles. Prerequisites: MATH 2123, PHYS 2434.

ENGR 2133 Strength of Materials (3-0-3)
Elementary elasticity and Hooke's law; Poison's ratio; solution of elementary one- and two-dimensional statically indeterminate problems; stresses and strains induced by direct loading, bending and shearing; deflection of beams; area-moment and moment distribution; combined stresses; structural members of two materials; and columns. Prerequisites: ENGR 2103 or ENGR 2123, MATH 2123.

ENGR 2203 Digital Signals and Filtering (3-0-3)
A student of digital signals including: Sampling, Discrete Time Mathematics, Filter Design, and Spectral Analysis. The course will include the use of MATLAB or other mathematical analysis software. Prerequisite: MATH 2123.

ENGR 2213 Electrical Science (3-0-3)
A survey of electrical engineering techniques, methods, and problems associated with direct and alternating network theory, operation and application of electronic devices, transducers, and rotating machinery. Prerequisites: MATH 2143 or concurrent enrollment, PHYS 2444 or concurrent enrollment.

ENGR 2233 Fluid Mechanics (3-0-3)
Basic introduction to fluid mechanics and static control volume forms of basic equations, dimensional analysis; incompressible flow, one-dimensional flow. Prerequisites: ENGR 2113 or ENGR 2123, MATH 2143 or concurrent enrollment.

ENGR 2303 Materials, Design, and Manufacturing Processes (3-0-3)
The structure and properties of materials relative to manufacturing processes will be studied. Additionally, the ultimate performance of products will be investigated. Casting, molding, forming, machining and joining processes will be studied. Course assignments and a design project will supplement class material. Prerequisite: PHYS 2434.

ENGR 2313 Engineering Thermodynamics (3-0-3)
A study of the first and second laws of thermodynamics as applied to engineering problems and analysis. Prerequisites: MATH 2124, PHYS 2434, CHEM 1135.

ENGR 2413 Materials of Science (3-0-3)
A study of the various properties of materials under a variety of conditions and environments, as related to atomic and

molecular structure and bonding. Prerequisites: MATH 2124 or concurrent enrollment, PHYS 2434, CHEM 1135.

Engineering Technology (ENGT)

ENGT 1203 Technology Practices (3-3-3)
This is a laboratory-based course. It teaches the use of hand tools and machine tools with an emphasis on practices used in modern manufacturing and technical services. Students will work with computers, lathes, end-mills and other industrial machinery. Topics presented in this course are: work place safety, working drawings, project layout, measurements and dimensions, material cutting, properties of materials, drilling and tapping, assembly tools, fasteners, soldering, welding, grinding, finishing, and product inspection. Students majoring in fields other than technology will also benefit from these topics if they choose to take this course.

ENGT 1214 Introduction to Mechanisms (3-4-4)
A study of basic mechanical drive components such as gears, pulleys, belts, chains, and sprockets. Topics include the mechanical principles and applications of these devices and mechanical systems employing them. Prerequisite: MATH 0123.

ENGT 1224 Mechanisms (3-4-4)
A continuation of ENGT 1214 including cams, cam followers, levers, and linkages plus the combination of these devices with gears, pulleys, and sprockets to form complex mechanical systems. Prerequisites: ENGT 1214.

ENGT 1304 Introduction to Electronics (3-2-4)
This course is for beginning students who are starting a career in the electronics field and for non- majors. This course will cover a wide-range of electronic principle topics. Students apply the theoretical, fundamental concepts and demonstrate basic skills of electronics that involve direct current, alternate current, electronic components and use of basic test equipment. Prerequisite: MATH 1513

ENGT 1314 Fundamentals of Electricity (3-2-4)
The nature of electricity, Ohm's Law, series and parallel circuits; Kirchhoff's Laws, network theorems, magnetism, electromagnetic induction, and steady state and transient analysis of RC and RL circuits. Laboratory experience emphasizes use of test equipment and circuit hardware. Prerequisite: MATH 1513.

ENGT 1324 Circuit Analysis (3-2-4)
The topics of study include the following: the response of resistive, inductive, and capacitive elements to sinusoidal voltages and currents; the use of complex numbers in the analysis of series, parallel, and series-parallel AC circuits with resistive, inductive, capacitive components; and the characteristics of AC power. The subjects of transformers, resonant circuits, passive filters, polyphase systems, and pulse waveforms will also be examined. Prerequisites: ENGT 1314.

ENGT 1333 Electronic Devices and Amplifiers (2-2-3)
The study of the various semiconductor diodes, bipolar junction transistors, field effect transistors, and PNPN devices. This study includes the characteristics, parameters, biasing, uses such as amplifiers, and basic circuit configurations for these devices. Prerequisites: ENGT 1314; co-requisite: ENGT 1324.

ENGT 1343 Introduction to Digital Electronics (2-2-3)
The study of binary, octal, and hexadecimal number systems, Boolean algebra, Karnaugh maps, logic gates and integrated circuits, encoders and decoders, counters, arithmetic logic units, flip-flops, shift register, and memories. Describes the specifications and practical applications of digital integrated circuits. Prerequisites:MATH 1513, ENGT 1333 or concurrent enrollment.

ENGT 1711 Windows for Engineering Technology (1-0-1)
This course is a prerequisite study of windows type computer operating systems for engineering technology majors. It prepares the student to perform a variety of operator tasks required to interface windows operating systems and associated engineering technology software packages such as computer-aided-drafting and specialized electric/electronic production programs.

ENGT 1712 Technical Blueprint Reading (2-0-2)
This course teaches one how to read and interpret technical blueprints. Course work centers primarily upon machine drawings and includes line identification, understanding the arrangement of standard views, dimensions and notes, geometric dimensioning and tolerances, and using the SI measurement system. This course is beneficial to drafters, technologists, engineers, estimators, and business people who must be able to read blueprints.

ENGT 1813 Programming for Engineering Technology (3-0-3)
This course introduces the first-time user to the fundamentals of the personal computer, computer hardware, and software as viable tools for problem-solving in the area of engineering technology. Students learn to analyze technical problems, develop algorithms for solving technical problems, and write computer programs of moderate complexity in the C++ programming language. Instruction emphasizes using the computer to perform tasks such as mathematical calculations, collection, maintenance, and manipulation of data, and organizing and presenting solutions. Prerequisite: MATH 0143.

ENGT 1833 Introduction to Quality Assurance (3-0-3)
This course is designed to teach the basic concepts and techniques of quality control, the application of these techniques to production problems, and the utilization of reference materials related to quality control.

ENGT 1842 Dimensional Metrology (2-0-2)
A study of the science of dimensional metrology, systems of measurement, mechanical measurements, scaled instruments, reference planes, and calibration programs. Prerequisite: MATH 1613.

ENGT 1853 Quality Planning and Analysis (3-0-3)
This course prepares the students in the basic fundamentals of organizing quality functions from development to customer usage based on managerial and engineering methodology. Vendor/ customer relations and economic factors will also be discussed.

ENGT 2091-6 Special Topics in Engineering Technology (Variable)
Individual topics of study dealing with specific areas of the engineering-related technologies. May be repeated for a maximum of 6 credit hours.

ENGT 2123 Electromechanical Devices and Controls (2-2-3)
An introduction to electromechanical devices such as solenoids, relays, starters, switches, and motors. The course

further includes the study of control devices, line diagrams, and wiring methods as used in motor control circuits. Prerequisites: MATH 1613, ENGT 1324.

ENGT 2143 Principles of Process Control and Automation (2-2-3)
This course utilizes the concepts of feedback, amplifiers, transducers, motor controls, measuring systems, and closed loop process systems as an integrated package to provide the control functions necessary for process control and automation. Automation is discussed as how the complete system is controlled and monitored by feedback throughout an entire process. Prerequisites: MATH 2123, ENGT 1333.

ENGT 2153 Robotic Principles and Systems (2-2-3)
This course is a blending of electronics and mechanics as they apply to a robotic system. It includes basic terminology, robot classification, and the industrial application of robots. Also covered are hydraulic, pneumatic, and electrical power sources, sensors, programming, and microprocessor controllers. Prerequisite: ENGT 2333 or equivalent.

ENGT 2191-4 Engineering Technology Internship (Variable)
A supervised on-the-job training experience in an appropriate business, industry, government agency, or institution. May be repeated for up to 12 hours credit. Prerequisite: Approval of Engineering and Science Division Dean and employer.

ENGT 2214 Manufacturing Design (2-4-4)
A study of factors influencing efficient manufacturing processes. Case histories are studied and philosophies of manufacturing economics are debated. In support of laboratory exercises, jig and fixture design, process flow control, material handling, and management of resources are integrated with industrial robots and CNC machinery to provide the student with experience balancing the factors associated with manufacturing. Product research and original design are integrated with technical communications, both written and oral.

ENGT 2224 Computer-Aided-Design/Computer-Aided-Machining (CAD/CAM) (2-6-4)
An introduction to current technology for producing CNC programs from SmartCAM, AutoCAD, Iges and/or CADkey software. The student will download both graphically- and manually-produced programs to a floor- model CNC endmill and modify them to fulfill production specifications and requirements. Multiple part positioning and machine tooling are emphasized. Equipment is full-sized, metal is machined, multiple parts are produced, and close tolerances are required. If students desire to employ graphics other than SmartCAM, they must be proficient in the graphics version to be used.

ENGT 2313 Electronic Amplifiers and Systems (2-2-3)
The application of semiconductor active devices and linear integrated circuits in single-stage and multi-stage audio, wideband, and power amplifiers. Also, an introduction to power supplies, regulators, and oscillators. Prerequisites: MATH 1613, ENGT 1333.

ENGT 2333 Introduction to Microcomputers (2-2-3)
Introduction to microcomputers, architecture, instruction sets, addressing modes, input/output, memory, interfacing, and machine language programming. Prerequisite: ENGT 1343.

ENGT 2343 Practicum in Electronic and Video Technology (2-2-3)
Students will be assigned a project to design, construct, test, and document. Skills necessary for job securement and resume writing are presented. Video concepts, color television principles, television receivers, transmitters, monitors, and recorders are also studied. Another important part of this course is troubleshooting techniques. Sophomore standing and permission of professor required.

ENGT 2353 Optoelectronics (2-2-3)
The study of the theories of light, light sourcing, transmitting and receiving, photo detection, electroluminescence, optoelectronic devices, optical components, optical fibers and cables, lasers, and photometry/radiometry. Prerequisite: ENGT 1333.

ENGT 2363 Computer Interfacing (2-2-3)
Interfacing of peripherals to computers: input/output devices, memory, busses, buffers/drivers, interrupts, A/D and D/A converters, transmission lines, interconnects, etc. Prerequisite: ENGT 2333.

ENGT 2364 High Frequency and Data Communications (3-2-4)
Principles of advanced communications theory, transmission lines, high frequency, transistors and circuits, wave guides, microwave devices and systems, wave propagation, antenna theory, and the fundamental concepts and applications of data communications theory. Prerequisites: MATH 1613, ENGT 1333.

ENGT 2373 Linear Integrated Circuits and Applications (2-2-3)
Operational amplifier specifications, theory of operation, and applications in inverting and non-inverting amplifiers, summing circuits, integrators, differentiators, logarithmic circuits, active filters, voltage regulators, differential amplifiers, and other waveshaping circuits. Prerequisite: ENGT 1333; co-requisites: ENGT 2313, MATH 2123.

ENGT 2393 F.C.C. Test Review (3-0-3)
This course covers DC and AC circuits, active devices, amplifiers, resonance, filters, oscillators, amplitude modulation, frequency modulation, antennas, and rules and regulations for the FCC Radiotelephone license. Prerequisites: ENGT 1333, ENGT 2313 or equivalent.

ENGT 2503 Telecommunications (2-2-3)
Modern electronics communications theory covering the principles and applications of amplitude modulation, frequency modulation, single- sideband modulation and pulse modulation transmission and reception. Prerequisite: ENGT 2313.

ENGT 2513 Data Communications (2-2-3)
The study of theoretical and practical data communications from the hardware approach. Included in this course are topics concerning common binary code patterns, asynchronous transmission, UARTS, widely used interface standards, telephone lines for data transmission, error detection, modems, frequency, and time and statistical multiplexing. This course includes a laboratory to give student exposure to working with the hardware. Prerequisite: ENGT 2503 or equivalent.

ENGT 2523 Networks (2-2-3)
Introduction to the inner workings of local area networks (LAN's). Emphasis is placed on the lower layers which is a mixture of hardware and software that forms the support for all other network features. Topics discussed are: personal computers, cables, wires, fibers, ETHERNET, token ring, fiber distributed data interface, multi protocol drivers, hubs, bridges, and routers. Prerequisite: ENGT 2333 or equivalent.

ENGT 2803 Statistical Quality Control (3-0-3)
This course introduces the student to fundamental concepts of statistical theory as applied to quality control techniques. Various acceptance sampling programs and control charts will be discussed. Prerequisite: MATH 2843.

ENGT 2813 Procurement Quality Assurance (3-0-3)
This course provides the student with an understanding of procurement functions, industrial and government specifications, inspection procedures, and the procurement functions in relationship to the rest of an organization.

ENGT 2823 Nondestructive Testing (3-0-3)
This course introduces the student to various non-destructive testing methods for quality control purposes: liquid penetrant testing, magnetic testing, X-ray and isotope radiography, ultrasonic and eddy current tests.

ENGT 2833 Reliability Engineering Objectives (3-0-3)
The course introduces the student to the concepts of product reliability theory, statistical techniques, failure law, maintainability, design and systems analysis, vendor reliability control, reliability in production, and reliability program management. Prerequisites: ENGT 1833, MATH 2843.

Environmental Science (ENSC)

ENSC 1101 Introduction to Environmental Science Laboratory (0-2-1)
This course introduces students to the wide range of environmental issues that are present in today's world by utilizing a hands-on learning approach. This lab will examine the physical and ecological systems of the earth, their complex connections and patterns, and human interactions with the environment. Lab fee: $10.00.

ENSC 1103 Introduction to Environmental Science (3-0-3)
To introduce students to the wide range of environmental degradation issues that are present in today's world. To define many of these issues in reference to the theories, causes, effects, and control measures and to correlate the potential environmental, human health and welfare factors to environmental science. This class will focus on the environmental sustainability of the earth's various medias of soil, air, and water.

ENSC 2113 Solid and Hazardous Wastes: Principles & Management (3-0-3)
Introduction to the problems, regulations and techniques associated with the management of solid and hazardous waste to include composition, volume and characterization of the wastes. The course will cover the collection and disposal systems of solid and hazardous wastes, including landfills, solidification/stabilization and incineration.

ENSC 2123 Air Quality (3-0-3)
This course is the study of air pollution; its public, legal, engineering, and scientific ramifications, and current methods of sampling, analysis, and evaluation.

ENSC 2191-7 Individual Studies (Variable)
Directed individual study of special projects and supervised on-the-job training in selected organizations, businesses, and institutions of appropriate interest.

ENSC 2233 Water Quality (3-0-3)
This course is a study of the functional relationships of streams and lakes as they are affected by their physical, chemical and biotic environment. Increasing knowledge about the operational stream ecosystem and factors that regulate productivity of the total watershed are evaluated as well as impacts from human activities, including urban runoff, mining and agriculture. Students will select a stream/lake site to sample and analyze the water quality of the site throughout the semester. The legal framework for water pollution control in the United States is addressed via a review of the structure and requirements of the Clean Water Act and Safe Drinking Water Act.

ENSC 2403 Industrial Hygiene Practices (3-0-3)
Industrial Hygiene Practices provides students with an introduction to the field of industrial hygiene that includes anticipating, identifying, evaluating, and controlling health hazards. This course covers the basic concepts in threshold limits, dose response, and general recognition of occupational hazards, sample collection and evaluation methods.

Environmental Technology (ENVT)

All ENVT courses are offered through the Professional Training Center, 733-7488.

ENVT 1111 D-Level Water Operator (1-0-1)
This course covers all aspects of Basic "D" level operations for water operators. Material and studies include: basics of water treatment, characteristics of water, general regulations and management, reservoir management and intake structures, coagulation and sedimentation, filtration, disinfection, supplemental treatment, ground water systems, distribution systems, maintenance, and operator safety.

ENVT 1121 D-Level Wastewater Operator (1-0-1)
This course covers all aspects of Basic "D" level operations for wastewater operators. Material and studies include: basics of wastewater treatment, characteristics of wastewater, general regulations and management, collection systems, maintenance, operator safety, preliminary and primary treatment, secondary treatment, advanced treatment (tertiary treatment), sludge digestion and solids handling, wastewater treatment ponds, and disinfection.

ENVT 1211 C-Level Water Operator (1-0-1)
This course covers all aspects of intermediate "C" level operations for water operators. Material and studies include: basics of water treatment, characteristics of water, general regulations and management, reservoir management and intake structures, coagulation and sedimentation, filtration, disinfection, supplemental treatment, ground water systems, distribution systems, maintenance, and operator safety.

ENVT 1221 C-Level Wastewater Operator (1-0-1)
This course covers all aspects of intermediate "C" level operations for wastewater operators. Material and studies include: basics of wastewater treatment, characteristics of wastewater, general regulations and management, collection systems, maintenance, operator safety, preliminary and primary treatment, secondary treatment, advanced treatment (tertiary treatment), sludge digestion and solids handling, wastewater treatment ponds, and disinfection.

ENVT 1231 C-Level Water Laboratory (0-2-1)
This course is designed to train a person in laboratory skills necessary to attain a "C" water laboratory technician license. Water treatment processes cannot be effectively controlled unless the operator has some means to check and evaluate the quality of water being treated and produced. By relating laboratory results to treatment plant operators, the system can function efficiently and safely. Parameters and testing

procedures for alkalinity, hardness, chlorine residual, general laboratory safety and practices, jar tests, laboratory glassware, metric system, pH, quality assurance, standard solutions, and turbidity are the main topics discussed in lecture and demonstration.

ENVT 1241 C-Level Wastewater Laboratory (0-2-1)
This course is designed to train a person in laboratory skills necessary to attain a 'C" wastewater laboratory technician license. Wastewater treatment processes cannot be effectively controlled unless the operator has some means to check and evaluate the quality of wastewater being treated and produced. By relating laboratory results to treatment plant operators, the system can function efficiently and safely. Parameters and testing procedures for alkalinity, biochemical oxygen demand, dissolved oxygen, general laboratory glassware, metric system, pH, quality assurance, seeded B.O.D. tests, solids analysis, and standard solutions are the main topics discussed in lecture and demonstration.

ENVT 2091-7 Special Topics in Environmental Technology (Variable)
Special courses and workshops dealing with specific areas of environmental technology, especially water/wastewater technology. Lab fee $10.00.

ENVT 2312 B-Level Water Operator (2-0-2)
This course covers all aspects of advanced "B" level operations for water operators. Material and studies include: basics of water treatment, characteristics of water, general regulations and management, reservoir management and intake structures, coagulation and sedimentation, filtration, disinfection, supplemental treatment, ground water systems, distribution systems, maintenance, and operator safety.

ENVT 2322 B-Level Wastewater Operator (2-0-2)
This course covers all aspects of intermediate "B" level operations for wastewater operators. Material and studies include: basics of wastewater treatment, characteristics of wastewater, general regulations and management, collection systems, maintenance, operator safety, preliminary and primary treatment, secondary treatment, advanced treatment (tertiary treatment), sludge digestion and solids handling, wastewater treatment ponds, and disinfection.

ENVT 2331 B-Level Water Laboratory (0-2-1)
This course is designed to train a person in laboratory skills necessary to attain a "B" water laboratory license. Water treatment processes cannot be effectively controlled unless the operator has some means to check and evaluate the quality of water being treated and produced. By relating laboratory results to treatment plant operators the system can function efficiently and safely. Parameters and testing procedures for metric system, laboratory, glassware, quality assurance, standard solutions, alkalinity, pH, turbidity, DPD Colorimetric Chlorine Test, Calcium Carbonate Stability Test, Membrane Filtration Test, Coliform Test, EDTA Test For Hardness, NBS Thermometer, lab technician rules and regulations, and laboratory safety are the main topics discussed in lecture and demonstration.

ENVT 2341 B-Level Wastewater Laboratory (0-2-1)
This course is designed to train a person in laboratory skills necessary to attain a "B" wastewater laboratory license. Wastewater treatment processes cannot be effectively controlled unless the operator has some means to check and evaluate the quality of water being treated and produced. By relating laboratory results to treatment plant operators the system can function efficiently and safely. Parameters and testing procedures for coliform bacteria, general laboratory practices, laboratory safety, solids analysis, biochemical oxygen demand, dissolved oxygen, pH, alkalinity, standard solutions, quality assurance, wastewater laboratory glassware, and metric systems are subjects discussed in lecture and demonstration.

ENVT 2412 A-Level Water Operator (2-0-2)
This course covers all aspects of advanced "A" level operations for water operators. Material and studies include: basics of water treatment, characteristics of water, general regulations and management, reservoir management and intake structures, coagulation and sedimentation, filtration, disinfection, supplemental treatment, ground water systems, distribution systems, maintenance, and operator safety.

ENVT 2422 A-Level Wastewater Operator (2-0-2)
This course covers all aspects of advanced "A" level operations for wastewater operators. Material and studies include: basics of wastewater treatment, characteristics of wastewater, general regulations and management, collection systems, maintenance, operator safety, preliminary and primary treatment, secondary treatment, advanced treatment (tertiary treatment) sludge digestion and solids handling, wastewater treatment ponds, and disinfection.

ENVT 2431 A-Level Water Laboratory (0-2-1)
This course is designed to train a person in laboratory skills necessary to attain an "A" water laboratory operator certificate. Water treatment processes cannot be effectively controlled unless the operator has some means to check and evaluate the quality of water being treated and produced. By relating laboratory results to treatment plant operators, the system can function efficiently and safely. Parameters and testing procedures for metric system, laboratory, glassware, quality assurance, standard solutions, alkalinity, pH, turbidity, DPD Colorimetric Chlorine Test, Calcium Carbonate Stability Test, Membrane Filtration Test, Coliform Test, EDTA Test for Hardness, MBS Thermometer, lab technician rules and regulations and Laboratory Safety Gas Chromatography, Electrothermal Atomic Absorption, iron and manganese, reagent analysis, and total coliform tests are the main topics discussed in lecture and demonstration.

ENVT 2441 A-Level Wastewater Laboratory (0-2-1)
This course is designed to train a person in laboratory skills necessary to attain an "A" water laboratory technician license. Wastewater treatment processes cannot be effectively controlled unless the operator has some means to check and evaluate the quality of water being treated and produced. By relating laboratory results to treatment plant operators, the system can function efficiently and safely.

ENVT 2532 B/A Water Operator Management (2-0-2)
This course is a detailed and very intensive course involving management of multi-million dollar facilities and personnel. Managers must be proficient in budgeting for water and wastewater capital improvements, discharge regulation (OPDES) permits, safe drinking water standards, public relations, federal grant proposals, etc. These items are covered along with many real life scenarios and situations.

French (FREN)

FREN 1003 Conversational French I (3-0-3)
This is the first introductory French language conversation course. It is an introduction to the target language with a focus on listening and speaking, providing intensive prac-

tice in the language on topics of everyday life. This course should be taken by students who have never studied French and who want to learn basic conversational patterns.

FREN 1013 Conversational French II (3-0-3)
This is the second introductory French conversation course. This course continues the development of language skills with a focus on listening and speaking, providing the opportunity to function in the language in a variety of situations. This course should be taken by students who have completed FREN 1003 or equivalent and want to continue studying basic French. Students majoring in French may take this course for additional practice and review. Prerequisite: FREN 1003 or equivalent

FREN 1115 Elementary French I (5-0-5)
Pronunciation, elements of grammar, easy readings, conversation, composition, appreciation of life and literature of France. Prerequisite: ENGL 0123 or satisfactory assessment score for ENGL 1113.

FREN 1225 Elementary French II (5-0-5)
Continuation of FREN 1115. Fundamentals of grammar, oral and written composition, and appreciation of life and literature of France. Two years of high school French with a minimum grade of "C" in each class may substitute for the prerequisite. However, students should take the Extrainstitutional Exam in an attempt to receive credit for the prerequisite, FREN 1115, before enrolling in FREN 1225. Prerequisite: FREN 1115.

FREN 2091-3 Special Topics in French (Variable)
Directed individual or class study of special topics in French. May be repeated with different topics. Permission of professor required.

FREN 2113 Intermediate French I (3-0-3)
Review of basic grammar elements through readings, conversations, and compositions. Emphasis is on the student's using the language to express himself in varying situations. Four years of high school French with a minimum grade of "C" in each class may substitute for the prerequisite. However, students should take the Extrainstitutional Exam in an attempt to receive credit for the prerequisites, FREN 1115 and FREN 1225, before enrolling in FREN 2113. Prerequisite: FREN 1225.

FREN 2223 Intermediate French II (3-0-3)
Continuation of FREN 2113 with more advanced readings, conversations, and compositions. Emphasis continues to be on review and actual usage by the student of the language constructs. This course is the capstone course for French Majors. Prerequisite: FREN 2113.

Family Services and Child Development (FSCD)

FSCD 1212 Professional Development in FSCD (2-0-2)
A professional development course that identifies possible careers in family services/child development. The student will investigate these areas, identify tasks performed by professionals in these areas and explore prominent professional organizations and their functions.

FSCD 1302 CDA Preparation (2-0-2)
CDA stands for Child Development Associate and is awarded to an individual who has successfully completed a CDA assessment and who has been awarded a CDA credential. This course will prepare the student to meet the CDA competency goals through work in a center-based, home visitor, family child care, bilingual, or special education setting. This course will also prepare the student to fulfill the necessary CDA prerequisites and complete the application for the Child Development Associate credential, a nationally recognized credential granted by the Council for Professional Recognition.

FSCD 1311 Nutrition for Families and Children (1-0-1)
A course to develop an understanding of the theory and practices for development of positive nutrition, practices with families and children. Application of these principles and practices with young children in group care to children, nutrition education for parents and basic first aid procedures needed when caring for young children.

FSCD 1312 Health and Safety for Families and Children (2-0-2)
A course to develop an understanding of the theory and practices for development of health and safety practices in families and children. Application of these principles and practices with young children in group care and teaching health and safety about children to family members.

FSCD 1322 Learning Environments for Young Children (2-0-2)
The focus of this course is how to intentionally set up engaging and appropriately challenging early childhood learning environments. This course will address the principles of environment design and the integration of curriculum within various designs. Students will be presented research-based evidence and reasons behind differing implementation approaches. Course material will include the history and principles of developmentally appropriate practice, the importance of a play-based curriculum, and how to create, maintain, and enrich indoor and outdoor learning environments for young children.

FSCD 1332 Curriculum Planning (2-0-2)
This course involves the study of curriculum as it relates to the development of appropriate practices and environments for children eight and under in group settings. Students will learn about the relationship of play and creativity to the three domains of child development (physical, social-emotional, and cognitive). In addition, students will master the use of a range of developmentally appropriate practices for children under eight through the design, development, and implementation of games and activities for children as individuals or in small groups.

FSCD 1412 Introduction to Child Development Stages and Theories (2-0-2)
This course is an introduction to the principles of child development through the study of typical developmental stages in childhood from birth to age 12. IN addition, major theories in child development will be examined in relation to the application of these theories in child care and in other early learning settings. Theorists to be studied include but are not limited to Piaget, Erikson, Bandura, Montessori, Vygotsky, Bronfenbrenner, and Dewey. Theories will be considered I relation to physical, cognitive, psychosocial, and language development while stages will be considered in the context of mixed-age groupings: birth to 18 months, 18 to 36 months, 3 to 6 years, 6 to 9 years, and 9 to 12 years.

FSCD 1603 Language and Literacy (3-0-3)
This course involves the study of theories, methods, and materials as well as instructional techniques related to children's language and literacy development, including oral language, writing, and reading. This course is designed for

students working with or preparing to work with preschool and elementary age children.

FSCD 2091-3 Special Topics in Family Services and Child Development (Variable)
Directed individual study or class in specific topics in child development. Topics to be determined by the program needs of students. May be repeated for a maximum of three credit hours. Permission of Professor required.

FSCD 2233 Practicum in Family Services and Child Development (1-4-3)
A course designed to develop competencies in working with families and children in the Child Development Laboratory Center. Students will work with staff persons and directly with children and/or families in various settings, including specific classroom activities, parent-child interaction sessions, or parenting classes. Permission of Professor required.

FSCD 2333 Families and Substance Abuse (3-0-3)
Families and Substance Abuse is a course in which the student examines the family as a social institution and the influences that substance abuse has on the institution. Major emphasis is placed on theoretical models of substance abuse, social and historical context of substance abuse, legal aspects of drug abuse, and issues that typically exist in families dealing with substance abuse. This course is cross-listed with SOC 2333.

FSCD 2432 Observing and Assessing Human Behavior (1-2-2)
In this laboratory course, students will learn to observe and record an individual's behavior accurately with the goal of assessing his needs in classrooms, child care facilities family agencies, or medical settings. Topics covered may include: types of observation and recording; observer bias; assessing nonverbal behavior; and, using listening skills in assessment. (Same as PSYC 2432)

FSCD 2533 Guidance of Young Children (3-0-3)
A course to promote understanding and application of the principles and techniques of guidance with children in group and individual settings. General understanding of behavior patterns of children, methods of guiding and directing children's behavior patterns and activities for positive growth and development.

FSCD 2573 Family, School and Community Relations (3-0-3)
This course will deal with family, school, and community issues as they relate to children up to age 10 and their families. This course will enable students to develop the skills and techniques for working with parents and school and community services. Included will be an historical overview of family life and parent involvement, characteristics of families in today's society, effective communications with families, schools and home-based programs for families, and services for families with special needs.

FSCD 2611 Introduction to FS/CD Program Management (1-0-1)
This course will enable students to develop as well as provide an organized, goal directed program responsive to the needs of families and children. The program techniques will be directed toward day-to-day management issues.

FSCD 2613 Infant/Toddler Programs (3-0-3)
This course will enable students to develop the knowledge and skills necessary to work with children from birth to 2 1/2 years of age. Emphasis is on infant and toddler growth and development, activity planning, and a developmentally appropriate environment.

FSCD 2633 Administration in Family Services and Child Development Programs (3-0-3)
This course will enable students to develop the knowledge and skills necessary to manage and/or direct a program for children and for families. The course includes policy making, budgeting, personnel management, evaluation, staff development, facilities and equipment, regulations, and types of program accreditations.

Geography (GEOG)

GEOG 1103 Elements of Human Geography (3-0-3)
A study of the earth as the home of man, including such factors as land forms, climate, minerals, economics, regions, water, population, and cultural patterns of the world.

GEOG 1114 Physical Geography (3-2-4)
A systematic introduction to the physical earth; including earth materials, landform processes, and resultant landforms. Earth, sun relation; weather; climate; the water cycle; natural vegetation; and soil types. Emphasis is placed on the interrelationships among these phenomena. Lab fee $10.00. Prerequisite: Student must be eligible to enroll in a college-level math course.

GEOG 2443 Regional Geography of the World (3-0-3)
A study of the physical and cultural aspects of each major geographic region of the world, with an emphasis on the relationship between physiographic/climactic features and a region's society, economy, and politics.

Geology (GEOL)

GEOL 1093 Field Studies in Natural History (3-0-3)
Field studies of the natural history of various regions around the world. Studies will cover the systematic, ecology, physiology and morphology of the taxonomic groups represented by plant and animal species encountered in the region of study. Emphasis will also be placed on each species' specific adaptations to the physical environment. Additional studies will include exploring the regional geology, paleontology, paleogeography, soils, geomorphology, and geological processes for the selected region. Crosslisted with BIOL 1093. Additional expenses will be required.

GEOL 1111 Elementary Oceanography Laboratory (0-3-1)
Introduction to basic scientific principles and their application to the physical, chemical, and geological aspects of oceanography. Topics may include ocean sediments and rocks, circulation patterns, seafloor spreading, and others. Lab fee: $10.00 Prerequisite: GEOL 1113 or concurrent.

GEOL 1113 Elementary Oceanography (3-0-3)
This course will explore the physical, chemical, and geological aspects of oceanography. Focus will be placed on the interdisciplinary nature of oceanography, as well as the ocean as a system and its influence on the other systems operating on earth. Topics may include: sea floor topology, ocean sediments and rocks, ocean water layers and circulation, waves, tides, and current issues concerning the ocean.

GEOL 1114 Introduction to Physical Geology (3-2-4)
Study of the composition of the earth and the modification of its surface by internal and external processes. Includes examination of the Earth's interior, magnetism, gravity, position in space, minerals, rocks, structures, and geological processes. Lab fee $10.00. Field trip required. Prerequisite: Student must be eligible to enroll in a college-level math course.

GEOL 1121 History of Life on Earth Laboratory (0-3-1)
Introduction to the applications of basic principles and theories in paleontology (evolution, taxonomic systematics, invertebrate/vertebrate morphology and relationships) and geology (geologic time, earth history, plate tectonics, sedimentation and stratigraphy). The interrelationships and interactions of the physical world with the biosphere and its impact on the evolutionary development of life on earth will be examined through the use of models, specimens, statistical analysis, etc. in a laboratory setting. Included in the laboratory studies will be examinations and comparisons of both extant and extinct specimens of all important fossil forming taxonomic groups. Lab fee: $10.00. Prerequisite: GEOL 1123 or concurrent enrollment.

GEOL 1123 History of Life on Earth (3-0-3)
This course is an introduction to the basic processes and theories concerning the development of life on earth. Topics will include plate tectonics, radiometric age dating, relative age dating, stratigraphic principles, the organization of life, the development of prokaryotic and eukaryotic cells and organisms, taxonomic nomenclature, modern genetics and modern evolutionary theory. Preprequisite: BIOL 1124.

GEOL 1124 Historical Geology (3-3-4)
Study of the geologic history of the earth including the processes involved in the formation of the continents and oceans. The relationships of continents and oceans to the origin and evolution of life are examined within a time perspective. A field trip is required. Lab fee $10.00. Prerequisite: GEOL 1114 or permission of the instructor.

GEOL 1303 Geology of Oklahoma (3-0-3)
An overview of the geology of Oklahoma. Includes demonstration and examination of geologic principles, processes, paleoecology, paleogeography and paleoclimatology that are evidenced by Oklahoma geology. Oklahoma's geologic principles and processes, as well as Oklahoma's geologic history will be demonstrated using the geological examples preserved in Oklahoma's state parks and elsewhere. Field trips required.

GEOL 2002 Introduction to Geologic Mapping (2-0-2)
This course is an introduction to maps, coordinate systems, cross sections, and data analysis. Emphasis will be placed on utilizing many varieties of maps to identify topography, spatial relationships and geologic structures, as well as being able to create new maps based on available data. Prerequisite: GEOL 1124.

GEOL 2091-6 Special Topics in Geology (Variable)
Study of special topics and special interest courses in geology. These courses offer special instruction in current topics in geology. May consist of specialized geology courses offered to technical personnel of area companies, agencies, or other select groups in the community. Lecture and laboratory hours variable.

GEOL 2801 Capstone (1-0-1)
The capstone course integrates learning from the courses in the major with the courses from the rest of the academic experience. It requires the application of that learning to a project which serves as an instrument of evaluation. The project may include: 1)an internship approved by the instructor; 2) a discussion of modern topics of interest in the Geosciences, or 3) a research paper on a professor approved topic related to the Geosciences. Prerequisite: GEOL 2003 and permission of the professor.

Geographic Information Systems (GIS)

GIS 1113 Introduction to Geographic Information Systems (3-0-3)
An introduction to Geographic Information Systems and their applications. Emphasizes the concepts needed to use GIS effectively for manipulating, querying, analyzing, and visualizing spatial-based data. Industry-standard GIS software is used to analyze spatial patterns in meteorological, geological, environmental, and other applications data, and to generate cartographic output from the analysis.

German (GERM)

GERM 1003 Conversational German I (3-0-3)
This is the first introductory German conversation course. It is an introduction to the target language with a focus on listening and speaking, providing intensive practice in the language on topics of everyday life. This course should be taken by students who have never studied German and who want to learn basic conversational patterns.

GERM 1013 Conversational German II (3-0-3)
This is the second introductory German conversation course. This course continues the development of language skills with a focus on listening and speaking, providing the opportunity to function in the target language in a variety of situations. This course should be taken by students who have completed GERM 1003 or equivalent and want to continue studying basic German. Students majoring in German may take this course for additional practice and review. Prerequisite: GERM 1003 or equivalent.

GERM 1115 Elementary German I (5-0-5)
Pronunciation, elements of grammar, easy readings, conversation, composition, and appreciation of life and literature of Germany. Prerequisite: ENGL 0123 or satisfactory assessment score for ENGL 1113.

GERM 1225 Elementary German II (5-0-5)
Continuation of GERM 1115. Fundamentals of grammar, oral and written composition, and further acquaintance of students with life and literature of Germany. Two years of high school German with a minimum grade of "C" in each class may substitute for the prerequisite. However, students should take the Extrainstitutional Exam in an attempt to receive credit for the prerequisite, GERM 1115, before enrolling in GERM 1225. Prerequisite: GERM 1115.

GERM 2091-3 Special Topics in German (Variable)
Directed individual or class study of special topics in German. May be repeated with different topics. Permission of professor required.

GERM 2113 Intermediate German I (3-0-3)
Review of basic grammar elements through readings, conversations, and compositions. Emphasis is on the student's using the language to express himself/herself in varying situations. Four years of high school German with a minimum grade of "C" in each class may substitute for the prerequisite. However, students should

take the Extrainstitutional Exam in an attempt to receive credit for the prerequisites, GERM 1115 and GERM 1225, before enrolling in GERM 2113. Prerequisite: GERM 1225.

GERM 2223 Intermediate German II (3-0-3)
Continuation of GERM 2113 with more advanced readings, conversations, and compositions. Emphasis continues to be on review and actual usage by the students of the language constructs. This course is the capstone course for German Majors. Prerequisite: GERM 2113

Human Environmental Sciences (HES)

HES 2091-3 Special Topics in Home Economics (Variable)
Directed individual study of class in specific topics in Human Environmental Sciences. Topics to be determined by the program needs of students. May be repeated for a maximum of three credit hours. Permission of professor required.

HES 2323 Nutrition (3-0-3)
Nutrition is the study of nutrients in foods in relation to the physical development and health of a normal healthy person. Included is diet therapy needed during medical conditions that require specific dietary care.

HES 2403 The Family in Society (3-0-3)
This course is designed to provide a basic understanding of the family as a social institution by looking at family life in other societies and our own historical past, as well as the contemporary American family, from a sociological perspective. Prerequisite: SOC 1113.

HES 2523 Child Growth and Development (3-0-3)
This course considers the growth and development of a child from conception through adolescence. Topics covered may include: the responsibilities of parenthood; physical growth; intellectual growth; personality development; social and family adjustment; and, communication. (Same as PSYC 2523)

History (HIST)

HIST 1203 African American History (3-0-3)
This course is a survey of the African-American experience in America from the colonial period to the present. May be taken as Humanities credit for General Education requirement.

HIST 1413 Ancient and Medieval Civilization (3-0-3)
A survey of Western Civilization to about 1300 A.D. covering early human history, the civilization of the Ancient Near-East, Greece, and Rome, and the Middle Ages. May be taken as Humanities credit for General Education requirements.

HIST 1423 Modern Europe (3-0-3)
A survey of Europe in the early modern period from the Renaissance to the defeat of Napoleon at Waterloo. Covers the major political, economic, social, and intellectual developments of the period. May be taken as Humanities credit for General Education requirements.

HIST 1433 History of Europe, 1815 to Present (3-0-3)
A survey of Europe in the 19th and 20th centuries covering the significant political, economic, social, and intellectual developments. May be taken as Humanities credit for General Education requirements.

HIST 1483 U.S. History to 1877 (3-0-3)
A survey course in U.S. history from the colonial period to 1877.

HIST 1493 U.S. History since 1877 (3-0-3)
A survey course in U.S. history since 1877.

HIST 2033 America's Civil War (3-0-3)
A survey of America's Civil War from the antebellum period to defeat of the South. Students will examine the political, constitutional, military, economic, and social aspects of the period within the context of a growing nation and the increasing tensions that growth and change brought. In addition, after a thorough investigation of these events, students will better grasp the causes, character, and consequences of the war and its impact on future generations.

HIST 2043 The American West (3-0-3)
This course is designed to provide students with a general knowledge of the history of the American West with emphasis on Native Americans, role of the federal government, settlement patterns, and economic, political, and social development from colonial times through the 1980s.

HIST 2091-3 Special Topics in History (Variable)
Directed individual study or class in specific topics in History. Topics to be determined by the program needs of student. May be repeated for a maximum of three credit hours.

HIST 2133 Women's History-Lecture (3-0-3)
A study of the traditional concepts of the role of women in American society, the contributions of American women to society and womanhood, and the challenges to the traditional images of women as a result of the population explosion and the technological and medical breakthroughs in our industrialized society. May be taken as Humanities credit for General Education requirements.

HIST 2213 Russian History (3-0-3)
This is a basic course examining the history of Russia from its beginnings to the present day. The course covers political, economic, and social developments through the various phases of Russian historical development.

HIST 2223 World War I and the Russian Revolution (3-0-3)
This class provides an in-depth look at the events surrounding the First World War and the Russian Revolution and its profound impact on European society, politics, diplomacy, and culture. The scope of WWI and the Russian Revolution history is so broad and deep, it is truly a challenge to cover everything. This course is designed to give a broad overview from the lead-up to war, the war itself and its legacy, the dynastic challenges of the Romanov dynasty, finishing with the tumultuous Russian Revolution and the creation of the Soviet Union to its demise. Time will be spent on the cultural, ethnic, and social legacy of WWI and its effect on nations and people.

HIST 2233 World War II (3-0-3)
The devastating man-made holocaust of World War II was fought by the greatest number of men in the history of civilization over the largest area of the world's surface. Nations of diverse beliefs joined forces in a time of trouble to withstand and finally triumph over monstrous tyrannies. The cost in human casualties and property was astronomical. This course is designed to study the dramatic story of this greatest of all wars, to describe the causes of the conflict, the long bitter complicated struggle itself and the results. Our accent will be on the essentials: the most important events, incidents, trends, and personalities.

HIST 2243 Hitler and Nazi Germany (3-0-3)
This course examines the evolution of Germany into a fascist state under the leadership of Adolf Hitler and the catastrophic consequences of the Third Reich on humanity. Some of the major topics covered include Nordic mythology, German Kultur, Nazi ideology, Anti-Semitis, role of WWI propaganda, the role of kinder, kirchen, and kuchen and the Hitler Jugend, World War II and the Holocaust.

HIST 2253 Vietnam and the 1960s (3-0-3)
This course will look at the social and cultural aspects of the Vietnam era and the 1960s and its effect on American history. Using literature, film, music, and pop culture, the student will examine the Cold War, the 1950s, the Vietnam War (at length), the Civil Rights Movement, the Sexual Revolution, and the Women's Movement.

HIST 2263 Women's Studies (3-0-3)
This course offers an introduction to critical thinking about the past and present intersections of gender, race, ethnicity, class, and sexuality and how it shapes women's lives. We will be concerned with the role of gender and how it impacts women's lives in the social, political, economic, and personal realm. This course will also cover the highlights of American women's history, focusing on their lifestyles, social and political challenges, and integrating them into the larger picture of American history. The course will highlight selected biographies and literary works of American women to further demonstrate their experiences throughout American history.

HIST 2303 History of Oklahoma (3-0-3)
A survey of Oklahoma's development from prehistorical times to the present with emphasis upon the role of the Native Americans.

HIST 2503 American Indian History (3-0-3)
This course is a general survey of the American Indian experience from the pre-European contact period to the present. It provides an overview of the major periods and issues in American Indian history. May be taken as Humanities credit for General Education requirement.

HIST 2553 Frontier Women (3-0-3)
This course introduces students to the lives of women traveling on the overland trails, homesteading on the Great Plains, and working in marginalized occupations in the West. Students will examine Euro-American, Native American, African American, Latina, and Asian women's common struggles and diverse cultures, including famous and infamous women, gender roles, and popular historical myths and legends. The course will delve into the variety of women's lifestyles, religious beliefs, social roles and responsibilities, and how they influenced and were influenced by the communities and larger societies in which they lived.

HIST 2563 Colonial America, 1492-1775 (3-0-3)
This course will trace the development of the American continent—and the American consciousness—from roughly the Age of Exploration to the beginning of the American Revolution.

HIST 2573 History of Sports in America (3-0-3)
This is a sophomore level survey of the history of sports in America, from the colonial period to the present.

HIST 2583 Introduction to LGBT History (3-0-3)
This is an upper-division elective course designed to trace the historical contributions of lesbian, gay, bisexual, and transgender Americans to the greater American historical narrative, from the colonial era to the present.

Health, Physical Education and Recreation (HPER)

HPER 1102 First Aid (2-0-2)
This course is designed to provide the citizen responder with the knowledge and skills necessary in an emergency to help sustain life and minimize pain related to the consequences of injury or sudden illness until medical help arrives. The course content and activities will prepare participants to recognize emergencies and make appropriate decisions for first aid care. This course also emphasizes prevention of injuries and illness, with a focus on personal safety and health.

HPER 1113 First Aid/First Responder (3-0-3)
This course is designed to provide the professional rescuer, those who have a duty to respond in emergency situations (first responders) with the knowledge and skills necessary in an emergency to help sustain life, reduce pain, and minimize the consequences of respiratory, cardiac emergencies, injuries and/or sudden illness until more advanced medical help can arrive. The course content will prepare students to make appropriate decisions about the care to provide in an emergency. This course will meet the CLEET First Aid objectives for students in the CJ/COP program.

HPER 1202 Health and Wellness (2-0-2)
This course introduces concepts which can lead to optimal health. It presents principles of good health and knowledge which can affect behavior patterns that lead to a healthy lifestyle.

HPER 1213 Introduction to Health and Sports Sciences (3-0-3)
This class is designed to introduce to potential majors in HPER the following: the history and philosophy of HPER, social foundations of physical education and sport, scientific foundations, career planning, the nature and people of HPER and contemporary issues. In addition this course also gives comprehensive standards and guidelines for the quality design and operation of health and fitness facilities.

HPER 1222 Concepts of Fitness (2-0-2)
Theory and practice of basic health and skill related aspects of fitness. Included in course work are evaluations of personal fitness levels of cardiovascular endurance, body composition, muscle strength, muscle endurance and flexibility. Other topics include training principles, nutrition, stress, back pain and exercises to avoid.

HPER 1301 Physical Education Participation (generic) (0-2-1)
Instruction in various skill related and/or health related movement activities. Laboratory includes directed physical activity to improve one's skill and health aspects of fitness. Each activity will be specified in the class schedule for each semester. Fee: $10.00.

HPER 1311 Beginning Swimming (0-2-1)
This course will integrate the skills related to the diverse activities in the water with a common theme of safety, in, on, and around the water and to provide the student with information and resources to make participation in aquatic activities a lifetime pursuit. Fee $10.00.

HPER 1321 Intermediate Swimming (0-2-1)
This course will integrate the skills related to the diverse

activities in the water with a common theme of safety in, on, and around the water and to provide the student with information and resources to make participation in aquatic activities a lifetime pursuit. Fee: $10.00.

HPER 1331 Water Aerobics (0-2-1)
An exercise class designed to utilize the water's natural resistance and buoyancy to improve the student's cardiovascular endurance and muscular endurance and strength in a vertical position in shallow and deep depths. Swimming skills are not a requirement. Use of flotation and resistive devices may be incorporated but is optional. Fee: $10.00.

HPER 1351 Tennis (0-2-1)
This course will emphasize the development of the fundamental skills of tennis. Rules, terminology and etiquette will also be discussed. Racquet and balls will be provided. (Student may use his/her own personal racquet.) Fee: $10.00.

HPER 1361 Beginning Volleyball (0-2-1)
Beginning Volleyball is designed to teach anyone with an interest in the game the proper skills and fundamentals. This course will allow them to practice and develop those skills through the repetition of drills and game situations. The proficiency of these skills can be used to help individuals better enjoy a lifetime activity. Fee: $10.00.

HPER 1371 Intermediate Volleyball (0-2-1)
The Intermediate Volleyball course is designed for the more serious player, to take each individual a step beyond the beginning volleyball course. This course will help each player develop their individual skills and teach them more team aspects of the game. Fee: $10.00.

HPER 1391 Weight/Resistance Training (0-2-1)
Students will gain a working knowledge of weight/resistance training principles and their application. This may include the proper use of free weights, tubing, calisthenics, exercise balls, medicine balls, stabilization training and weight machines. Fee: $10.00.

HPER 1401 Group/Cardio Fitness (0-2-1)
Group/Cardio Fitness classes combine a variety of movements choreographed into a set of routines that improve cardiovascular endurance, coordination, and rhythm. Some class sets may include step benches and routines to improve muscular endurance (toning) and flexibility. Fee: $10.00.

HPER 1402 Water Safety Instructor (2-0-2)
The purpose of this course is to train instructor candidates to teach American Red Cross Swimming and Water Safety courses.

HPER 1411 Pilates (0-2-1)
An exercise class based on the teachings of Joseph Pilates designed to improve the students' core strength, balance and coordination, and flexibility through a series of exercise to music. Resistive equipment such as tubing bands or balls may be used. Each student is encouraged to exercise at his/her own ability to achieve improved overall fitness. Establishes a foundation toward a healthy lifestyle and improves self-esteem and self-confidence. Fee: $10.00.

HPER 1412 Lifeguarding (2-0-2)
Instruction and certification in American Red Cross Lifeguarding and CPR for the Professional Rescuer. The purpose of the Lifeguarding course is to teach lifeguards the skills and knowledge needed to prevent and respond to aquatic emergencies. The course content and activities prepare lifeguard candidates to recognize emergencies, and prevent drowning and other incidents. The course also teaches other skills and individual needs to become a professional lifeguard.

HPER 1421 H2O Strength Training (0-2-1)
This class is designed to use the resistive and buoyant qualities of water to improve muscular strength, core strength, balance, coordination, and posture. A variety of resistance equipment such as handheld weights, body bars, resistance tubing, bands, and flotation devices will be used. No prior swimming ability required.

HPER 1431 Zumba (0-2-1)
ZUMBA is a Latin-inspired, dance-fitness class that incorporates Latin and international music and dance movements. This class format combines fast and slow rhythms that tone and sculpt the body in an aerobic-fitness fashion. This class integrates basic principles of aerobic, interval, and resistance training.

HPER 1451 Yoga (0-2-1)
Yoga is a practice of physical postures, integrated with the breath, to release tensions and promote strength and flexibility of body, mind, and emotions. This simple practice is accessible to everyone, at any age, in any physical condition. Fee: $10.00.

HPER 1461 Cardio/Yoga/Strength (1-0-1)
Cardio/Yoga/Strength combines the best of yoga, strength training, and aerobics. Yoga is a practice of physical postures, integrated with breathing, to release tension and promote strength and flexibility of body, mind, and emotions. Strength training will include the use of hand-held weights, resistance tubing and/or stability ball. The aerobics portion of the class combines a variety of movements choreographed into a set of routines that improve cardiovascular endurance, coordination, and rhythm. Some class sets may include step benches and routines to improve muscular endurance.

HPER 1471 Aerobic Kickboxing (0-2-1)
This course joins martial arts and group exercise in a union that provides an optimal workout for participants of all skill and fitness levels. Participants will learn the fundamental movements drawn from martial arts, and implement the techniques to improve overall fitness. Fee: $10.00.

HPER 1481 Bowling (0-2-1)
Instruction in bowling techniques. Laboratory includes physical bowling activity to improve individual skill and aspects of fitness.

HPER 1501 Boot Camp (1-`0-1)
All ability levels will benefit from this group exercise class that mixes traditional calisthenics and body weight exercises with interval training and strength training. Expect to burn fat, build muscle, reduce stress, increase energy, and boost confidence. Equipment su as BOSU balls, medicine balls, free weights, and resistance tubing may be used. An efficient and fun workout, boot camp fitness class challenges you to push outside your comfort zone by providing encouragement rather than intimidation

HPER 1502 Techniques of Teaching HSS Skills/Activities (2-0-2)
This course prepares students to be able to instruct physical education activity classes including skills, techniques, assessment, and strategy. In addition to skill acquisition, the course will focus on how to plan and implement the stages

of skill development in games through the use of extending, refining, and application tasks. Teaching, coaching, and officiating in individual, dual sports, team sports, and recreational activities with competitive and non-competitive components will be included.

HPER 1511 PiYo™ (1-0-1)
PiYo™ is a unique class designed to build strength and gain flexibility. The moves fit perfectly together to form a class filled with intense choreography that is fun, challenging, and will make you sweat. It's about energy, power, and rhythm. Think sculpted abdominals, increased overall core strength, and greater stability.

HPER 1521 Turbo Kick™/Abs (1-0-1)
Turbo Kick™ /Abs is a combination of intense kickboxing moves as well as dance moves all perfectly choreographed to high energy and motivating music. It's the ultimate cardiovascular challenge that's a unique blend of intense intervals, strength/endurance training, core training, and a relaxing cool-down. It requires no previous kickboxing experience or equipment.

HPER 1531 Zumba®/Toning (1-0-1)
Zumba®/Toning is a dance-fitness class that incorporates Latin and international music and dance movements. This class format combines fast and slow rhythms that tone and sculpt the body in an aerobic/fitness fashion. This class integrates basic principles of aerobic, interval, and resistance training.

HPER 1601 Varsity Baseball (0-2-1)
Varsity competition in men's baseball. Course will include theory and practice of skills, strategy, and rules as well as game experience. May be repeated for a maximum of four credit hours. Permission of professor is required. Fee: $10.00.

HPER 1661 Varsity Softball - Women (0-2-1)
The Rose State College varsity softball team will play competitive games in Region II, Division I of the NJCAA. The course will teach the fundamental skills of the game of softball; hitting, catching, base running, etc. The course will also be geared to teach advanced game strategies, physical conditioning, and positive coaching methods. Permission of professor required. Fee: $10.00.

HPER 2091-3 Special Topics in Health, Physical Education and Recreation (Variable)
Directed individual study or class in specific topics in Health, Physical Education and Recreation. Topics to be determined by the program needs of students. May be repeated for a maximum of three credit hours. Permission of professor required.

HPER 2202 Intramural Sports (1-2-2)
The objectives, philosophy, and problems of organizing and conducting an intramural sports program. This course will transfer only as an elective in a degree in physical education.

HPER 2333 Sport Nutrition (3-0-3)
This course examines the relationship between nutrition, physical performance, and overall wellness. Students will learn how to choose nutritious foods for healthy lifestyles and peak performance. Health and disease prevention through nutrition, physical activity, and wellness practices are essential components of the course.

HPER 2402 Theory of Baseball (2-0-2)
A course in methods and techniques used in playing and coaching baseball. Course will include pitching, catching, infield play, outfield play, batting, base running, and rules.

HPER 2412 Lifeguard Instructor (2-0-2)
Instruction and certification in American Red Cross Lifeguard program for instructors. This course will certify the successful candidate to teach the ARC Basic Water Safety Course, the Emergency Water Safety Course and the Lifeguard Course.

HPER 2503 Health Concepts for Children (3-0-3)
This course is designed to address health content and concepts relevant to the physical, social, and emotional needs of children age 6 to 12. The focus of this course is on implementing age-appropriate curricula and skill-building strategies that foster healthy behaviors in a child care setting. Course material will include healthy habits, program environment, physical fitness, and middle childhood development.

HPER 2612 Introduction to Legal Aspects of HPER Profession/Personal Training (2-0-2)
The purpose of this course is to provide students with an understanding of the legal responsibilities pertaining to persons in the fields of HPER and personal training including application and interpretation of law.

HPER 2623 Physiology of Exercise (3-0-3)
This course will examine the physiological effects of exercise, the responses and adaptations of body systems to exercise, the essentials of an adequate diet, and the function of nutrients in exercise.

HPER 2633 Principles of Personal Training (3-0-3)
Prep course for National Strength and Conditioning Association (NSCA) - Certified Personal Trainer (CPT) exam. This course provides in-depth coverage of the knowledge, skills, and abilities required of personal trainers. Special coverage is given to exercise technique, including teaching approaches involving free-weight and machine exercises, cardiovascular activities, flexibility, and speed training.

HPER 2643 Applied Anatomy (3-0-3)
This course is a study of osteology, skeletal structure, neuromuscular system, and fundamentals of human anatomical structure with an emphasis on application to human movement. The ability of the musculoskeletal system to function simultaneously and systematically to produce human movement will be the primary objective of the course.

HPER 2701-3 Health and Sports Sciences Practicum (Variable)
The practicum is offered in collaboration with selected agencies and programs throughout the State of Oklahoma. The student is placed in a program or agency under the approved supervision for the purpose of developing professional skills and values.

Health Sciences Allied Dental Courses (HSAD)

HSAD 1243 Advanced Clinical Procedures (2-4-3)
Theory and applied clinical experiences in the expanded duties of nitrous oxide, coronal polishing and pit and fissure sealant placement. Physiology of nitrous-oxide analgesia, its use, precautions, and administration procedures. Lab fee $10.00. Permission of Program Director required.

Health Sciences Basic Courses (HSBC)

HSBC 1104 Anatomy and Physiology (4-0-4)
A study of functional anatomy with an emphasis on basic principles of physiological activities of the different systems of the body.

HSBC 1113 Medical Terminology (3-0-3)
This course covers the Greek and Latin prefixes, suffixes, adjectives, and the anatomical roots, and includes the terms for major diseases, examination, and diagnosis.

HSBC 1121 Medical Ethics (1-0-1)
This survey course considers medical issues as they apply to the inter-relationships of health personnel, patients, physicians, and community. Various ethical issues are examined including confidentiality, informed consent, death and dying, euthanasia, abortion, and distribution of medical resources.

HSBC 1141 CPR- for Health care Providers (1-0-1)
This course is designed for the health care provider or others who are pursuing a career in the health care profession. The student will be given information on basic life support measures for adults, children and infants. The student will be provided with information in order to recognize and manage both cardiac arrest and stroke victims in a quick and timely manner. Other material is provided such as injury prevention, risk factors of cardiovascular disease and the performance skills required to understand and perform these important steps of basic life support. Laboratory fee: $10.00.

HSBC 1224 Introduction to Clinical Microbiology (3-2-4)
This course is designed for the health care professional. Basic introductory course in microbiology as related to the health care professional; consideration will be given primarily to the pathogenic microorganisms, including bacteria, virus, rickettsiae, fungus and protozoa. Emphasis will be placed on diseases caused by microorganisms, aseptic technique, and control of nosocomial infections. Laboratory fee $10.00.

HSBC 2091-8 Special Topics in Health Sciences (Variable)
Selected topics in specialized areas of Health Sciences. May be repeated with a change in subject matter for up to a total of eight hours credit.

HSBC 2103 Human Pathology (3-0-3)
General principles and mechanisms of disease with emphasis on common disorders such as infections, cancer, strokes, and heart disease. Prerequisite: HSBC 2114 or HSBC 1113 or HSBC 1104 or BIOL 1124.

HSBC 2114 Human Anatomy (3-2-4)
This course is an introductory study of human anatomy using models and mammalian dissection. Laboratory and lecture are integrated with three hours lecture and two hours of laboratory each week. Prerequisite: HSBC 1113, equivalent, or permission of instructor. Lab fee $10.00. This course is cross-listed with BIOL 2114.

Health Sciences Clinical Laboratory Technology (HSCL)

HSCL 1103 Introduction to the Medical Laboratory (3-2-3)
A study of the laboratory environment including laboratory safety, equipment, instrumentation, vocabulary, and quality control/quality assurance. Includes the principles and techniques used in urinalysis. Lab fee $10.00. Permission of Program Director required.

HSCL 1113 Hematology I (2-2-3)
A study of the normal process of blood cell production and hemostasis, including common laboratory testing methods. This course is held the first eight weeks of the fall semester. Lab fee $10.00. Permission of Program Director required.

HSCL 1123 Immunology (2-2-3)
Fundamental principles of immunology are presented and applied to testing methods used in the medical laboratory. This course is held the second eight weeks of the fall semester. Lab fee $10.00. Permission of Program Director required.

HSCL 1213 Hematology II (2-2-3)
The second portion of the study of hematology focuses on disease processes commonly seen in the medical laboratory. These include anemias and leukemias. Emphasis is placed on the microscopic analysis of blood cells and their abnormalities. This course is held the second eight weeks of the spring semester. Lab fee $10.00. Prerequisite(s): HSCL 1113, Permission of Program Director required.

HSCL 1221 Phlebotomy (1-0-1)
Theory and technique of proper collection of blood samples for diagnostic, therapeutic, and prognostic purposes. Includes arterial, capillary, and venous collection in adults and children. Permission of Program Director required. Lab fee $10.00.

HSCL 1223 Immunohematology (2-2-3)
A study of the antigens present on red blood cells, their associated antibodies, and the blood banking techniques used to identify suitable donor blood for transfusion. This course is held the first eight weeks of the spring semester. Lab fee $10.00. Prerequisite(s): HSCL 1123. Permission of Program Director required.

HSCL 2405 Clinical Laboratory Science I (0-16-5)
Experience and training in local hospital laboratory under supervision of pathologists, staff technologists, and CLT education coordinator. Permission of Program Director is required. This is the first clinical course for the two-year option.

HSCL 2412 Clinical Laboratory Science A (0-8-2)
Experience and training in local hospital laboratory under supervision of pathologists, staff technologists, and CLT education coordinator. Permission of Program Director required. This is the first clinical course for the One Year Option.

HSCL 2415 Clinical Analytical Chemistry (4-3-5)
Application of instrumentation and manual techniques for quantitative analysis of body fluids. Lab fee $10.00. Prerequisites: CHEM 1114, CHEM 1124. Permission of the Program Director required.

HSCL 2505 Clinical Laboratory Science II (0-16-5)
Experience and training in local hospital laboratories under supervision of pathologists, staff technologists, and CLT education coordinator. Prerequisite: HSCL 2405. Permission of Program Director required. This is the second clinical course for the two-year option.

HSCL 2515 Pathogenic Microbiology (4-3-5)
A study of the pathogenic microorganisms of man. Includes pathogenic bacteria, fungi, and parasites. Emphasis placed upon identification of the microorganisms. Includes morphology, physiology, etiology, and growth characteristics of the organisms. Lab fee $10.00. Prerequisites: HSBC 1224 or BIOL 2035. Permission of Program Director is required.

HSCL 2518 Clinical Laboratory Science B (0-24-8)
Experience and training in local hospital laboratory under supervision of pathologists, staff technologists, and CLT education coordinator. Prerequisite(s): HSCL 2412. Permission of Program Director required. This is the second clinical course for the One Year Option.

HSCL 2606 Clinical Laboratory Science III (0-40-6)
Experience and training in local hospitals under supervision of pathologists, staff technologists, and CLT educational coordinator. Permission of Program Director required. This is an eight-week course completing both the one- and two-year option. Prerequisite: HSCL 2505 or HSCL 2518.

Health Sciences Dental Assisting (HSDA)

HSDA 1112 Dental Assisting (2-0-2)
Introduction to the career of dental assisting, with emphasis on its history, organization, and guidelines; basic dental terminology; introduction to the techniques of prevention, control, and patient motivation; basic procedures in first aid, emergencies, and the handling of special-needs patients. Permission of Program Director required.

HSDA 1124 Clinical Procedures I (2-4-4)
Application of beginning principles and procedures of chairside assisting for various dental procedures; beginning clinical experience in general assisting techniques utilizing 4-handed dentistry concepts with patient contact. Lab fee $10.00. Permission of Program Director required.

HSDA 1134 Dental Sciences I (4-0-4)
Introductory principles of microbiology including study of oral microorganisms, sources and modes of transmission of oral infections; dental anatomy with emphasis on structures of the oral cavity, terminology, tooth morphology; embryology and histology of the head region and oral cavity. A basic survey of head and neck anatomy principles is included. Permission of Program Director required.

HSDA 1143 Dental Materials (2-2-3)
Composition, properties, and classification of materials commonly used in dentistry with concentrated laboratory practice in their preparation and manipulation. Lab fee $10.00. Permission of Program Director required

HSDA 1153 Dental Radiography (2-2-3)
Principles of dental radiography including radiation, physics, biology, and procedures for radiation protection; techniques for exposing, processing, and mounting dental radiographs; patient management and special and accessory radiographic techniques. Lab fee $10.00. Permission of Program Director required

HSDA 1215 Clinical Procedures II (3-4-5)
A continuation of HSDA 1124 with introduction to chairside dental assisting for the various recognized dental specialties; experience in basic expanded functions including actual patient contact. Radiographic experience in order to ensure quality assurance in exposing and processing dental radiographs. Lab fee $10.00. Permission of Program Director required.

HSDA 1225 Dental Sciences II (5-0-5)
A continuation of HSDA 1134. Introduction to fundamentals of anatomy and physiology, pharmacology and pathology as they relate to the oral cavity, basic diet and nutrition principles, including diet counseling in cavities prevention and control. Permission of Program Director required.

HSDA 1232 Practice Management (2-0-2)
Survey of dental practice management, including business and office procedures, public relations, and skills for seeking employment. Ethical and legal aspects of dentistry including legal functions for Oklahoma dental assistants. Permission of Program Director required.

HSDA 1241 Correlation Seminar (1-0-1)
Orientation to HSDA 1252 Practicum I and HSDA 1353 Practicum II which includes familiarization with extramural settings, operations, and evaluation procedures. Review of chairside procedures, student experiences, and discussions relating to national credentials. Lab fee $10.00. Permission of Program Director required.

HSDA 1252 Dental Assisting Practicum I (0-16-2)
Applied clinical experience in chairside assisting in various clinics. Permission of Program Director required.

HSDA 1353 Dental Assisting Practicum II (1-38-3)
Field experience and dental assisting techniques including four-handed dentistry concepts, radiographic techniques, and assisting in operative and specialty procedures. Permission of Program Director required.

Health Sciences Dental Hygiene (HSDH)

HSDH 1105 Dental Hygiene I (3-6-5)
Introduction to personal oral hygiene care and patient instruction; initiation of clinical procedures including instrumentation used in oral prophylaxis; introduction to oral inspection procedures including procedures for obtaining pertinent patient medical/dental information. Lab fee $10.00. Permission of Program Director required.

HSDH 1113 Dental Embryology, Histology and Anatomy (3-0-3)
The course provides a study of embryonic development of the face and oral cavity, the basic tissues composing human organs, histology of dental tissues, normal tooth development, and dental anomalies. Dental anatomy focuses on form and function of permanent and deciduous human teeth. Emphasis is place on identification of teeth and on knowledge of tooth form and contour for instrument adaptation. Permission of Program Director required.

HSDH 1205 Dental Hygiene II (3-8-5)
Clinical practice in oral prophylaxis, application and reinforcement of topics introduced in HSDH 1105 with introduction of auxiliary clinical procedures; anatomy of the head and neck with emphasis on structures related to oral cavity. Lab fee $10.00. Permission of Program Director required.

HSDH 1213 Dental Materials (2-2-3)
Composition and properties of materials commonly used in dentistry with laboratory practice in their preparation and manipulation. Laboratory emphasis on legalized functions for the dental hygienist relating to dental materials. Lab fee $10.00. Permission of Program Director required.

HSDH 1222 Dental Radiography (1-2-2)
Principles of dental radiography including radiation physics and biology and procedures for radiation protection; techniques for exposing, processing, and mounting dental radiographs; patient management; special and accessory

radiographic techniques. Lab fee $10.00. Permission of Program Director required.

HSDH 1241 Periodontics I (1-0-1)
Study of the supporting structures of the teeth in health and disease states with emphasis on clinical appearances, cause of periodontal disease, types of periodontal diseases, histopathogenesis, and microorganisms in gingivitis and periodontitis, correlation between systemic health and periodontal health and recognition and treatment of periodontal emergencies. Also includes instruction in the use of Gracey curets and their sharpening. Permission of Program Director.

HSDH 2305 Dental Hygiene III (1-20-5)
Continuation of HSDH 1205. Introduction of additional patient treatment procedures; adaptation of clinical procedures in special patient care; clinical application of radiography and periodontics; laboratory experience in administration of nitrous oxide analgesia and local anesthesia. Seminars on additional subjects related to dental hygiene practice. Assignments at affiliated clinics will be arranged. Lab fee $10.00. Permission of Program Director required.

HSDH 2312 Community Dental Health I (2-0-2)
Introduction to the scientific research process through the scientific method, manipulation of variables, research designs, data collection, interpretation of data, and presentation of findings. Role of fluoride in public health and the prevalence and incidence of dental diseases. Introduction to the learning process in relation to public health education. Active participation in community projects is also required. Lab fee $10.00. Permission of Program Director required.

HSDH 2323 Pathology for the Dental Hygienist (3-0-3)
Introduction to general pathology; clinical application to disease of the oral cavity including manifestations of inflammation, degenerative changes, neoplastic disease and developmental anomalies; visual differentiation between normal and abnormal oral tissues and conditions. Permission of Program Director required.

HSDH 2331 Periodontics II (1-0-1)
A continuation of HSDH 1241 including the use of various periodontal assessment tools in addition to different types of Gracey curets and application of advanced instrumentation techniques, powered instrumentation, phases of periodontal therapy including treatment planning and principles of scaling and root planning, principles of periodontal surgery, the use of chemotherapeutics, and the role of occlusion. Also includes the immunologic aspects of periodontal disease. Permission of Program Director required.

HSDH 2343 Pharmacology/Anxiety and Pain Control (3-0-3)
General principles of pharmacology; modes of administration and effects on organs and systems of the body; special emphasis on drugs used in dentistry, their sources, preparation and therapeutic uses. Physiology of nitrous-oxide-oxygen analgesia, its use, precautions, administration procedures. Principles of general anesthesia and agents used. Physiology of dental local anesthesia, its use, precautions, and administration procedures. Laboratory and clinical experiences in administration of nitrous-oxide analgesia and local anesthesia are received in HSDH 2305 and 2405 clinic. Lab fee $10.00. Permission of Program Director required.

HSDH 2405 Dental Hygiene IV (1-20-5)
Continuation of HSDH 2305. Refinement of clinical skills and introduction of additional patient treatment procedures; clinical experience in administration of nitrous oxide analgesia and local anesthesia. Seminar on additional subjects related to dental hygiene practice. Assignments at affiliated clinics will be arranged. Lab fee $10.00. Permission of Program Director required.

HSDH 2413 Community Dental Health II (3-0-3)
A continuation of HSDH 2312. Introduction to public health education and opportunities for dental hygienists in the field of public health dentistry. Instruction includes the role of dental auxiliaries, career perspectives, history of dental public health, principles of learning and motivation, methods of planning, instructional methods and materials, resources and quality control techniques. Dental health needs, resources and objectives are presented concurrently with the delivery of dental care and financing. Active participation in community projects is required. Lab fee: $10.00. Permission of Program Director required.

HSDH 2423 Practice Administration (3-0-3)
Survey of dental practice management; business and office procedures including recall systems; professional responsibilities of the dental hygienist with emphasis on ethical and legal aspects of dental and dental hygiene practice; psychology and philosophies of patient management. Practicum may be arranged. Permission of Program Director required.

HSDH 2431 Periodontics III (1-0-1)
A continuation of HSDH 2331 with emphasis on a self-directed approach to research on literature topics relevant to dental hygiene in the field of periodontics, as well as evidence-based decision making. Additional didactic emphasis is placed on power scalers, implant maintenance, subgingival chemotherapeutic device placement, and phase I reevaluation. Permission of Program Director required.

HSDH 2502 Dental Hygience Licensure Preparation (1-2-2)
Preparation and orientation for clinical dental hygiene licensing examination including regional examination format; examination logistics and materials; and patient selection by candidate. Course includes availability of clinical facility for patient screening; equipment, supplies and liability insurance for regional clinical examination. This elective course is available to students who have completed the four-semester Dental Hygiene Program and all HSDH course work. Laboratory Fee: $10.00 Permission of Program Director required.

Health Sciences Emergency Medical Technician/Paramedic (HSEM)

HSEM 1116 Basic EMT (10-3-6)
In the Basic EMT program students learn the foundation skills for introduction to anatomy and physiology, patient assessment, airway control, cardiac arrest management, use of a semi-automatic external defibrillator, spinal immobilization and splinting techniques. Students will complete the American Heart Association's Cardiopulmonary Resuscitation (CPR) at the Health Care Provider level and will receive a course completion card after the course is completed.

HSEM 1214 Paramedic Preparation (4-0-4)
This course is the foundation course for the Paramedic Program. Students will learn foundational aspects in EMS such as roles and responsibilities, medical legal aspects, patient assessment, advanced airway management, and prin-

ciples of pathophysiology. Students will complete assigned clinical competencies in surgical settings. Prerequisite: HSEM 1116.

HSEM 2113 Paramedic Pharmacology (4-5-3)
This course will present the student with the fundamentals of drug administration pharmakokinetics, pharmacodynamics and dosage calculations. Students will learn how to initiate and maintain intravenous lines and administer medications through a variety of routes. Students will also spend clinical time in emergency departments and use IMS settings while achieving assigned clinical competencies. Prerequisites: HSEM 1116, HSEM 1214.

HSEM 2116 Paramedic Medical Emergencies (11-5-6)
This course covers the specific pathophysiology, assessment and management of common medical emergencies. Students will spend clinical hours in critical care units, dialysis units, and EMS services completing assigned clinical competencies. Prerequisites: HSEM 1116, HSEM 1214, HSEM 2113.

HSEM 2193 Paramedic Internship (2-12-13)
This course will primarily be spent in the clinical setting. Students will spend in excess of 200 hours in ER and EMS settings completing assigned clinical competencies. Students will meet weekly in order to review clinical experience and review all aspects of the paramedic program, while correlating them with actual clinical experiences. Prerequisites: HSEM 1116, HSEM 1214, HSEM 2113, HSEM 2116, HSEM 2214, HSEM 2215.

HSEM 2214 Paramedic Trauma Emergencies (9-0-4)
This course will cover the pathophysiology, assessment and management of trauma related patients and scenes. Students will also cover operational aspects such as rescue, hazardous materials response, and mass casualty incidents. Prerequisites: HSEM 1116, HSEM 1214, HSEM 2113, HSEM 2116.

HSEM 2225 Special Needs Patients and the Paramedic (7-4-5)
This course will cover disease and injuries affecting special patient populations as well as their assessment and management. Patient populations include pediatrics, obstetrics and geriatrics. Clinical hours will be spent in pediatric, labor and delivery and psychiatric units. Prerequisites: HSEM 1116, HSEM 1214, HSEM 2113, HSEM 2116, HSEM 2214.

Health Sciences Health Information Technology (HSHI)

HSHI 1104 Introduction to Health Information (3-2-4)
This course covers the history and development of the health information management profession and professional ethics. Emphasis is placed on basic functions of a health information department, record format, content including documentation standards, and guidelines specific to acute care hospital accreditation standards, state licensing, and Medicare certification requirements. Health care delivery systems and current health care professions are discussed. Lab Fee: $10.00 Prerequisites: HSBC 1113 or concurrent enrollment. Permission of Program Director required.

HSHI 1112 Legal Aspects - Health Information (2-0-2)
This course emphasizes the confidential nature of health information and the duty of all health care personnel to protect this confidentiality. It is a study of laws pertaining to health information and the principles involved in release of information. It introduces the American legal system and legal terminology, reviews current health care legislation and the essentials of a health care compliance program. Commonly used legal terminology is emphasized. Permission of Program Director required.

HSHI 1213 Health Information Statistics and Data Display (3-0-3)
This course emphasizes commonly computed health care statistics and basic statistics, related terminology, vital records, analysis and presentation of data, introduction to basic research principles, and institutional review board functions. Software applications are utilized. Prerequisite: HSHI 1104. Permission of Program Director required.

HSHI 1222 Professional Practice Experience I (0-4-2)
This course offers the coordination and supervision of clinical learning experiences in affiliating health care facilities and/or program laboratory. Prerequisite: HSHI 1104. Permission of Program Director required.

HSHI 2091-3 Directed Studies in Health Information (VAR)
Selected topics in specialized areas of health information. May be repeated with a change in subject matter for up to a total of three (3) credit hours. Will not satisfy any of the credit hour requirements for an associate degree program. Permission of Program Director required.

HSHI 2102 Health Information in Alternative Care Settings (2-0-2)
This course involves the study of health information practices and health record format and content including documentation standards and guidelines specific to various health care settings. Characteristics of non-acute health care organizations are examined. Tumor registry and cancer programs are also covered. Prerequisite: HISHI 1104. Permission of Program Director required.

HSHI 2203 Coding I (2-2-3)
This course provides an in-depth presentation of principles and guidelines to accurately code and sequence diagnoses and procedures using various classification systems and nomenclatures with a special emphasis on ICD. Coding exercises are utilized to demonstrate understanding. Lab fee: $10.00. Prerequisites: HSBC 1113 and HSBC 1104 or concurrently enrolled. Permission of Program Director required.

HSHI 2211 Health Care Reimbursement Methodologies (1-0-1)
This course focuses on current processes, forms, support practices and methodologies for health care reimbursement in the United States. Permission of Program Director required.

HSHI 2213 Health Information Management (2-2-3)
This course is a study of management with application to health information/medical record management department functions. Management functions of planning, decision making, organizing, staffing, directing, and controlling, as well as revenue cycle and financial management are emphasized. An overview of legal and regulatory requirements affecting human resources management is included. Lab Fee: $10.00. Prerequisite: HSHI 1104. Permission of Program Director required.

HSHI 2222 Professional Practice Experience II (0-4-2)
This course is a continuation of HSHI 1222. Practical experience is broadened in affiliating health care facilities and/or program laboratory. Prerequisite: HSHI 1222 Permission of Program Director is required.

HSHI 2232 Quality Improvement (2-0-2)
This course covers the practical application of quality, utilization, risk management, case management, critical pathways, and medical staff services including credentialing. Current national initiatives designed to manage and improve the quality and safety of patient care are introduced. Prerequisite: HSHI 1104, HSHI 1213, and HSHI 1112, or concurrent enrollment. Permission of Program Director required.

HSHI 2312 Introduction to Medical Transcription (1-2-2)
This course introduces the student to the fundamentals of medical transcription with hands-on experience in transcribing physician dictation of basic health record reports. Emphasis will be on spelling, punctuation, neatness, and format. Management of the transcription function is covered. Lab fee: $10.00. Prerequisites: CIT 1093, HSBC 1113. Permission of Program Director required

HSHI 2322 Professional Practice Experience III (0-4-2)
This course is a continuation of HSHI 2222. Practical experience is broadened in affiliating health care facilities and/or program laboratory. Prerequisite: HSHI 2222. Permission of Program Director is required.

HSHI 2332 Health Information Seminar (2-0-2)
This course includes a survey of current practices and trends in health information management with emphasis on the electronic health record (EHR) and health information systems. Resume writing, interviewing and preparing for the RHIT (Registered Health Information Technologist) examination are included in the course. This capstone course should be taken in the student's last semester of study. Prerequisites: HSHI 1112, HSHI 2203, HSHI 2213, HSHI 2222 . Permission of Program Director is required.

HSHI 2424 Coding II (3-2-4)
This course is a continuation of HSHI 2203. An in-depth presentation of principles and guidelines to accurately code and sequence diagnoses and procedures using various classification systems and nomenclatures with a special emphasis on CPT. Coding exercises are utilized to demonstrate understanding. Lab fee: $10.00. Prerequisites HSHI 2203, HSBC 2103, or concurrent enrollment. Permission of Program Director required.

HSHI 2533 Advanced Coding (2-2-3)
This course provides advanced application of various classification systems utilizing case studies and health records. Computerized encoders and groupers are utilized. Lab Fee: $10.00. Prerequisite: HSHI 2423 or concurrent enrollment. Permission of Program Director required.

HSHI 2631 Pharmacology for Health Information (1-0-1)
This course presents basic pharmacology concepts used to ensure accurate and complete identification of diagnosis and procedures when coding medical records/health information. Permission of Program Director required.

Health Sciences Nursing Science (HSNS)

HSNS 1101 Dosage Calculations for Nurses (1-0-1)
This course presents mathematical calculation techniques used in the administration of medication. Basic calculations, IV, pediatric and critical care calculations are introduced and practiced. Permission of the Nursing Science Program Director required.

HSNS 1111 Intro to Computers for Nurses (1-0-1)
This course covers the "Anatomy of a Computer", storage systems, accessing help, and an introduction to basic computing skills, including keyboarding, use of Windows Operating System, word processing, e-mailing, and accessing the internet. Lab fee $10.00.

HSNS 1112 Fundamentals of Nursing Practicum (0-6-2)
Must be taken concurrently with HSNS 1117. Clinical experiences at designated agencies are arranged for the students; application of concepts, principles and skills acquired in the related theory class. Individuals who are licensed as LPNs, paramedics and some military medics may be eligible for credit by examination or by extrainstitutional learning for this course. Acceptance into the Nursing Science program is required for enrollment. Permission of the Program Director is required for enrollment. Laboratory fee $10.00. Clinical Portal Fee: $20.00

HSNS 1117 Fundamentals of Nursing (5-4-7)
This course is the foundation course for the beginning nursing student. The roles of the associate degree registered nurse are identified and fundamental nursing skills and nursing assessment are presented. The course includes a campus laboratory period in which psychomotor application of the concepts; principles and skills are practiced and expanded upon. Individuals who are licensed as LPNs, paramedics and some military medics may be eligible for partial credit by examination or by extrainstitutional learning for this course. Lab fee: $10.00. Acceptance into the Nursing Science program is required for enrollment. Permission of the Program Director is required for enrollment.

HSNS 1123 Professional Transitions in Nursing (3-0-3)
This course is for the career ladder nursing student and should be taken prior to entering the nursing program. Skills and competencies to perform in the role of the registered nurse are explored. In addition, role transition concepts, advanced nursing assessment skills and care planning skills and practice are presented. Permission of the Program Director is required for enrollment.

HSNS 1124 Beginning Medical Surgical Nursing Practicum (0-12-4)
Must be taken concurrently with HSNS 1125 Nursing II. Clinical experiences at designated agencies are arranged for the students' application of concepts, principles, and skills acquired in related theory classes. Individuals who are licensed as LPN's and paramedics and some military medics may be eligible for credit by examination or by extrainstitutional learning for this course. Lab fee $10.00. Prerequisites: HSNS 1101, HSNS 1112, HSNS 1117, and HSNS 1131. Permission of Program Director is required.

HSNS 1125 Beginning Medical Surgical Nursing (4-2-5)
This course builds on the concepts and skills introduced in HSNS 1117. The focus is on using the nursing process to learn about the nursing care of basic medical surgical clients. An understanding of the client's needs and interdisciplinary treatments as well as an emphasis on the role and skills of the registered nurse in caring for these clients is presented. Pharmacology concepts and principles of medication administration are introduced in this course. This course includes a campus laboratory period where psychomotor application of the course concepts, principles and skills are practiced and expanded upon. Individuals who are licensed as LPNs, paramedics and some military medics may be eligible for credit by examination or by extrainstitutional learning

for this course. Acceptance into the Nursing Science program is required for enrollment. Permission of the Program Director is required for enrollment. Laboratory fee $10.00. Prerequisites: HSNS 1101, HSNS 1112, HSNS 1117, and HSNS 1131.

HSNS 1131 Care Planning (1-0-1)
This course is for the beginning-track nursing student. The focus of the course is on the nursing process and applying it to client care. Care planning skills are presented and practiced. Permission of the Program Director is required for enrollment.

HSNS 1212 American Nursing History (2-0-2)
This course introduces the student to American nursing history that will facilitate an interest and a passion for nursing. This course will provide a wide background in nursing history to include, but not be limited to Florence Nightingale, Dorethea Dix, Lillian Wald, Mary Mahoney, and Margaret sanger. The course will focus on how nursing from the past, present, and the future to include organizations, political aspects, and nursing education have had an impact on nursing practice today, and how it will shape nursing in the future.

HSNS 2091-6 Directed Studies in Nursing (Variable)
Selected topics in specialized areas of nursing and health care. May be repeated with a change in subject matter for up to a total of eight hours credit. Will not satisfy any of the credit hour requirements for an associate degree program.

HSNS 2102 Nursing Care of Women and Children Practicum (0-6-2)
Must be taken concurrently with HSNS 2103 Nursing Care of Women and Children. Clinical experiences at designated agencies are arranged for the students' application of concepts, principles, and skills acquired in related theory classes. Acceptance into the Nursing Science Program is required for enrollment. Prerequisites HSNS 1131 or 1123, HSNS 1112, HSNS 1117, HSNS 1101, HSNS 1124, and HSNS 1125. Permission of Program Director required. Clinical Portal Fee: $20.00

HSNS 2103 Nursing Care of Women and Children (2-2-3)
This course presents nursing care of women and children. The focus is on the care of clients experiencing expected developmental life patterns as well as alterations in these patterns. Included in this content are maternal-child, women's health and pediatric concepts. This course includes a campus laboratory period where application of the course concepts; principles and skills are practiced and expanded upon. Laboratory fee: $10.00. Acceptance into the Nursing Science Program is required for enrollment. Laboratory fee $10.00 Prerequisites: HSNS 1131 or HSNS 1123, HSNS 1112, HSNS 1117, HSNS 1101, HSNS 1124, and HSNS 1125. Permission of the Program Director is required for enrollment.

HSNS 2121 Basic Dysrhythmias (1-0-1)
An overview of the anatomy and electrophysiology of the heart, with instruction, discussion and practice using basic skills necessary to analyze and identify common dysrhythmias.

HSNS 2122 Nursing Care of the Geriatric Client and Clients in Crisis Practicum (0-6-2)
Must be taken concurrently with HSNS 2123, Nursing Care of the Geriatric Client and Clients in Crisis. Clinical experiences at designated agencies are arranged for the students' application of concepts, principles and skills acquired in the related theory class. Acceptance into the Nursing Science Program is required for enrollment. Prerequisites: HSNS 1131 or HSNS 1123, HSNS 1112, HSNS 1117, HSNS 1101, HSNS 1124, and HSNS 1125. Permission of the Program Director is required for enrollment.

HSNS 2123 Nursing Care of the Geriatric Client and Clients in Crisis (2-2-3)
This course presents content related to the nursing care of geriatric clients and clients experiencing alterations in mental health. Additionally, content on the care of clients in crisis is included. This course includes a campus laboratory period where application of the course concepts, principles and skills are practiced and expanded upon. Lab fee: $10.00. Acceptance into the Nursing Science Program is required for enrollment. Prerequisites: HSNS 1131 or HSNS 1123, HSNS 1112, HSNS 1117, HSNS 1101, HSNS 1124, and HSNS 1125. Permission of the Program Director is required for enrollment.

HSNS 2205 Advanced Medical Surgical Nursing (4-2-5)
This course presents an in-depth application of the nursing process as it relates to major health alterations in clients. Advanced nursing care skills and concepts for complex medical surgical client care situations are presented. The course focuses on the roles of the registered nurse in the care and management of clients with complex health problems. This course includes a campus laboratory period where application of the course concepts, principles and skills are practiced and expanded upon. Laboratory fee $10.00. Prerequisites: HSNS 1131 or HSNS 1123, HSNS 1112, HSNS 1117, HSNS 1101, HSNS 1124, HSNS 1125, HSNS 2102, HSNS 2103, HSNS 2122, and HSNS 2123. Permission of the Program Director is required.

HSNS 2214 Advanced Medical Surgical Nursing Practicum (0-12-4)
Must be taken concurrently with HSNS 2205 Nursing IV. Clinical experiences at designated agencies are arranged for the students' application of concepts, principles, and skills acquired in related theory classes. Prerequisites: HSNS 1131 or HSNS 1123, HSNS 1112, HSNS 1117, HSNS 1101, HSNS 1124, HSNS 1125, HSNS 2102, HSNS 2103, HSNS 2122, and HSNS 2123. Permission of Program Director required.

HSNS 2222 Professional Issues in Nursing (2-0-2)
This course presents concepts related to the practice of the profession of nursing in a dynamic health care setting. Health care trends, professional issues and the role of the registered nurse are explored. The legal and ethical responsibilities of the nursing role are discussed. In addition content related to human and organizational management is included. Prerequisites: HSNS 1131 or HSNS 1123, HSNS 1112, HSNS 1117, HSNS 1101, HSNS 1124, HSNS 1125, HSNS 2102, HSNS 2103, HSNS 2122, and HSNS 2123. Permission of the Program Director is required

HSNS 2312 Complementary/Alternative Therapies in Nursing (2-0-2)
The course presents therapies that may be taught and performed by the nurse as Independent Nursing Interventions. Both nursing students and practicing nurses can learn about complementary/alternative therapy interventions appropriate for clients in a wide variety of settings. Scientific evidence of the effectiveness of the different therapies is discussed throughout the course. Prerequisite: HSNS 1117.

HSNS 2322 Pharmacology for Nurses
This course focuses on the principles of nursing management

in drug therapy along with the basics of core drug knowledge and client-related variables. There will also be emphasis on assessing and evaluating client responses that change in accord with health, age, lifestyle, gender, and other factors. Prerequisite: HSNS 1117.

Health Sciences Phlebotomy (HSPC)

HSPC 1234 Comprehensive Phlebotomy (4-0-4)
Basic procedures in phlebotomy plus special procedures. Overview of anatomy and physiology, vital signs, techniques, laboratory organization, infection control, quality control procedures, and laboratory safety. Admission into the program is required for enrollment. Lab fee $10.00.

HSPC 1344 Phlebotomy Practicum (0-25-4)
Practical knowledge gained through experience in an area hospital. Includes venous and capillary blood collection. Pediatric and arterial blood collections are observed. Prerequisite: HSPC 1234.

Health Sciences Respiratory Therapist (HSRT)

HSRT 2091-3 Directed Studies in Respiratory Care (Variable)
Selected topics in specialized areas of respiratory care. May be repeated with a change in subject matter for up to a total of 3 credit hours. Will not satisfy any of the credit hour requirements for an associate degree program. Permission of Program Director required.

HSRT 2102 Pulmonary Function Testing (1-2-1)
An introduction of pulmonary function testing to include: lung volumes and capacities, equipment, calibration and quality control, ATS standards, spirometry and lung volume tests, gas distribution and diffusion tests, exercise testing and bronchoscopy assisting. Lab fee $10.00. Permission of Program Director required.

HSRT 2114 Respiratory Therapy Procedures I (3-4-4)
An introduction to respiratory therapy, this course includes infection control and sterilization, physical assessment and chart review, radiologic assessment of the chest, gas physics, medical gas therapy and delivery systems, humidity and aerosol therapy, lung expansion therapy and coughing techniques, secretion clearance techniques, and manual resuscitators. Lab fee $10.00. Permission of Program Director required.

HSRT 2202 Respiratory Therapy Procedures II (1-2-2)
A continuation of HSSRT 2114, this course offers information on arterial and capillary blood gas sampling techniques and analysis, arterial line insertion, electrocardiograms, capnography, transcutaneous O2/CO2 monitoring, apnea monitors, defibrillators, bronchial hygiene, airway management, endotracheal intubation and extubation, pulmonary rehabilitation and home care. Lab fee: $10.00. Prerequisite: HSRT 2114, HSRT 2103. Permission of Program Director required.

HSRT 2211 Ethics and Health Care Systems for Respiratory Care Practitioners (1-0-1)
Includes key organizational and operational elements of health care delivery organization and delivery of respiratory care services in the acute care setting, as well as ethics and legal standards applied to the practice of respiratory care.

HSRT 2213 Mechanical Ventilation (2-3-3)
A continuation of HSRT 2114, this course offers information on the principle of mechanical ventilation and the effects of positive pressure ventilation. The operating modes, initiation of and monitoring of mechanical ventilation is also covered. The student will become proficient in interpreting waveforms in mechanical ventilation, management of mechanical ventilation, and weaning techniques, as well as representation on various mechanical ventilators. Lab fee $10.00. Prerequisites: HSRT 2114, HSRT 2103. Permission of Program Director required.

HSRT 2224 Respiratory Therapy Clinic Practice I (0-24-4)
Respiratory Therapy procedures are practiced in specialty areas of the hospital with supplemental information received through physician and faculty lectures. The clinical experience is coordinated to cover the areas of infection control and sterilization, physical assessment and chart review, radiologic assessment of the chest, medical gas therapy and delivery systems, humidity and aerosol therapy, pulmonary function testing, lung expansion therapy and coughing techniques, secretion clearance techniques, and manual resuscitators, and CPR. Prerequisite: HSRT 2114. Permission of Program Director required.

HSRT 2233 Respiratory Physiology (3-0-3)
An in-depth study of the function of the respiratory system. It includes pulmonary mechanics and circulation, ventilation, gas transport, newborn physiology, neuro-control of breathing, and acid-base balance. Prerequisites: BIOL 2424. Permission of Program Director required.

HSRT 2243 Respiratory Pharmacology (3-0-3)
This course is a comprehensive yet practical understanding of current information in respiratory pharmacology. This course provides a sound basis of theoretic concepts of the physiopharmacologic functions of the lungs, heart, and kidneys applicable to both the chronic pulmonary disease ambulatory patient and the intensive care unit respiratory failure victim. A wide range of classes of drugs is given full consideration with emphasis on practical choices of individual agents for individual situations. Also discussed are new drugs likely to become available in the near future. Prerequisites: BIOL 2424. Permission of Program Director required.

HSRT 2324 Respiratory Therapy Clinic Practice II (0-40-4)
Continuation of clinical experience as in HSRT 2224 with intensive care involvement. Physician and faculty lectures and clinical practice are coordinated to cover adult, pediatric, and neonatal critical care, advanced airway care, mechanical ventilation, blood gas sampling techniques and analysis, and critical care monitoring. Alternate site clinical experiences will be offered as available. Prerequisite: HSRT 2224. Permission of Program Director.

HSRT 2333 Respiratory Pathology (3-0-3)
An in-depth study of specific respiratory diseases covering the method of diagnosis, treatment, clinical manifestation, prognosis, pathology, and incidence of occurrence in the general population. Permission of Program Director required.

HSRT 2334 Respiratory Therapy Clinic Practice III (0-40-4)
Continuation of clinical experience as in HSRT 2324 with intensive care involvement. Physician and faculty lectures and clinical practice are coordinated to cover adult, pediatric, and neonatal critical care, advanced airway care, mechanical ventilation, blood gas sampling techniques and analysis and critical care monitoring. Alternate site clinical experiences will be offered as available. Prerequisite: HSRT 2213, HSRT 2324. Permission of Program Director required.

HSRT 2343 Respiratory Therapy Critical Care (3-0-3)
A survey of procedures and principles utilized in the diagnosis and management of the critically ill patient: physical assessment, psychological aspects, fluid and electrolyte balance, clinical laboratory studies, nutrition, hemodynamic monitoring and ACLS protocols. Permission of Program Director required.

HSRT 2352 Pediatric Respiratory Care (2-0-2)
A survey of general introductory concepts to disease states that are specific to the neonatal and pediatric patients, equipment, and therapy necessary for providing respiratory care, care during transport, and developmental outcomes. Permission of Program Director required.

Health Sciences Radiologic Technology (HSXT)

HSXT 1015 Basic Radiographic Anatomy and Positioning (2-6-5)
The principles of radiographic anatomy and positioning for the hand, wrist, chest, abdomen, to include upper and lower extremities digestive and urinary systems, with emphasis on equipment operation and safety. Laboratory Fee: $10.00. Permission of Program Director required.

HSXT 1105 Radiologic Technology I (4-2-5)
Introduction to Radiologic Technology including terminology, patient care, body mechanics, medical law, medical ethics, fundamentals of radiographic exposure, and radiation protection will be covered. A continuation of basic radiographic positioning from HSXT 1015 will include upper limbs, lower limbs, and pelvic structures. Critical analysis activities will be utilized during lab and classroom time to ensure integration of program curriculum. Lab fee. $10.00. Permission of Program Director required.

HSXT 1112 Diagnostic Imaging Practicum I (0-10-2)
Coordination and supervision of learning experience in an approved, affiliated hospital clinical setting. Student will be rotated through various clinics by arrangement. The number of hours in clinical rotation varies. Permission of Program Director required.

HSXT 1205 Radiologic Technology II (4-2-5)
A study of the various radiographic procedures along with radiographic film processing and quality assurance for the radiology department. A continuation of radiographic positioning to include the shoulder girdle, bony thorax, the total spine and skull with film critique and radiographic exposure. Lab fee: $10.00. Permission of Program Director required.

HSXT 1215 Diagnostic Imaging Practicum II (0-20-5)
Continuation of clinical experience as in HSXT 1112. The number of hours in clinical rotation varies. Permission of Program Director required.

HSXT 1223 Radiologic Physics (3-0-3)
The concepts of general physics as they pertain to radiologic technology. Demonstrations will include the circuitry of the radiographic equipment. Permission of Program Director required.

HSXT 2091-6 Special Topics in Radiologic Technology (Variable)
This elective course will explore in depth the medical imaging modalities (but not limited to) of Computed Tomography, Magnetic Resonance Imaging, Nuclear Medicine, Sonography, Radiation Therapy, Interventional Vascular procedures and Mammography. Knowledge of these specialties affords the student professional development prior to graduation from the program.

HSXT 2302 Special Radiographic Procedures and Radiobiology (2-0-2)
Specialized and highly technical procedures that are performed in the Radiology Department will be presented, along with a discussion of the equipment and opaque media used for these procedures. Radiographic anatomy involved in these procedures will be demonstrated and correlated with the student's general knowledge of anatomy and physiology. Radiobiology discusses effects of ionizing radiation on biological systems. Includes interactions with water and macromolecules, early and late effects on germ cells, embryo, and adult tissues. Permission of Program Director required.

HSXT 2313 Summer Imaging Practicum I (0-24-3)
Continuation of clinical experience as in HSXT 1215. Permission of Program Director required.

HSXT 2405 Radiologic Technology III (4-2-5)
Radiographic exposure techniques is a major component of this course. Critical analysis activities will ensure integration of program curriculum Advanced radiographic positioning includes facial bones, sinuses, temporal mandibular joints, optic foramina, mastoids. Critical analysis of these images in the lab and classroom will be a course component. Pediatric radiographic procedures is a component of this course. Laboratory Fee: $10.00. Permission of Program Director required.

HSXT 2415 Medical Imaging Practicum I (0-20-5)
Continuation of clinical experience as in HSXT 2313. The number of hours in clinic rotation varies. Permission of Program Director required.

HSXT 2423 Department Administration and Records/ Pharmacology (3-0-3)
Various phases of management and operation of a department of radiology including planning and personnel relationships. Costs, legal considerations, department records, archiving systems, and schedule preparation will be presented. This unit will provide the student with the basic concepts of pharmacology. The theory and practice of basic techniques of venipuncture and the administration of diagnostic contrasts and/or intravenous medications are included. The appropriate delivery of patient care during these procedures is emphasized. Permission of the Program Director required.

HSXT 2505 Radiologic Technology IV (4-2-5)
Introduction to related imaging modalities; nuclear medicine, sonography, computed tomography, and magnetic resonance imaging. Trauma radiography, and radiographic pathology will be covered. Critical thinking skills specific to radiographic imaging will be utilized in the lab and classroom to assess integration of program curriculum. Laboratory Fee: $10.00. Permission of Program Director required.

HSXT 2515 Medical Imaging Practicum II (0-20-5)
Continuation of clinical experiences as in HSXT 2415. The number of hours in clinical rotation varies. Permission of Program Director required.

HSXT 2522 Radiologic Technology Seminar (2-0-2)
A practical approach to the investigation and solving of radiographic exposure factor problems as well as the analysis of research as it pertains to radiologic technology. Permission of Program Director required.

HSXT 2602 Summer Imaging Practicum II (0-16-2)
Continuation of clinical experience as in HSXT 2515. Permission of Program Director required.

HSXT 2614 Analytic Radiologic Technology (4-0-4)
A situational approach to the synthesis of diagnostic and specialized radiologic procedures including critical analysis and evaluation of product and equipment. Permission of Program Director required.

Humanities (HUM)

HUM 2091-4 Special Topics in Humanities (Variable)
Directed individual or class study of special topics in Humanities. May be repeated with different topics. Permission of professor required.

HUM 2113 Humanities through the Middle Ages (3-0-3)
Designed to acquaint the student with the evolution of Western Culture through a survey of the major socio-political, creative, and philosophical/religious developments from ancient Middle Eastern cultures through Medieval European culture. May be taken as credit for Humanities General Education Requirements.

HUM 2191-4 Humanities Internship (Variable)
Student or professor arranged internship or individual projects regarding issues in the Humanities. Permission of professor required.

HUM 2223 Humanities from the Renaissance (3-0-3)
Designed to acquaint the student with the evolution of Western Culture through a survey of the major socio-political, creative, and philosophical/religious developments of Renaissance European culture to the present. May be taken as credit for Humanities General Education Requirements.

HUM 2313 American Humanities (3-0-3)
This course is an interdisciplinary study of the cultural accomplishments of America from its colonial beginnings to the present. The artistic, literary, musical and philosophical movements and creators will be emphasized to provide a comprehensive understanding of the development and influence of American culture. May be taken as credit for Humanities General Education Requirements.

HUM 2603 Global Studies in Humanities/VAR (3-0-3)
This course is designed to acquaint the student with the evolution of Western Culture through a survey of the major cultural, socio-political, creative, and philosophical/religious aspects. Each time this course is offered, it will concentrate on one or more countries that are the destination for that particular year's short-term study abroad experience. Each year the focus countries will change. Enrollment and attendance in the current study abroad tour are required. Students may repeat the course in different content areas for humanities credit. The area of global emphasis defines the content focus.

Journalism (JCOM)

JCOM 1113 Photography I (2-2-3)
Basic principles of photography. Includes instruction in camera controls, exposure controls, films, filters, flash, and composition. Laboratory includes instruction in the development and printing of black and white film. A fully adjustable 35mm camera is required. Fee: $10.00.

JCOM 1203 Introduction to Mass Media (3-0-3)
Survey of mass media in America. Includes evolution of the various media and their impact on society. Current issues are discussed as are historical, legal, social and economic theories pertaining to books, newspapers, magazines, radio, records, film, and television.

JCOM 1303 Basic News Reporting (2-2-3)
Study of journalistic writing techniques with emphasis on news gathering, interviewing, and writing principles. News writing lab included. Fee: $10.00.

JCOM 2091-3 Special Topics in Journalism (Variable)
Directed individual or class study of special topics in journalism. May be repeated with different topics. Permission of professor required.

JCOM 2113 Digital Photojournalism (2-2-3)
Includes news, sports, and feature photography; camera angles, cropping and scaling of photos, layout and cut line writing, and legal and ethical considerations. Lab fee: $10.00. A digital 35mm camera is required.

JCOM 2123 Photography II (2-2-3)
Study of the use of various developers and films for unusual effects. Includes instruction in enlarger controls, print retouching, and print mounting. A fully adjustable 35 mm camera is required. Course focuses on black and white photography. Prerequisite: JCOM 1113 or equivalent. Fee: $10.00.

JCOM 2203 News Editing and Design (3-0-3)
This class will study an editor's techniques, including proper spelling and grammar, news judgment, headline writing, photo sizing and cropping and page design (both manual and computerized). Prerequisite: JCOM 1303 or permission of professor. Fee: $10.00.

JCOM 2213 Advanced News Reporting (3-0-3)
A continuation of JCOM 1303 with emphasis on research, interviewing techniques, and legal and ethical considerations. This exit/assessment course is the capstone course for journalism students. Lab arranged. Prerequisite: JCOM 1303 or equivalent. Fee: $10.00.

JCOM 2223 Principles of Public Relations (3-0-3)
An overview of the public relations profession. Course will focus on definitions, history, theories, practices, ethics, and management including a view of career possibilities in the field.

JCOM 2233 Desktop Publishing (3-0-3)
Students will learn the current desktop publishing software on a PC platform for the purpose of designing publications for various journalism and business outlets, including public relations, advertising, print media, and corporate communications. In the process, students will use scanners, clip art, various word processing and graphic design programs, and color printers. Students must know how to use a computer mouse and navigate in the Windows 2000 or newer environment. Fee: $10.00.

JCOM 2311-4 Mass Media Internship (Variable)
Student or professor arranged internship in an area of student's study program in journalism or photography. May be repeated for a maximum of six (6) credit hours. Permission of professor required.

JCOM 2901 Photography Capstone Project (0-2-1)
This course will serve as a program outcomes assessment. Students will enroll in this course during the semester they plan to graduate and will complete a portfolio of their photographic work. Prerequisites: A grade of "C" or better in JCOM 1113, JCOM 2113, and JCOM 2123; and completion of/concurrent enrollment in JCOM 1203 and JCOM 1303. Permission of professor required. Lab fee: $10.00.

Languages (LANG)

LANG 2091-5 Special Topics in Languages (VAR)
Directed individual or class study of special topics in languages. May be repeated with different topics and languages.

Paralegal Studies (LS)

LS 2793 Selected Legal Topics (3-0-3)
A study of topics of current interest and importance to the legal assistant, including recent changes in legislation. This course may be repeated for up to a total of six credit hours. Prerequisites: LS 2813; acceptance into the Paralegal Studies Program. [FA]

LS 2803 Introduction to Law (3-0-3)
This course is an introduction to the legal system. It will provide an overview of the judicial system and its relationship to legislative bodies and administrative agencies. This course will examine the training and purpose of legal personnel with emphasis on the role of the legal assistant. [Fa,Sp]

LS 2813 Legal Research and Writing I (3-0-3)
A study of the use of federal and state statutes, federal and state court cases, agency rules, secondary legal publications, proper methods of citing, and preparation of a legal memorandum. Prerequisites: ENGL 1113, LS 2803; concurrent enrollment in ENGL 1113 and LS 2803 is permissible; acceptance into the Paralegal Studies Program. [Fa,Sp]

LS 2823 Legal Research and Writing II (3-0-3)
A study of the use of Westlaw, computer-assisted legal research of primary and secondary legal source materials, legal reasoning and writing analysis, and preparation of legal memorandum and brief. Prerequisites: LA 2813, ENGL 1213; concurrent enrollment in ENGL 1213 is permissible; acceptance into the Paralegal Studies Program. [Fa,Sp]

LS 2833 Word Processing for the Legal Profession (2-0-3)
A study of word processing applications to prepare legal assistants to create specialized law office and court documents. Permission of professor required. Lab fee $10.00. Prerequisites: LS 2813, acceptance into the Paralegal Studies Program. [Fa,Sp]

LS 2843 Law Office Practice and Procedures (3-0-3)
A study of theories of law office management, forms of organization of a law practice, human resources, timekeeping, billing, client interviewing, law office accounting, docket control, ethical concerns, law office equipment, and space management. Prerequisites: LS 2813; concurrent enrollment in LS 2813 is permissible; acceptance into the Paralegal Studies Program. [FA]

LS 2853 Civil Procedure I (3-0-3)
A study of both state and federal civil procedure, including forum selection, analysis of jurisdiction and venue requirements, determination of necessary parties, and preparation of pleadings. Prerequisites: LS 2823; concurrent enrollment in LS 2823 is permissible; acceptance into the Paralegal Studies Program. [Fa,Sp]

LS 2863 Civil Procedure II (3-0-3)
A study of both state and federal evidence, discovery methods and organization for effective presentation at trial with emphasis on the role of the paralegal in discovery and trial preparation. Prerequisites: LS 2853; acceptance into the Paralegal Studies Program. [Fa,Sp]

LS 2873 Contracts (3-0-3)
A study of the general principles of the law of contracts, with emphasis on the drafting of contracts, documents, and forms. Prerequisites: LS 2813; acceptance into the Legal Assistant Program. [Fa,Sp]

LS 2883 Torts (3-0-3)
A study of negligence, products liability, and intentional torts with emphasis on the role of the paralegal in the preparation and trial of a tort suit. Prerequisites: LS 2813; acceptance into the Paralegal Studies Program. [Sp]

LS 2893 Bankruptcy (3-0-3)
A study of federal bankruptcy law with emphasis on the role of the paralegal in this area of the law. Prerequisites: LS 2813; acceptance into the Paralegal Studies Program. [Sp]

LS 2903 Information Management in the Law (3-0-3)
Introduction to computer technology and its applications within the law firm, including the use of computers related to paralegal functions in litigation support, case management, time and billing, and electronic spreadsheet applications. Lab fee $10.00. Prerequisites: LS 2813; acceptance into the Paralegal Studies Program. [Sp]

LS 2913 Wills and Trusts (3-0-3)
A study of the principles of law applicable to wills and trusts with emphasis on the role of the paralegal in drafting wills, testamentary trusts, and inter vivos trusts. Prerequisites: LS 2813; acceptance into the Paralegal Studies Program. [FA]

LS 2923 Business Organizations (3-0-3)
This course is a study of the principles of law applicable to various business entities, including sole proprietorships, partnerships and corporations. Emphasis is placed on the role of the paralegal in the preparation of documents and forms necessary to form and operate the various entities. Prerequisites: LS 2813; acceptance into the Paralegal Studies Program. [FA]

LS 2933 Estate Administration (3-0-3)
A study of estate administration in Oklahoma with emphasis on the role of the paralegal in the preparation of documents, accounting, and estate tax returns. Prerequisites: LS 2813; acceptance into the Paralegal Studies Program. [Sp]

LS 2943 Paralegal Internship (Variable)
A supervised on-the-job training experience in an appropriate legal environment, i.e., private law firm, government agency, nonprofit corporation, or corporate legal department. Prerequisites: Approval of Paralegal Studies Program Director and Supervising Attorney.

LS 2953 Domestic Relations (3-0-3)
A study of family law, including marriage, divorce, annulment, separate maintenance, adoption, and custody actions. Prerequisites: LS 2813; acceptance into the Paralegal Studies Program. [Sp]

LS 2963 Real Property (3-0-3)
A study of the principles of law applicable to real property transactions and conveyances, title and forms of land ownership, legal descriptions, recording requirements, closing procedures, liens and causes of action pertaining to real property. Prerequisites: LS 2813; acceptance into the Paralegal Studies Program. [Sp]

LS 2973 Administrative Law (3-0-3)
A study of the substantive and procedural aspects of client representation before state and federal agencies. Prerequisites: LS 2813; acceptance into the Paralegal Studies Program. [FA]

LS 2983 Debtor-Creditor Law (3-0-3)
A study of state collection remedies and procedures with emphasis on the role of the paralegal in the debtor-creditor area of the law. Prerequisites: LS 2813; acceptance into the Paralegal Studies Program. [FA]

LS 2993 Paralegal Capstone Seminar (3-0-3)
A comprehensive review of legal ethics, legal analysis, terminology, legal research, interviewing, and substantive areas of law, including litigation, contracts, business organizations, administrative law, family law, criminal law, real estate law, and estate planning and administration, emphasizing student integration of the knowledge of theoretical concepts with practical workplace applications through case analysis and the completion of assigned projects. The seminar places emphasis on critical thinking and problem solving skills to enable students to increase their proficiency in legal writing, reading, interviewing, speaking and listening skills. The course is recommended for students taking a national certification examination. Prerequisite: LS 2823; LS 2863; concurrent enrollment in LS 2863 is permissible; acceptance into the Paralegal Studies Program It is recommended that the student take this course in his/her last semester of the Paralegal Studies Program. [Fa,Sp]

Library Technical Assistant (LTA)

LTA 1303 Special Publications (3-0-3)
This course is designed to familiarize the student with materials unique to the medical, government, legal, and genealogical fields. It will introduce the unique terminology of those fields, including MESH terminology, legal citations, and genealogy research methods and sources. It will also look at the Superintendent of Documents catalogs and indexes, the National Library of Medicine, the Government Printing Office and its functions and operation. Federal statutes and Supreme Court documents, the depository library system; state and local documents will also be covered, as well as ordering, acquisition and cataloging records; indexing, data bases and microforms. This course delivered only via the internet.

LTA 1312 Library Services for Children and Young Adults (2-0-2)
A course designed to familiarize the student with the basic library services offered to children and young adults. Covers various programs offered in public libraries and school media centers, reading programs, story telling, publicity, book talks, service and information needs, and a brief survey of basic children and young adult materials (including books, audiovisuals, and microcomputer software). This course delivered only via the internet.

LTA 1313 Introduction to Library Resources and Services (3-0-3)
A course designed to familiarize the student with the programs and materials available in a library which serve the needs of library patrons. Includes coverage of library terminology, general library organization, the LTA/patron interface, reference materials, interlibrary loan, information and referral, networks, circulation, library instruction programs, service to special segments of the population, and publicity. This course delivered only via the internet.

LTA 1322 Introduction to the Library Technical Assistant Field (2-0-2)
This course serves as an overview to the work of the Library Technical Assistant. It will look at a brief history of libraries and librarianship and the possible jobs, salaries, and types of libraries in which the LTA employee might find him/herself. It will also look at professional organizations within the library field and issues of importance to libraries, such as the Library Bill of Rights, the Freedom to Read, censorship, etc. This course delivered only via the internet.

LTA 1323 Introduction to Library Technical Services (3-0-3)
A course designed to familiarize the student with many phases of material preparation and record keeping. Includes maintenance of periodicals, acquisitions, circulation, cataloging, document inventory, audiovisuals, information and referral, interlibrary loan, and binding files; basic cataloging information; bibliographic searching; filing and shelf reading. This course delivered only via the internet.

LTA 1333 Introduction to Audio-Visual Equipment and Services (3-0-3)
A course designed to acquaint the student with present and potential audio-visual machines and services for libraries. It covers basic procedures for evaluating, buying, maintaining, and using various kinds of audio-visual machines needed to deliver audio-visual programs, as well as ways to select proper formats in software for a specific library program. This course delivered only via the internet.

LTA 1353 Library Management Skills (3-0-3)
A course designed to familiarize the student with management skills needed in a library setting. Includes a study of the qualities necessary for library managerial success: planning, organizing, directing, controlling, and communicating. This course delivered only via the internet.

LTA 2001 Capstone Project (0-2-1)
This exit/assessment portfolio is required of all Library Technical Assistant majors. Enrollment in this class and completion of the portfolio is to be done during the student's final semester before graduation or upon completion of the LTA courses. Prerequisites: Successful completion of required LTA courses or upon completion of a minimum of four required LTA courses and with concurrent enrollment in the remaining LTA courses.

LTA 2091-3 Special Topics in Library Technical Assistant (Variable)
Directed individual or class study of special topics in library technical assistant program. Permission of professor required. This course delivered only via the internet.

LTA 2191-3 Library Technical Assistant Internship (Variable)
A supervised on-the-job training experience in an appropriate approved setting: college library, school library, or special library. Student must have completed a majority of major course work, with a minimum GPA of 2.5. Permission of professor is required. This course delivered only via the internet.

Management (MGMT)

MGMT 2003 Intro to Supervision & Leadership (3-0-3)
This introductory course helps the students develop techniques and skills necessary to provide effective supervision on the first-line supervisor level. Topics to be introduced on an introductory basis include supervisory management; problem solving; organizing, staffing and training; motivation; employee

evaluation and counseling; conflict resolution; and, maximizing productivity while maintaining quality.

MGMT 2103 Principles of Management (3-0-3)
Introduces the systematic approach to examine the functions of management: planning, organizing, leading, and controlling. Includes a study of the qualities necessary for managerial success. [Fa, Sp, Su]

MGMT 2113 Office Management (3-0-3)
The purpose of Office Management is to acquaint the student with the controlling of office activities and services. Special emphasis will be given to the principles of time management, people management, equipment management, information management, and facility management. [Fa (pm), Sp (pm)]

MGMT 2153 Team building (3-0-3)
This course is designed to acquaint the student with the concepts and practices involved in developing and managing teams at the workplace. It examines the role of self-directed teams and how to make the transition from the traditional organizational structure to a self-directed team-based organization. [Sp (pm)]

MGMT 2203 Human Resources Management (3-0-3)
This course is designed to acquaint the student with the role played by management in the development of human resources. Particular attention is given to the role of government legislation as it pertains to initial interviewing and hiring through the appraisal and promotion steps. Focus is also on union-management relations, career development, and all compensation plans. [Fa (pm), Sp (pm)]

MGMT 2303 E-Business Management and Legal Issues (3-0-3)
This course serves as an introduction to E-business management and legal issues. Students explore legal issues and key business processes currently applied to an E-business management (both process and strategy), enterprise resource planning, supply chain management and legal issues facing E-businesses. This course examines the differences and similarities between E-commerce and traditional commerce, and the process of risk management in the context of a multifaceted E-business. Students gain "real world" knowledge of the emerging and global issues that surround E-commerce. This course helps prepare the student for the WOW Certified E-Marketing Specialist exam and the WOW Certified Small Business Consultant exam. Fee: $10.00 Prerequisite(s): WEB 1073, concurrent enrollment in WEB 1073 or permission of the professor.

MGMT 2313 Introduction to Management Information Systems (MIS) (3-0-3)
Introductory course in which students explore the role of informational systems in business organizations and how these informational systems are developed according to managerial/organizational needs. In addition, students will study the functions and uses of software technologies and computer hardware that businesses use in order to solve their information systems needs.

MGMT 2323 Credit Management (3-0-3)
Functions of a credit department in administering credit loan programs, analyzing credit applications, investigating credit information, and servicing accounts and collections. The role of credit in our economy is emphasized.

MGMT 2503 Project Management (3-0-3)
Project Management provides information about organizational skills, team management, project bids, the four types of project tasks, and the project life cycle. Project Management will facilitate the student's understanding of both client and contractor goals in various industries. A business project outline and specifications will be completed. Guidelines from the Project Management Institute (PMI) are used in this course.

MGMT 2603 Production and Operations Management (3-0-3)
This course will provide an overview of first line industrial management concepts where the primary concern is production. The student will be introduced to various industrial concepts such as time and motion studies, factory layout, wage incentive programs, personnel relations, and other industrial environmental factors.

MGMT 2703 Small Business Management (3-0-3)
This course will include setting up simple accounting procedures, managing a small retail establishment or running a small manufacturing plant, basic principles of personnel, merchandising, and promotion, with possibly a small amount of quantitative analysis. [Sp (pm)]

MGMT 2713 Retail Management (3-0-3)
Retail Management focuses on current problems and opportunities of retailers. Major topics include consumer behavior, marketing research, store location, service retailing, retail auditing, new forms of discounting, consumer credit, energy management, retail information systems, international retailing, and shrinkage control.

MGMT 2803 Introduction to Logistics (3-0-3)
A basic introduction to logistics functions within a business enterprise. Various sub-functions of traffic, transportation, inventory management, warehousing, packaging, order processing, and materials handling are covered. A systems approach will be emphasized to recognize the interrelations among the traditional functions of logistics and the other areas of business.

MGMT 2903 Management Seminar (3-0-3)
Designed to correlate classroom training with actual business situations. Examination of various business problems through utilization of group projects and case problems. May be taken one time only for three credit hours. [Sp (pm)]

Marketing (MKTG)

MKTG 1503 Concepts of Selling (3-0-3)
A course to examine the fundamentals of selling, including approaching the customer, creating interest in and desire for the product, closing the sale, and utilization of psychological principles in customer relations. [Fa (pm), Sp (pm), Su (pm)]

MKTG 2103 Principles of Marketing (3-0-3)
Study of the movement of goods and services from producer to consumer. Includes functions of marketing such as pricing, product promotion, distribution channels, market research and an overview of legal ramifications. [Fa, Sp, Su]

MKTG 2123 Merchandising and Buying (3-0-3)
This course examines the fundamentals of merchandising and buying. It analyzes customer demands and determines relevant buying plans based upon those projected demands. Merchandising techniques are explored for various products. The legislative issues impacting merchandising and buying are addressed. [Sp (pm)]

MKTG 2213 Principles of Advertising (3-0-3)
As a survey course of the world of advertising and its place in the business world and society, advertising is studied from three viewpoints: management-marketing, communications-creativity, and the consumer-citizen. The course includes the study of the art and science of advertising strategy and tactics as well as the socioeconomic aspects of advertising. [Fa (pm)]

MKTG 2313 Relationship Marketing (3-0-3)
This is an introductory course that examines the relationships between companies and their customers. It reviews various methods of providing the necessary customer service to meet the needs of a changing marketplace. This course will examine the basic concepts and current trends in the customer service industry and identify practical methods of developing and maintaining effective customer relations. [Sp (pm)]

MKTG 2343 E-Marketing and Strategy Development (3-0-3)
This course examines the theory, application, and strategies of electronic marketing. It will examine the use of web pages in marketing ideas, goods and services in "e-commerce." The course develops the concept of e-business strategy. Students will learn to formulate, implement, and evaluate global e-business solutions. Marketing research, new product development, segmentation, differentiation, advertising, post-sales support, and data collection methods will be explored. The traditional marketing functions of products, price, distribution, and promotion will be examined in relation to the use of the internet as a marketing channel. The competitive strategy of service differentiation will also be addressed. A strategic marketing plan and the development of an effective web-based marketing campaign by developing an internet marketing plan will also be studied. Lab fee $10.00.

MKTG 2353 Advanced E-Marketing (3-0-3)
Advanced E-Marketing is the second course of E-Marketing Strategies and Development. The course involves utilizing the skills students have gained in the E-Marketing course and with a focus on market channels, web analytics, and key performance indicators. Students will complete an e-marketing plan as a final presentation for the course. A team approach is used in this class. This course is a great benefit to anyone in the marketing or management fields. Prerequisite(s) MKTG 2343, concurrent enrollment, or permission of professor. Lab fee: $10.00.

MKTG 2503 Selling Electronically (3-0-3)
Selling Electronically offers students the skills and understanding of how to attract users, use secure online payment methods, demonstrate online product/service presentation, customer relationships and customer retention. An examination of online businesses and their online selling techniques will be studied. Lab fee: $10.00.

MKTG 2513 International Marketing (3-0-3)
The examination of marketing products and services in more than one sovereign state including exporting, importing and marketing simultaneously in two or more countries. Many trends in international marketing will be displayed dealing with finance, world trade, investments, world markets, foreign markets, cultural traits, products, distribution, promotion, pricing, legal aspects, and multi-national corporations. [Sp (pm)]

Mathematics (MATH)

Rose State College is committed to the academic success of its students. Appropriate placement is a vital element to each student's success. A student's placement scores through ACT/SAT/COMPASS adequately determine college level readiness, the ability to exhibit skills in performing various math competencies, ranging from arithmetic to intermediate algebra. Based on placement scores, developmental courses may be required before a student is eligible for college-level courses.

MATH 0103 Arithmetic Skills Development (3-0-3)
Includes a treatment of whole numbers, integers, fractions, and decimal numbers. It incorporates the operations of addition, subtraction, multiplication, and division, powers, order of operations, prime factorization, and averages. Additional topics include place value, rounding, and reducing fractions.

MATH 0113 Pre-Algebra (3-0-3)
Includes a review of whole number operations, fractions, decimals, and percents. The commutative, associative, and distributive properties; variables; signed number operations; and whole number exponents will be introduced. A study of geometric figures, square roots, and Pythagorean Theorem, and other applications will also be included, as well as solving two-step linear equations, the Cartesian coordinate system, and graphing lines by point plotting.

MATH 0114 Combined Arithmetic and Pre-Algebra (4-0-4)
This course is an integrated presentation of MATH 0103 and MATH 0113. It includes operations with whole numbers, fractions, decimal, and percents. Signed number operations and whole number exponents will be introduced. The course contains a study of solving 2-step linear equations; the Cartesian Coordinate System and graphing lines by point plotting; geometric figures; square roots; the Pythagorean Theorem; and other applications will also be included. Students with earned credit in MATH 0113 will not receive credit for this course.

MATH 0123 Elementary Algebra (3-0-3)
This course includes a study of operations on real numbers and polynomials, solving linear equations and inequalities, graphing linear equations, simplifying exponents, special products, and factoring polynomials. Additional topics include systems of linear equations and problem-solving. Prerequisite: MATH 0113 or equivalent.

MATH 0143 Intermediate Algebra (3-0-3)
This course includes a study of polynomial factoring, quadratic equations, rational expressions and equations, radical expressions and equations, inequalities, absolute value, composite functions and inverse functions. Additional topics include: complex numbers, variation, and problem-solving. Prerequisite: MATH 0123 or equivalent.

MATH 1473 General College Math (3-0-3)
This course satisfies the general education mathematics requirement. The course includes selected topics from logic and truth tables, probability and statistics, and mathematics needed for the critical evaluation of quantitative information. Prerequisite: MATH 0123 or equivalent.

MATH 1513 College Algebra (3-0-3)
This course includes a study of functions and their graphs, with special emphasis on polynomial, rational, exponential, and logarithmic functions. Additional topics include systems

of equations, matrices, determinants, conics, and the binomial theorem. This is a graphing calculator based course. Prerequisite: By placement test or successful completion of MATH 0143 or equivalent.

MATH 1613 Plane Trigonometry (3-0-3)
A study of trigonometric functions with applications in the solving of triangles and trigonometric identities. Prerequisite: MATH 1513 or concurrent enrollment.

MATH 1743 Calculus I for Business, Life and Social Sciences (3-0-3)
Intuitive differential and integral calculus of some elementary functions with the associated analytic geometry and applications. For business, social sciences, and certain life sciences majors. Not for math, engineering, and physical science majors. Prerequisite: MATH 1513 or equivalent.

MATH 2013 Structures of Math (3-0-3)
An introduction to the structure, operations and properties of number systems, including ordering and rudimentary number theory through the set of real numbers. The course is specifically designed to help prospective teachers gain an understanding of the underlying concepts of elementary mathematics and teaching strategies. Enrollment will be reserved for students majoring in Pre-Education or Family Services and Child Development. Prerequisite: MATH 0143 or equivalent.

MATH 2023 Foundations of Geometry and Measurement (3-0-3)
An introduction geometry and measurement fundamentals including shapes, congruence, similarity, geometric transformations and problem solving. The course is designed to give prospective elementary teachers an understanding of the basic mathematical concepts, and also an understanding of the teaching strategies used with elementary students. Enrollment will be reserved for students majoring in Pre-Education or Family Services and Child Development. Prerequisite: MATH 0143 or equivalent.

MATH 2033 Analysis of Data and Chance (3-0-3)
This course is an introduction to the theory of statistics and its applications including graphical representation of data, descriptive statistics, basic probability, binomial and normal distributions, the distribution of the sampling mean, confidence intervals, hypothesis testing, regression, and correlation. Statistical applications in the field of education will be emphasized. Enrollment will be reserved for students majoring in Pre-Education or Family Services and Child Development. Prerequisite: MATH 0143 or equivalent.

MATH 2091-6 Special Topics in Mathematics (Variable)
Directed individual study of special topics and special courses in mathematics may be used. To offer special math courses to public school teachers and to other select groups of the community.

MATH 2103 Discrete Math (3-0-3)
In this course, students investigate discrete mathematical concepts, to include: logic, Boolean algebra, probability and combinatorics, set theory, proofs, proof techniques, relations, functions, graph theory and trees. Prerequisite(s) MATH 1513

MATH 2113 Calculus and Analytic Geometry I (3-0-3)
Basic study of Analytic Geometry including lines and conic sections. Study of limits and defining the derivative using limits. Differentiation of basic functions. Application of derivatives to curve sketching, extrema, and related rates. Prerequisites: MATH 1513 and MATH 1613.

MATH 2123 Calculus and Analytic Geometry II (3-0-3)
This is a course on integral calculus which includes applications of integration; exponential, logarithmic, and hyperbolic differentiation and integration; and techniques of integration. Prerequisite: MATH 2113.

MATH 2133 Calculus II for Business, Life and Social Sciences (3-0-3)
This is the second of a two-course sequence in calculus of some elementary functions with the associated analytic geometry and applications. For business, social sciences, and certain life science majors. Not for mathematics, engineering, and physical science majors. Prerequisite: MATH 1743.

MATH 2143 Calculus and Analytic Geometry III (3-0-3)
A continuation of Calculus and Analytic Geometry II. This course includes analytic geometry topics: polar forms, parametric equations, and vectors. It will also cover indeterminate forms, improper integrals, and sequences and series. Prerequisite: MATH 2123.

MATH 2153 Calculus and Analytic Geometry IV (3-0-3)
This is a vector calculus course. Topics include multivariate and vector calculus, moments and centroids, surface area, volume, line and surface integrals including the theorems of Green, Stokes, and Gauss. Prerequisite: MATH 2143.

MATH 2173 Introduction to Ordinary Differential Equations (3-0-3)
This course is an introductory course in differential equations. Topics include homogeneous and nonhomogeneous linear and nonlinear equations, Laplace transforms, power series, and applications of differential equations. Prerequisite: MATH 2153 or concurrent enrollment.

MATH 2853 Introduction to Statistics for Engineering and Sciences (3-0-3)
The theory of statistics and its application including graphical representation of data, descriptive statistics, basic probability and concepts, the binomial and normal distributions, the distribution of the sampling mean, confidence intervals, hypothesis testing, regression and correlation will be studied. Prerequisite: MATH 1513.

Meteorology (METR)

METR 1121 Introduction to Meteorology Laboratory (1-0-2)
A general meteorology laboratory designed to accompany METR 1123. This course will cover applications relevant to the nature of the atmosphere and weather phenomena. Analyzing data and weather patterns peculiar to Oklahoma will be studied. Lab fee: $10.00. Prerequisites: METR 1123 or concurrent enrollment

METR 1123 Introduction to Meteorology (3-0-3)
An introductory survey of the nature of the atmosphere and the weather phenomena produced by the interaction of the atmospheric elements of heat, moisture, pressure, and wind. Special emphasis will be placed on the weather phenomena and patterns peculiar to Oklahoma.

METR 2113 Meteorology I (3-2-3)
This meteorology course for atmospheric science majors in the Geosciences program introduces students to important physical processes that occur in earth's atmosphere.

This course focuses on atmospheric radiation, heat thermodynamics, stability, moisture, clouds and precipitation. Prerequisites: CIT 1173, MATH 2123 or concurrent enrollment, PHYS 2444 and PHYS 2411 or concurrent enrollment.

METR 2123 Meteorology II (3-2-3)
This meteorology course for atmospheric science majors in the Geosciences program introduces students to important physical proceses that occur in earth's atmosphere. This course focuses on dynamics, winds, air masses and fronts, cyclones, climate, pollution, atmospheric optics and severe weather. Prerequisites: METR 2113, PHYS 2411 and PHYS 2444.

METR 2802 Basic Forecasting (2-0-2)
Introduction to basic forecasting of weather across the nation and in particular Oklahoma. Students will use concepts learned in previous meteorology classes to develop skill and accuracy in forecasting weather patterns. Prerequisites: METR 2123 and METR 2423.

METR 2901 Capstone (1-0-1)
The capstone course integrates learning from the courses in the major with the courses from the rest of the academic experience. It requires the application of that learning to a project which serves as an instrument of evaluation. The project may include: 1) an internship approved by the professor; 2) a weekly meteorological discussion/presentation of the atmosphere; or, 3) Storm Intercept Team, depending on available equipment and professor permission; and, 4) a significant research paper on a professor approved topic related to the atmospheric sciences. Prerequisite: METR 2123, or concurrent enrollment, and permission of the professor.

Multimedia (MULT)

MULT 1103 Social Media Tools and Strategies (3-0-3)
This course will provide students with the essentials of using most popular social media tools and leveraging those tools in combination to multiply their potential audience. The student will be introduced to strategies and tactics of using the tools to enhance the impact of their message. Armed with this new media equation, individuals and businesses of all sizes can reach a global audience.

MULT 1133 Introduction to Multimedia (0-3-0)
Introduction to the software, hardware, and terminology used to create a multimedia application. Lab Fee: $10.00.

MULT 1413 Digital Imaging (3-0-3)
This introductory course will provide a basic foundation in the use of electronic techniques to select, manipulate, and edit images, work with masks, channels and layers, combine raster and vector graphics, and manage color. Students must have knowledge of file management. Lab fee: $10.00. [Fa,Sp]

MULT 1423 Advanced Digital Imaging (3-0-3)
This is an advanced course in digital imaging for those who want to create the best possible photographic images using Adobe Photoshop's most recent version. It is essential for people interested in editing images for Web design, desktop publishing, illustration and multimedia applications, as well as for those interested in editing color images, retouching proofs and photographs, or creating original or composite artwork, collages, and photo montages. Lab fee $10.00. Prerequisites: MULT 1413. [Sp]

MULT 1443 Photo Restoration (3-0-3)
This course in digital imaging is designed for students who have an intermediate knowledge of photo editing software. This course prepares students to salvage historical images and correct contemporary images that have time or damage related issues. Through the use of photo editing software, the student will correct the color and/or black and white balance of multiple images, modify foregrounds and backgrounds of challenging images, correct pixilation content where images are distorted, develop high quality images to promote and sell products through this dynamic medium, and various other editing issues will also be covered. Lab Fee: $10.00. Prerequisite(s): MULT 1413 or instructor permission if the student can demonstrate that they have at least a minimum of an intermediate skill level with photo editing software. [FA]

MULT 1513 Print Design (3-0-3)
The student will be introduced to elementary design techniques needed to produce professional-quality, full-color documents to print to a wide range of output devices and formats. The students will integrate software application elements from other types of graphics software while creating desktop publishing projects. The student will convert documents for use on the Internet and export layouts to XHTML an XML formats. Lab fee: $10.00 [FA]

MULT 1613 Computer Illustration (3-0-3)
An introductory course to a current computer generated drawing program using vector graphics. Emphasis will be placed on developing not only the skills needed to run the software program but also on basic text and design projects. Various peripheral devices will include scanners and color printers. Must know basic PC skills in the use of a mouse and navigating Windows95. Open to any interested student. Can be used as an art elective for Art majors. Lab fee $10.00. [Fa,Sp]

MULT 1813 Digital Media (3-0-3)
This course covers the technology and resources for developing media elements of multimedia and Web-based applications, including graphics, audio, music, and video. This is a hands-on course conducted in a state-of-the-art, multimedia computer lab. Lab fee $10.00. Prerequisites: MULT 1413, MULT 1133. [Sp]

MULT 1913 Flash (3-0-3)
This course will begin with an introduction to animated GIFs, then move into vector-based animation with Flash, and conclude with an introduction to web interactivity, game development, and Action Scripts. Lab fee: $10.00. [Fa,Sp]

MULT 1953 Web Design Principles (3-0-3)
This course is an introduction to HTML. You will learn the structure and syntax of HTML and the basic tags required to create an HTML document. The course also covers formatting text, incorporating graphics, adding interactive forms, creating tables, advanced web page structuring, web page design, using javascript and integrating CSS (all versions) for style. The current version of both HTML and CSS will be taught. Students will be prepared for the advanced course in mobile development and web design after completion of this course. Lab free: $10.00. Prerequisite(s) CIT 1113 or permission of instructor. [Fa, Sp, Su]

MULT 2003 Dreamweaver (3-0-3)
The purpose of this class is to introduce students to various development structures and tools for web sites. Students will gain an understanding of the importance in web site development applying both "hands-on" and conceptual methods.

This course offers the introduction to WYSIWYG's and text HTML editors utilizing Dreamweaver as the WYSIWYG of choice. A final project is required. Lab free: $10.00 Prerequisite: MULT 1953 or concurrent enrollment.

MULT 2091-4 Special Topics in Multimedia (Variable)
A course of directed individual or class study of special topics in multimedia communications. May be repeated with different topics. Lab fee $10.00. Permission of professor required. [Fa,Sp]

MULT 2103 Social Media Marketing (3-0-3)
This course will provide students with the necessary tools and resources to create a Social Media Plan for businesses. Each student will be required to create a Social Media Marketing Plan for a business and study the measurement and analytical tools to provide the return on investment (ROI). Fee: $7.00. Prerequisites(s): MULT 1103 and MKTG 2103, or concurrent enrollment

MULT 2113 3-D Graphic Design (3-0-3)
Students will be introduced to software, theory, principles and techniques for creating 3D images and animation used in 3D design for multimedia and game design. Fee: $10.00 [Fa,Sp]

MULT 2191-4 Multimedia Internship (Variable)
This course provides the opportunity for on-the-job training to students enrolled in the Multimedia program. Students will be placed for a given number of work hours to intern under professionals in the field of Multimedia Communications. Prerequisites: Sophomore standing: minimum grade of "B" in all Multimedia courses. Permission of professor required. [Fa,Sp]

MULT 2313 Project Design and Management (3-0-3)
Course introduces students to strategies and techniques for designing and managing multimedia projects. Topics include principles of instructional design, project design guide and storyboard development, working with customers, and configuration management. Course will be taught utilizing the multimedia computer lab. Lab fee $7.00. [Fa]

Music (MUS)

MUS 1001 Chorus (0-3-1)
May be repeated for credit as many times as the student enrolls.

MUS 1111 Country Music Ensemble (0-2-1)
This course is designed to develop the individual's ability to perform in ensemble groups. Public performance is part of the course. May be repeated for up to four credit hours. Permission of professor required.

MUS 1112 Group Voice (2-0-2)
Group voice is designed especially for beginning voice students with limited background in singing. The students are taught, as a group, the basic fundamentals of effective vocal production. This will include training in breath support, posture, tone production, diction, phrasing and repertoire. Experience in singing for each other should build confidence and critical understanding of song literature and its interpretation.

MUS 1201 Jazz Band (0-2-1)
Performance of music arrangements. Permission of professor required.

MUS 1203 Music in Life (3-0-3)
A nontechnical course which develops the student's appreciation of a wide variety of musical types and styles and his or her ability to listen critically to a musical selection. May be taken as Humanities credit for General Education requirements.

MUS 1212 Aural Theory I (2-0-2)
An aural study of the melodic, harmonic, and rhythmic patterns found in the traditional music of the 17th and 18th centuries. These areas of concern will be studied both in isolated situations and within the framework of music literature. This course includes the development of skills in the areas of melodic, harmonic, and rhythmic dictation as well as the ability to vocally sight-read traditional music patterns. Prerequisite: Concurrent enrollment in MUS 1222 is required.

MUS 1222 Harmony I (2-0-2)
A study of melodic, harmonic, and rhythmic materials of music as used by composers of the 17th and 18th centuries. This course includes the study of scales, key signatures, meter signatures, intervals, and chord construction. Prerequisite: Concurrent enrollment in MUS 1212 is required.

MUS 1232 Aural Theory II (2-0-2)
An aural study of the melodic, harmonic, and rhythmic patterns found in the traditional music of the 17th and 18th centuries. These areas of concern will be studied both in isolated situations and within the framework of music literature. This course includes the development of skills in the areas of melodic, harmonic, and rhythmic dictation as well as the ability to vocally sight-read traditional music patterns. This is a continuation of MUS 1212, Aural Theory I. Prerequisites: MUS 1212, MUS 1222; Concurrent enrollment in MUS 1242 is required.

MUS 1242 Harmony II (2-0-2)
A continuation of the study of melodic, harmonic, and rhythmic materials as used by composers of the 17th and 18th centuries which was begun in Harmony I. This course also includes the study of non-harmonic tones, secondary triads, seventh chords, secondary dominant chords, and modulation. Prerequisites: MUS 1212, MUS 1222; concurrent enrollment in MUS 1232 is required.

MUS 1263 Introduction to Music Theory (3-0-3)
This introductory course involves the study of melodic, harmonic, and rhythmic elements of music. The focus will be on the recognition and dictation of these elements. These areas will be studied both in isolated situations and within the framework of music compositions. Music majors needing additional skill development may take the course concurrently with MUS 1212, Aural Theory I and MUS 1222, Harmony I.

MUS 1301 Instrumental Ensemble (0-3-1)
May be repeated for credit as many times as the student enrolls.

MUS 1313 Music History and Literature I (3-0-3)
A general survey of music history and literature through listening and analysis. This course is centered around a study of musical history and style from the Medieval, Renaissance, and Baroque eras. This course will relate important musical trends, composers, and compositions to their historical context within the cultural development of man: particularly, how these areas interrelate with the philosophical thoughts and ideas that have an effect on the development of music (religion, art, literature, politics, etc.).

MUS 1323 Music History and Literature II (3-0-3)
A general survey of music history and literature through listening and analysis. This course is centered around a study of musical history and style from the Classical, Romantic, Impressionistic, and Twentieth Century periods. This course will relate important musical trends, composers, and compositions to their historical context within the cultural development of man: particularly, how these areas interrelate with the philosophical thoughts and ideas that have an effect on the development of music (religion, art, literature, politics, etc.).

MUS 1341 Theatre Dance (0-3-1)
This basic class in fundamentals of theatre dance will provide the student with a working knowledge of dance forms used in contemporary stage production. It will provide the foundation for movement on stage. (Same as TH 1341.)

MUS 1391-4 Music Participation (Variable)
The participation in all forms of musical theatre activity, including scenery construction, painting, publicity, etc. The kinds of service are given unit evaluation in terms of relative difficulty and time consumption so that credit may vary from one to four hours for each enrollment. May be repeated for a maximum of four hours. Permission of professor required.

MUS 1402 Group Piano I (2-0-2)
Group instruction in the fundamentals of playing the piano. Each student practices individually, using earphones at an electronic piano. Emphasis is placed on individualized instruction permitting each student to advance at his/her own pace.

MUS 1412 Beginning Group Guitar (2-0-2)
Group instruction in fundamentals of guitar. Fundamentals of theory such as reading music are included. May be repeated as many times as the student enrolls.

MUS 1511 Top 40 Band (0-2-1)
This course is designed to develop the individual's ability to perform in a popular music group. Public performance is part of the course. May be repeated as many times as the student enrolls.

MUS 1712 Lyric Writing (2-0-2)
The areas of lyric writing for popular music that will be studied include types of rhyme, rhyme structure, metaphor, sensory information, rhythmic stresses and song structure. Increasing creativity, avoiding writer's block and matching lyrics to music are topics also covered. The critique of current popular lyrics, as well as, student lyrics will be part of the course work.

MUS 2091-3 Special Topics in Music (Variable)
Directed individual or class study of special topics in music. May be repeated with different topics. Permission of professor required. For fee, see "Fees, Books, and Refunds."

MUS 2101 Rose Chamber Singers (0-3-1)
A course designed for experienced singers; performance of popular contemporary music with movement and choreography will be the principal focus. Activities outside of weekly rehearsals will include both on- and off-campus performances and/or appearances. Prerequisite: Permission of instructor will be required for this course.

MUS 2202 Group Piano II (2-0-2)
Group instruction in an electronic piano laboratory. Each student practices individually, using earphones. Course includes chord progressions, jazz improvisation, ear training, sight reading, and music theory at the keyboard. Prerequisite: MUS 1402 or knowledge of the fundamentals of playing the piano.

MUS 2212 Group Piano III (2-0-2)
Group instruction in an electronic piano laboratory. Each student practices individually, using earphones. Course includes composing, ear training, chord progressions, sight-reading, transposing, secondary dominants, and harmonizing. Prerequisite: MUS 2202 or equivalent instruction.

MUS 2232 American Music Industry (2-0-2)
This course provides a general study of the business aspects of the music industry, including agencies, the recording business, and unions.

MUS 2312 Computers and Music I (2-0-2)
This course is designed for the student who wants to gain a basic understanding of the use of computers in the music field. It will include the study of various computer platforms, related software programs, forms of music synthesis, MIDI and sampling. No music performance abilities are required, but knowledge of music is helpful.

MUS 2323 Audio Engineering I (3-0-3)
A course designed for students interested in sound recording principles, studios and live engineering. It will include the study of microphones, tape machines, mixing boards, effects, processing, and other subjects relating to the field of recording.

MUS 2342 Computers and Music II (2-0-2)
This course is designed for the students who has successfully completed the Computers and Music Course. It will continue the study and application of sequencing, notation and editing software. It will also include the study of digital audio recording on the computer. Prerequisite: MUS 2312

MUS 2352 Audio Engineering II (2-0-2)
This course is designed for the student who has successfully completed the Computers and Music and the Introduction to Recording courses. It will continue the study of sound, microphones, tape machines, mixing boards, effects processing and other subjects related to the field of recording. It will also include the study of digital audio recording on the computer. Prerequisite: MUS 2323 and MUS 2312 or concurrent enrollment in MUS 2312.

MUS 2362 Audio Engineering III (2-0-2)
This course is designed for the student who desires an advanced-level understanding of the science and techniques associated with the producing, capturing, manipulating, and storing of audio data as well as related technologies in the field of music engineering. Topics covered in this course include microphones and advanced miking techniques; software and hardware audio processors; advanced editing techniques, critical listening, production, and imitation techniques; live sound recording techniques, live sound production, mastering, and digital audio workstations. Students must have a sound knowledge of music theory, basic mathematics, and acoustics. Prerequisites: MUS 2322 and MUS 2352.

MUS 2372 Computers and Music III (2-0-2)
This course is designed for the student who desires an advanced-level understanding of the use of computers and other related music technologies in the field of music engineering. This course includes advanced examination and discussion of current professional digital audio workstations, software recording platforms, third-party software programs, and forms of music

synthesis. MIDI, and sampling. Students must have beginning-level performance skill-sets for this course as well as a sound knowledge of music fundamentals and theoretical principles. Prerequisites: MUS 2312 and MUS 2342.

MUS 2402 Aural Theory III (2-0-2)
An aural study of the melodic, harmonic, and rhythmic patterns found in the traditional music of the 17th and 18th centuries. These areas of concern will be studied both in isolated situations and within the framework of music literature. This course includes the development of skills in the areas of melodic, harmonic, and rhythmic dictation as well as the ability to vocally sight-read traditional music patterns. A continuation of Aural Theory II. Prerequisites: MUS 1232, MUS 1242; Concurrent enrollment in MUS 2422 is required.

MUS 2422 Harmony III (2-0-2)
An advanced study of the melodic, harmonic, and rhythmic materials of music as used by composers of the 17th and 18th centuries that was begun in Beginning Harmony I. This course of study also includes the study of modulation, binary and ternary forms, less common chord progressions, application of part-writing procedures to instrumental writing, and diatonic seventh chords. Prerequisites: MUS 1232, MUS 1242; Concurrent enrollment in MUS 2402 is required.

MUS 2432 Aural Theory IV (2-0-2)
An aural study of the melodic, harmonic, and rhythmic patterns found in the traditional music of the 17th and 18th centuries. These areas of concern will be studied both in isolated situations and within the framework of music literature. This course includes the development of skills in the areas of melodic, harmonic, and rhythmic dictation as well as the ability to vocally sight-read traditional music patterns. A continuation of Aural Theory III. Prerequisites: MUS 2402, MUS 2422; Concurrent enrollment in MUS 2442 is required.

MUS 2442 Harmony IV (2-0-2)
An advanced study of the melodic, harmonic and rhythmic materials of music as used by composers of the 17th and 18th centuries that was begun in Harmony I. This course of study also includes the study of altered chord groups as well as unclassified chord structures, complex harmonic progressions, and an introduction to twentieth century music and contemporary compositional techniques. This exit/assessment course is the capstone for music majors. Prerequisites: MUS 2402, MUS 2422; concurrent enrollment in MUS 2432.

MUS 2501-2 Piano (Variable)
Consists of private instruction for each student. Lessons are arranged with the professor. For fee, see "Fees, Books & Refunds." Permission of professor required.

MUS 2511-2 Voice (Variable)
Consists of private instruction for each student. Lessons are arranged with the professor. For fee, see "Fees, Books & Refunds." Permission of professor required.

MUS 2521-2 Guitar (Variable)
Consists of private instruction for each student. Lessons are arranged with the professor. For fee, see "Fees, Books & Refunds." Permission of professor required.

MUS 2541-2 Woodwind Instruments (Variable)
Consists of private instruction for each student. Lessons are arranged with the professor. For fee, see "Fees, Books & Refunds." Permission of professor required.

MUS 2551-2 Brass Instruments (Variable)
Consists of private instruction for each student. Lessons are arranged with the professor. For fee, see "Fees, Books & Refunds." Permission of professor required.

MUS 2561-2 Percussion Instrument (Variable)
Consists of private instruction for each student. Lessons are arranged with the professor. For fee, see "Fees, Books & Refunds." Permission of professor required.

MUS 2571-2 Stringed Instrument (Variable)
Consists of private instruction for each student. Lessons are arranged with the professor. For fee, see "Fees, Books & Refunds." Permission of professor required.

MUS 2902 Internship (0-6-2)
This course is the capstone class for the Music Engineering and Industry Option. Students will be given the opportunity to apply what they have learned during their studies at RSC, as well as to learn from industry personnel at area studios, radio and television stations, and other industry firms. This course will provide students with a vehicle that will transition them from the classroom to the industry world. Students should plan to take the Internship during their graduating semester. Prerequisites: Successful completion of MUS 2312, 2342, 2323, and 2352. Completion of or concurrent enrollment in MUS 2362 and 2372.

Native American Studies (NAS)

NAS 1113 Introduction to Native American Studies (3-0-3)
This course will introduce students to key concepts and methods in the study about and education of the indigenous peoples of America. Areas of survey include: Native American history; processes of colonization and de-colonization; Native cultures (past and present); Indian education; health; Native American philosophies (religious and political); arts and humanities; identity (individual and tribal); tribal sovereignty; federal Indian policies and law; systems of tribal governance; tribal economic development; and, other components of the Native American experience.

NAS 2223 Native American Philosophy (3-0-3)
This course introduces students to various philosophies, world views, spiritual ways of Native American people, past and present, traditional and academic. Students will examine works by Native American authors in order to frame learning and discussions around how Native Americans understand questions of reality, knowledge, and ethics and how Native understanding and logic is far different than that of the western world. Three general areas of Native American philosophy will be explored: first, the general themes found in Native American philosophies; second, examination of a few (traditional) tribal world views; third, a look at contemporary native American thought and philosophy.

NAS 2803 Federal Indian Policy and Tribal Sovereignty (3-0-3)
This course is an introduction to American Indian federal law and policy and tribal sovereignty that explores the legal (and historical) relationship between Indian nations and people with the U.S., and the implications of this relationship for states and citizens. The first half of the course examines the historical development of American Indian law and policy which, by extension, is the history of Indian tribal sovereignty. The second portion of the semester explores specific and contemporary issues of sovereignty.

Philosophy (PHIL)

PHIL 1103 Introduction to Philosophy (3-0-3)
An investigation into the nature of humanity, our understanding of the world, and the ways in which we make ethical decisions. A general introduction to major areas of philosophical studies, including but not limited to, metaphysics, epistemology, and axiology. May be taken as Humanities credit for General Education requirements.

PHIL 1203 Introduction to the History and Philosophy of Science (3-0-3)
This course surveys the history/philosophy of Western civilization from the perspective of developments in science and scientific thinking. May be taken as Humanities credit for General Education requirements.

PHIL 2091-3 Special Topics in Philosophy (Variable)
Directed individual or class study of special topics in philosophy. Permission of professor required.

PHIL 2103 Social and Political Philosophy (3-0-3)
This course discusses major alternatives for social and political systems. Traced and discussed is the development of such topics as the rights of individuals, the responsibilities of a citizenry to the state, and the relative strengths of different forms of government and social organizations. May be taken as Humanities credit for General Education requirements.

PHIL 2113 Introduction to Logic and Critical Thinking (3-0-3)
This course directs attention to the difference between correct and incorrect reasoning, with particular emphasis on techniques for discerning the difference between valid and invalid argument forms. The course is predominantly concerned with deduction, although brief segments are included on the uses of language and on informal fallacies.

PHIL 2203 Religious Philosophy of the World (3-0-3)
The aim of the course is to acquaint the student with the important religious philosophies of the Eastern and Western world, to open his/her mind to their vital meanings, and to provide a knowledgeable basis for his/her own religious convictions. May be taken as Humanities credit for General Education requirements.

PHIL 2303 Introduction to Ethics (3-0-3)
This course will familiarize students with the historical development of many of the major moral philosophies of the world so that those students will have a more knowledgeable foundation for their own ethical convictions. The Western tradition is examined extensively, as well as other moral systems such as the Hindu, Buddhist, Confucian, African, and Islamic traditions.

Physical Science (PHSC)

PHSC 1001 Earth Sciences Lab (0-2-1)
A study of the earth sciences that will include topics in geology, oceanography, meteorology and astronomy. This course is designed for those students who are not majoring in science and need a physical science lab. Prerequisite: PHSC 1003 or concurrent enrollment.

PHSC 1003 Earth Science (3-0-3)
This is a non-science major's course that will give the student an overview of the physical environment with balanced, up-to-date coverage of the earth sciences (geology, oceanography, astronomy and meteorology). It is intended for the student with little background in science. Prerequisite: Able to enroll in a college level math course.

PHSC 1313 General Physical Science (3-0-3)
Principles, techniques, and facts from the fields of astronomy, chemistry, geology, and physics will be explored as they relate to the scientific method and to living in the complex world today. This is a general education course for non-science majors. Prerequisite: MATH 0143 or equivalent.

PHSC 2091-5 Special Topics in Physical Science (Variable)
Directed individual study of special topics and special courses in physical science. Course credit may be applied toward meeting the physical science requirement of associate degree programs.

Physics (PHYS)

PHYS 1253 Introductory Musical Acoustics and Sound (3-0-3)
Introduction to basic concepts in the science of vibration, waves, and sound. Topics may include the production of sound by selected musical instruments and electronic components, the voice, psychological and physiological aspects of sound perception, and room acoustics. Topics explored through lectures, physical and multimedia demonstrations, interactive discussions and activities. This course is designed for students with little or no background in physics. Prerequisite: MATH 0143 or equivalent; Student must be eligible to enroll in a college-level math course.

PHYS 1513 Introductory Physics (3-0-3)
Introduction to basic physics concepts and selected applications. Topics may include mechanics, heat, wave, sound, electricity, magnetism, light and optics. The course is designed for students with little or no background in physics. Will also fulfill the 3 credit-hour physical science requirement. Prerequisite: MATH 0143 or equivalent; Student must be eligible to enroll in a college-level math course.

PHYS 2091-6 Special Topics in Physics (Variable)
A study of special topics and special interest courses in physics. These courses offer special instruction in selected topics in physics with associated experimental work. May consist of specialized physics courses offered to technical personnel of area companies, agencies, or other select groups in the community. Lecture and laboratory hours variable. This course cannot be applied to General Education Requirements.

PHYS 2401 General Physics Laboratory I (0-3-1)
A general physics laboratory containing experiments utilizing computer graphing and measuring techniques within selected topics from mechanics, heat, waves, and sound. Lab fee: $10.00. Prerequisite: PHYS 2414 or PHYS 2434 or concurrent enrollment.

PHYS 2411 General Physics Laboratory II (0-3-1)
A general physics laboratory containing experiments utilizing computer graphing and measuring techniques within selected topics from electricity, magnetism, light, optics, and modern physics. Lab fee: $10.00. Prerequisite: PHYS 2424 or PHYS 2444 or concurrent enrollment.

PHYS 2414 General Physics I (4-0-4)
Introduction to basic theories and applications from selected topics within mechanics, heat, waves, and sound. This course may be for students entering fields other than phys-

ics, engineering, or chemistry. Particularly designed to fulfill the needs of the students in such fields as pre-med, pharmacy, and secondary education. Prerequisite: MATH 0143 or equivalent or High School Physics with a "C" or better or PHYS 1513.

PHYS 2424 General Physics II (4-0-4)
Introduction to basic theories and applications from selected topics within electricity, magnetism, light, optics, and physics (optional). Continuation of PHYS 2414. Prerequisite: PHYS 2414 or equivalent.

PHYS 2434 Physics I for Engineering and Science Majors (4-0-4)
Fundamental theories and applications from selected topics within mechanics, heat, waves, and sound. This course services physics, engineering, chemistry, other sciences, and technical fields requiring a calculus-based first semester physics course. Prerequisite: MATH 2123 or concurrent enrollment.

PHYS 2444 Physics II for Engineering and Science Majors (4-0-4)
Fundamental theories and applications from selected topics with electricity, magnetism, light, optics, special relativity and modern physics. This course services physics, engineering, chemistry, other sciences, and technical fields requiring a calculus-based second semester physics course. Prerequisite: PHYS 2434, MATH 2123, or permission of professor.

PHYS 2502 Advanced Physics Laboratory (0-4-2)
Extended study of various topics in physics with emphasis on the associated experimental work. Includes special instruction with independent study responsibilities. Experiments will utilize computer support when appropriate. Prerequisite: PHYS 2401 or PHYS 2411, or Permission of instructor.

PHYS 2814 General Applied Physics I (3-2-4)
This course is designed for students majoring in technology programs or those requiring exposure to applications of physics. The course covers the study of mechanics, heat, sound, optics, and modern energy sources with practical applications used to reinforce the theory. Prerequisite: MATH 1143 or concurrent enrollment.

PHYS 2943 Modern Physics for Engineers (3-0-3)
Introduction to the fundamental concepts, mathematical methods, and selected applications utilized within major topics of modern physics. These topics include special relativity, wave properties of particles, quantum mechanics (Schrodinger Equation), the physics of atoms, molecules, and nuclei. Additional topics within solid state and statistical physics may be included as time permits. Topics explored through lectures, physical and multimedia demonstrations, interactive discussions, and possible project/laboratory related activities. Prerequisites: PHYS 2444 and MATH 2173, or permission of professor.

Process Improvement Management (PIM)

(These courses are available only through the Rose State College/ University of Oklahoma College of Continuing Education and Liberal Studies/Tinker Air Force Base Lean Institute.)

PIM 2091-6 Special Topics: VAR (Variable)
Courses offered within a business and industry partnership maybe available for college credit. Special topics courses with the PIM prefix are available for training provided that they are offered in conjunction with the Lean Institute of the University of Oklahoma College of Continuing Education and Liberal Studies, Rose State College, and Tinker Air Force Base.

PIM 2011 Lean Strategies for Mid-Managers (1-0-1)
This course will provide basic building blocks of "Lean" production/support systems, after background development in an integrated SCOR, Lean, Six Sigma approach, and the two alternative approaches to production; craft and mass production. The purpose of the course is to provide mid-level managers with the knowledge and skills needed to support the implementation of Lean strategies in their work units.

PIM 2024 Lean Strategies for Implementers (4-0-4)
This course will provide employees who have primary responsibility for implementing Lean strategies with the knowledge and skills to facilitate process improvement within their workgroups across the enterprise. The course includes intensive training and hands-on exercises that will teach each participant how to effectively deploy and lead process improvement strategies within the enterprise. Students will learn how to effectively use Lean strategies and how to integrate the transformation components of SCOR, Lean and Six Sigma to effect impactful process improvements. Students will complete a specific process improvement project.

PIM 2113 Six Sigma Strategies for Green Belts (3-0-3)
This course will provide employees with fundamental Six Sigma knowledge and project-applicable best practices that support mission-critical projects. Students will be taught how to effectively use Six Sigma strategies and how to integrate the transformation components of SCOR, Lean and Six Sigma to effect process improvements. Students will complete a specific process improvement project. At the end of the course, students will qualify for the Six Sigma Green Belt level. Prerequisite: Students must have earned White Belt Certification prior to enrollment in this course.

PIM 2124 Six Sigma Strategies for Black Belts (4-0-4)
This course will provide employees with fundamental Six Sigma knowledge and project-applicable best practices that support mission-critical projects. Students will be taught how to effectively use Six Sigma strategies and how to integrate the transformation components of SCOR, Lean and Six Sigma to effect process improvements. Students will complete a specific process improvement project. At the end of the course, students will qualify for the Six Sigma Black Belt level. Prerequisite: PIM 2113.

PIM 2134 Six Sigma Strategies for Master Black Belts (4-0-4)
This course will provide employees with fundamental Six Sigma knowledge and project-applicable best practices that support mission-critical projects. Students will be taught how to effectively use Six Sigma strategies and how to integrate the transformation components of SCOR, lean and Six Sigma to effect process improvements. Students will complete a specific process improvement project. At the end of the course, students will qualify for the Six Sigma Master Black Belt level. Prerequisite: PIM 2124.

PIM 2211 SCOR Strategies for Evangelists (1-0-1)
This course is provided to students who facilitate change by gaining employee commitment within their individual departments in a supply chain environment. These students will become the "SCOR Evangelists" for the organization. The course will provide a basic introduction on how SCOR works, SCOR levels 1-3 definition, SCOR language and

software tools to support process modeling, process analysis, and data modeling.

PIM 2224 SCOR Strategies for Coaches (4-0-4)
This course is provided to students who lead the transformation project in a supply chain environment. These students will become the "SCOR Coaches" for the organization. The course will provide a basic introduction on how SCOR works, SCOR levels 1-3 definition, SCOR language and software tools to support process modeling, process analysis, and data modeling. In addition, the course will provide a conceptual application of SCOR for government supply chain activities including procurement, material management, maintenance personnel, and financial management.

Political Science (POLS)

POLS 1113 American Federal Government (3-0-3)
A study of the principles, structure, processes, and functions of the United States Federal Government. Includes political parties and interest groups, political theory, civil rights, and political behavior.

POLS 1123 Introduction to Law Enforcement (3-0-3)
A course designed to acquaint the student with the goals, functions, historical background, and operation of the field of Law Enforcement and to satisfy part of the requirements for the Collegiate Officer Program. Career opportunities in Law Enforcement will be explored. This course is required for all Collegiate Officer Program students. (Same as CJ 1123.)

POLS 2091-3 Special Topics in Political Science (Variable)
Directed individual study or class in specific topics in Political Science. Topics to be determined by the program needs of student. May be repeated for a maximum of three credit hours. Prerequisite: POLS 1113.

POLS 2103 Introduction to Political Science (3-0-3)
This course is a study of the history, literature, methods and areas of concentration within the academic discipline of Political Science. It will include introductions to both normative and empirical aspects of that discipline. Prerequisite: POLS 1113.

POLS 2191-3 Political Science Internship (Variable)
This course provides the opportunity for on-the-job training to students enrolled in the Political Science program. Students will be placed for a given number of work hours to intern professionals in a governmental office. Sophomore standing, permission of professor required.

POLS 2203 Introduction to Public Policy (3-0-3)
This course is an examination of current issues facing governmental agencies. An analysis of the way in which these issues are related to local, state, and national government processes. Prerequisite: POLS 1113.

POLS 2213 Introduction to Campaigns and Elections (3-0-3)
This class is designed to prepare students for participation and theory of political campaigns of the United States political system. The course is an overview of major campaign topics (e.g., strategy, message and planning, support operations, campaign technology, political culture and public opinion, targeting, budgeting and fund-raising, candidate activity, contacting voters individually and in groups, mail and cyberspace campaigning the mass media GOTV (getting-out-the-vote), etc.) Prerequisite: POLS 1113

POLS 2303 Introduction to Mass Media and Politics (3-0-3)
This course examines the way in which modern mass media have altered the dynamics of democratic politics in the United States. More generally, we shall be concerned with the ways the mass media influences how we think and act in the political world. The media is no less an "institution" of our political process than are the other institutions long considered appropriate study for students of political science (e.g., congress, the Presidency, political parties). It is, therefore, imperative that we examine these roles and their implications. Prerequisite: POLS 1113

POLS 2403 Introduction to Comparative Political Systems (3-0-3)
A survey of the theories of democracy, communism, fascism, socialism, and capitalism in relationship to nationalism and international politics. Prerequisite: POLS 1113.

POLS 2503 Introduction to International Relations (3-0-3)
An introduction to the study of international relations featuring such topics as diplomacy, nationalism, imperialism, world organizations, foreign policy, power, and geopolitical problems. Prerequisite: POLS 1113.

POLS 2603 Introduction to Public Administration (3-0-3)
Introductory course in Public Administration. The course is involved with administration, administrative organization, decision-making processes, human relations, and responsibilities of administrators in the public sector. Prerequisite: POLS 1113.

POLS 2703 Introduction to State and Local Government (3-0-3)
A study of the constitutional provisions, organization, political processes, and problems facing state and municipal governments. Prerequisite: POLS 1113.

POLS 2803 Introduction to Political Theory (3-0-3)
This course will examine the ideas of major political philosophers from the classical Greeks to the modern era.

Psychology (PSYC)

PSYC 1113 Introduction to Psychology (3-0-3)
This course is a comprehensive survey of the major academic subdivisions within the science of psychology. Topics covered may include: the biology of behavior and perception; states of consciousness; intelligence; motivation; personality; psychosocial development; adjustment to stress; psychological disorders; and, methods of treatment for psychological disorders.

PSYC 1203 Personal Development (3-0-3)
This course emphasizes the ways that psychological theory can be applied to assist in positive problem-solving. Topics covered may include: the nature and use of emotions; optimizing mental health; and, understanding social expectations.

PSYC 2091-3 Special Topics in Psychology (Variable)
This course is directed, individual study or a class for particular topics within the field of psychology. Topics will be determined by the program needs of the student(s). This course may be repeated for a maximum of three credit hours. Permission to take this course is required from the Dean of the Social Sciences Divisions. Depending upon the content of the course, PSYC 1113, Introduction to Psychology, may or may not be a prerequisite.

PSYC 2103 Human Relations (3-0-3)
This course emphasizes the application of human relations theories in assisting students to increase their understanding of relationship dynamics, improve communications skills, and develop interpersonal problem-solving strategies. Topics covered may include: navigating workplace relationships; friendship development and maintenance; understanding small group dynamics; and, sustaining healthy romantic partnerships.

PSYC 2123 Sex and Gender (3-0-3)
This course is a study of sex and gender formation and expression. It includes a focus on sex and gender role stereotypes and how they affect the lives of both men and women. Also covered are socialization into sex and gender roles, a comparison of occupational distributions and earnings of men and women, and an analysis of the social movements which work for a change in stereotyped sex roles. (Same as SOC 2123.)

PSYC 2213 Developmental Psychology (3-0-3)
This course considers the theories, current research, and practical applications regarding the social, emotional and cognitive development of humans across the life span. The course is organized around Erik Erikson's Theory of Psychosocial Development. Specific topics covered may include: prenatal development; social attachment; navigating adolescent identity issues; existential issues in old age; language development; and, moral development. Prerequisite: PSYC 1113

PSYC 2303 Personality Theories (3-0-3)
This course examines the major theories and theorists concerned with the development, structure, and measurement of personality-the organization of one's cognition, emotions, and behaviors. Prerequisite: PSYC 1113.

PSYC 2313 Introduction to Counseling (3-0-3)
This course considers the major principles, goals, and styles of counseling as these developed from theories of personality development and psychological research. Psychodynamic, client-centered, behavioral, Gestalt, and eclectic approaches may be examined. Prerequisite PSYC 1113 or PSYC 1203

PSYC 2323 Social Psychology (3-0-3)
This course examines the theory and research concerning the role of the individual in society and the effects of social interactions on individual behavior. Topics covered may include: social cognition; social perception; social learning; attitudes and attitude change; conformity; prosocial behavior and aggression; and, social influence. Prerequisite: PSYC 1113

PSYC 2403 Child Psychology (3-0-3)
This course provides an in-depth study of the psychological unfolding of children, from birth through adolescence, within the social and cultural expectations of the various components of society. Topics considered may include: physical development; moral development; peer relationships; aggression; emotional development; and, cognitive development. Prerequisite: PSYC 1113

PSYC 2413 Psychology of Human Sexuality (3-0-3)
This course examines the nature and role of sexuality within and among humans. Emphasis is placed on the development of healthy interpersonal relationships and contemporary issues in sexuality. Topics covered may include: male and female sexual anatomy and physiology; attraction and love-binding forces; relationships dynamics; sexual orientation; sexual dysfunctions and their treatment; and, sexually transmitted infections.

PSYC 2432 Observing and Assessing Human Behavior (1-2-2)
In this laboratory course, students will learn to observe and record an individual's behavior accurately with the goal of assessing his needs in classrooms, child care facilities family agencies, or medical settings. Topics covered may include: types of observation and recording; observer bias; assessing nonverbal behavior; and, using listening skills in assessment. (Same as FSCD 2432)

PSYC 2503 Psychology Statistics (3-0-3)
This course is designed to familiarize the student with the application of statistical methods to research in psychology. Topics covered may include: experimental design; measures of central tendency and variability; z-scores; normal distribution; correlation; regression; sampling distributions; hypothesis testing; t-tests; and, squared tests. Prerequisites: PSYC and completion of the RSC admission math requirement.

PSYC 2523 Child Growth and Development (3-0-3)
This course considers the growth and development of a child from conception through adolescence. Topics covered may include: the responsibilities of parenthood; physical growth; intellectual growth; personality development; social and family adjustment; and, communication. (Same as HES 2523)

PSYC 2603 Psychology of Organizational Behavior (3-0-3)
This course is an overview of the theory and practices used in industrial/organizational psychology. The primary focus is on the general principles involved in applying psychological theory in the work place and considering those applications at the individual, group, and organizational levels. Topics covered may include: perception; motivation; learning; communication; leadership; organizational structure and management processes. Prerequisite: PSYC 1113.

PSYC 2703 Psychology of Abnormal Behavior (3-0-3)
This course focuses on the systematic description, diagnosis, and origins of psychological disorders. Case studies and films will be used to depict particular disorders contained I the Diagnostic and Statistical Manual of Mental Disorders. Topics covered may include: common myths and misconceptions regarding abnormal behavior; assessment; schizophrenia; anxiety disorders; personality disorders; childhood disorders; and, mood disorders. Prerequisite: PSYC 1113

Reading (READ)

Rose State College is committed to the academic success of its students. Appropriate placement is a vital element to each student's success. A student's placement scores through ACT/SAT/COMPASS adequately determine the student's ability to read and comprehend at the college entry level. If this level is not cleared by the test, developmental courses may be required.

READ 0153 Reading Skills Development (3-0-3)
This course is designed to provide individualized instruction in fundamental reading and vocabulary skill development. Students will work with reading laboratory materials under the supervision of a Reading Specialist. This course is recommended for students who are preparing to enter the college program but have not mastered basic reading skills necessary for successful interaction with college-level material.

READ 1203 Reading and Vocabulary Enrichment (3-0-3)
This course is designed to improve the student's reading and vocabulary skills. Each student's reading level is determined

through diagnostic tests and an individualized program is planned for improvement through the use of the reading lab.

READ 1213 Advanced Reading and Vocabulary Enrichment (3-0-3)
This course is designed to enhance students' reading and vocabulary skills. Special emphasis is made on the improvement of reading speed and comprehension across a variety of academic disciplines. Each student's reading, vocabulary, and reading rate level is determined through diagnostic tests and an individualized program is planned for improvement through the use of the textbook and reading lab. Prerequisite: Satisfactory reading assessment score or READ 1203.

READ 2091-3 Special Topics in Reading (3-0-3)
Class study designed to address special topics in reading. May be repeated with different topics. Prerequisites will vary with topics.

Russian (RUSS)

RUSS 1003 Conversational Russian I (3-0-3)
This is the first introductory Russian conversation course. It is an introduction of the target language with a focus on listening and speaking, providing intensive practice in the language on topics of everyday life. This course should be taken by students who have never studied Russian and who want to learn basic conversational patterns.

RUSS 1013 Conversational Russian II (3-0-3)
This is the second introductory Russian conversation course. This course continues the development of language skills with a focus on listening and speaking, providing the opportunity to function in the target language in a variety of situations. This course should be taken by students who have completed RUSS 1003 or equivalent and want to continue studying basic Russian. Prerequisite: RUSS 1003 or equivalent.

RUSS 1115 Elementary Russian I (5-0-5)
Pronunciation, elements of grammar, easy readings, conversation, composition, and appreciation of Russian life and culture.

RUSS 1225 Elementary Russian II (5-0-5)
Continuation of RUSS 1115. Fundamentals of grammar, oral and written composition, and further acquaintance with Russian life and culture. Prerequisite: RUSS 1115.

RUSS 2091-3 Special Topics in Russian (Variable)
Directed individual or class study of special topics in Russian. May be repeated with different topics. Permission of professor required.

Science (SCI)

SCI 0123 Concepts of Science (3-0-3)
This course is designed to satisfy the College entrance requirement for those students who did not take enough science in high school. The course will stress basic concepts from the cell to the Scientific Method.

Sociology (SOC)

SOC 1113 Introduction to Sociology (3-0-3)
A study of social structure and culture, the process of socialization, family and religious institutions, social stratification, and the nature and dynamics of social groups.

SOC 2091-3 Special Topics in Sociology (Variable)
Directed individual study or class in specific topics in Sociology. Topics to be determined by the program needs of students. May be repeated for a maximum of three credit hours. Permission of Division Dean required.

SOC 2113 Introduction to Social Work (3-0-3)
An introduction to the profession of social work, its purposes, values, scope and methods. Students will review the history and development of the American Social Welfare system and participate in a service learning project. This course is taught by a masters level social worker.

SOC 2123 Sex and Gender (3-0-3)
This course is a study of sex and gender formation and expression. It includes a focus on sex and gender role stereotypes and how they affect the lives of both men and women. Also covered are socialization into sex and gender roles, a comparison of occupational distributions and earnings of men and women, and an analysis of the social movements which work for a change in stereotyped sex roles. (Same as PSYC 2123.)

SOC 2223 Social Problems (3-0-3)
A survey of the major social problems in American society including but not limited to crime and delinquency, family disorganization, drug and alcohol abuse, mental health, racial prejudice, poverty and inequality, population and environmental problems.

SOC 2333 Families and Substance Abuse (3-0-3)
Families and Substance Abuse is a course in which the student examines the family as a social institution and the influences that substance abuse has on the institution. Major emphasis is placed on theoretical models of substance abuse, social and historical context of substance abuse, legal aspects of drug abuse, and issues that typically exist in families dealing with substance abuse. This course is cross-listed with FSCD 2333.

SOC 2503 Crime and Delinquency (3-0-3)
A study of the nature and causes of various forms of illegal activity. Emphasis is given to the role of social factors in the genesis of deviant motivation and to the question of how this motivation comes to be expressed as crime and delinquency.

Social Sciences Special Topics (SOSC)

SOSC 2091-4 Special Topics in the Social Sciences (Variable)
Selected topic(s) in one of the subject areas offered in the Social Sciences. Topics to be determined by program needs of students. Permission of professor and Division Dean required.

SOSC 2191-4 Social Science Internship (Variable)
This is a laboratory course designed to provide Social Sciences majors with work experience which is directly related to their major program. Permission of Division Dean required.

SOSC 2263 Women's Studies (3-0-3)
This course offers an introduction to critical thinking about the past and present intersections of gender, race, ethnicity, class, and sexuality and how it impacts women's lives in the social, political, economic, and personal realm as well as the complex role of women today in a global perspective and how gender impacts their lives. This course will also cover the highlights of American women's history, focusing on

their lifestyles, social and political challenges, and integrating them into the larger picture of American history. The course will highlight selected biographies and literary works of American women to further demonstrate their experiences throughout American history. Cross-listed with HIST 2263.

Spanish (SPAN)

SPAN 1003 Conversational Spanish I (3-0-3)
This is the first introductory Spanish conversation course. It is an introduction to the target language with a focus on listening and speaking, providing intensive practice in the language on topics of everyday life. This course should be taken by students who have never studied Spanish and who want to learn basic conversational patterns.

SPAN 1013 Conversational Spanish II (3-0-3)
This is the second introductory Spanish conversation course. This course continues the development of language skills with a focus on listening and speaking, providing the opportunity to function in the target language in a variety of situations. This course should be taken by students who have completed SPAN 1003 or equivalent and want to continue studying basic Spanish. Students majoring in Spanish may take this course for additional practice and review. Prerequisite: SPAN 1003 or equivalent.

SPAN 1042 Medical Spanish (2-0-2)
A beginning study of the Spanish language for individuals associated with the medical profession who want to communicate with the ever-growing Spanish-speaking population. Emphasis is on practical conversation in medical situations. No prior knowledge of Spanish is required.

SPAN 1052 Spanish for Law Enforcement Personnel (2-0-2)
A beginning study of the Spanish language for individuals associated with law enforcement including police, fire and 911 personnel. Emphasis is on practical conversation relating to law enforcement topics. No prior knowledge of Spanish is required.

SPAN 1115 Elementary Spanish I (5-0-5)
Pronunciation, elements of grammar, easy readings, conversation, composition, and appreciation of life in Spain and Hispanic America. Prerequisite: ENGL 0123 or satisfactory assessment score for ENGL 1113.

SPAN 1225 Elementary Spanish II (5-0-5)
Continuation of SPAN 1115. Fundamentals of grammar, oral and written composition, and further acquaintance of the student with life in Spain and Hispanic America. Two years of high school Spanish with a minimum grade of "C" in each class may substitute for the prerequisite. However, students should take the Extrainstitutional Exam in an attempt to receive credit for the prerequisite, SPAN 1115, before enrolling in SPAN 1225. Prerequisite: SPAN 1115.

SPAN 1261 Spanish Immersion I (1-0-1)
The Spanish Immersion I course provides an intensive language learning experience for the student who has some background in Spanish. Following an orientation meeting on campus, students spend a period of time (overnight) at an off-campus location hearing and speaking only Spanish. In addition to attending formal classes focusing on selected topics of vocabulary an d grammar, students participate in a variety of activities enabling them to experience a total immersion. Permission of instructor required. Prerequisite: SPAN 1013 or SPAN 1115.

SPAN 2091-3 Special Topics in Spanish (Variable)
Directed individual or class study of special topics in Spanish. May be repeated with different topics. Permission of professor required.

SPAN 2113 Intermediate Spanish I (3-0-3)
Review of basic grammar elements through readings, conversations, and compositions. Emphasis is on the student's using the language to express himself in varying situations. Four years of high school Spanish with a minimum grade of "C" in each class may substitute for the prerequisite. However, students should take the Extrainstitutional Exam in an attempt to receive credit for the prerequisites, SPAN 1115 and SPAN 1225, before enrolling in SPAN 2113. Prerequisite: SPAN 1225.

SPAN 2161 Spanish Immersion II (1-0-1)
The Spanish Immersion II course provides an intensive language learning experience for the student who has some background in Spanish and has attended Spanish Immersion I. Following an orientation meeting on campus, students spend a period of time (overnight) at an off-campus location hearing and speaking only Spanish. In addition to attending formal classes focusing on selected topics of vocabulary and grammar, students participate in a variety of activities enabling them to experience total immersion. Permission of professor required. Prerequisite: SPAN 1225 and SPAN 1261.

SPAN 2223 Intermediate Spanish II (3-0-3)
Continuation of SPAN 2113 with more advanced readings, conversations, and compositions. Emphasis continues to be on review and actual usage by the student of the language constructs. This course is a capstone course for Spanish majors. Prerequisite: SPAN 2113.

Speech (SPCH)

SPCH 1213 Fundamentals of Speech (3-0-3)
Elements of oral communication and principles of effective speaking in everyday social relationships, as well as oral reading and public address.

SPCH 2091-4 Special Topics in Speech (Variable)
Directed individual or class study of special topics in Speech. May be repeated with different topics. Permission of professor required.

Student Services (STSR)

STSR 0101-3 Special Topics in Student Services (Variable)
This course is designed to be used for topics that involve classes for students who lack the necessary skills to be successful in college level courses.

STSR 2102 Lessons in Leadership (2-0-2)
The purpose of this class is student leadership growth and development through learning and experimental components. Included are a speaker series and team projects that will assist students in learning from current leaders, help them develop critical reflection skills, and develop life-long abilities in citizenship, engagement and service.

Theatre (TH)

TH 1103 Stagecraft (3-0-3)
Principles of constructing, painting, rigging, and assembling modern stage scenery and equipment. Requires 16 laboratory hours including some evenings and weekends.

TH 1311 Theatrical Production I (0-3-1)
Laboratory work totaling 48 hours in departmental productions in any production activity. Requires some hours be met evenings and weekends.

TH 1321 Theatrical Production II (0-3-1)
Laboratory work totaling 48 hours in departmental productions in any production activity. Requires some hours be met evenings and weekends.

TH 1341 Theatre Dance (0-3-1)
This basic class in fundamentals of theatre dance provides the student with a working knowledge of dance forms used in contemporary stage production. It would provide the foundation for movement on stage. (Same as MUS 1341.)

TH 1353 Introduction to Theatre (3-0-3)
A survey and analysis of theatre history, literature and practices relating the relevance of the theatre as a social force. Theatre is examined from the perspectives of audience, playwright, director, actor, and designers. May also be taken for Humanities credit.

TH 1513 Acting I (3-0-3)
Designed to acquaint the beginning actor with the fundamentals of acting, this course explores the physical, vocal, emotional, and technical aspects of the actor's craft.

TH 1533 Voice and Diction (3-0-3)
Study of vocal mechanism, phonetics, International Phonetic Alphabet, and related exercises to improve student's voice, articulation, pronunciation and expressive intonation for effective oral communication.

TH 2091-4 Special Topics in Theatre (Variable)
Directed individual or class study of special topics in theatre may be repeated with different topics. Permission of professor required.

TH 2113 Make-Up (3-0-3)
Study of the purpose, principles, and materials of stage make-up. Intensive practice in the art of make-up.

TH 2331 Theatrical Production III (0-3-1)
Laboratory work totaling 48 hours in departmental productions in any production activity. Requires some hours be met evenings and weekends.

TH 2363 Introduction to Theatrical Design (3-0-3)
This course examines the elements and theory in all functions of theatrical design and production. Prerequisite: TH 1103.

TH 2523 Acting II (3-0-3)
This course will develop the actor's craft through scene study and various techniques of character analysis and development. Prerequisite: TH 1513.

TH 2553 Oral Interpretation (3-0-3)
Re-creation and oral communication of works of literary art. The selection, evaluation, analysis, interpretation, and oral presentation of various types of selections from prose to verse.

TH 2713 Directing (3-0-3)
Theory and practical exercise to acquaint the student with techniques of play analysis, directing, and stage management. Prerequisites: TH 1513, TH 1353.

TH 2721-3 Theatre Internship (Variable)
The student will gain practical experience in a specific aspect of the theatre by working with a professional or semi-professional company either as an actor or as part of the production team. The number of credit hours earned will depend on the time commitment/arrangement made by the student and the company as confirmed by the appropriate faculty.

TH 2902 Capstone Project (2-0-2)
An exit/assessment project required for all students completing a Liberal Studies degree with the Theatre emphasis. Enrollment in and completion of this course should be done during the semester the student plans to graduate or the semester before. This course consists of five components which are intended to apply theatrical principles learned from the program requirements in one final professional project. Prerequisite: A minimum of 14 of the 17 hours of Program Requirements and permission of the professor.

Technical Supervision and Management (TSM)

For information on TSM courses, contact the Professional Training Center, 733-7488.

(These courses are available only through Rose State College external training agreements with various business entities.)

TSM 1101 Leadership (1-0-1)
This course is the first course of the sequence. As the introductory course, Air Logistics Center officials meet with the participants to discuss such concepts as the vision for Air Logistics Center and the importance of shared vision, and response to change. Emphasis is placed on team building and employee involvement. Participants define leadership and identify leadership behaviors, as well as, develop appreciation among team members by identifying the tasks and roles to be accomplished.

TSM 1201 General Management (1-0-1)
Establishing balance is necessary to accomplish tasks while maintaining the morale of the workforce. Participants will understand the supervisor's role in supervising employees on an individual, as well as, a group basis. The supervisor's relationship with higher-level managers and associates will also be discussed. Further emphasis will be placed on planning, organizing, controlling, and directing skills in the role of a supervisor. As a continuation of the Leadership course, it is important for the participant to take this course second.

TSM 1301 Communications (1-0-1)
This course is an overview of communications, designed to acquaint participants with written and verbal communication techniques, which are more effective and more efficient. Participants will practice and improve written communications skills by preparing a memo and e-mail and oral communications by preparing a basic briefing on a topic within the scope of their position on base. Tinker Air Force Base communication procedures will be incorporated into the course. This course should be taken after General Management and before Organizational Behavior.

TSM 1311 Basic Writing and Computer Skills (1-0-1)
This course is an overview of basic business communications, designed to acquaint participants with written communication techniques that can be applied in the workplace. Participants will practice and improve written communication skills by preparing business memorandums, e-mail communications, and computer documents on topics pertinent to the scope of their assigned position in the workplace.

TSM 2403 Personnel/Human Relations (3-0-3)
Understanding the relationship between organizational require-

ments and characteristics of its people, as well as, the rights and responsibilities of employees, managers and unions in the workplace will be presented in this course. Specifically, the effects of change, morale and quality of life for the employee coupled with the human relations challenges facing individuals and organizations will be discussed. In addition, the impact of social systems, technical systems and administrative systems including employee appraisals, discipline, awards, discrimination, sexual harassment, grievances, training, staffing, safety, ergonomics and unions will be presented. Each participant will complete a DISC Profile to determine his/her personality traits. Discussion about how different personality traits affect a person's leadership and supervisory style will help participants analyze their own traits. This is a five-day course and should be taken after General Management course and before Organizational Behavior.

TSM 1501 Diversity (1-0-1)
The Diversity course uses a theoretical approach intended to promote thought about how individual differences can contribute to the workplace and how supervisor's can foster that environment. The course is designed to identify/examine these implications of employee differences in the organizational structure. As a relatively new approach to working with diverse populations, personality types and learning styles will be presented. This course should be taken after General Management course and before Organizational Behavior.

TSM 1601 Conflict Resolution (1-0-1)
In this course participants will identify attitudes/behaviors that create conflict, approaches to resolution and cooperation. Coaching disputing parties to communicate productively, distinguishing between positions, issues and interests will be discussed. This course should be taken after the General Management course and before the Organizational Behavior course.

TSM 1701 Alternative Dispute Resolution (1-0-1)
ADR will analyze the various aspects and components of alternative dispute resolution processes and negotiation skills. Particular emphasis will be given to the employment mediation process. This course should be taken after General Management course and before Organizational Behavior.

TSM 1901 Resolving Conflict in the Workplace (1-0-1)
This course is designed to enhance the first level supervisor's effectiveness in resolving conflict in the workplace. Students will gain an understanding and develop their utilization of specific problem-solving, arbitration, mediation, and negotiating skills. Topics such as identifying attitudes/behaviors that create conflict, approaches to resolution including the alternative dispute resolution process, and promoting cooperation will be addressed.

TSM 2091-6 Special Topics: VAR (Variable)
Courses offered within a business and industry partnership may be available for college credit. Special topics courses with the TSM prefix are available for training provided that they are offered in conjunction with the Education and Training Partnership between Rose State College and Tinker Air Force Base.

TSM 2311 Internal Customer Service (1-0-1)
This course covers the building blocks for creating a culture of service, incorporating the nine principles of service excellence as described by Quint Studer in Hardwiring Excellence, and helps students develop specific skills needed for addressing routine as well as challenging customer service situations.

TSM 2411 Developing Human Relations Skills for the Workplace (1-0-1)
This course covers basic interpersonal skills that are needed for establishing and maintaining positive relationships in the workplace and to appropriately address and effectively resolve conflicts that may occur in the workplace.

TSM 2421-3 Developing Leadership Skills in the workplace (3-0-3)
This course covers basic leadership and interpersonal skills that are needed for establishing and maintaining positive relationships in the workplace and to appropriately address and effectively resolve conflicts that may occur in the workplace.

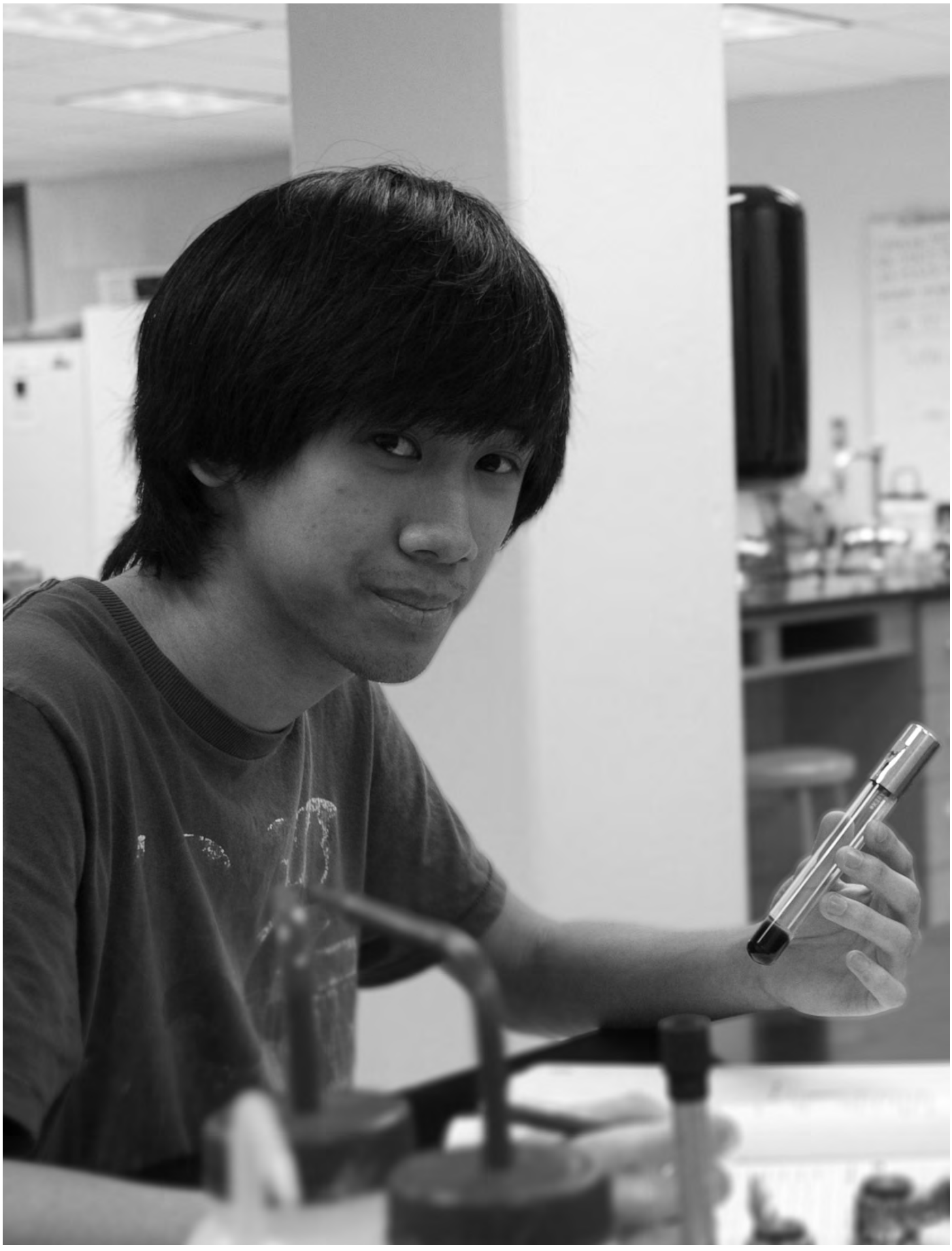
TSM 2703 Human Relations in Supervision (3-0-3)
This course is designed to provide the first level supervisor the necessary interpersonal communications skills required to be effective in a large or small organization as well as in individual settings. The effects of change, morale and quality of life for the employee will be incorporated in the course coupled with the human relation challenges facing individuals and organizations. This course will incorporate the impact of social systems, technical systems, and administrative systems on the activities in the workplace.

TSM 2711 On-the-Job Training and Coaching (1-0-1)
This course prepares students to be effective on-the-job trainers and coaches to other employees in their areas.

TSM 2803 Financial Management/Analysis (3-0-3)
This course is designed to instruct supervisors about the federal budget cycle process and funds associated with producing center specific profit/loss projections. Key financial principles, standards and metrics will be presented in conjunction with, efficiencies, indirect labor factors, labor standards, overhead and overtime issues. This is not an accounting course, but a course to enlighten participants about how their work areas fit into, contribute to and benefit from the overall financial picture of the base. This course should be taken after General Management course and before Organizational Behavior.

TSM 2813 Federal Budget Analysis and Management (3-0-3)
This course is designed to instruct first level supervisors and managers of the importance of managing an organization within the constraints of Federal Budget and recognize the importance of using basic management skills in the implementation of their financial management responsibilities. The course will include the federal budget cycle process and funds associated with producing center specific profit/loss projections. Key financial principles, standards and metrics will be incorporated in conjunction with efficiencies, indirect labor factors, labor standards, overhead and overtime issues.

TSM 2903 Organizational Behavior (3-0-3)
In this course, participants will learn about developing structure, individual responsibility, rewards, risks and risk taking, warmth and support, tolerance and conflict in an organizational setting. Emphasis will be placed on continual improvement, ethical management practices and social responsibilities and will include employee motivation, group dynamics, communication, leadership, supervisor effectiveness and employee/manager relations. As the capstone course, this should be the participant's last course.



Faculty and Professional Staff

Ahedor, Adjoa, 2008
Professor, Life Sciences
B.S., University of Ghana
M.Phil., University of Ghana
M.S., Idaho State University
Ph.D., University of Oklahoma

Aitson-Roessler, M. Mechelle, 1999
Registrar/Director, Admissions and Records
B.S., University of Central Oklahoma
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Alexander, Sherry E., 2007
Training and Development/Computer Instructor, EmPower
B.A., Oklahoma City University

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Coordinator, Recruitment of Special Populations
B.S., McPherson College
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Andrews, Richard L., 2011
Coordinator, Student Center and Outsourced Contracts
B.S., Southern Nazarene University

Anoatubby, Joe, 2009
Coordinator, Academic Education Services
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B.A., University of Central Oklahoma
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B.A., East Central University
B. S., Oklahoma State University

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Ph.D., Oklahoma State University

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Lead Programmer/Analyst
B.G.S., University of Nebraska Omaha
M.S., University of Nebraska Omaha

Barber, Deborah A., 2006
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B.S.N., University of Central Oklahoma
M.S.N., Southern Nazarene University

Barrett, Larry M., 1994
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B.S., Southwestern Oklahoma State University
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B.A., Southern Nazarene University
M.S., Southern Nazarene University

Baumeister, Barbara M., 2006
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M.T., (ASCP) University of Oklahoma Health Sciences Center
M.S., University of Oklahoma HSC
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M.S., Baylor University

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M.B.A., University of Central Oklahoma

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Director of Finance/Treasurer of the Technical Area Education
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B.S., Oklahoma State University

Boger, Elizabeth A., 2007
Professor, Psychology
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Graduate Studies, University of Nebraska, Lincoln

Boyster, Sally B., 1999
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LPN, Highland General Hosp. School of Voc. Nursing
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B.A., Fisk University
M.A., Ph.D., University of Denver

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Master Teacher, Child Development Laboratory Center
B.S., University of Central Oklahoma
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President Emeritus
B.A., Southwestern Oklahoma State University
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Brockmeier, Michelle G., 1999
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Brown, Elizabeth A., 1997
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Brown, Terri L., 2009
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Bruner, Monique D., 2001
Professor, Political Science/Coordinator, Reach Higher Program
B.A., M.P.A., M.H.R., University of Oklahoma
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Burkala, Rebecca J., 2007
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Cachero, Jerri, 2006
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Cain, John M., 2008
Director, Marketing and Public Relations
B.A., Denison University
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Caliendo, Kevin A., 2011
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Caldwell, Jeffrey T., 1985
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Ph.D., University of Missouri at St. Louis

Campbell, Timothy, 1989
Assistant Director, Operations

Carano, Steven A., 2001
Professor, Earth and Physical Science
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B.A., University of Oklahoma
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Carey, M. Kathryn, 2005
Professor 60%/Director 40%, Family Services Child Development
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M.A.T., Oklahoma City University

Carl, John, 2001
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M.Div., Theology, St. Meinrad School of Theology
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Castillo, Antoinette P., 2000
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Clark, William C., 2006
Environmental Trainer, Corporate Relations and Workforce Education
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A.A.S., Community College of the Air Force

Cooper, Coty C., 2004
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Professor, Nursing Science, 50%/Assistant Program Director, 50%
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Dawkins, Craig, 2006
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Dawson-O'Brien, Susan L., 1993
Professor, Journalism
B.A., Kansas State University
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Kirk, Mary, 2005
Coordinator, Library Access Services
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