

Marshall University

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Graduate Catalog, 1984-1985

Marshall University

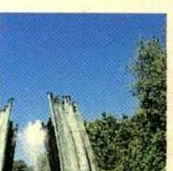
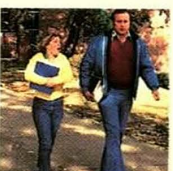
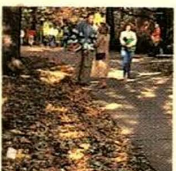
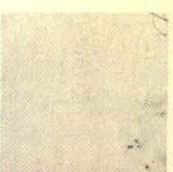
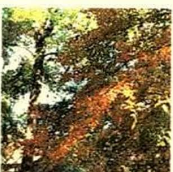
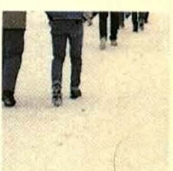
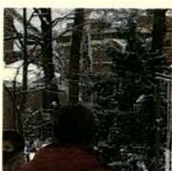
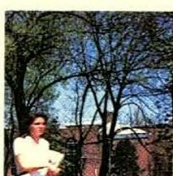
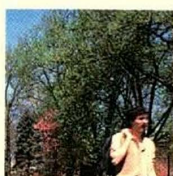
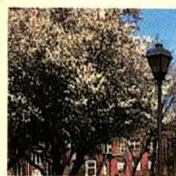
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Marsh

*Workroom - Special
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Graduate Catalog

To contact various divisions of the university, write or telephone as follows:

Marshall University
Huntington, West Virginia 25701
Tel. (304) 696-3170

Admission

Director of Admissions
Tel. (304) 696-3160

Alumni Affairs

Director of Alumni Affairs
Tel. (304) 696-3134

Business Matters, Expenses

Director of Finance
Tel. (304) 696-6620

Employment, Placement

Director of Career Planning and Placement
Tel. (304) 696-2370

Graduate Study

Dean of the Graduate School
Tel. (304) 696-6606

Student Affairs

Dean of Student Affairs
Tel. (304) 696-6422

Student Housing

Director of Housing
Tel. (304) 696-6765

Scholarships and Loans

Director of Student Financial Aid
Tel. (304) 696-3162

Transcripts, Records

Office of the Registrar
Tel. (304) 696-6410

POLICY STATEMENT

It is the policy of Marshall University to provide equal opportunities to all prospective and current members of the student body, faculty, and staff on the basis of individual qualifications and merit without regard to race, sex, religion, age, handicap, or national origin.

This nondiscrimination policy also applies to all educational programs and activities as they pertain to admission, employment and other related activities covered under Title IX, which prohibits sex discrimination in higher education.

Marshall University also neither affiliates with nor grants recognition to any individual, group, or organization having policies that discriminate on the basis of race, sex, religion, age, handicap, or national origin. Information on the implementation of the policy and/or the Title IX Amendment should be addressed to:

Affirmative Action Officer
Marshall University
Huntington, West Virginia 25701

MARSHALL UNIVERSITY

CATALOG
OF THE
GRADUATE SCHOOL

1984-85

HUNTINGTON, WEST VIRGINIA

25701

West Virginia Board of Regents

Dr. John W. Saunders	President
Mr. Verl W. Snyder	Vice President
Mr. William E. Watson	Secretary
Mr. Andrew L. Clark	Member
Mr. Louis J. Costanzo	Member
Mr. Kenneth M. Dunn	Member
Mr. Clark B. Frame	Member
The Reverend Paul J. Gilmer	Member
Mrs. Betsy K. McCreight	Member
Mr. Brad D. Hays	Student Representative
Mr. Clifton T. Neal	Classified Employees Representatives
C. Allen Roberts	Faculty Representative
Dr. Roy Truby, Ex Officio	State Superintendent of Schools

*** **

Dr. Leon H. Ginsberg, Chancellor

Marshall University Institutional Board of Advisors

Mr. Paul M. Churton
Mr. Charles K. Connor, Jr.
Dr. H. Darrell Darby
Mr. David N. Harris
Mr. Dan R. Moore
Mrs. Sandra S. Wilkerson
Mr. James S. Williams
Mr. Kenneth Reffeitt, Staff Representative
Dr. Alan B. Gould, Administration Representative
Dr. Daniel P. O'Hanlon, Faculty Representative
Mr. Michael L. Queen, Student Representative

Volume 24

Number 1

April 1984
Published annually by
Marshall University
Huntington, West Virginia 25701

The university reserves, for itself and its departments, the right to withdraw or change the announcements made in this Bulletin.

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Calendar

FIRST SEMESTER 1984-85

August 26, Sunday, 9:00 a.m.	Residence Halls Open
August 27, Monday, 8:00 a.m.-8:00 p.m.	Regular Registration
August 27, Monday, 4:00 p.m.	Evening Classes Begin
August 28, Tuesday, 8:00 a.m.	Day Classes Begin
August 29, Wednesday, 8:00 a.m.-6:30 p.m.	Late Registration and Schedule Adjustment
August 30, Thursday, 8:00 a.m.-6:30 p.m.	Late Registration and Schedule Adjustment
September 3, Monday	Labor Day Holiday - University Closed
September 21, Friday	Application for December Graduation Due in Graduate School Office
September 21	Last Day to Drop 1st 8 Weeks Courses With "W" Grade
October 13, Saturday	Homecoming
October 16, Tuesday	Mid-Semester, 1st 8 Weeks Courses End
October 17, Wednesday	2nd 8 Weeks Courses Begin
October 19, Friday	Last Day to Drop Courses With "W" Grade
October 22-December 7	"WP" or "WF" Withdrawal Period by Deans's Permission
October 29 - November 9	Advance Registration for 2nd Semester for Currently Enrolled Students Only
October 31, Wednesday	Final Draft of Graduate Thesis Submitted to Adviser
November 9, Friday	Last Day to Drop 2nd 8 Weeks Courses With "W" Grade
November 12-26	Oral Comprehensive Examinations for Masters Degree
November 12-January 11	Advance Registration for 2nd Semester Open to ALL Admitted Students
November 17, Saturday, 8:00-1:00.	Written Comprehensive Examinations for Masters Degree
November 21, Wednesday, 12:00 noon	Thanksgiving Recess Begins
November 22, Thursday	Thanksgiving Holiday-University Closed
November 23, Friday	University Holiday-University Closed
November 26, Monday	Classes Resume
December 3, Monday	Approved Thesis Due in Graduate School Office
December 7, Friday	Last Class Day for All Classes
December 8, Saturday	Exam Day for Saturday Classes
December 10-11, Monday & Tuesday	Exam Days
December 12, Wednesday	Study Day (Wed. night classes examined)
December 13-14-15, Thurs. thru Sat. noon	Exam Days
December 15, Saturday, 12:15 p.m.	Exams Concluded. First Semester Ends
December 15, Saturday, 3:00 p.m.	Residence Halls Close
December 17, Monday, 9:00 a.m.	Deadline for Submitting Final Set of Grades
December 24 thru January 1	University Offices Closed
January 2, Wednesday	University Offices Re-open

CALENDAR FOR SECOND SEMESTER 1984-85

January 13, Sunday, 9:00 a.m.	Residence Halls Open
January 14, Monday, 8:00 a.m.-8:00 p.m.	Regular Registration
January 14, Monday, 4:00 p.m.	Evening Classes Begin
January 15, Tuesday 8:00 a.m.	Day Classes Begin
January 16, Wednesday, 8:00 a.m.-6:30 p.m.	Late Registration and Schedule Adjustment
January 17, Thursday, 8:00 a.m.-6:30 p.m.	Late Registration and Schedule Adjustment
February 1, Friday	Application for May Graduation Due in Graduate School Office
February 8, Friday	Last Day to Drop 1st 8 Weeks Courses With "W" Grade
March 5, Tuesday	Mid-Semester, 1st 8 Weeks Courses End
March 6, Wednesday	2nd 8 Weeks Courses Begin
March 8, Friday	Last Day to Drop Courses With "W" Grade
March 8, Friday, 6:00 p.m.	Residence Halls Close
March 11-17	Spring Vacation - Classes Dismissed
March 11 - May 1	"WP" or "WF" Withdrawal Period by Dean's Permission Only
March 17, Sunday, 9:00 a.m.	Residence Halls Open
March 18, Monday	Classes Resume
March 22, Friday	Final Draft of Graduate Thesis Submitted to Adviser
April 1-4	Advance Registration for Summer Session for Currently Enrolled Students Only
April 1-15	Oral Comprehensive Examinations for Masters Degree
April 4, Thursday	Last Day to Drop 2nd 8 Weeks Courses With "W" Grade
April 8 - June 7	Advance Registration for Summer Session Open to ALL Admitted Students
April 13, Saturday, 8:00-1:00	Written Comprehensive Examinations for Masters Degree
April 15 - 26	Advance Registration for 1985 Fall Semester for Currently Enrolled Students Only
April 20, Good Friday	Classes Dismissed - Offices Open
April 26, Friday	Approved Thesis Due in Graduate School Office
April 29 - August 23	Advance Registration for Fall Semester Open to ALL Admitted Students
May 1, Wednesday	Last Class Day for Day Classes
May 2, Thursday	Study Day (Thursday night classes will meet)
May 3, Friday	Exam Day
May 4, Saturday	Exam Day for Saturday Classes
May 6, Monday	Exam Day
May 7, Tuesday	Study Day (Tuesday night classes examined)
May 8-9-10, Wednesdays thru Friday	Exam Days
May 10, Friday, 6:00 p.m.	Residence Halls Close (except for graduating students)
May 11, Saturday, 11:00 a.m.	Commencement
May 13, Monday, 9:00 a.m.	Deadline for Submitting Final Set of Grades
May 27, Monday	Memorial Day Holiday-University Closed

SUMMER SESSION 1985

First Term

June 10, Monday	Regular Registration
June 10, Monday, 6:30 p.m.	Evening Classes Begin
June 11, Tuesday, 8:00 a.m.	Day Classes Begin
June 11, Tuesday	Late Registration and Schedule Adjustment
June 14, Friday	Application for July Graduation due in Graduate School Office
June 21, Friday	Final draft of Graduate Thesis submitted to Adviser
June 24-July 8	Oral Comprehensive Examinations for Masters Degree
June 28, Friday	Last Day to Drop Courses With "W" Grade
June 29, Saturday, 8:00-1:00	Written Comprehensive Examinations for Masters Degree
July 1 through July 11	"WP" or "WF" Withdrawal Period by Dean's Permission
July 4, Thursday	Independence Day Holiday-University Closed
July 8, Monday	Approved Thesis Due in Graduate School Office
July 12, Friday	First Term Ends
July 15, Monday, 9:00 a.m.	Deadline for Submitting Final Grades

Second Term

July 15, Monday	Regular Registration
July 16, Tuesday, 8:00 a.m.	Classes Begin
July 16, Tuesday	Late Registration and Schedule Adjustment
July 19, Friday	Application for August Graduation due in Graduate School Office
July 22-August 5	Oral Comprehensive Examinations for Masters Degree
July 26, Friday	Final Draft of Graduate Thesis submitted to Adviser
August 2, Friday	Last Day or Drop Courses With "W" Grade
August 3, Saturday, 8:00-1:00	Written Comprehensive Examinations for Masters Degree
August 6 through August 15	"WP" or "WF" Withdrawal Period by Dean's Permission Only
August 9, Friday	Approved Thesis due in Graduate School Office
August 16, Friday	Second Term Ends
August 19, Monday, 9:00 a.m.	Deadline for Submitting Final Grades

Policy Statement

Extreme weather conditions and energy shortages have resulted in disruption of normal operations at Marshall University on several occasions during especially severe winters in the past.

Similar situations may occur in the years ahead as a result of weather, energy or other emergency conditions. With that possibility in mind, Marshall University has developed three levels of curtailed operations, based on the severity of the situation.

Since Marshall University is a community of more than 12,000 people with varying roles and responsibilities, it seems unlikely there will ever be a time when the university can be completely "closed" with all members of the university community away from the campus. Therefore, in an attempt to eliminate confusion in the future, several levels of curtailed operation have been defined as follows:

LEVEL 1: CLASSES SUSPENDED

Classes will not meet as scheduled; students and faculty will be excused. Other staff members will be expected to report in order to maintain all other university activities on a normal or near-normal basis.

LEVEL 2: CLASSES AND OFFICES CLOSED

Routine operations will be suspended. However, staff members involved in the operation of residence halls, health service, food service, recreation facilities, the Student Center, the Library, security services and plant operations functions will be expected to report for duty.

LEVEL 3: UNIVERSITY CLOSED

Residence halls will be closed and all student-related activities will cease. Only security and plant operations staffs will continue to function.

Division directors will have the responsibility for determining the members of their respective staffs required to maintain services at the various levels of curtailed operation.

In the event conditions warrant curtailment of operations, news media serving the region will be notified as quickly as possible and the level of curtailment will be outlined. This will be done by the Office of University Relations.

In the event of curtailment at Level 1 or Level 2, when many students will remain on or near campus, a number of student-related functions will be maintained on the following schedules:

GULLICKSON HALL/HENDERSON CENTER: Recreation facilities to be open from noon to 10 p.m. weekdays; noon to 7 p.m. Saturdays; 1 p.m. to 7 p.m. Sundays.

JOHN MARSHALL MEDICAL SERVICES, INC.: Student health services will be provided at normal hours unless otherwise posted.

MEMORIAL STUDENT CENTER: Open 1 p.m. to 7 p.m. daily.

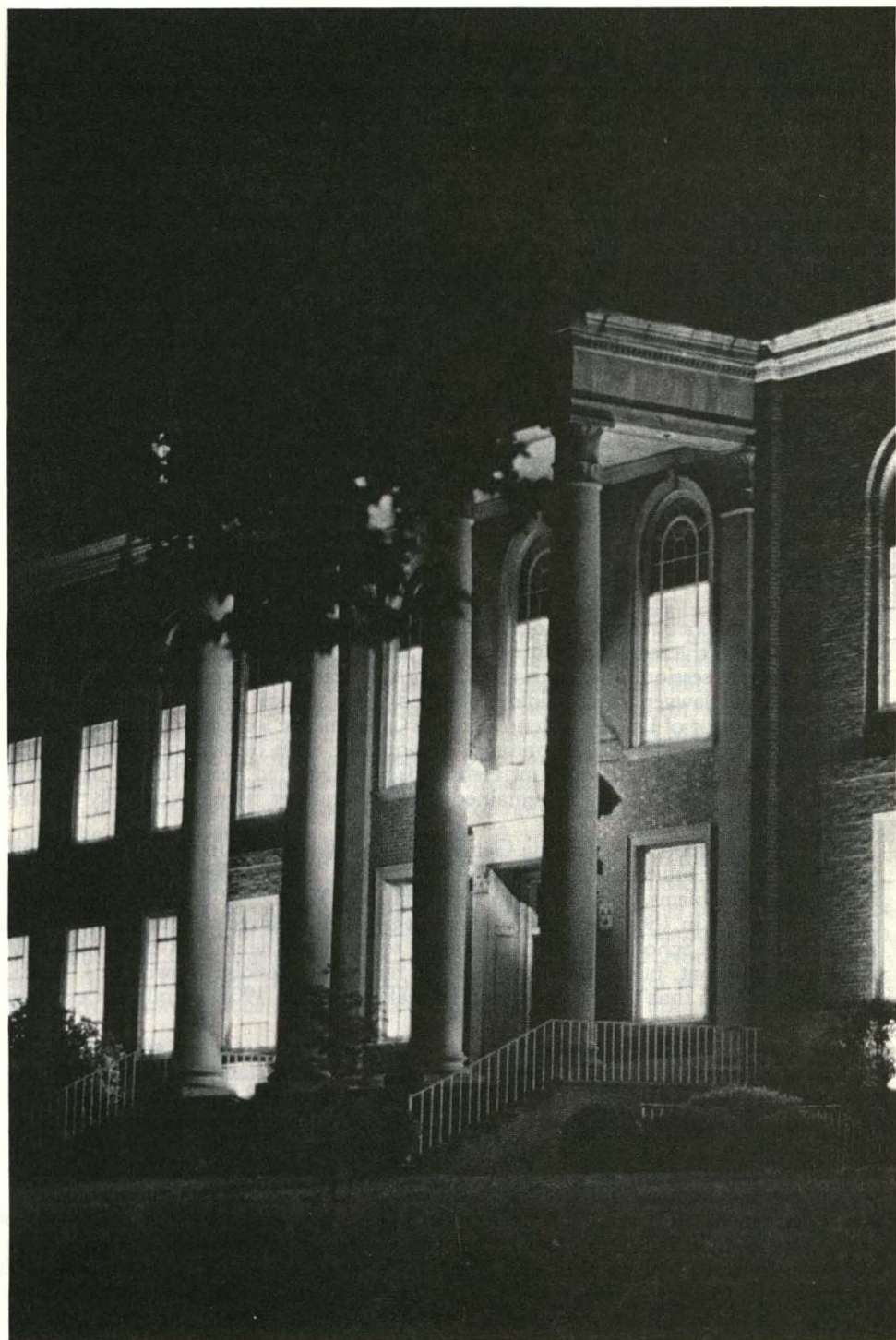
LIBRARY: Both James E. Morrow Library and the School of Medicine Library will provide service from 8 a.m. to 5 p.m. weekdays, 9 a.m. to 5 p.m. Saturdays and 1 p.m. to 7 p.m. Sundays.

RESIDENCE HALLS: The Division of Student Affairs will arrange special activities in cooperation with students living in the residence halls.

Security and plant operations activities are expected to continue under all circumstances.

The Administration

PRESIDENT	Dale F. Nitzschke
Director of Development	Bernard Queen
Director of Alumni Affairs	TBA
Director of University Relations	C. T. Mitchell
PROVOST	Olen E. Jones, Jr.
Dean of the College of Business	Robert P. Alexander
Dean of the College of Education (Acting)	Jack Maynard
Dean of the College of Liberal Arts	Alan B. Gould
Dean of the College of Science	E. S. Hanrahan
Dean, Community College	F. David Wilkin
Dean of Student Affairs	Nell C. Bailey
Associate Dean, Student Affairs	Kenneth E. Blue
Associate Dean, Student Affairs	Mary-Ann Thomas
Associate Provost and	
Dean of the Graduate School	Robert F. Maddox
Associate Provost	William S. Deel
Director of Libraries	Kenneth T. Slack
Registrar	Robert H. Eddins
Director of Admissions	James W. Harless
Director of Personnel	Marvin E. Billups
Affirmative Action Officer	Marvin E. Billups
Director of Plant and Administrative Operations	Harry E. Long
VICE PRESIDENT FOR FINANCIAL AFFAIRS	Michael F. Thomas
Director of Finance	Richard D. Vass
Director of Accounting	Ted W. Massey
Director of Auxiliary Enterprises	Warren S. Myers
Director of Public Safety	Donald L. Salyers
VICE PRESIDENT/DEAN, SCHOOL OF MEDICINE	Robert W. Coon
Executive Assistant	John M. Zink
Associate Dean for Academic and Clinical Affairs	David K. Heydinger
Associate Dean for Clinical Affairs	Jack H. Baur
Associate Dean for Student Affairs	Patrick I. Brown
Associate Dean	Thomas W. Kiernan
Associate Dean	Raymond R. Watson
Dean of the School of Nursing	Phyllis F. Higley
DIRECTOR OF ATHLETICS	Lynn J. Snyder
Associate Director of Athletics	Edward M. Starling
DIRECTOR, REGENTS B.A. DEGREE PROGRAM	B.R. Smith



General Information

Marshall University, one of West Virginia's two State universities, encourages individual growth by offering programs and instruction in attainment of scholarship, acquisition of skills, and development of personality.

The university provides students with opportunities to understand and to make contributions to the culture in which they live; to develop and maintain physical health; to participate in democratic processes; to learn worthwhile spiritual, social, and economic values; to develop intellectual curiosity and the desire to continue personal growth; and to share in a varied cultural program.

Professional, technical, and industrial career studies are available through the various departments of the university.

Marshall also recognizes an obligation to the state and community by offering evening courses, off-campus classes, lectures, musical programs, conferences, forums, and other campus and field activities.

HISTORY

Marshall University traces its origin to 1837, when residents of the community of Guyandotte and the farming country nearby decided their youngsters needed a school that would be in session more than three months a year. Tradition has it that they met at the home of lawyer John Laidley, planned their school, and named it Marshall Academy in honor of Laidley's friend, the late Chief Justice John Marshall. At the spot called Maple Grove they chose one and one-quarter acres of land on which stood a small log building known as Mount Hebron Church. It had been the site of a three-month subscription school and remained that for another term. Eventually \$40 was paid for the site.

On March 30, 1838, the Virginia General Assembly formally incorporated Marshall Academy. Its first full term was conducted in 1838-39. For decades the fledgling school faced serious problems, most of them financial. The Civil War forced it to close for several years, but in 1867 the West Virginia Legislature renewed its vitality by creating the State Normal School at Marshall College to train teachers. This eased Marshall's problems somewhat, but it was not until the tenure of President Lawrence J. Corbly from 1896 to 1915 that the college began its real growth. In 1907, enrollment exceeded 1,000.

Since then Marshall's expansion has been consistent and sometimes spectacular. The College of Education, first called Teachers College, was organized in 1920 and the first college degree was awarded in 1921. The College of Arts and Sciences was formed in 1924, and the Graduate School was organized in 1948. The College of Applied Science came into being in 1960; the School of Business was formed in 1969. These were merged into the College of Business and Applied Science in 1972. In 1974 the School of Medicine and Associated Health Professions was established. The Community College was organized in 1975, and the College of Science was authorized by the Board of Regents in 1976. In 1977, the Board approved change of name for the College of Arts and Sciences to the College of Liberal Arts, and for the College of Business and Applied Science to the College of Business. In 1978, the School of Nursing was established as a separate entity, the other Associated Health Professions were transferred from the School of Medicine to the College of Science, and the School of Journalism was authorized as a part of the College of Liberal Arts.

Marshall was granted University status in 1961. Today it has an alumni body of more than 33,000.

Since the formation of the West Virginia Board of Regents in 1969, Marshall's progress as an urban-oriented university has been given strong impetus. As a result of this support, and because of its own active leadership and its location in the thriving Tri-State Area, Marshall is a university with excellent prospects for future development.

ACCREDITATION

Marshall University is accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools, the National Council for Accreditation of Teacher Education, and the West Virginia State Department of Education. Marshall also is a member of the Council of Graduate Schools in the United States. Academic credits earned at Marshall University are fully standardized for acceptance by all other colleges and universities.

The Department of Chemistry is accredited by the American Chemical Society. The Bachelor of Science in Nursing Degree Program is accredited by the National League for Nursing. The Associate in Science in Nursing Degree Program is accredited by the West Virginia State Board of Examiners for Registered Nurses and by the National League for Nursing. The News-Editorial Sequence of the School of Journalism is accredited by the American Council on Education for Journalism. The Department of Music is an associate member of the National Association of Schools of Music. The Cytotechnology program is accredited by the Committee on Allied Health Education and Accreditation (CAHEA) of the American Medical Association in collaboration with the American Society of Cytology. The Medical Technology program and the Medical Laboratory Technician program are accredited by the Committee on Allied Health Education and Accreditation (CAHEA) of the American Medical Association. The School of Medicine is accredited by the Liaison Committee on Medical Education of the American Medical Association and the Association of American Medical Colleges, and the School's Residency Programs in Internal Medicine and in Pathology are accredited by the Accreditation Council for Graduate Medical Education.

The university is approved for attendance of nonimmigrant international students under the Federal Immigration and Nationality Act, and is approved by the American Association of University Women. Marshall holds membership in the American Council on Education, the American Association of Colleges for Teacher Education, the American Assembly of Collegiate Schools of Business, the American Association of State Colleges and Universities, the American Library Association, the American Association of Community/Junior Colleges, the Council of North Central Community/Junior Colleges, the American Association of Colleges of Nursing, and the Southern Regional Educational Board, Council on Collegiate Education for Nursing.

LOCATION

The campus of Marshall University is located in Huntington, West Virginia, just across the Ohio River from Ohio, and thirteen miles from the Kentucky border. It is served by rail, air, and highway transportation.

DIVISIONS

The university functions through eight divisions: College of Business, College of Education, College of Liberal Arts, College of Science, Community College, Graduate School, School of Medicine, and School of Nursing.

COMPUTER CENTER

The Computer Center supports the university's administrative, instructional, and research activities. On-site equipment includes PDP 11/34, PDP 11/40 and VAX 11/780 computers and terminals for interactive problem solving. Remote processing is supported by the facilities of the West Virginia Network for Educational Telecomputing.

JAMES E. MORROW LIBRARY

The James E. Morrow Library of Marshall University was built in 1929-31 as a combination library and classroom building. In 1966-69 the demands resulting from growth in enrollment and the increase in graduate work brought about an extensive remodeling and building program which provided an additional 74,652 square feet of space. This space was literally "wrapped around" the existing building. It increased the capacity to slightly over 100,000 gross square feet of assignable space, a total shelf capacity for 375,000 volumes and reader stations for 700 students. The reading areas are comfortable with carpeted floors, complete air conditioning, electrical heating and excellent lighting. The new building created is a handsome campus landmark of imposing Georgian design.

On June 30, 1983, the Library's holdings totaled 1,078,697 bibliographic units of which 356,759 were bound volumes of periodicals and monographs, 220,951 microforms, 2,172 audio cassettes, 241 film loops, 294 film strips, 638 kits, 128 slide sets, 133 video tapes, 36 films, 2,156 phono disks, 1,817 audio tapes, 491,769 government documents, and 1,603 pamphlets.

In 1983-84 the Library became the first in the West Virginia public higher education system to activate online computer circulation control and online terminal access to its bibliographic records.

INSTRUCTIONAL TELEVISION SERVICES

ITV Services is an academic service agency that supports the instructional needs of the faculty and student body through the production and distribution of instructional programming. It produces video and audio training modules for various university departments; assists in the production of presentations by faculty and staff for professional meetings, conferences, and conventions; produces public service announcements for broadcast on local television stations; and furnishes laboratory facilities for students majoring in television production and broadcast journalism.

ITV Services operates a six-channel color cable television distribution system which reaches all classroom buildings on the Marshall campus. A professional staff of producers, engineers, and production assistants is available to assist qualified users in developing high-quality television productions. Offices and studios of ITV Services are located in the Communications Building.

RADIO STATION WMUL-FM

WMUL-FM, Marshall's public radio station, has been broadcasting since 1961. It is a university-wide activity, operated by a volunteer student staff under the supervision of a faculty member from the broadcasting curriculum. WMUL was the first public broadcasting station licensed in West Virginia and operates on 88.1 Mhz seven days a week while Marshall is in session.

WPBY-TV

Operated by the West Virginia Educational Broadcasting Authority, this noncommercial television station broadcasts public affairs, educational, cultural, and entertainment programs on Channel 33. Main offices are located at the Communications

Building on the Marshall University campus, Huntington, and production facilities are located at the Communications Building and at Nitro, West Virginia. Beginning in 1984, WPBY is able to exchange programs live with WNPB, Morgantown, and WSWP, Beckley, through a new state-operated microwave system.

MARSHALL ARTISTS SERIES

This non-profit organization provides for the appearance of prominent lecturers and artists in the performing arts. There are four divisions of activity within the Marshall Artists Series: Baxter Series, Mount Series, Forum Series, and Summer Series. Marshall University students with activity cards may attend all programs at no charge. Inquiries should be addressed to: Marshall Artists Series, Inc., Marshall University, Huntington, W.Va. 25701. Telephone: 696-6656.

SPEAKERS BUREAU

The Speakers Bureau is a coordinating agency designed to centralize the speaker resources of the many departments of the university, its administrative staff and faculty, and to facilitate the scheduling of speaking engagements by members of the university community. Details on the Speakers Bureau may be secured from the Office of Development, Marshall University, Huntington, West Virginia 25701 or by calling (304) 696-6440.



Academic Information

CATALOG TERMS

Following are definitions of terms used in the academic sections of this catalog:

PROGRAM: A **program** is a unified, complementary series of courses or learning experiences that lead to a degree.

MAJOR: A **major** is an area of concentration requiring at least 24 semester credits for completion. It is offered within one department or by a combination of two or more departments.

MINOR: A **minor** is a program of study outside the department major requiring at least 12 semester credit hours for completion. All courses for a minor are offered within one department with no more than 3 credits at the 100 level.

OPTION: An **option** is a defined series of courses within a major or degree program that prepares students for a specific profession. Options are found in those majors which are broad enough to accommodate a variety of professional applications.

SPECIALIZATION: A particular line of research or study restricted to a special branch or field of activity within a profession. (In College of Education, what a student is certified to teach. Viewed as a major and/or a minor.)

CONCENTRATION: A sequential arrangement of courses with a specialized emphasis within a major and/or option.

SEQUENCE: Same as **Option** in the School of Journalism.

CREDIT HOUR: One **lecture credit hour** is given normally for each 15 classroom contact hours plus 30 hours of outside preparation or equivalent. One **laboratory credit hour** requires at least 30 hours of laboratory work per one lecture credit plus necessary outside preparation or equivalent. Laboratory experiences are complements to classroom courses that focus on the theory and principles of the discipline. They are organized activities involving the observation and verification of experiments and experimental techniques.

PRACTICUM: A **practicum** is a learning activity that involves the application of previously learned processes, theories, systems, etc. Generally credit is assigned on the same basis as that of a laboratory.

FIELD EXPERIENCE: Same as **Practicum** within the Department of Sociology/Anthropology.

INDEPENDENT STUDY: **Independent Studies** are tutorials, directed and independent readings, directed and independent research, problem reports, and other individualized activities designed to fit the needs of students within the major.

INTERNSHIP: **Internships** are supervised, off-campus contractual work-study arrangements with external agencies or institutions.

SEMINAR: A **seminar** is a small group of students engaged in advanced study of the original research or some important recent advancements in the field. Seminars are organized under the direction of a faculty member, and credit is allowed according to university regulations for granting semester-hour credit.

WORKSHOP: **Workshops** are highly practical, participatory courses usually designed for advanced students or professionals. They provide experience or instruction in a new technique, theory or development in a given discipline. If credit is granted, appropriate university guidelines will be followed.

SPECIAL TOPICS: **Special Topics** are experimental courses that may be offered twice by a given department with no prior committee approval. Such courses may satisfy university, college or department requirements toward a given degree and may carry specific prerequisites. No more than 6 such credits may be applied toward an associate degree and no more than 12 toward a baccalaureate degree.

TRANSCRIPT: A **transcript** is a copy of the student's permanent academic record. An official transcript can only be issued by the Office of the Registrar. See p. 25 for additional information on the procedure for obtaining a transcript.

FACULTY-STUDENT ADVISORY PROGRAM

Each student admitted to a graduate degree program at Marshall University is normally assigned to a graduate faculty adviser. The adviser renders academic guidance by assisting in the preparation of class schedules, by counseling the student in meeting degree requirements, and by checking on academic progress.

SEMESTER HOURS

The semester hour is the basis of college credit within the institution. A semester hour is the credit received for passing a subject taken one hour per week for one semester.

Laboratory courses require two or three hours per week for each semester hour of credit.

STUDENT SCHEDULES AND COURSES

1. **SEMESTER LOAD.** A normal load for a full-time graduate student is twelve semester hours in the fall and spring semesters, and six semester hours in each of the two summer terms. Enrollment for more than the normal load described here requires approval of the Graduate Dean. Graduate assistants take a smaller load.

2. **CHANGE OF SCHEDULE.** Adding courses, dropping courses, changing class hours or days, or other changes of any kind after registration must have written approval of the Graduate Dean prior to making the change.

3. **FULL-TIME GRADUATE STUDENT DEFINED.** For academic purposes a student carrying at least nine semester hours in a regular semester, four semester hours in a single summer term. This may differ from the definition for fee purposes, see Fees and Expenses, p. 28.

4. **COURSES NUMBERED 500-599** are similar to certain 400 series courses and meet jointly with undergraduate students. A course taken at the 400 level cannot be retaken at the 500 level. Courses numbered 600-699 and 700-899 are open only to graduate students. Exception to this is sometimes granted to seniors with excellent records.

GRADES AND QUALITY POINTS

The following system of grades and quality points is used within the institution:

- A. For superior performance. Four quality points are earned for each semester hour with a grade of A.
- B. For performance distinctly above the average in quality. Three quality points are earned for each semester with a grade of B.
- C. For performance that is average quality. Two quality points are earned for each semester hour with a grade of C.
- D. For performance of below-average quality. One quality point is earned for each semester hour with a grade of D.
- F. Failure, given for unsatisfactory work. No quality points.
- W. Withdrawn on or before the eighth Friday after the first class day of the regular semester or the third Friday after the first class day in the summer session.

WP. Withdrawn passing after the "W" period.

WF. Withdrawn failing after the "W" period.

I. An I grade (Incomplete) is given to students who do not complete course requirements because of illness or for some other valid reason and is not considered in determining the quality point average. The student has the responsibility of completing the work satisfactorily, and if this is done the final grade may be any one of the four passing marks. All incompletes must be made up within a period not to exceed twelve months. The professor must indicate to the student and the appropriate department chairman the time period in which the makeup work must be completed and the specific work required. If an incomplete is not made up within the specified period or if the makeup work is unsatisfactory, the grade becomes an F. An I grade may also be removed by repeating the course within the twelve-month period.

IW. A student who has never attended a class shall receive a grade of "IW" (Irregular Withdrawal). The "IW" grade is not considered in determining the student's quality point average.

CR/NC. Credit or no credit. Grading method used in a limited number of specifically designated graduate courses. Not more than six hours of CR grades may be used toward a degree unless special permission is received. Some CR/NC graded courses may not be used for degree purposes.

PR. Indicates progress on a thesis or chemistry research. It is replaced by the final grade upon completion up to established credit limits.

QUALITY POINTS REQUIRED FOR GRADUATION

The quality point average is computed on all graduate course work taken at Marshall University, with the exception of courses with grades of W, WP, I, IW, PR, NC or CR. The grade of I is computed as an F in determining qualifications for candidacy or graduation.

An average of B (3.0) in the graduate courses is required for a master's degree. A more detailed statement appears on p. 62.

It is the responsibility of the students to keep informed on their quality point standing and degree requirements. This information can be obtained from the Graduate School Dean.

POLICY REGARDING ACADEMIC ACTIONS

It is the policy of Marshall University and the West Virginia Board of Regents that all students enrolled in institutions of higher education be guaranteed basic rights and due processes. This commitment is clearly defined in Policy Bulletin No. 57 of the West Virginia Board of Regents, titled **Policies, Rules and Regulations Regarding Student Rights, Responsibilities, and Conduct in West Virginia State Universities and Colleges**. The complete policy is available for review in all academic offices at Marshall University. Of particular importance to the student is Section 7 which relates to academic actions and proceedings and which is reprinted here in full:

SECTION 7. ACADEMIC ACTIONS: PROCEEDINGS

7.01 Application to Students - Any person who is a student as defined in these policies, rules, and regulations shall be subject to academic actions by the college or university in which enrolled if alleged to be involved in any of the actions or behavior prohibited by these policies, rules, and regulations. Students are expected to adhere to institutional academic standards and acceptable standards of behavior and responsibility in all academic settings, classrooms, laboratories, clinics, and in any other activities which are part of academic requirements.

7.02 Student Academic Rights - Concomitant with the academic standards and responsibilities specified in Section 3.04, each student shall:

- a. Have the right to the college or university catalog in which academic program requirements are described (e.g., required courses, total credit requirements, residence requirements, special program requirements, minimum grade point average, probation standards, professional standards, etc.).
- b. Have the right to written copies of academic requirements and a summary or outline of the courses in which the student is enrolled (e.g., attendance expectations, special requirements, including time, field trips and costs, grading procedures and professional standards, etc.).
- c. Have the right to grades based upon academic performance and requirements. If a student feels the final grade reflects a capricious, arbitrary or prejudiced academic evaluation, or reflects discrimination based on race, color, creed, sex or national origin, the student has the right to appeal.

7.03 Reasons for Academic Action - Reasons for academic action include, but are not limited to, the following:

- a. Infractions of institutional academic standards, rules, and regulations (e.g., required grade point averages, etc.) as stated in each institution's catalog.
- b. Final grade challenges.
- c. Academic dishonesty (e.g., plagiarism, cheating, falsifying records, etc.)

7.04 Imposable Sanctions - Sanctions may be imposed upon students as a result of academic action by a college or university. The following sanctions may be imposed:

- a. Instructor Imposed Sanctions: Sanctions such as course failure, expulsion from the class and grade reductions which are applied by faculty.
- b. Academic Probation: Sanction imposed for failure to meet scholastic standards imposed pro forma according to criteria printed in the institutional catalog.
- c. Academic Suspension: Exclusion from all institutional activities for a definite stated period of time not to exceed one calendar year.
- d. Academic Dismissal: Termination of student status, including any right or privilege to receive some benefit or recognition or certification.

7.05 Procedural Standards in Academic Action - Each student shall have the right of review of an academic sanction. The review process for the particular sanction must be described in the college catalog, student handbook, or other appropriate publication.

- a. Conditions related to infractions of institutional academic standards, rules and regulations to be applied are those developed at each institution in compliance with this Policy Bulletin and filed with the Board of Regents and published in the institution's catalog, the student handbook, and other such documents as appropriate. A student who is voluntarily enrolled in an institution has agreed to abide by these rules and regulations of the institution by virtue of the acceptance of the offer of admission.
- b. Procedures related to final grade challenges by students. Challenges of a final grade may be initiated by a student against a faculty member if it is believed that the final grade reflects a capricious, arbitrary or prejudiced academic evaluation or reflects discrimination based on race, color, creed, sex or national origin. Grade challenges are to be reviewed first by the faculty member, then by the department or unit head to attempt an informal reconciliation. If the grade challenge is not reconciled informally at these levels, it may be appealed in writing to the academic dean. If it is not reconciled at this level, it may be appealed to an academic appeals committee. Each institution shall develop its own internal policies and procedures for grade appeals consistent with the procedures outlined in this document. Grade appeals shall end at the institutional level.

In cases of an appeal by a student to the academic appeals committee in a grade challenge, the faculty member involved shall receive written notification of the grade challenge which shall include a statement of the facts and evidence to be presented by the student in support of the charges made with sufficient clarity to reasonably disclose the claim for a grade change. The faculty member involved

and the student making the appeal shall receive written notification that a hearing will be held before the academic appeals committee together with the notice of the date, time and place of the hearing.

An academic appeals committee may recommend modification in grades. Recommendations for modification of grades shall be made in accordance with institutional policy.

- c. Procedures related to academic dishonesty (e.g., plagiarism, cheating, falsifying records, etc.). Charges of academic dishonesty on the part of the student may be filed by any member of the academic community. Such charges shall be reviewed first at the department level by the chairperson, faculty member, and student involved. A written admission of guilt at this level may be resolved with a maximum penalty of "F" in the course.

If the student denies guilt, or the department chairperson feels the penalties at this step are insufficient for a specific act, the case shall be forwarded in writing to a presidentially-designated academic officer with the rank of dean or equivalent. The case may be resolved at this level, or if thought warranted by the designated academic officer or requested by the student, the case shall be forwarded to be heard by an academic appeals committee.

The academic appeals committee shall present to the accused student and the person making the accusation written notification of the charges, which shall include at least:

- i. A statement that a hearing will be held before an academic appeals committee, together with the notice of the date, time and place of the hearing. A recommendation by an academic appeals committee for imposition of sanctions in a case of academic dishonesty is final.
- ii. A clear statement of the facts and evidence to be presented in support of the charges made.

The academic appeals committee may also recommend that the imposition of sanctions be held in abeyance where appropriate.

7.06 Procedures Related to Dismissal from a Program.

- a. Dismissal from undergraduate academic programs. The individual in question is counseled by a departmental representative or committee concerning the problem as soon as is reasonable after discovery; appeals are not applicable as this is a counseling procedure. Two such counseling meetings are required before proceeding to a formal review of the student's status by a departmental or program committee. This formal review will determine (1) if the student is to be retained or recommended for dismissal from the program; (2) what counseling or remediation steps may be required of the student as a condition of retention; (3) what appeal procedures are available if the student is recommended for dismissal from a program.

A program or departmental committee recommendation for dismissal may be appealed to an academic appeals committee. If the student elects to appeal dismissal from an undergraduate program, the student may be advised by a person of the student's choice in the dismissal proceedings of the academic appeals committee.

An academic appeals committee may recommend dismissal or retention. A recommendation for dismissal from an undergraduate academic program by the academic appeals committee must be reviewed by the chief academic officer who may confirm or remand the recommendation to the academic appeals committee for review. A remand for review must include specific conditions for the review process.

A recommendation for dismissal by an academic appeals committee may be appealed to the president whose decision is final.

- b. Dismissal from graduate academic programs. The individual is counseled by a departmental representative or committee concerning the problem as soon as is

reasonable after discovery; appeals are not applicable as this is a counseling procedure. Two such counseling meetings are required before proceeding to a formal review of the student's status by a departmental or program committee. This formal review will determine (1) if the student is to be retained or recommended for dismissal from the program; (2) what counseling or remediation steps may be required of the student as a condition of retention; (3) what appeals procedures are available if the student is recommended for dismissal from a program.

A program or departmental recommendation for dismissal may be appealed to an academic appeals committee which will hold a hearing.

- i. Hearing procedures will be conducted under the following conditions:
 - (a) Students may be advised by a person of their choice; the role of the advisor is to assure due process protection to the student; the advisor is not present to affect the outcome of the proceedings. An advisor may consult with the accused student but may not speak on behalf of the student or otherwise participate directly in the proceedings, unless given specific permission to do so by the hearing board.
 - (b) The formal rules of evidence do not apply.
 - (c) The administrative procedure is not adversarial in nature.
 - (d) Witnesses may be presented and examined under oath.
 - (e) An accurate record of the procedure is to be kept. The student may request a transcript of the proceedings at the student's expense.
 - (f) An academic appeals committee has the right to counsel in those proceedings in which the student has retained counsel. Such legal counsel may not speak on behalf of the institution or otherwise participate directly in the proceedings.
- ii. A recommendation for dismissal from a graduate program by an academic appeals committee must be reviewed by the chief academic officer who may confirm or remand the recommendation to the academic appeals committee with specific instructions for reassessment.
- iii. A recommendation for dismissal by an academic appeals committee, as confirmed by the chief academic officer, may be appealed to the president. The decision of the president is final.

Adopted: West Virginia Board of Regents
July 13, 1982

REGULATIONS ON DROPPING COURSES OR COMPLETELY WITHDRAWING FROM THE UNIVERSITY

1. Dropping of Courses
Dropping of courses during the Schedule Adjustment Period is described in the Schedule of Courses Bulletin published each semester by the Office of the Registrar. Dropping of courses after the Schedule Adjustment Period is accomplished by securing a drop form and having it signed by appropriate persons. Blank copies of the drop form are available in the offices of the Registrar, the Academic Deans, the Academic Department Chairmen, and the Center for Student Development (Counseling Office, Prichard Hall). The signatures required on a drop form vary with the academic calendar, as described in Paragraph 3-A and B below. After obtaining the required signatures, the student must submit the drop form to the Office of the Registrar, which then assumes the responsibility for notifying the Dean and faculty members concerned of a student's official dropping of a class. The regulations concerning the grade a student receives are in Paragraph 4.
2. Official Withdrawal from the University
 - A. Undergraduate students taking courses on campus who desire to withdraw from the university must contact the Center for Student Development (Prichard Hall). This center will conduct the exit interview and inform the

student of the necessary administrative offices that must be cleared prior to complete withdrawal from the university.

- B. All undergraduate students taking courses off the campus who desire to withdraw from the university should contact their respective deans.
 - C. All graduate students who desire to withdraw from the university should contact the Office of the Dean of the Graduate School.
 - D. Application for withdrawal from the university must be made in person or by mail. Application for withdrawal by telephone will be accepted when followed by a letter.
 - E. At the time of withdrawal from the university, the student relinquishes unused meal tickets, activity card, and student I.D. card. The Finance Office will determine any financial refunds due to the student which will be transmitted by check. The student's I.D. card will be deposited in the Office of the Registrar. If the student decides to attend a subsequent semester or summer term, the I.D. card may be picked up by the student one week prior to regular registration. A student who is withdrawing by mail should include the above mentioned items with the request.
3. Processing Drop Forms
- A. Any student contemplating dropping a particular course will be informed of his/her standing in that course to date, no later than the last class day prior to the "W" deadline. The Registrar will accept and process drop forms after they have been signed by the appropriate instructor and the student's present status indicated.
 - B. Dropping one or more courses or officially withdrawing from the university after the "W" deadline date will be approved only through personal conference with the student's academic dean. The Registrar will accept and process requests during this period only from the office of the academic dean. Grades reported for drops and withdrawals during this period are defined in Paragraph 4-A below.
4. Grades Assigned in Case of Dropping Courses or Withdrawal from the University
- In all cases of dropping courses or withdrawal from the university the instructors will report grades as follows:
- A. A student dropping courses or withdrawing from the university on or before the eighth Friday after the first class day of the regular semester will receive a grade of "W" during the summer session the "W" period ends on the third Friday after the first day of class. For eight-week courses and other courses of varying lengths, the "W" period ends on the Friday immediately following the midpoint in the course. Students dropping or withdrawing after the "W" period will receive a "WP" or "WF".
 - B. A "W" grade or a "WP" (withdrew passing) grade will have no bearing on the student's grade point average. A "WF" (withdrew failing) will be the equivalent of an "F" grade.
 - C. A student who has never attended a class shall receive a grade of "IW" (Irregular Withdrawal). The "IW" grade is not considered in determining the student's quality point average. Other students who drop courses without approval, or who do not follow regulations provided in the preceding paragraphs, receive a grade of "F" at the end of the semester or summer term.
5. Final Date for Dropping or Withdrawing
- The last scheduled day of classes is the final date for dropping or withdrawing.
6. Military Service
- Men and women called to active duty in the armed services of the United States of America shall be granted full refund of fees, but no credit, if the call comes before the end of the first three-fourths of the semester or term, and full credit, but no refund of fees shall be granted, if the call comes thereafter; provided, however, that credit as described above will be granted only in those courses in which the

student is maintaining a passing mark at the time of departure to military service. The term "called to active duty" is herein defined as being called to active duty as the result of the federal activation of a total reserve component or National Guard unit of which the student is a bonafide member. Such reserve components and guard units are defined as company strength and above. The final grades, both passing and failing, for three-fourths of a semester or more are to be shown on the student's permanent record card.

ABSENCES FROM EXAMINATIONS

Students are required to take all regular examinations. If a student attends a course throughout the semester and is absent from the final examination without permission, the instructor counts the examination as zero and reports the final grade of F. If the absence is the result of illness or some other valid reason beyond the control of the student the grade of I is reported, and the student may, upon application, take the examination at a later date. (See "Incomplete" under Grades and Quality Points.)

COURSE SYLLABI POLICY

During the first two weeks of semester classes (3 days of summer term), the instructor must provide each student a copy of the course requirements which includes the following items: 1) attendance policy, 2) grading policy, 3) approximate dates for major projects and exams, and 4) a description of the general course content.

This policy may not apply to the following types of courses: thesis, seminar, special topics, problem report, independent study, field work, internships and medical clerkships.

Adopted by University Council, March 12, 1980; amended by Academic planning and Standards Committee, April 10, 1980; approved by the President, May 5, 1980.

ATTENDANCE POLICY

A student should recognize that one of the most vital aspects of a college experience is attendance and participation in classes and that the value of this academic experience cannot be fully measured by testing procedures alone.

The members of the student body are considered sufficiently mature to appreciate the necessity of regular attendance, to accept this personal responsibility, and to demonstrate the kind of self-discipline essential for such performance.

It is the responsibility of each individual instructor to evaluate the importance of student class attendance. Accordingly, each instructor prepares at the beginning of each semester a written statement setting forth his policy for consideration of unexcused absences, make-up examination, and related matters, which will be in force for the semester. This statement is filed with the chairman of the department and a statement of policy on attendance appropriate to each class is read at the first class meeting.

In cases where marked violations of class attendance policy occur, the instructor may notify the dean so that every effort can be made to find and counsel the student whose academic prospects are being jeopardized by non-attendance.

Absences such as those resulting from illness, death in the family, or institutional activities (those approved by the academic deans, such as debate, artistic performances and athletics) are to be excused when a student reports and verifies them to the instructor. For such excused absences, the student should not be penalized.

ACADEMIC DISHONESTY

Marshall University considers cheating to be a serious breach of academic discipline

and absolutely condemns this and any form of academic dishonesty, on or off campus, for whatever purpose it may be pursued.

Cheating shall be defined generally as any act of a dishonorable nature which gives the students engaged in it an unfair advantage over others engaged in the same or similar course of study and which, if known to the classroom instructor in such course of study, would be prohibited. Such cheating shall include, but is not limited to, the following: securing or giving unfair assistance during examinations or required work of any type; the improper use of books, notes, or other sources of information; submitting as one's own work or creation any oral, graphic, or written material wholly or in part created by another; securing all or any part of assignments or examinations in advance of their submission to the class by the instructor; altering of any grade or other academic record; and any other type of misconduct or activity which manifests dishonesty or unfairness in academic work.

The university fully expects its students to conduct themselves in a dignified and honorable manner as mature members of the academic community, and assumes that individually and collectively they will act to discourage acts of cheating. The university also expects complete and absolute cooperation among administrators, faculty, staff and students in the prevention of cheating, in detecting those who cheat, and in providing appropriate punishment for offenders. It shall be the special responsibility of the individual classroom instructor to establish with each class learning and testing conditions which minimize possibilities of cheating, to make every reasonable effort to detect those who cheat, to take appropriate action against such persons, and to prevent repetitions of such academic dishonesty.

Since each classroom instructor may modify the general definition of cheating to fit the immediate academic needs of a particular class, it shall be the instructor's responsibility where this is done to make clear to students the details of any such departure from the general definition.

Major responsibility for punishment of cheating offenders shall lie with the individual instructor in whose classroom or course of study the offense occurred. Such punishment shall be based upon the severity of the offense, circumstances surrounding the act, causes for the behavior, whether this is a repetition of a previous offense, and such other factors as the instructor may consider pertinent, and may range from a reprimand to failure in the course with or without a remanding of the offender to other university officials for additional action. Where the offense is particularly flagrant and/or it is known to the instructor that the person has been guilty of one or more such offenses in the past, the instructor shall communicate the details of the offense and the action taken to the appropriate university officials with recommendation for additional punishment or action. If the cheating offense involves a violation of any local, state, or national law, the instructor shall communicate the details of the offense and any action taken, without delay, to the appropriate university official for additional action. Beyond the action taken by the individual classroom instructor, university officials may place the student on social and/or academic probation, place a written account of the offense in the student's permanent record file, expel the student from the university, remand the student to proper law enforcement officials for legal action, or take such other steps as may seem appropriate and reasonable.

A copy of the regulations defining cheating shall be carried in all college and university catalogs, in any student handbook distributed to incoming students, in any freshman orientation issue of the student newspaper, and in any literature generally distributed as part of orientation classes. It shall be the responsibility of each classroom instructor each semester either to remind classes of these regulations or to indicate where they may be read, indicating at this time any variations which will be followed by that instructor's classes with respect to such regulations.

In all phases of enforcement of the cheating regulations due care and diligence shall be taken by instructors and others concerned to see that charges are made only upon sufficient knowledge and that each student so charged is treated with fairness and consideration.

Procedures related to academic dishonesty are discussed in Policy Bulletin No. 57 as found on page 17 of the catalog. The specific procedures employed at Marshall University are:

1. Charges of academic dishonesty may be filed by any member of the Marshall University Academic Community. These charges must first be filed at the departmental level.
2. The department chairperson must bring together the student involved and the faculty member. A written admission of guilt at this level may be resolved with a maximum penalty of "F" in the course.
3. If the student denies guilt or the department chairperson feels the penalties at this step are insufficient for a specific act, the case shall be forwarded in writing to the student's academic dean. The academic dean shall bring together the student, the faculty member, and the department chairperson to review the charges.
4. The case may be resolved at this level, or if thought warranted by the academic dean or requested by the student, the case shall be forwarded to be heard by a sub-committee of Academic Planning and Standards Committee.
5. The sub-committee is to be constituted as follows:
 - a. Two members of APSC one of whom will serve as chairperson. (No faculty member of APSC that is directly involved in the case may serve on this committee)
 - b. The academic dean from a different college than the one in which the course is offered.
 - c. The Chief Justice of the Student Court
 - d. A student member of the Student Conduct and Welfare Committee.
6. The sub-committee shall present to the accused student and the person making the accusation written notification of the charges which shall include at least:
 - a. A statement that the hearing will be held before the committee together with notice of the date, time and place of the hearing.
 - b. A clear statement of the facts and evidence to be presented in support of the charges.
7. A full report of the actions of the special sub-committee will be sent to the Academic Planning and Standards Committee which may hold further hearings. APSC will inform the student and the faculty member of the results of the committee decision.
8. A decision by the Academic Planning and Standards Committee in cases related to academic dishonesty is final.

AUDIT COURSES

Audit students are those who enroll only for purposes of refreshing or acquainting themselves with the material offered in the course. Audit students receive no academic credit. Auditing is allowed only when there is space available in the class and the academic dean having jurisdiction over the course authorizes audit status. Enrollment for audit is limited to the regular registration period for the semester or term. Students who want to audit classes must enroll and pay fees in the same manner and at the same tuition rate as students enrolling for credit. Faculty members wanting to audit courses must secure approval of their dean and the instructor of the course or courses desired and must enroll in the regular manner for such courses.

Attendance and other requirements for auditors shall be determined by the instructor of the course being audited. It is the prerogative of the instructor to notify the respective dean and the Registrar's Office to withdraw the auditor from the class if attendance or other requirements are not met. It is the responsibility of the instructor to discuss the requirements of the course with the auditor.

It is not possible to change a registration from credit to audit or audit to credit after the close of the schedule adjustment period at the beginning of a semester or summer term.

TRANSCRIPTS

Every student is entitled to one free official transcript of his or her record. Each additional copy costs \$3 in cash or money order. Two or three weeks may be required to process an application for a transcript at the close of a semester or summer term. At other times the service is approximately 24 hours from receipt of the request.

Students who default in the payment of any university financial obligation forfeit their right to claim a transcript.

An application for a transcript of credit earned must furnish the date of last attendance at Marshall University and student identification number. A married woman should give both her maiden and married name.

All requests for transcripts must be sent directly to the registrar.

Transcripts are prepared in the order received.

Transcript requests must be in writing, no phone requests accepted.

ACADEMIC PUBLICATIONS OF THE UNIVERSITY

The university issues six bulletins annually: the General Undergraduate Catalog, the Catalog of the Graduate School, the admission bulletin, the schedule of courses for each semester, and the summer session bulletin. Other special publications are issued from time to time.

EVENING CLASSES

Marshall University helps meet community needs through the Evening Classes. Credit and noncredit courses may be taken for personal, business, cultural, domestic, industrial and recreational improvement or as a refresher of other interests.

Classes are provided for those not interested in college credit but who wish to meet for one or more sessions to discuss some topic of vital interest to them in their daily work. A class of 15 or more students is required for a special interest group.

The evening classes serve those who need or want further education for credit or noncredit. It is possible to earn college credit which will serve the needs of those working toward college degrees in various fields of study.

For those who want college credit there are two lines of work:

1. Undergraduate work for high school graduates who wish to improve their employment status through education or those who want to extend their knowledge in some direction or wish to satisfy their intellectual curiosity by following a particular line of studies.

2. Graduate work for those who hold a baccalaureate degree and who wish to work for a master's degree. Work done in evening classes carries residence credit.

CONTINUING EDUCATION

Marshall University regards adult-oriented programs as a extremely important dimension of higher education. As a state-supported institution it recognizes an obligation to provide for the people of West Virginia certain community services in addition to the regular academic programs.

Continuing Education Units

Marshall University, through the Office of Community Services in the Community College, offers a non-college credit "Continuing Education Unit" program designed to give recognition to persons continuing their education through certain types of short courses, seminars, conferences. The program is designed for industrial, business, educational, civic, professional, and other groups.

One Continuing Education Unit is defined as: Ten contact hours of participation in an organized educational experience under responsible sponsorship, capable direction and qualified instruction.

Continuing Education Units may be awarded as whole units or as tenths of units. For example, a fifteen contact-hour short course would produce 1.5 C.E.U.'s, a ten contact-hour offering 1.0 C.E.U., and a five contact-hour offering 0.5 C.E.U.

A permanent record will be maintained by the University of all C.E.U.'s earned.

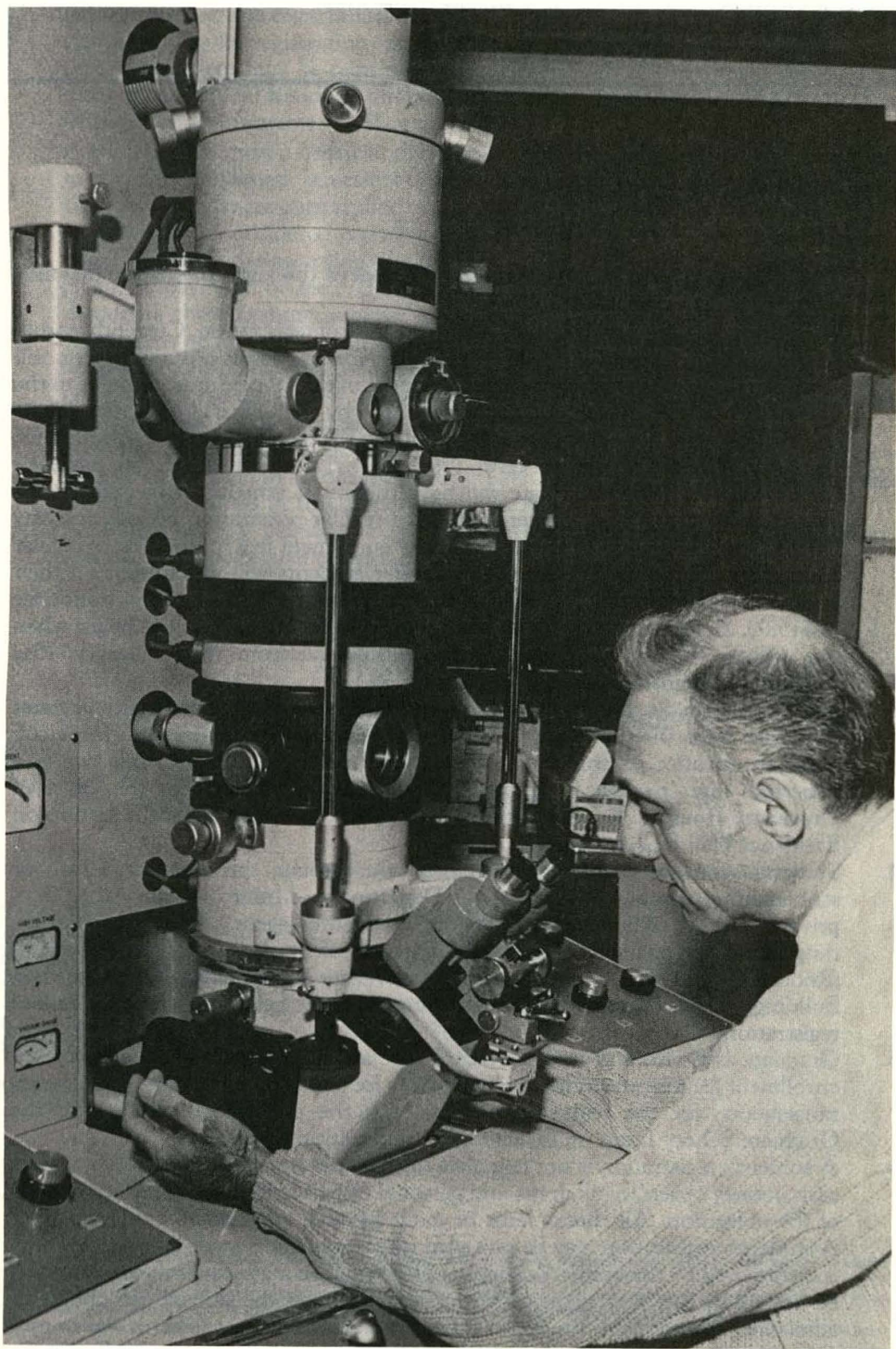
For further information, please contact the Coordinator of Continuing Education, Marshall University Community College, 696-3646.

Off-Campus Classes

Off-campus classes are offered in various parts of the state for teachers and others who find it impossible to attend classes on the Huntington campus. The quality of instruction in off-campus class is on the same high level as that of regularly taught classes on campus.

ACADEMIC COMMON MARKET

West Virginia provides for its residents who wish to pursue academic programs not available within the State through the Academic Common Market and through contract programs. Both programs provide for West Virginians to enter out-of-state institutions at reduced tuition rates. Contract programs have been established for study in veterinary medicine, optometry, architecture, and podiatry; the Academic Common Market provides access to numerous graduate programs. The programs are restricted to West Virginia residents who have been accepted for admission to one of the specific program at designated out-of-state institutions. Further information may be obtained through the Office of the Provost, Old Main 110, or the West Virginia Board of Regents.



Fees & Expenses

GENERAL INSTRUCTIONS

1. **The university and its governing board reserve the right to change fees and rates without prior notice.**
2. Enrollment fees are payable on or before the date of registration. Currently enrolled students who advance register (pre-register) for a semester or summer term will receive an invoice for enrollment fees. Payment of the invoice must be made to the university's cashier on the due date established by the Office of Financial Affairs and the Registrar. The due date will be prior to the date of regular registration for any given semester or summer term. Pre-registered students who do not pay their bill on the established due date will have their class schedules cancelled by the Registrar. Students who register during the regular registration periods and any reregistering pre-registered students will pay enrollment fees on the date of regular registration. First-time enrollees and transfer students will pay tuition on their assigned registration day. All late registrants are subject to the late registration fee of \$15.00. A student who fails to pay his enrollment fees, room and board when due will be subject to administrative withdrawal from the university. (See Withdrawal/Reinstatement Policy on page 39.)
3. No financial credit shall be extended for enrollment fees. The university operates on a cash basis with payments for a regular semester or summer term being collected in advance. A student's residence hall fee (room and board) is due at a semester's rate payable in accordance with dates established by the Office of University Housing. For due dates and amounts of payments, see the section on Residence Hall Fees on page 33.
4. Students who are recipients of financial aid through the university's loan or scholarship program, the University's Department of Intercollegiate Athletics, a private loan or scholarship or any governmental agency must complete arrangements for payment through the Director of Student Financial Assistance (Room 122, Old Main Building) and the university cashier (Room 103, Old Main Building). The arrangements must be complete on or before the student's date of registration.
5. Graduate assistants and graduate degree scholarship recipients who are eligible for enrollment fee waivers under the university's fee remission plan, must complete arrangements, for the remission of fees, with the university's cashier and the Graduate School Dean on or before the registration date.
6. A student's registration is not complete until all fees are paid. The cashier accepts cash, money orders, bank drafts and personal checks written for the exact amount of the obligation. All checks must be made payable to Marshall University.
7. A student's registration may be cancelled when payment is made by a check which is dishonored by the bank. A charge of \$10.00 will be made for each check returned unpaid by the bank upon which it is drawn unless the student can obtain an admission of error from the bank. If the check returned by the bank was in payment of tuition and registration fees the Office of Financial Affairs may declare the

fees unpaid and the registration cancelled. If the check was dishonored after the last day of regular registration, the late registration charge may be levied. In such case, the student may be reinstated upon redemption of the unpaid check, payment of the \$10.00 handling charge and payment of the late fee of \$15.00. (See Withdrawal Reinstatement policy on page 39)

8. A student who owes a financial obligation to the university will not be permitted to enroll in subsequent semesters until the obligation is paid. The full payment of charges and balances outstanding on the books of the university in account with a student will be considered prerequisite to the issuance of any certificate of attendance or credit, the awarding of a diploma or the conferring of a degree. Checks given in payment of fees, charges, obligations, or in exchange for currency through a check cashing privilege are accepted by the university subject to bank clearing house procedure. In the event a check is dishonored by a bank, the student will be held responsible for prompt redemption of the check. Failure to properly redeem the check may result in administrative withdrawal. (See Withdrawal Reinstatement policy on page 39)
9. Students who withdraw properly and regularly from the institution will receive refunds of fees paid in accordance with the refunding policy which is stated in the schedule of refunds in this section of the catalog.
10. A student who is required to withdraw from the institution for disciplinary reasons may not receive refunds of fees paid.

ENROLLMENT FEES

NINE SEMESTER HOURS OR MORE

Regular Semester

	Resident of West Virginia	Nonresident*
Tuition Fee**	\$130.00	\$ 500.00
Registration Fee**	50.00	250.00
Higher Education Resources Fee**	155.00	425.00
Faculty Improvement Fee**	15.00	50.00
Student Center Fee**	31.50	31.50
Institutional Activity Fee***	63.50	63.50
Intercollegiate Athletics Fee***	36.00	36.00
Total Enrollment Fee	\$481.00	\$1,356.00

*The Governing Board's policy statement defining the term nonresident for fee purposes is printed on page 38 of this catalog under the section entitled Policy Regarding Classification of Residents and Nonresidents for Admission and Fee Purposes.

**Students enrolled for less than nine semester hours pay a prorated charge calculated in direct proportion to the number of semester hours scheduled. (One-ninth of the full-time fee multiplied by the number of semester hours scheduled by the student.)

***Students enrolled in a regular semester for seven (7) or more semester hours are required to pay in full the institutional activity fee and the intercollegiate athletic fee. Payments of the two fees are optional to students enrolled for six (6) hours or less. See the Table of Assessments for Student Activity Fees (pp. 32).

LESS THAN NINE SEMESTER HOURS

REGULAR SEMESTER

West Virginia Resident

Hours	Tuition*	Registration*	Higher Education Resources*	Faculty Improvement*	Inter-collegiate Athletic**	Institutional Activity**	Student Center***	Total
1	\$ 14.75	\$ 6.00	\$ 17.00	\$ 1.75	\$	\$	\$ 3.50	\$ 43.00
2	29.50	12.00	34.00	3.50			7.00	86.00
3	44.25	18.00	51.00	5.25			10.50	129.00
4	59.00	24.00	68.00	7.00			14.00	172.00
5	73.75	30.00	85.00	8.75			17.50	215.00
6	88.50	36.00	102.00	10.50			21.00	258.00
7	103.25	42.00	119.00	12.25	36.00	63.50	24.50	400.50
8	118.00	48.00	136.00	14.00	36.00	63.50	28.00	443.50

Nonresident

Hours	Tuition*	Registration*	Higher Education Resources*	Faculty Improvement*	Inter-collegiate Athletic**	Institutional Activity**	Student Center***	Total
1	\$ 55.75	\$ 28.00	\$ 47.00	\$ 5.75	\$	\$	\$ 3.50	140.00
2	111.50	56.00	94.00	11.50			7.00	280.00
3	167.25	84.00	141.00	17.25			10.50	420.00
4	223.00	112.00	188.00	23.00			14.00	560.00
5	278.75	140.00	235.00	28.75			17.50	700.00
6	334.50	168.00	282.00	34.50			21.00	840.00
7	390.25	196.00	329.00	40.25	36.00	63.50	24.50	1,079.50
8	446.00	224.00	376.00	46.00	36.00	63.50	28.00	1,219.50

STUDENT ACTIVITY FEES

**Fees payable in full
amount with course loads
of seven (7) or more credit
hours**

**Per hour cost of Activity
Fees payable at a prorated
charge with course loads of
less than nine (9) credit
hours**

Institutional Activity Fee:

Artists Series, Convocations and Forums	\$ 8.35
Birke Art Gallery	.30
Chief Justice	2.55
Debate	1.50
Escalade	.30
Et Cetera	.45

*Students enrolled for less than nine semester hours pay a prorated charge calculated in direct proportion to the number of semester hours scheduled. (One-ninth of the full-time fee multiplied by the number of semester hours scheduled by the student.)

**Students enrolled in a regular semester for seven (7) or more semester hours are required to pay, in full, the Intercollegiate Athletic Fee and the Institutional Activity Fee. Payments of the aforementioned two fees are optional to students enrolled for six (6) semester hours or less. See the Table of Assessments For Student Activity Fees.

***See the Table of Assessments for Student Activity Fees. The Student Center Fee is payable as a prorated charge calculated in direct proportion to the number of hours scheduled by the student. (One-ninth of the full-time fee multiplied by the number of hours scheduled by the student.)

Health Service	22.00	
Identification Card	.50	
Intramural Sports	4.00	
Music Organizations	4.00	
Parthenon	6.00	
Programming Student Activities	\$ 6.75	
Student Government	1.00	
Student Legal Aid Program	1.00	
Human Relations Center	1.70	
University Theatre	1.15	
WMUL-Radio	1.95	
<hr/>		
Total Institutional Activity Fee	\$63.50	
Student Center Fee:		
Student Center Bonds	\$18.00	\$ 2.00
Student Center Operations	13.50	1.50
<hr/>		
Total Student Center Fee	\$31.50	\$ 3.50 per credit hour
Intercollegiate Athletics Fee:	\$36.00	
<hr/>		
Total Activity Fee	\$131.00	\$3.50 per credit hour

ENROLLMENT FEES - MAIN CAMPUS

GRADUATE STUDENTS

NINE SEMESTER HOURS OR MORE

Summer Term (5 weeks) - Normal load - 6 credit hours

	Resident of West Virginia	Nonresident
Tuition Fee*	\$130.00	\$500.00
Registration Fee*	50.00	250.00
Higher Education Resources Fee*	155.00	425.00
Faculty Improvement Fee*	15.00	50.00
Institutional Activity Fee**	47.35	47.35
Student Center Fee**	31.50	31.50
<hr/>		
Total Enrollment Fee	\$428.85	\$1,303.85

LESS THAN NINE SEMESTER HOURS

Summer Term (5 weeks)

West Virginia Resident

Hours	Tuition*	Registration*	Higher Education Resources*	Faculty Improve- ment Fee*	Institutional Activity**	Student Center Fee **	Total
1	\$ 14.75	\$ 6.00	\$ 17.00	\$ 1.75	\$ 5.00	\$ 3.50	\$ 48.00
2	29.50	12.00	34.00	3.50	10.00	7.00	96.00
3	44.25	18.00	51.00	5.25	15.00	10.50	144.00
4	59.00	24.00	68.00	7.00	20.00	14.00	192.00
5	73.75	30.00	85.00	8.75	25.00	17.50	240.00
6	88.50	36.00	102.00	10.50	30.00	21.00	288.00
7	103.25	42.00	119.00	12.25	35.00	24.50	336.00
8	118.00	48.00	136.00	14.00	40.00	28.00	384.00

*Students enrolled for less than nine semester hours pay a prorated charge calculated in direct proportion to the number of semester hours scheduled. (One-ninth of the full-time fee multiplied by the number of semester hours scheduled by the student.)

**See the Table of Assessments for Student Activity Fees (p. 32). The Student Center Fee and the Institutional Activity Fee are payable as a prorated charge calculated in direct proportion to the number of hours scheduled by the student. (One-ninth of the full-time fee multiplied by the number of hours scheduled by the student.)

Nonresident

Hours	Tuition*	Registration*	Higher Education Resources*	Faculty Improvement Fee*	Institutional Activity**	Student Center Fee **	Total
1	\$ 55.75	\$ 28.00	\$ 47.00	\$ 5.75	\$ 5.00	\$ 3.50	\$ 145.00
2	111.50	56.00	94.00	11.50	10.00	7.00	290.00
3	167.25	84.00	141.00	17.25	15.00	10.50	435.00
4	223.00	112.00	188.00	23.00	20.00	14.00	580.00
5	278.75	140.00	235.00	28.75	25.00	17.50	725.00
6	334.50	168.00	282.00	34.50	30.00	21.00	870.00
7	390.25	196.00	329.00	40.25	35.00	24.50	1,015.00
8	446.00	224.00	376.00	46.00	40.00	28.00	1,160.00

TABLE OF ASSESSMENTS

STUDENT ACTIVITY FEE

Summer Term (5 weeks)

	Fees payable in full amount with course loads of nine (9) or more credit hours	Per hour cost of Activity Fees payable at a prorated charge with course loads of less than nine (9) credit hours
Institutional Activity Fee:		
Birke Art Gallery	\$.30	\$.03
Convocations and Forums	\$ 2.00	.20
Health Service	22.00	2.35
Identification Card	.50	.05
Intramural Sports	4.00	.40
Parthenon	6.00	.62
Programming Student Activities	6.75	.75
Student Legal Aid Program	1.00	.10
Human Relations Center	1.70	.18
University Theatre	1.15	.12
WMUL-Radio	1.95	.20
Total Institutional Activity Fee	<hr/> \$47.35	\$ 5.00 per credit hour
Student Center Fee:		
Student Center Bonds	\$18.00	\$ 2.00
Student Center Operations	13.50	1.50
Total Student Center Fee	<hr/> \$31.50	\$ 3.50 per credit hour
Total Activity Fee	<hr/> \$78.85	<hr/> \$ 8.50 per credit hour

ENROLLMENT FEES - OFF-CAMPUS COURSES

Resident of West Virginia: \$39.50 per credit hour; Nonresident: \$136.50 per credit hour.

*Students enrolled for less than nine semester hours pay a prorated charge calculated in direct proportion to the number of semester hours scheduled. (One-ninth of the full-time fee multiplied by the number of semester hours scheduled by the student.)

**See the Table of Assessments for Student Activity Fees. The Student Center Fee and the Institutional Activity Fee are payable as a prorated charge calculated in direct proportion to the number of hours scheduled by the student. (One-ninth of the full-time fee multiplied by the number of hours scheduled by the student.)

RESIDENCE HALLS

Students requesting housing in university residence halls are required to sign a contract to live and eat in the university facilities for the entire academic year.

Residence hall contracts are effective for the full academic year, fall and spring semesters, and are binding on all students who sign a contract for this period.

The food service plan is not valid during vacation periods. Food service plans (15 or 19 meals per week) become effective on the first day of any given semester or summer term. Meals prior to the first day of classes must be paid in cash.

NOTE: No deduction or refund is made in food service charges unless the student is absent from the campus for more than a calendar week because of personal illness or a university-approved trip. No deduction or refund is made in room charges for absences. Payment for services for room and board are required at the contractual rate. No reduction from the contracted rate will be allowed unless approved in advance by the Housing Office.

RATES

	Room Rent	Board		Sales tax	Total per semester*	
		19-meal	15-meal		19-meal	15-meal
Triple Occupancy						
Buskirk	\$508.00	\$640.00	\$590.00	\$25.40	\$1,173.40*	\$1,123.40*
Twin Towers	552.00	640.00	590.00	27.60	1,219.60*	1,169.60*
Hodges, Laidley, Holderby	483.00	640.00	590.00	24.15	1,147.15*	1,097.15*
Double Occupancy						
Buskirk	598.00	640.00	590.00	29.90	1,267.90*	1,217.90*
Twin Towers	649.00	640.00	590.00	32.45	1,321.45*	1,271.45*
Hodges, Laidley and Holderby	568.00	640.00	590.00	28.40	1,236.40*	1,186.40*
Single Occupancy						
Buskirk	795.00	640.00	590.00	39.75	1,474.75*	1,424.75*
Twin Towers	863.00	640.00	590.00	43.15	1,546.15*	1,496.15*
Hodges, Laidley, Holderby	682.00	640.00	590.00	34.10	1,356.10*	1,306.10*
Other Accommodations - Hodges, Laidley, Holderby						
Triple for two persons	642.00	640.00	590.00	32.10	1,314.10*	1,264.10*
Triple for one person	802.00	640.00	590.00	40.10	1,482.10*	1,432.10*
Double for one person	755.00	640.00	590.00	37.75	1,432.75*	1,382.75*
Suite for three persons	490.00	640.00	590.00	24.50	1,154.50*	1,104.50*
Suite for two persons	653.00	640.00	590.00	32.65	1,325.65*	1,275.65*
Suite for one person	868.00	640.00	590.00	43.40	1,551.40*	1,501.40*

Summer Term - 5 weeks

Double Occupancy						
Holderby	\$176.00	\$200.00	\$184.00	\$ 8.80	\$384.80**	\$368.80**
Buskirk	187.00	200.00	184.00	9.35	396.35**	380.35**
Twin Towers	198.00	200.00	184.00	9.90	407.90**	391.90**
Holderby (Double for one person)	234.00	200.00	184.00	11.70	445.70**	429.70**
Single Occupancy						
Holderby	211.00	200.00	184.00	10.55	421.55**	405.55**
Buskirk	248.00	200.00	184.00	12.40	460.40**	444.40**
Twin Towers	263.00	200.00	184.00	13.15	476.15**	460.15**

Rates for Married Students Housing (84 units available)***

Efficiency Apartment	\$140.00***
One Bedroom Apartment (Old Building)	170.00***
Two Bedroom Apartment (Old Building)	200.00***
One Bedroom Apartment (New Building)	235.00***
Two Bedroom Apartment (New Building)	265.00***

NOTE: Reservation for rooms in all residence halls and married students' housing, must be made through the Housing Office, Room 115, Old Main Building.

*Room and Board Fees are paid by semester. The due date for the Fall Semester is August 1; due date for the Spring Semester is January 3. A \$75 reservation deposit must accompany the application. Of the \$75 amount, \$50 will be applied to the first semester's room and board payment, and \$25 will be held on account as a damage deposit. Fee rates for a 10 meal plan may be obtained from the Housing Office.

**A \$75 deposit must accompany application for a room.

***A \$50 damage deposit required. All units are furnished and utility costs are included in the rental rate. An unfurnished apartment rate is \$20.00 less per month.

EXPLANATORY STATEMENT OF FEE PURPOSES:

Tuition fee: To finance W.Va. Board of Regents Special Capital Improvements Fund. Statutory authority - W. Va. Code 18-24-1, 18-12B-1.

Registration fee: To finance W.Va. Board of Regents Special Capital Improvements Fund. Statutory authority - W.Va. Code 18-24-4.

Higher Education Resources fee: A special fee levied against each student. Monies are appropriated by W. Va. State Legislature from the State Fund General Revenue. Statutory authority - W. Va. Code 18-24-1.

Institutional Activity fee: To operate various student activities. These include Artists Series, Convocations and Forums, Chief Justice, Debate, Escalade, Et Cetera, Health Service, Identification Card, Intramural Sports, Music Organizations, Parthenon, Programming Student Activities, Student Government, Student Legal Aid, Human Relations Center, University Theatre, and WMUL-Radio. Statutory authority - W. Va. Code 18-24-1, 18-24-8.

Student Center fee: To operate and meet bond requirements of the Memorial Student Center. Statutory authority - W. Va. Code 18-24-1, 25-1-26.

Intercollegiate Athletics fee: To support an Intercollegiate Athletic Program. Statutory authority - W. Va. Code 18-24-1, 18-24-7.

Residence Hall fee: To operate and meet bond requirements of the housing and dining system. Statutory authority - W. Va. Code 18-24-1, 18-24-9.

Faculty Improvement Fee: To supplement faculty salaries. Statutory authority - W. Va. Code 18-24-1b.

ESTIMATE OF EXPENSES

Estimated semester expenses of a full-time undergraduate student living on campus at Marshall University are as follows:

	West Virginia	
	Resident	Nonresident
Enrollment fee	\$ 481.00	\$1,356.00
Residence Hall fee	1,321.45	1,321.45
(Double occupancy Twin Towers with meal plan of 19 meals per week)		
Total (excluding books and supplies)	<u>\$1,802.45</u>	<u>\$2,677.45</u>

NOTE: Books and supplies may be purchased from the university bookstore. Payment must be made on the purchase date. Twenty (\$20.00) is an estimated average cost of books and supplies for a 3-hour course - excluding certain technical and applied courses such as engineering technology, art, photography, etc.

SPECIAL FEES

Cap and Gown Purchase (Keepsake cap and gown)	
Associate Degree	\$10.77
Baccalaureate Degree	10.77
Master's Degree, including hood and gown	22.68
Cap and Gown Rental - Doctor's Degree (payable to the Bookstore)	\$ 8.30
Hood Rental - Doctor's Degree (payable to the Cashier's office)	\$ 4.00
Damage Deposit - married students' apartments	\$ 50.00
Residence Hall Rooms - Key Replacement (re-key fee)	\$ 15.00
Residence Hall Rooms - Damage Deposit	\$ 25.00
Residence Hall Rooms - Reservation Deposit	\$ 50.00
Residence Hall Rooms - Long Term Lease Deposit	\$100.00
Residence Hall Rooms - Summer Conference Rate, Single	\$ 8.00
Residence Hall Rooms - Summer Conference Rate, Double	\$ 10.00

Graduation Fees

Associate Degree	\$10.00
Baccalaureate Degree	15.00
Master's Degree	20.00
First Professional Degree	25.00
Diploma Replacement Fee	20.00

NOTE: Graduation fees are due and payable to the Cashier on notification from the dean of the student's college or school. The fee is payable at the rate approved and in effect for the semester or term in which the requirements for graduation are completed.

Handling fee for checks returned by bank unpaid	\$10.00
Identification card replacement fee	\$ 3.00
Language/Reading Education Center	
Individual Testing	\$10.00
Diagnostic Testing	50.00
Tutorial Services	5.00
Late Registration Fee	\$15.00

NOTE: Late Registration Fees are applicable to payments of tuition accepted by the cashier after the due date for fees.

Library Charges:

1. Photographic Services

- a. Copies from all copiers - per exposure\$.10
- b. Facsimile copies from Microfilm - per copy15
- c. Facsimile copies from Microfiche - per copy15

2. Overdue books and materials

a. Media Material - Three-day loan period

- First day overdue\$ 1.00
- Each day thereafter10

b. Books, pamphlets, and government documents two-week loan period, one renewal

- 1-7 daysno fine
- 8th day overdue\$ 0.10
- Each day thereafter10
- Maximum fine 5.00

c. Reserve Material - Two-hour books and three-day books

- First hour overdue\$ 1.00
- Each hour thereafter10
- Maximum fine 5.00

d. Payment for Lost Library Materials will include: List price determined from current bibliographical sources, plus a processing fee of\$10.00

e. Damaged Books

Whatever costs incurred in rebinding, replacing pages, etc. Books damaged beyond repair will be paid in accordance with the Lost Book Schedule.

Meal Card Replacement Fee	\$ 5.00
Nursery School deposit	\$10.00
Nursery School enrollment fee (regular semester)	\$90.00
Summer Term	25.00
Orientation Fee, per session	
New Students	\$15.00

Parking Fees	Inside	Outside
Per regular semester	\$25.00	\$15.00
Per Summer Term (5 weeks)	7.50	5.00
Portfolio Assessment Fee for Regents B.A. students requesting evaluation of their life or work experience for college equivalent credit \$100/evaluation		
Postage charge for mailing yearbook to graduating seniors will be determined from current rates in effect on the mailing date.		
Psychology Clinic Charges		
Diagnostic Evaluation		\$25.00
Individual Therapy Sessions (per hour)		7.00
Group Therapy (per hour)		15.00
Special Education Program Charges		
Individual Testing 3-4 Tests		\$50.00/person
Individual Testing 5-6 Tests		75.00/person
Diagnostic Evaluation 7+ Tests		100.00/person
Tutorial Services for LD Students (Learning Lab)		
2 times a week		\$250.00 per semester
3 times a week		300.00 per semester
4 times a week		350.00 per semester
5 times a week		400.00 per semester
Special fee for activity card for the use of the spouse of a full-time student		
(\$36.00 Athletics; \$8.35 Artists Series and convocations and forums)		
Speech and Hearing Clinic charges:		
Evaluation		
Speech/Language with pure tone air conduction hearing test		\$30.00
Pure tone air and bone conduction hearing test		15.00
Speech reception and speech discrimination testing		10.00
Middle ear workup including acoustic reflex testing		15.00
Hearing aid evaluation		20.00
Therapy:		
Individual - 2 sessions/week - one semester (12 weeks)		\$50.00
Group - 1-2 sessions/week (in addition to individual therapy)		20.00
Towel Deposit - HPER Department		\$ 5.00
Transcript Fees - Each student receives the first transcript without charge. A charge of \$3.00 is made for each additional transcript.		

REMISSIONS OF TUITION AND REGISTRATION FEES

Graduate and Teaching Assistants

Tuition, registration, higher education resources, and faculty improvement fees are waived for graduate assistants approved by the Dean of Graduate School. **The Student Activity Fee is not waived and must be paid.**

REFUND OF FEES

- I. Withdrawal from the university
 - A. Enrollment fee: Tuition, Registration, Higher Education Resources Fee, Faculty Improvement and Activity Fees
Students who withdraw regularly from the university may have a refund on enrollment fees in accordance with the following schedule:

First Regular Semester

1st period of refunds - August 27-31, September 4-7, 10, 1984	90%
2nd period of refunds - September 11-14, 17-21, 24, 1984	70%
3rd period of refunds - September 25-28, October 1-5, 8, 1984	50%
After October 8, 1984	no refund

Second Regular Semester

1st period of refunds - January 14-18, 21-25, 1985	90%
2nd period of refunds - January 28-31-February 1, 4-8, 1985	70%
3rd period of refunds - February 11-15, 18-22, 1985	50%
After February 22, 1985	no refund

All refunds are to be calculated from the first day of regular registration for a given semester or term. Every student who registers incurs a financial obligation. Refund checks normally are mailed within a four-week period after the date of withdrawal.

B. Residence Hall Fee:

First Regular Semester: When a room reservation is cancelled prior to July 1, 1984, the \$50 reservation deposit will be refunded. Cancellation of a room reservation after June 30, 1984, and prior to August 30, 1984, the beginning date for day classes, will result in a refund of the residence hall fee less the \$50 reservation deposit. Cancellation of a room reservation during the first week of classes, August 30 - September 6, 1984, will result in the forfeiture of an amount equal to one-half of the semester's room rental plus one week's board. Cancellation of a room reservation after the first week of classes (after September 6, 1984) will require a payment of the semester's rental portion of the residence hall fee, plus a weekly charge for board (food) to and including the week of the date of cancellation. After considering the above requirements any balance will be refunded.

Second Regular Semester: Cancellation of room reservation prior to January 17, 1985, the beginning date for day classes, will result in a refund of the residence hall fee less the \$50.00 reservation deposit. Cancellation of a room reservation during the first week of classes, January 17-23, 1985, will result in the forfeiture of an amount equal to one-half of the semester's room rental plus one week's board. Cancellation of a room reservation after the first week of classes (after January 23, 1985) will require a payment of the semester's rental portion of the dormitory fee, plus a weekly charge for board (food) to and including the week of the date of cancellation.

Damage Deposit: The \$25.00 damage deposit, less any damage charges, is refundable when the student severs all ties with the University Residence Halls.

All residence hall refunds must be approved by the Office of University Housing.

II. Cancellation of Class:

When it becomes necessary to cancel a class by administrative and/or faculty action, a student is granted a full refund of the fee for the class cancelled unless he registers in another course of like value in terms of semester hours. This action does not apply to withdrawals due to disciplinary action or withdrawals due to nonpayment of fees or obligations.

III. Food Service Plans

Refunds when applicable will be prorated on the basis of a full week of 15 or 19 meals and not on the total number of meals remaining on the meal plan for the semester.

IV. Refunds to students called to armed services - enrollment fee only

Men and women called to the armed services of the United States shall be granted full refund of fees, but no credit, if the call comes before the end of the first three-fourths of the term, and full credit by courses, but no refund of fees, if the call comes thereafter.

V. **Special fee refunds**

The student activity fee is not refundable unless the activity card is returned to the Office of Business Affairs on the date of a withdrawal or the date of a schedule change which requires a refund of the student activity fee.

VI. **Late fees are nonrefundable.**

POLICY REGARDING CLASSIFICATION OF STUDENTS AS RESIDENTS AND NONRESIDENTS FOR ADMISSION AND FEE PURPOSES

1. **General** - Students enrolling in a West Virginia public institution of higher education shall be classified as resident or nonresident for admission, tuition and fee purposes by the institutional officer designated by the President. The decision shall be based upon information furnished by the student and all other relevant information. The designated officer is authorized to require such written documents, affidavits, verifications, or other evidence as are deemed necessary to establish the domicile of a student. The burden of establishing residency for admission, tuition and fee purposes is upon the student.

If there is a question as to residence, the matter must be brought to the attention of the designated officer at least two weeks prior to the deadline for payment of tuition and fees. Any student found to have made a false or misleading statement concerning his residence shall be subject to institutional disciplinary action and will be charged the nonresident fees for each academic term theretofore attended.

2. **Residence Determined by Domicile** - Domicile within the State means adoption of the State as the fixed permanent home and involves personal residence within the state with no intent on the part of the applicant or, in the case of the dependent student, the applicant's parent(s) to return to another state or country. Residing with relatives (other than parent(s)/legal guardian) does not, in and of itself, cause the student to attain residence in this State for admission or fee payment purposes. West Virginia domicile may be established upon the completion of at least twelve months of continued residence within the State prior to the date of registration, provided that such twelve months residency is not primarily for the purpose of attendance at any institution of higher education in West Virginia.

Establishment of West Virginia domicile with less than twelve months residence prior to the date of registration must be supported by evidence of positive and unequivocal action. Priority consideration should normally be given to such evidence as the purchase of a West Virginia home, full-time employment within the state, paying West Virginia property tax, filing West Virginia income tax returns, registering of motor vehicles in West Virginia, and marriage to a West Virginia resident. Items of lesser importance which might be considered as support factors include registering to vote in West Virginia and the actual exercise of such right, possessing a valid West Virginia driver's license, transferring or establishing local church membership, involvement in local community activities, and various other acts which may give evidence of intent to remain indefinitely within the State. Proof of a number of these actions shall be considered only as evidence which may be used in determining whether or not a domicile has been established. Factors militating against the establishment of West Virginia residency might include such considerations as the student not being self-supporting, being claimed as a dependent on federal or state income tax returns or the parents' health insurance policy if the parents reside out of state, receiving financial assistance from state student aid programs in other states, and leaving the State when school is not in session.

3. **Dependency Status** - A dependent student is one who is listed as a dependent on the federal or state income tax return of his/her parent(s) or legal guardian or who receives major financial support from that person. Such a student maintains the same residency as that of the parent(s) or legal guardian. In the event the parents are divorced or legally separated, the dependent student takes the residence of the parent with whom

he/she lives or to whom he/she has been assigned by court order. However, a dependent student who enrolls and is properly classified as a resident student maintains that classification as long as the enrollment is continuous and that student does not attain independence and establish domicile in another state.

A nonresident student who becomes independent while a student at an institution of higher education in West Virginia does not, by reason of such independence alone, attain residence in this State for admission or fee payment purposes.

4. **Change of Residence** - A student who has been classified as an out-of-state resident and who seeks resident status in West Virginia must assume the burden of providing conclusive evidence that he/she has established domicile in West Virginia with the intention of making the permanent home in this State. The intent to remain indefinitely in West Virginia is evidenced not only by a person's statements but also by that person's actions. In making a determination regarding a request for change in residence status, the designated institutional officer shall consider those actions referenced in section two above.

5. **Military** - An individual who is on full-time active military service in another state or a foreign country or an employee of the federal government shall be classified as a resident for the purpose of payment of tuition and fees, provided that the person established a domicile in West Virginia prior to entrance into federal service, entered the federal service from West Virginia, and has at no time while in federal service claimed or established a domicile in another state. Sworn statements attesting to these conditions may be required. The spouse and dependent children of such individuals shall also be classified as residents of the State of West Virginia for tuition and fee purposes.

Persons assigned to full-time active military service in West Virginia and residing in the State shall be classified as in-state residents for tuition and fee purposes. The spouse and dependent children of such individuals shall also be classified as residents of the State of West Virginia for tuition and fee purposes.

6. **Aliens** - An alien in the United States on a resident visa or who has filed a petition for naturalization in the naturalization court, and who has established a bona fide domicile in West Virginia as defined in section two may be eligible for resident classification, provided that person is in the State for purposes other than to attempt to qualify for residency status as a student.

7. **Appeal Process** - The decisions of the designated institutional officer charged with the determination of residence classification may be appealed to the President of the institution. The President may establish such committees and procedures as are determined to be appropriate for the processing of appeals. The decision of the President of the institution may be appealed in writing with supporting documentation to the West Virginia Board of Regents in accord with such procedures as may be prescribed from time to time by the Board.

Adopted: West Virginia Board of Regents
February 2, 1971 (originally
adopted as Policy Bulletin No. 3)

Revised: February 6, 1973
November 13, 1973 (rescinded revised
Policy Bulletin No. 3)
October 2, 1981

WITHDRAWAL/REINSTATEMENT FOR NONPAYMENT OF FEES AND OTHER FINANCIAL OBLIGATIONS

A. ENROLLMENT AND RESIDENCE HALL FEES

1. Upon notice from the Director of Finance, the Registrar will initiate a

complete withdrawal for students not paying fees. The withdrawal will be "Administrative-Nonpayment of Enrollment or Residence Hall Fees" and will be dated to the census date which is to result in an erasure of all entries on the permanent record.

2. The Registrar will telephone the instructors involved indicating that the student should not be permitted to continue in attendance in the class.
3. The Registrar will send written notification to the student, his instructors, and his academic dean that the student has been withdrawn and that the student should not be permitted to continue attendance in the class.
4. If the student fulfills the financial obligation, the Director of Finance will notify the student and his academic dean. The academic dean will have discretion to determine reinstatement.

In the case of non-reinstatement, the dean will notify the student, the Finance Office, and the Registrar of his decision. The Finance Office will refund the appropriate portion of the student's fees, if any, based on the date recommended by the dean and in keeping with university policies and procedures for refunding fees.

In case of reinstatement by the dean, the student, the instructors, the registrar, and the Finance Office will be notified in writing immediately.

5. Upon receipt of reinstatement notice from the academic dean, the Registrar will initiate the procedure to reinstate the student in the courses for which the student was enrolled at the time of withdrawal.
6. Students who do not meet their financial obligation for enrollment and residence hall fees will have all entries of that registration on the Registrar's permanent record erased.
7. A student who owes a financial obligation to the university will not be permitted to enroll in subsequent semesters until the obligation is paid. The full payment of charges and balances outstanding on the books of the university in account with a student will be considered prerequisite to the issuance of any certificate of attendance or credit, the awarding of a diploma or the conferring of a degree.
8. If a student disputes an administrative withdrawal, he/she may file an appeal with the Student Grievance Board through the Dean of Student Affairs. (The Student Grievance Board is a sub-committee of the Student/Faculty Conduct Committee) This appeal must be filed before the effective date of withdrawal established by the Director of Finance. The administrative withdrawal will be suspended until the President of the University acts upon the recommendation of the Student Grievance Board.

B. OTHER OBLIGATIONS

1. Failure to properly fulfill other types of financial obligations may result in administrative withdrawal from the university.
2. Upon notice from the Director of Finance, the Registrar will initiate a complete withdrawal for a student not paying financial obligations. The withdrawal will be "Administrative-Nonpayment of Financial Obligations" and will be dated with the effective date of processing of the withdrawal. Under these conditions, the procedures outlined under A-2, A-3, A-4 and A-5 above will be followed.
3. Students who do not meet these "Other Financial Obligations" and who are administratively withdrawn from the university will receive the grade determined by the withdrawal policy in effect at the time the Administrative withdrawal was initiated.
4. A student who owes other types of financial obligations to the university will not be permitted to enroll in subsequent semesters until the obligation is paid.

5. If a student disputes an administrative withdrawal, he/she may file an appeal with the Student Grievance Board through the Dean of Student Affairs. (The Student Grievance Board is a sub-committee of the Student/Faculty Conduct Committee) This appeal must be filed before the effective date of withdrawal established by the Director of Finance. The administrative withdrawal will be suspended until the President of the university acts upon the recommendation of the Student Grievance Board.



University Housing

The university residence halls are designed to enhance social, intellectual, and personal development, thus contributing to the student's total educational experience.

A trained staff in each residence hall provides help and guidance in the adjustment to university life.

REQUIRED HOUSING POLICIES

The West Virginia Board of Regents policy pertaining to university housing for freshmen and sophomores is that all full-time freshmen and sophomores must live in a Marshall University residence hall unless they reside with their parents and commute from that residence to the main campus. Married students are an exception to this policy.

UNIVERSITY RESIDENCE HALLS

Six halls of residence are maintained on the campus, accommodating approximately 2,100 students. Individual halls accommodate from 180 to 500 occupants in rooms for two persons. The halls are planned to provide each student with the best possible living and learning conditions. Residence hall government plans social and educational programs and recreational activities in association with trained residence staff members, who provide an opportunity for sound academic and social development. All the halls are located at points convenient to most parts of the campus. Rooms are furnished with study desks and chairs, single beds, and chests of drawers. Linens, desk lamps, and curtains are provided by the students. Pay-laundry facilities are available in each hall. Two cafeterias are available to serve the resident students.

ROOM APPLICATIONS AND RESERVATIONS

A university residence hall application form is automatically sent to a student after his/her application for admission to the university has been accepted by the Office of Admissions. Applications for housing may be made prior to the student's official admission to the university. Housing applications cannot be completely processed until the applicant is admitted. However, the acceptance of a housing application does not constitute a guarantee of admission to the university. Room reservations should be made as early as possible. Contracts for residence hall accommodations are for room and board for the entire academic year. Applications must be made on an official form and must be accompanied by a deposit of \$75.00. Of this amount, \$50.00 will be applied to the first term's room and board payment, and \$25.00 will be on account as a damage deposit. Room assignments are made without regard to a student's race, religion, national origin, age, political affiliation, or handicap, and are made on a first-come first-served basis for freshmen and transfer students after returning residence hall students have been assigned.

The second floors of Twin Towers East and West are reserved primarily for assignment of upperclass and graduate students. Floors are available for freshmen only. Rooms restricted to "No Beer" are also assigned on a request basis as long as space is available.

Students desiring assignment to a "quiet study" floor may so indicate on the appropriate space on the residence hall application. Depending upon demand, floors or

areas of various residence halls may be set aside for students who indicate a need or desire for a more studious atmosphere than the normal residence hall environment.

RESIDENCE HALL LIVING EXPENSES

Board and room costs in university residence halls range from approximately \$1,149.15 to \$1,356.10 per semester, depending on the facility -- a total of approximately \$2,472.00 for the academic year. (These figures are tentative and are subject to change without prior notice). Room rents for each hall are found under the title "Fees" in this catalog.

CANCELLATIONS AND REFUNDS

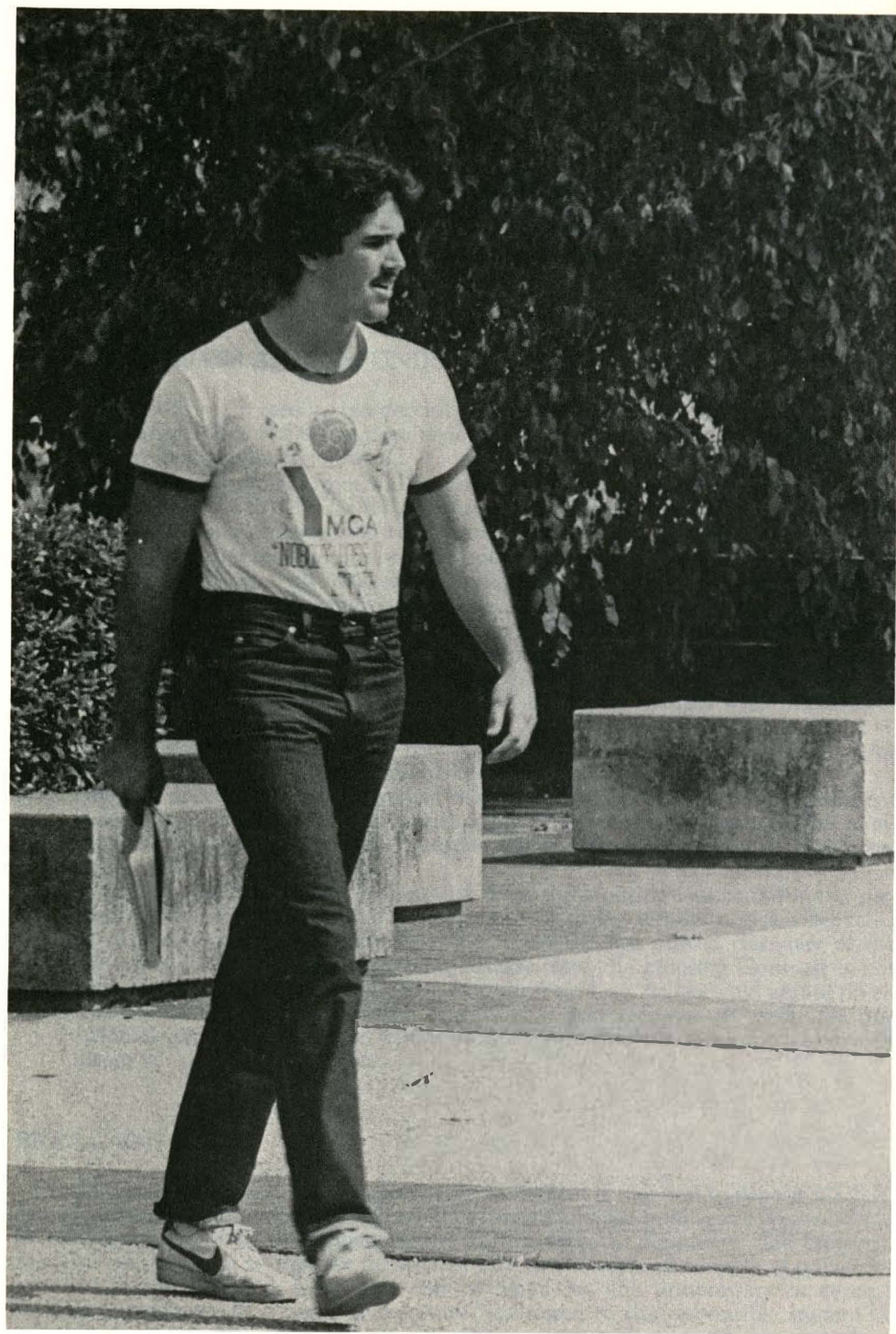
1. The \$50.00 room reservation deposit is nonrefundable after July 1 under any circumstances. The \$25.00 damage deposit will be refunded if no individual room damage has previously occurred.
2. Voluntary withdrawal from the university and in turn housing and food service on or before the first Friday following the official date on which housing becomes available in any semester will result in the forfeiture of an amount equal to the payment for that semester's room plus one week's board. Withdrawal after the first Friday of any term will result in the forfeiture of all monies paid for housing. A prorated refund will be processed for the unused portion of the board plan.
3. Failure on the part of the student to submit payment for any semester by the due date may result in cancellation of the room reservation, and the student may be subjected to withdrawal from the university. This provision will apply to any student who may have canceled a room reservation after the first week of classes of any given semester or summer term.
4. Any student dismissed from the residence hall and/or the university for disciplinary reasons automatically forfeits fees paid for that semester.
5. Payment of room and board fees will be refunded on a prorated basis if the student is denied admission or declared academically ineligible to return, or is unable to attend the university for medical reasons for one academic semester or summer term.
6. In no event will a student be released from the Housing Contract for the succeeding semester, whether in attendance or not, unless written notice is delivered to the Student Housing Office no later than the last official class day of the preceding semester or summer term. Release from the Housing Contract is not automatic. Any attempt to cancel the housing contract will be void and of no effect unless the student remains absent from and receives no credit for one academic semester, subject to written notice by the student, as set forth above, of intent to cancel said contract.

BREAKAGE

In addition to room and board expenses, each resident is required to deposit a \$25.00 damage fee with the university. The fee will be carried forward from year to year and will be refunded only when the student severs all ties with the Residence Hall Program. Students are expected to exercise reasonable care in the use and custody of university property in the residence halls. The cost of repair for any unnecessary or careless breakage or damage to a room or furniture is assessed to the responsible student or students.

HOUSING FOR MARRIED STUDENTS

Housing for married students is provided in 84 furnished family dwelling units owned and operated by the university. The units include a wide variety of accommodations. The rents range from \$140.00 to \$265.00 per month. Applications may be procured from the university housing office. To be eligible for married-student housing, students must be enrolled for course work as follows: graduate students, 9 hours; undergraduate students, 12 hours. To be assured of space, students should apply at least one year in advance of the semester for which housing is needed.



Student Services

STUDENT AFFAIRS

The Dean of Student Affairs is involved in all university matters relating to student welfare, with primary involvement in those matters not related to academics. The Dean of Student Affairs meets with the Council of Academic Deans and with committees and administrators concerned with the various Student Services, supervises the Student Affairs staff, helps to assess the learning and social needs of students, and recommends ideas to make Marshall a more productive and pleasing university for students.

With the assistance of two Associate Deans, the major areas that plan and coordinate services and programs for students are the areas of (I) Student Life, (II) Student Development, (III) Student Financial Aid, (IV) Career Planning and Placement, and (V) The Marshall Artists Series. Each of these is outlined in the following pages to provide an understanding of student services available, and opportunities for participation in programs that enhance student experiences at Marshall University. The Dean of Student Affairs is located in Room 118, Old Main, telephone 6422.

STUDENT LIFE

The Student Life Staff strives to create environments which provide opportunities for personal growth and development, responsible citizenship, academic success, and career and values clarification to occur. Our "classrooms" are the Residence Halls, Student Activities committees and programming, Student Governance, Recognized Student Organizations (including Social Greeks), University Judicial System, and the Student Legal Aid Program.

The student as a participant, planner and presenter is best exemplified in this area. The philosophy of living-learning is applied to the various aspects of University life through many student activities and organizations. The staff provides advising and support services for special interest groups, student social-cultural events, student government, residence hall programs, fraternities and sororities, legal affairs, and off-campus and commuting students.

An Associate Dean of Student Affairs (Student Life) is responsible for providing leadership, staff and programming in the areas of:

1. Residence Halls - Programming and Staff
2. Student Activities
3. Recognized Student Organizations (including social fraternities and sororities)
4. Student Code of Conduct and the University Judicial Board
5. Student Governance
6. Student Legal Aid Program

The Student Life office is located in the Memorial Student Center, Room 2W31, telephone 6420.

Residence Life

The primary aim of the Residence Life staff is to structure an environment for living-learning experiences. The range of activities involves various social events such as faculty visits, seminars, and informal interaction. The group living situation in residence halls provides excellent opportunities for learning about oneself and living cooperatively.

Since a large portion of the student's time is spent in the residence halls, it is important that he/she participate in influencing the types of programs, procedures, and policies to be instituted. For that reason, two governmental units for the residence halls were formed. The individual Hall Advisory Councils (HAC), are primarily responsible for social and educational programs and activities. The other unit, the Inter-Hall Government Council (IGC), is the coordinating body of all the residence halls and is primarily concerned with policy and procedures recommendations. Funding for these governments and activities comes from a voluntary fee collected at the beginning of each year. All general meetings are open to any resident. HAC officer elections are held in the spring of each year and representative elections are held in the fall. Interested residents should contact any member of the Residence Life staff or a hall government executive officer.

Student Activities Programming

The philosophy of the Student Activities program is based on the belief that a complete college experience involves not only the development of academic and/or vocational competencies, but also the development of personal and interpersonal competencies and interests designed to help the student develop knowledge and skills for continued growth. Part of the total experience is found in the excitement of working with other students on a programming committee, an activity which not only develops interpersonal relationships and work experience, but also provides special training in leadership qualities vital to the student's future life activities.

The programs chosen and presented by the student committees help to develop a stimulating, creative and enjoyable campus environment, both for the audience and for committee members. Consequently, these programs and the work involved in presenting them are considered cocurricular and not extracurricular activities. The eight committees are responsible for programs in the following categories:

- Cinema Arts
- Coffee House
- Contemporary Arts
- Contemporary Issues
- Concerts
- Travel and Recreation Bureau
- Publicity
- Homecoming

The Student Activities staff and volunteers cooperates with all divisions of the university community in programming to meet student interests as well as educational and informational needs.

Marshall Artists Series

The Marshall Artists Series provides for the educational and artistic enrichment of the university and the surrounding community by presenting recognized lecture authorities and artists in the various art forms. Music, dance, drama, lecture and quality films are included in the four divisions of activity: Baxter Series, Mount Series, Forum Series and Summer Series. In addition, a number of workshops, seminars, master classes and residencies are scheduled with visiting artists. The concern is global, and programs advance knowledge and understanding which promotes intellectual and aesthetic curiosity.

Students with valid Activity Cards may attend all programs at no charge, since these activities are funded in part by the Student Activity Fee.

Students serve on the Artists Series Advisory Boards. Applications for participation as board members are available in the Marshall Artists Series Office, Memorial Student Center.

Student Legal Aid

The Student Legal Aid Program provides free, confidential legal advice to all Marshall University students, full and part time. The attorney for students may be consulted at the Memorial Student Center, Room 2W29. The attorney is on campus a minimum of 15 hours per week; consult the Office of Student Life for specific office hours. At all times, messages may be left through an answering service (696-2366).

Education Records: Privacy Rights of Parents and Students

The Family Educational Rights and Privacy Act of 1974, 93-380, 93rd Congress, H.R. 69 authorizes the granting to parents and students the right of access, review, challenge, and exception to education records of students enrolled in an educational agency or institution. The Department of Health, Education, and Welfare, after review and accepting comments, has published in the June 17, 1976 issue of the Federal Register the regulations to be met by an educational agency or institution to protect the rights to privacy of parents and students. In accordance with the regulations, Marshall University has adopted a policy to be implemented by all units of the institution. Upon enrollment in the university, the student and/or eligible parent(s) may request a copy of the policy.

Under the Act the student and eligible parent(s) are granted the following rights:

- a. to be informed of the provisions of the Act through adoption of an institutional policy;
- b. to inspect and review the records of the student;
- c. to reserve consent for disclosure except as exceptions are granted in the regulations, i.e., school officials, officials of other schools to which the student seeks attendance, or others as delineated in Section 99.31;
- d. to review the record of disclosures which must be maintained by the university; and
- e. to seek correction of the record through a request to amend the record and to place a statement in the record.

After the student registers for courses, the student and/or eligible parent(s) may request a copy of the policy Education Records: Privacy Rights of Parents and Students from the Office of the Dean of Student Affairs, Marshall University, Huntington, West Virginia 25701.

Complaints of alleged failure by the university to comply with the Act shall be directed to:

The Family Educational Rights and Privacy Act Office
Department of Health, Education and Welfare
330 Independence Avenue, S.W.
Washington, D.C. 20201

The University encourages complainants to lodge a formal complaint with either the President, University Attorney or Attorney for Students.

Further clarification on this Act, the regulations and University policy should be directed to the Dean of Student Affairs.

Student Conduct

The faculty and administration fully recognize the rights and responsibilities of students. These include the privilege and obligation of maintaining high standards of social and personal conduct. While encouraging students to develop independence, the university embraces the concept that liberty and license are not synonymous, and it therefore accepts the obligation to maintain those rules which will provide for the welfare of the individual and the campus community at large.

For Marshall University to function effectively as an educational institution, students must assume full responsibility for their actions and behavior. Students are expected to respect the rights of others, to respect public and private property, and to obey constituted authority. A student's registration in this institution constitutes acceptance of these responsibilities, and this registration serves as an agreement between the student and the university. Failure to adhere to the rules and conduct regulations of the university places the student in violation of the Marshall University Code of Conduct and may, therefore, subject the student to disciplinary action such as disciplinary warning, a period and degree of probation, or suspension.

All persons are subject to the Student Code of Conduct who:

- a. have exhibited an intent to enroll at Marshall University, i.e., who have applied and been admitted; or
- b. are currently enrolled; or
- c. are pursuing a course of study at Marshall University, whether or not they are currently enrolled.

All persons (as defined above) are subject to the Code at all times while on university-owned or controlled property, whether during an academic term or between terms.

Students, therefore, are expected to be thoroughly familiar with university rules and regulations as expressed in this catalog and in the Student Handbook. Copies of the Student Handbook are distributed widely at the beginning of the year and are available in the Student Life Office or the Student Government Office.

Student Government

Student Government provides an opportunity for all students to have a voice in any program which would make Marshall a better university. Four main objectives of Student Government are:

1. To represent democratically all members of the student body.
2. To provide services. Among services offered are: consumer protection information, assistance with off-campus housing, health and personal property insurance, annual spring concerts, bus transportation to selected "away" games, a Student Directory, the Freshman Record and various student discounts.
3. To serve as a viable vehicle for organizing the student body energies projects and causes, such as the Muscular Dystrophy Dance Marathon and the Red Cross Blood Drive.
4. To accurately reflect constituent needs and opinions to other students, faculty, and administration.

Health Insurance

Student Government offers a student accident and sickness group insurance plan providing coverage for hospital and medical expenses. The plan provides annual coverage on-campus and away from the university.

Information and applications can be obtained from the Student Government Office or the Student Life Office in the Memorial Student Center or from the Coordinator of Health Education in Prichard Hall.

Renters' Insurance

Student Government offers a student insurance policy to cover personal belongings up to \$1,500 whether the student lives on-campus or off-campus.

Information can be obtained from the Student Government Office in the Memorial Student Center in the office of Student Development in Prichard Hall.

Liability

MARSHALL UNIVERSITY, AS A STATE AGENCY, CANNOT ASSUME RESPONSIBILITY FOR LOSS OF OR DAMAGE TO THE PERSONAL PROPERTY OF STUDENTS. FURTHERMORE, THE UNIVERSITY CANNOT ASSUME RESPONSIBILITY FOR PERSONAL INJURY TO STUDENTS.

STUDENTS AND THEIR PARENTS ARE STRONGLY URGED TO MAKE CERTAIN THAT SUCH MATTERS ARE COVERED BY THEIR PERSONAL INSURANCE.

STUDENT DEVELOPMENT

The Student Development Center is best described as the service area of the Division of Student Affairs. Its goal is to assist in enhancing a student's personal and academic development. This assistance is accomplished through developmental, remedial and preventative programs offered by the Student Development Center.

Among its services are: personal and social counseling; educational and career counseling; reading and study skills development; tutorial services; minority, women and international student programs; health education; new student orientation; and handicapped student services..

All units of the Student Development Center are located on the first floor of Prichard Hall (telephone: 696-2324) except for the Minority Students Office, which is in 1W25 Memorial Student Center.

Minority Students Program

The minority students' staff offers programs that address specific educational, cultural, and social needs of black students. The program's goal is to aid in providing an environment that permits student growth and enriches the university community through various black cultural experiences. Programs related to the understanding of the black political perspective, life style, social life and educational and professional advancements are characteristic of this office.

Women's Center

The Women's Center staff offers services such as workshops, seminars, films, information and referrals, a resource library, individual advocacy services, and networking to all women students who are interested. The goal of the Women's Center is to help individuals realize their potential, to increase awareness of women's issues, and to establish a network of women who can act as a support group as women students strive for an education.

International Students

International Student Services are designed to help international students adjust to changing life styles and study habits in a new and sometimes perplexing environment. The staff provides special assistance to its students regarding cultural familiarization, language, housing, employment, academic and personal matters, responsibilities as nonimmigrant students, and immigration requirements and procedures. It concentrates on helping international students achieve their educational goals, while providing an insight into American culture through a program of social activities, orientation seminars, and host family visits, in addition to the annual International Festival held each spring.

Counseling Clinic

The Counseling and Rehabilitation Department provides counseling services to Marshall University students and staff free of charge. Services provided include personal problem counseling and vocational educational and personal decision making. The Clinic is located in Harris Hall; inquiries or appointment requests should be directed to the Department Office in 357 Harris Hall, telephone 696-2383.

Counseling Services

The Counseling Services staff offers individual and small group counseling experiences, personal and emotional health seminars, academic development and career exploration information, and referral services. Career interest and personality testing is available to assist the student in evaluating his/her characteristics as compared to those of other students. These resources can be utilized to assist students in resolving problems of an educational, personal/social or career nature. All information discussed is confidential.

Health Programs

The Coordinator of Health Education Programs provides information to stimulate interest in measures to prevent health problems and to promote good health habits. Topics of programs and seminars include alcohol and drug abuse, family planning, physical fitness, nutrition, smoking and health, and venereal disease. The health programs are scheduled throughout the school year, and announcements are widely publicized on campus.

Vocational Rehabilitation

The Vocational Rehabilitation Office serves students who have disabilities that constitute a vocational handicap to employment. Services provided range from educational sponsorship to meeting individualized needs in conjunction with basic counseling.

Special Services

The Special Services Program is a federally funded unit providing a wide range of academic support services. The skills specialist provides activities which allow students to develop reading and learning skills and improve study skills. The tutorial component offers student tutors in most freshmen and sophomore level courses. These tutors are available to supplement classroom instruction and to help students better understand subject matter. Counselors are also available to help students in academic planning and career decision-making.

Student Health Service

Student Health Service care is provided by the John Marshall Medical Services (JMMS), an affiliate of the University's School of Medicine. The clinic is located at 1801 Sixth Avenue, one block southeast of the main campus and is open from 8:00 a.m. to 8:00 p.m. Monday through Friday, and from 9:00 a.m. to 5:00 p.m. on Saturdays, Sundays, and holidays; except for New Year's, Easter, Independence, Thanksgiving and Christmas days. The Clinic operates during the period Marshall is in class session, including spring break. Student Health care is available to students attending intersessions, special training and/or programs.

All Marshall students, full and part-time, with current validated I.D. and/or activity card are eligible for the health care service. Students must present a validated I.D. card when they register for service.

The Student Health Service is staffed with a nurse practitioner, registered nurse, receptionist and back-up physician. It provides a wide range of clinical services in general medicine (including gynecology), laboratory and x-ray. ALL medication prescribed is at the student's expense. Appointments are encouraged but are not always necessary. The Clinic's telephone number is 526-0650. The Student Health Service will pay the cost of the initial visit up to \$40.00 for any referral to a medical specialist of JMMS or in the Huntington community.

Emergency physical health care is available after Student Health Service hours at Cabell Huntington Hospital, 1340 Hal Greer Boulevard. Emergency care will be validated by Student Health Service and charges up to \$43.00 will be paid. All additional cost will be at the student's expense. If hospitalization is a result of emergency care, the Student Health Service will pay the room fees for one night's hospitalization at Cabell Huntington Hospital at double occupancy rates. Students are advised to seek emergency ambulance transportation from the University Security office. Community ambulance service is at the student's expense.

Psychological emergencies will be transported to St. Mary's Hospital after consultation with University medical, psychiatric, and/or Counseling Center personnel. The Student Health Service will pay the fees for the initial psychological evaluation up to \$43.00 and one night's hospitalization at double occupancy rates of St. Mary's Hospital.

Educational Support Program (ESP)

The Educational Support Program provides tutorial, reading and study skills development, and academic and career assessment for students. The ESP utilizes various personnel within Student Development and the university community in addition to its own staff. Any student who is experiencing academic problems or who desires to increase his/her academic proficiency is encouraged to utilize this service.

STUDENT FINANCIAL AID

The Office of Student Financial Aid at Marshall University assists students in furthering their education through the use of scholarships, grants, low interest loans, and employment. The purpose of the scholarship program is to recognize excellent academic achievement by both incoming freshmen and continuing students at Marshall University. All forms of financial assistance, including scholarships, are administered by the Office of Student Financial Aid in keeping with policies and procedures set forth by the Financial Aid Advisory Council. The Financial Aid Advisory Council assumes that the primary responsibility for financing a college education rests with the student and his/her family. Financial aid from the university and other sources is viewed as being supplementary to the efforts of the family.

Financial Aid Programs

Graduate Assistantships and Financial Aid - Most departments offering the master's degree have funds for graduate assistantships. The amount of the award may vary but includes the waiver of tuition and some fees. Graduate assistants perform duties required and carry a lighter load than do full time students. Information about graduate assistantships may be secured by contacting the department chairmen or the Graduate School Office.

Inquiries about graduate fellowships, work-study opportunities, loans and other forms of financial assistance should be directed to the Graduate School Office or to the Director of Financial Aid, Marshall University, Huntington, West Virginia 25701.

A limited number of graduate and professional tuition waivers are available through the Graduate School in line with Board of Regents Policy Bulletin 49. Announcements are made at the appropriate time concerning procedures and deadline dates for each term.

Career Planning and Placement

The Career Planning and Placement Center provides a multitude of services for underclassmen, graduating seniors and alumni of Marshall University. For the most part, all of the service areas relate to employment skills or information needed in pursuit of employment. It is particularly important that students make full use of all available assistance, especially in these times when the search for career employment after graduation has become unusually competitive. By taking advantage of the Center's extensive resources and experience, they will greatly enhance their chances of securing employment. The following areas indicate the range of employment or employment-related assistance offered by the Center:

A primary function of the Career Planning/Placement Center is to assist students in finding a suitable position after graduation. While campus recruiting has diminished somewhat in the last few years, many company representatives still visit the campus to interview students in many fields. Besides arranging these personal interview opportunities, the Center also distributes a weekly Employment Opportunities Bulletin that lists current job openings in education, business, and civil service. This bulletin is available for mailing to graduates upon request even after graduation so that job leads can continue to be received. A very practical knowledge of comparing salaries, fringe benefits, company policies and training can be gained from employment interviewing. Another vital need for graduates seeking career positions is the identification of addresses for contacting prospective employers. The Center is a prime source for this information on either a local, state, or national scale.

Services do not stop at graduation. In fact, all services continue indefinitely after graduation. The kinds of assistance most commonly sought by alumni are requests for vacancy information and forwarding of personal employment screening data to prospective employers. The Career Planning/Placement Center is the most appropriate office for alumni to contact after graduation for help in any employment-related matter.

CLINICAL OPPORTUNITIES FOR STUDENTS

Besides the clinical assistance of various kinds provided by the Division of Student Affairs, certain academic departments of the university offer clinical facilities for students, as described below.

The Speech and Hearing Center

The Department of Speech operates a clinic to provide free assistance to any Marshall student who wants help with speech and hearing problems. The clinic also gives training in clinical procedures to future speech and hearing clinicians.

Consultation, examination, and recommendations are available to the public insofar as time and facilities permit. The clinic is located in Smith Hall, telephone 696-3640.

The Speech Improvement Program--The Department of Speech provides special training for students requiring speech improvement. People who have nonstandard speech patterns not considered to be clinically significant but which require changes for more effective communication are scheduled in the speech improvement program. Students admitted to the program come from a screening procedure required as a part of courses in education and speech, from self-referral or by request of any course instructor.

The Psychology Clinic

The Department of Psychology staffs a clinic which provides free consultation and service for Marshall students and staff on a wide range of psychological problems. Service is available to the public as time and facilities permit. The clinic is located in Harris Hall (fourth floor) and inquiries or appointment requests should be directed to the Department office in Harris Hall 326, telephone 696-6447.

The Learning Center – Community College.

The Learning Center provides independent skills study for Marshall University students desiring to develop greater proficiency through reading, writing, spelling, English as a second language, mathematics review, and study skills. Students may enroll in the program anytime during the semester by coming to the Learning Center, located in the Community College Building, telephone 696-3646.

DEPARTMENTAL STUDENT ACTIVITIES

Debate, Speech Contests, and the Speakers Bureau

Marshall University's forensics program, under the direction of the Department of Speech, provides students with opportunities for intercollegiate competition and for appearances before audiences in the Huntington area.

Marshall's debaters meet teams from other colleges and universities through a season which culminates in the regional or national Pi Kappa Delta meet. Marshall students also compete in intercollegiate contests in oratory, extemporaneous speaking, discussion, after-dinner speaking, and interpretive reading. Tryouts for the debate squad and for the individual speaking events are open to all full-time undergraduates.

Pi Kappa Delta is the national honorary forensics fraternity. Membership is conferred on those achieving distinction in intercollegiate debate and other intercollegiate speaking events.

The Speakers Bureau is an honorary service organization offering to the Marshall-Huntington community programs for social, civic, church, and educational organizations. Speakers Bureau programs, provided free of charge, include panel discussions, entertaining oral readings, and informative speeches. Membership in the Speakers Bureau, open to all Marshall University students, is earned through auditions.

University Theatre

University Theatre, an all-university activity, is under the direction of the Department of Theatre/Dance. Normally five to seven full-length plays and several studio and experimental dramas are produced each year.

University Theatre experience is intended not merely to give training in dramatic skills and techniques, but to develop such qualities as poise, confidence, initiative, self-reliance, and cooperativeness. A further purpose is to encourage appreciation of dramatic literature, thus helping to keep alive the plays which have made dramatic history.

Participation in University Theatre productions is open to all undergraduate or graduate students who are pursuing any degree in the university and are currently enrolled for at least three hours of credit. Participation in Marshall University Summer Theatre is open to all students in the university and to members of the community.

WMUL-FM Radio

Marshall University's public radio station, WMUL-FM, is under the direction of the

Department of Speech. Operated by a university-wide volunteer student staff under the supervision of a faculty manager, the station broadcasts approximately one hundred hours each week of entertainment and informational programs of special interest to the region served by the university. Programs produced by WMUL-FM are also made available throughout the state through the facilities of the West Virginia Public Radio network.

Band, Orchestra and Choral Groups

All students at Marshall University are eligible to enroll for any one of the major musical organizations on the campus such as the Marching Band, Concert Band, Stage Band, Marshall Community Symphony, Symphonic Choir, A Cappella Choir, Choral Union, University Singers, Collegium Musicum, Opera Workshops, Wind Ensemble, and the Chamber Brass Ensemble. These organizations perform for many Marshall University functions, make a number of appearances in the city of Huntington, and occasionally make trips to other parts of West Virginia and neighboring states. Each major organization offers the student an enjoyable experience and an opportunity for advancement to higher musical achievement. Students interested in enrolling for any of the organizations should consult first with the Department of Music.

Student Publications

The Parthenon, the campus newspaper, is published four times a week by students working in the School of Journalism.

The Student Handbook is published annually and contains general information for all students with particular emphasis on information for new students.

The Chief Justice, the university annual, is published by students.

Et Cetera is a campus literary magazine published annually. It is sponsored by the Department of English.

Religious Life

Several denominations, representing a variety of faiths, have joined in a united effort to operate the Campus Christian Center. The center is located at the corner of 17th Street and Fifth Avenue, contiguous with the Marshall University campus. Consult Student Handbook for further information.

Intramurals

The intramural program at Marshall University is a program of competitive athletics and recreational activities promoted for every student and faculty member on the campus. The program is sponsored jointly from student activity fees and by the Department of Health, Physical Education and Recreation and conducted by the Director of Intramurals. It includes a variety of activities in every field of athletics and recreational interests designed for lifelong participation.

Intercollegiate Athletics

The Athletic Department schedules games with institutions having similar academic and athletic standards. Marshall University is a member of the AIAW, the NCAA, and the Southern Conference and conforms to their standards.

The Department of Athletics, who reports to the President, is responsible for implementing the athletic policy of the university. The athletic program is advised by the Athletic Committee.

Some athletic coaches also serve as academic instructors, and all are required to have academic degrees.

The university participates in the following intercollegiate sports: Women: basketball, volleyball, golf, tennis, track, cross country, and softball; Men: football, basketball, baseball, indoor and outdoor track, cross country, tennis, golf, swimming, wrestling, soccer and riflery.

Student Organizations

Nearly one hundred clubs and organizations are active on the Marshall University campus offering extracurricular activities for students in the following interest areas: departmental, religious, honorary, professional, Greek, social, and sports. For more information, contact the Student Life Office, telephone 696-6420, or consult the Guide to Recognized Student Organizations, which is available in that office.

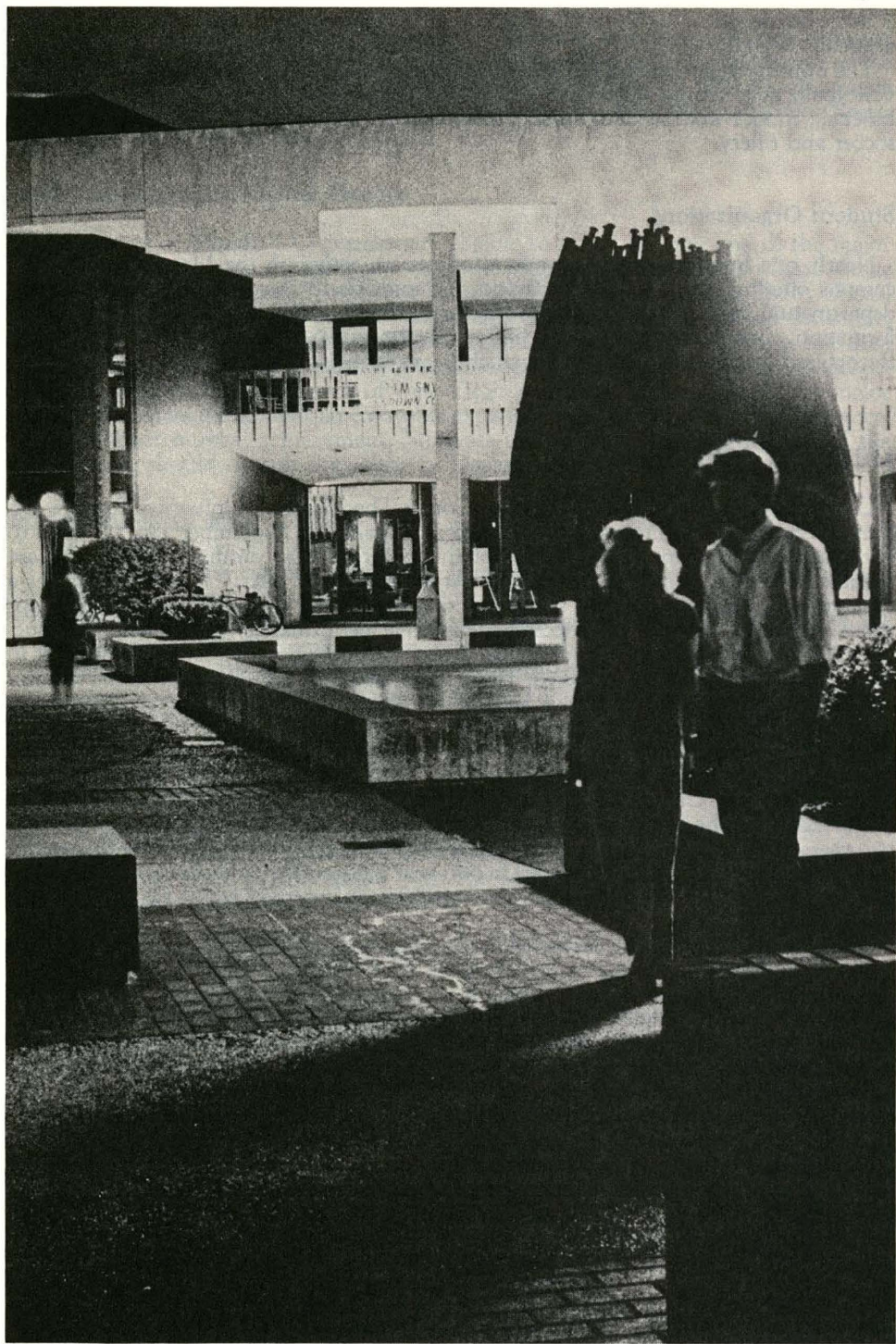
MILITARY SCIENCE

U.S. Army Reserve Officers' Training Corps: The Marshall University Reserve Officers' Training Corps Program, established at Marshall in September 1951, is open to both men and women. The objective of this program is to produce leaders who are capable of serving as officers in the U.S. Army active and reserve forces. It provides a basic military education which, in conjunction with other college disciplines, develops those attributes essential for successful executive performance. Individuals who successfully complete all of the training must accept a commission as a second lieutenant in the United States Army, if tendered. This commission may allow the individual to enter the U.S. Army at junior executive level with a starting salary equivalent to or greater than that offered by most civilian industry.

Two Year Program: A two year program is open to full-time graduate students. Students who have not attended the first two years of military science may gain credit by attending Basic Camp (MS 251) at Fort Knox, Kentucky. Students are awarded three hours credit for the camp and are paid approximately \$600.00. Students may also gain two years of ROTC credit through an on-campus program conducted during the regular summer semester. Students interested in two year programs should contact the Military Science Department. Also, qualified veterans may be awarded credit for the first two years of ROTC.

Allowances: All students contracted in the advanced military science courses receive a cash allowance of \$100.00 per month. In order to be eligible for commissioning, students must attend one advanced camp, which is six weeks of military training, at Fort Riley, Kansas. All travel and basic expenses are paid by the Department of the Army. Additionally, cadets are paid approximately \$600.00 for participating in this training. Total remuneration for the final two years is approximately \$2,600.00. It is possible under the Simultaneous Membership Program to increase this amount substantially. All textbooks, uniforms, and equipment for Military Science classes are furnished at no cost to students.

Qualifications: Participation in the military science program requires approval of the Professor of Military Science. Approval will be granted during the first two weeks of each semester. Generally, the items checked prior to approval are age, physical condition, citizenship, and court convictions.



The Graduate School

In October, 1938, The West Virginia Board of Education authorized Marshall University to conduct graduate instruction leading to the Master of Arts and the Master of Science degrees. Graduate work was first offered during the summer session of 1939. The first master's degrees were conferred at the spring commencement of 1940. The Graduate School was organized in 1948.

DEGREES

The Graduate School awards the Master of Arts, the Master of Science, the Master of Arts in Journalism, the Master of Business Administration and the Master of Education degrees. A master's degree may be earned in the following graduate programs:

Accounting	M.S.
Adult Education	M.S.
Art	M.A.
Biological Sciences	M.A., M.S.
Biomedical Sciences	M.S.
Business and Commerce	M.B.A.
Business Education	M.A.
Chemistry	M.S.
Communication Arts	M.A.
Community Health	M.S.
Counseling	M.A.
Criminal Justice	M.S.
Distributive Education	M.A.
Education, Early Childhood	M.A.
Education, Elementary	M.A.
Education, Graduate Outreach	M.Ed.
Education, Secondary	M.A.
Educational Administration	M.A.
Educational Supervision	M.A.
English	M.A.
Geography	M.A., M.S.
Health and Physical Education	M.S.
History	M.A.
Home Economics	M.A.
Journalism	M.A.J.
Library Science Education	M.A.
Mathematics	M.A.
Music	M.A.
Physical Science	M.S.
Political Science	M.A.
Psychology	M.A.
Reading Education	M.A.
Safety	M.S.
Social Studies	M.A.
Sociology	M.A.
Special Education	M.A.
Speech	M.A.

In addition, the Graduate School is authorized to award the Certificate of Advanced Studies in Education for completion of a prescribed post-masters program in certain selected areas. At the present time programs are available in Counseling and Rehabilitation, Curriculum and Foundations, Educational Administration and in The Graduate Outreach Program.

Cooperative degree programs have also been authorized. An M.A. in Humanistic Studies is available in cooperation with the West Virginia College of Graduate Studies. The Doctor of Philosophy in Biomedical Science is available in cooperation with West Virginia University as is the Doctor of Education in Educational Administration.

OBJECTIVES OF GRADUATE WORK

1. To meet a regional need for an opportunity for graduate study.
2. To aid in the development of a corps of competent teachers, administrators, and counselors for the public schools of West Virginia.
3. To prepare students to use and evaluate the better known techniques of research and to appreciate their contribution to knowledge.
4. To prepare students for further graduate study.

ADMISSION TO THE GRADUATE SCHOOL

Admission to the Graduate School is based on a baccalaureate degree from an accredited college or university, and on the information provided on the "Application for Graduate Admission" form. See p. 67 concerning examination requirements.

The application for admission must be filed in the Office of Admissions at least two weeks prior to the opening of the term of enrollment. One official copy of the applicant's undergraduate transcript showing the degree earned and the date on which it was conferred must be mailed directly from the student's undergraduate college or university to the Office of Admissions when the application is filed. A transcript from each school attended is required.

Under special circumstances (for instance, justifiable delays in the forwarding of undergraduate transcripts), the Dean of the Graduate School may permit students who have not been admitted to the Graduate School to enroll in graduate courses. However, if admission is not completed within a reasonable time, it is the prerogative of the Dean of the Graduate School to withdraw the student from the courses by administrative action, or to direct that the credit may not be applied toward an advanced degree in any program.

The University reserves the right, even after the arrival and enrollment of students, to make individual curricular adjustments whenever particular deficiencies or needs are found. These deficiencies will be determined by the major program director or department chairman. Students may be required to take such courses without credit toward the master's degree and at their own expense. This could also apply to additional course work in Speech and/or English whenever necessary.

Further requirements or exceptions applicable to special fields are noted in the departmental statements in this catalog.

SENIORS - On recommendation by the Department Chairman and with the approval of the undergraduate Dean and the Dean of the Graduate School, seniors with superior academic undergraduate records may be permitted to enroll in graduate courses. Honor students (overall GPA of 3.5 or better) who have attained senior status have standing eligibility to take courses at the graduate level (500 and 600 series) upon application and

that credit so earned apply to the fulfillment of undergraduate degree requirements. Complete applications must be on file in the Graduate School Office and permission secured prior to the opening of the term of enrollment. Credit for graduate courses completed as a senior can be applied to either an undergraduate or a graduate degree at Marshall University but not to both.

INTERNATIONAL STUDENTS - International students are admitted to Marshall when they demonstrate proficiency in written and spoken English by the successful completion of the Test of English as a Foreign Language, administered by the Educational Testing Service of Princeton, New Jersey. Information concerning this test can be secured through U.S. Embassies and Consulates throughout the world or by writing to TOEFL, 1755 Massachusetts Avenue, N.W., Washington, D.C. 20036. The English proficiency admission requirement for all international students may be met by any one of the following:

1. TOEFL (Test of English as a Foreign Language)--525 score
2. Michigan Test of English Language Proficiency--82 equated score
3. ELS (English Language School)--Level 9
4. Graduate students having a degree from an accredited English speaking university.
5. Students whose native language is English (England, Canada, New Zealand, Australia, etc.)

Students will be further tested upon arrival at Marshall University for purposes of academic advising. Included are tests in oral and written English, on the basis of which students may be required to take special courses such as English 100A, 101A, and 102A and Speech 240A, Diction for International Students.

The applicant must also file an application for admission and an official transcript of all academic credits and grades in the Office of Admissions. The transcript must be sent by the institution last attended. The "Application for Admission to an Educational Institution in the United States" form may be secured by writing to the Director of Admissions, Marshall University, Huntington, West Virginia 25701. International students admitted to the university must have sufficient funds to take care of all expenses.

General information about the role of international students and programs in the university and the community may be secured from the International Student Adviser, Prichard Hall, Marshall University, Huntington, West Virginia 25701.

NON-DEGREE ADMISSION -- Persons who desire university instruction without wishing to become graduate degree candidates may be admitted as non-degree students, provided they present transcripts or diplomas denoting graduation from an accredited undergraduate college or university. Before enrolling in a class, non-degree graduate students must obtain permission from the instructor or dean of the Graduate School. Students wishing to take courses offered by the College of Business must secure approval of the MBA program adviser. The fees for attendance as a non-degree student are the same as those set for other graduate students. Non-degree enrollment for graduate courses is not available to persons under suspension by the university.

A maximum of 12 semester hours of credit may be taken by a non-degree graduate student. All such graduate students will complete a non-degree application for admission not later than the scheduled time of registration. (Note: Non-degree students holding the Master's Degree or Doctorate Degree from accredited colleges or universities may be allowed to take additional hours by permission of the Dean of the Graduate School.)

Non-degree graduate students may apply later as advanced standing degree students by filing the necessary documents, provided they meet the admission requirements described in the current Marshall University Graduate Catalog. However, work taken as a non-degree student cannot in itself qualify a person for admission as a degree candidate. Only credit approved by the assigned program advisor and the Dean of the Graduate School will be counted toward a degree awarded by the University.

ADMISSION TO PROGRAM AND CANDIDACY

Admission to Graduate School does not guarantee admission to any specific graduate program. Before being accepted into a program the student must meet the requirements of the department to which application is made. If accepted, the student must, in conference with a program adviser, work out an outline of specific requirements which are to be successfully completed before being considered eligible for graduation. This outline should include: (a) the specific courses to be included as requirements, together with any deficiencies to be corrected; (b) the level of competence in basic skills required; (c) research or thesis requirements; and, (d) any other specific department requirements for completion of the program.

In event that a student does not confer with an adviser to outline specific program requirements prior to enrollment in graduate courses, the department may choose to accept or not accept those courses which were taken without consultation with a departmental representative.

Admission to candidacy may be granted by the Dean of the Graduate School at any time that the department determines a student has shown sufficient progress to warrant it, except the student will not be admitted to candidacy in the semester of graduation. To be considered for such admission, the student must have earned a quality point average of 3.0 (B) in all graduate work.

Admission to candidacy does not insure that a student will graduate if the department determines the overall performance is inadequate. Departments may establish procedures for periodic review of a student's progress and communicate the result of such review of the student. If the department determines a student has not made satisfactory progress toward the requirements and goals outlined when the student was accepted into the program, the department may follow the procedures in Policy Bulletin Number 57 (see p. 17) to drop the student from the program.

THE ADVISER

The Graduate Dean assigns each student an adviser from the major department. The adviser assists the student in planning his program for the master's degree. If the student writes a thesis, the adviser or other designated person directs the student in that work. The adviser serves as chairman of the committee to conduct the student's comprehensive examinations, assembles questions for the written and oral examination and reports the result of the examination to the Graduate School office. Admission to candidacy for the master's degree and admission to the comprehensive examination must have the approval of the adviser. The student should keep in close touch with his adviser during the progress of his work.

GENERAL REQUIREMENTS FOR MASTER'S DEGREE

A student whose program requires a thesis must earn 32 hours of credit in graduate courses. Of these 32 hours, credit not to exceed 6 hours may be granted for the thesis. If a thesis is not required, the student must complete 36 hours of graduate course work. Students majoring in chemistry must earn 32 hours of graduate credit. Of these 32 hours, no more than 12 hours may be in Chemistry 682, Research, which includes a thesis.

A minimum of 18 hours must be earned in one subject known as a major and a minimum of 6 hours in another subject known as a minor. Courses may be taken in a third closely related field if approved by the adviser. In special teacher-education curricula, courses may be distributed among several fields with the approval of the adviser.

On recommendation of the department and with the concurrence of the Graduate Dean, the requirement of a minor may be waived.

Graduate courses are numbered 500 to 899. Selected courses with 400 series numbers for undergraduate credit have 500 series numbers for graduate credit. In courses open to both graduate and undergraduate students, graduate students are required to do more work than undergraduates. This includes more extensive reading, research paper, and other individual work. At least one-half of the minimum required hours for the master's degree must be taken in courses numbered 600 to 799.

To receive a master's degree, students must have a scholastic average of not less than 3.0 (B) in all work completed at Marshall University. In addition, the student must have a 3.0 in the major or in CORE courses of an interdisciplinary program. All grades of C or less are counted in computing averages, but no more than six hours of C and no grades below C may be applied toward the degree. Up to six hours of CR grades may be included within a degree program but they will not affect the quality point computation.

Meeting minimum requirements in hours of credit does not necessarily constitute eligibility for the degree. The work taken must constitute a unified program in the field. It must be completed at a level of competence befitting graduate work.

A course may be counted toward only one graduate degree.

COMPREHENSIVE EXAMINATIONS

In addition to these general requirements for the master's degree, the department may require that a comprehensive examination be taken under the direction of the Graduate Dean after it appears that the course work in progress will be completed successfully. The examination may be written, oral or both. The examination is not solely based upon the specific courses completed, but affords the student an opportunity to demonstrate a broad comprehension and synthesis of the major subject.

The examination is graded and/or conducted by an examining committee consisting of three graduate faculty selected by the graduate student and his or her graduate adviser, and approved by the Graduate Dean. It is the responsibility of the student and the adviser to obtain the written assent of the graduate faculty to serve on the examining committee. Forms for this purpose are available in the Graduate School Office.

The graduate adviser, who acts as chairman of the examining committee, prepares the questions for the written examination in consultation with other faculty in the subject, and conducts the oral examination. Sample examination questions are on file in each department office, in the Graduate School Office, and in the University Library, and shall be made available to the graduate student.

The grade given on the examination is "pass" or "not pass." The decision on the grade is made by a majority vote of the members of the committee, and forwarded by the chairman to the Graduate Dean on a form provided by the Graduate School Office. If the grade given on the examination is "not pass," there are no restrictions on the number of times the examination may be retaken, except that it may not be retaken in the same semester or summer term.

APPLICATION FOR GRADUATION

Applications for Graduation **MUST** be filed in the Office of the Graduate School **NOT LATER** than the date printed in the calendar of the final term or semester in which the degree requirements will be completed. Forms for applying for graduation may be obtained from the Office of the Graduate School. A receipt for a diploma fee of \$20.00, payable at the Cashier's Office, must be attached to the application before it will be accepted by the Graduate School Office. Students who fail to apply and to pay the diploma fee may not take the final comprehensive examination and will not be included on the graduation lists.

THESIS

REGULATIONS GOVERNING THESIS REQUIREMENT

A binding fee of \$25.50 (three copies required @ \$8.50 per) is required for all students completing a thesis. This form must be completed and stamped paid or accompanied by a receipt from the Cashier's Office and then returned to the Graduate School Office when applying for Graduation.

A thesis in the major field, completed to the satisfaction of the department, may be submitted. The maximum amount of credit that may be earned for the thesis is 6 hours for all departments. Research and thesis in chemistry is permitted to a maximum of 12 hours. Students who will profit more by doing additional course work in lieu of a thesis must earn 36 course hours of credit. The thesis adviser and student are guided by departmental requirements and the student's needs and interests in determining whether he is to write a thesis.

Students in departments other than chemistry register for thesis 681. Chemistry majors register for research 682. The student continues to register for thesis 681 or research 682 in chemistry, and pay tuition for the number of hours per semester as agreed to between the student and the thesis adviser. The thesis adviser reports a mark of PR (progress) for satisfactory work at the end of each term or semester for which the student is registered with the total amount of credit to be allowed. When the thesis is completed, the adviser assigns a grade which applies to all 6 hours earned for the thesis. The adviser may report a final grade of F at the end of any semester or term when in his opinion, because of irregular reports or unsatisfactory progress, the student should not be permitted to continue to register for research.

The mark of PR (progress) may be used only in reporting on thesis 681 or research 682 (chemistry). It may not be used in connection with other courses in the Graduate School.

The thesis must be prepared according to the form furnished by the Graduate School Office, or according to guidelines available in the department which have been approved by the Graduate Dean. Three unbound copies of the thesis must be submitted to the adviser and filed with the Dean of the Graduate School by the dates printed in the calendar of the term in which the student intends to graduate. If the student fails to meet these dates, the Graduate Dean may postpone his graduation until the end of the following term. The Graduate School Office has three copies of the thesis bound. Two copies of the bound thesis are deposited in the library. The third bound copy is filed in the major department.

VALUE AND NATURE OF THESIS

The experience of collecting, assembling and interpreting a body of information for a thesis is essential in developing the capacity to do independent work. This is a primary difference between graduate and undergraduate work. For capable graduate students, preparation of the thesis may be of great value. To be urged to write a thesis is a compliment to one's ability.

The thesis consists of a written interpretation of a body of facts and opinions gained through critical reading and independent study or reports the results of a research project. For teachers, it may be a presentation of a directed learning activity showing the purpose, problems involved, procedure, and effectiveness of the project.

TIME LIMITATIONS

All requirements for the master's degree must be met within five years from date of enrollment in first course to be used in a graduate degree program, unless an extension in time not to exceed three years is granted by the Graduate Dean. Absence in one of

the armed services, long serious illness, or similar circumstances may be regarded as proper reasons for an extension of time. Validation by special examination on credit that is more than five years old is optional with the major department. Outdated courses will not be used in computing quality point averages for graduation.

Students completing programs in the College of Education which lead to certification should contact the Dean of the College of Education for additional information on time limitations.

PART-TIME GRADUATE STUDENTS

Teachers in service who are doing graduate work are limited in the amount of credit that may be earned by the regulations of the West Virginia Board of Education or by corresponding regulations of other states in which they may be employed.

Graduate students in other employment should limit their schedules in proportion to the time available for graduate study. As a general practice, the maximum graduate load recommended for a student in full-time employment is six hours in a semester or three hours in a five-week summer term.

TRANSFER OF GRADUATE CREDIT

The Graduate Dean may grant to a student the privilege of transferring to Marshall University credit earned in graduate course work completed at another accredited graduate institution provided that the courses are appropriate to the student's program and the grades earned are "B" or better or equivalent and acceptable to adviser and dean. The amount of such transfer credit cannot exceed nine semester hours in one field or total more than 12 hours. Graduate credits transferred from other institutions may only be accepted if they are not superannuated toward meeting degree requirements by time limitations.

RESIDENCE REQUIREMENT

Except for transfer credit, all work counted toward a master's degree must be taken in courses offered or approved by the Graduate School of Marshall University. Such courses shall be considered as residence credit whether they are taken on or off the Huntington campus.

ADMISSION TO THE GRADUATE SCHOOL FOR OFF-CAMPUS COURSES

For those students who wish to begin or to complete graduate work in off-campus courses, the same admission and graduation requirements apply as for all other graduate students. Off-campus students who fail to comply with these regulations may be refused admission to the Graduate School or be withdrawn from courses by administrative action of the Graduate Dean.

CONTINUING EDUCATION AND CERTIFICATE RENEWAL

Marshall University, in addition to offering teacher preparation programs, is actively involved in the continuing education of all professional teachers. The West Virginia Board of Education has approved a program of continuing education for all professional teachers and school service personnel. Information relative to a teacher renewing his/her professional certificate is available from the Office of the Dean, College of

Education. Please note that the teacher must have prior approval of his/her renewal advisor prior to enrolling in any course which is to be utilized for certificate renewal and/or salary classification and/or additional certification endorsements.

GRADE APPEAL PROCEDURE FOR GRADUATE COURSES AND COMPREHENSIVE EXAMINATIONS

Steps outlined in this procedure should be followed.

1. The student should first have a discussion with the course instructor to determine whether the grade recorded in the Registrar's Office is correct. The initial appeal must be within 60 days of the mailing of grades from the Registrar's Office.
2. If the procedure in Step 1 does not have a mutually satisfactory result, either party may appeal to the Department Chairperson within 15 work days after the initial appeal, who will attempt to mediate the issue at the departmental level.
3. Should the problem not be resolved at the departmental level, either party may appeal in writing to the Dean of the College in which the course is offered within 15 work days of the appeal at the departmental level. The Dean will attempt to bring it to a mutually satisfactory solution through mediation.
4. Should the problem not be resolved at the College level either party may appeal in writing within 15 work days of the appeal at the College level to the Chairperson of the Academic Planning and Standards Committee who will appoint a Review Committee as a special subcommittee of the Academic Planning and Standards Committee to be constituted as follows:
 - a. Two members of the Academic Planning and Standards Committee, one of whom will serve as chairperson. (No faculty member of APSC that is directly involved in a grade appeal may serve on this committee).
 - b. An academic dean of a different college from the college in which the course is offered.
 - c. The Chief Justice of the Student Court.
 - d. A student member of the Student Conduct and Welfare Committee.

In cases of an appeal by a student to this appeals committee in a grade challenge, the faculty member involved shall receive written notification of the grade challenge which shall include a statement of the facts and evidence to be presented by the student in support of the charges made with sufficient clarity to reasonably disclose the claim for a grade change. The faculty member involved and the student making the appeal shall receive written notification that a hearing will be held before the academic appeals committee together with the notice of the date, time and place of the hearing.

5. The full report of the recommendation of the special subcommittee will be sent to the Academic Planning and Standards Committee which may hold further hearings. Academic Planning and Standards Committee will inform the student and faculty person of the results of its committee decision. If after the appeal process has been completed, it is concluded that the grade assigned to the student is incorrect, the Academic Planning and Standards Committee shall provide for an appropriate change to be entered on the student's transcript in accordance with standard University procedure. Grade appeals shall end at this level.
6. This procedure will be effective from the date of adoption by the faculty.

Adopted - General Faculty Meeting, November 11, 1969;
Amended by Academic Planning and Standards Committee:
Sept. 11, 1980; Oct. 16, 1980; April 20, 1981, Nov. 11, 1982.

NOTE: In the case of graduate students dean of the college, refers to the Dean of the Graduate School. Appeal of a graduate comprehensive examination result may occur only after the second attempt to pass the examination.

THE GRADUATE RECORD AND OTHER EXAMINATIONS

The Graduate Record Examination General Test is required of all newly admitted graduate students except those pursuing the MBA degree. The GRE should be taken prior to admission but may be taken during the first semester of enrollment. The MBA students are required to take the General Management Admission Test prior to admission. Advanced Graduate Record Examinations and the National Teacher Examination may be required by specific departmental programs and will be so indicated in the program or departmental description in the catalog.

These examinations will be administered at Marshall University and other testing centers on dates listed in the Office of the Graduate School and the Registrar's Office. The student wishing to take any of these examinations must make proper application and pay the required fees directly to the organization in charge of the examination, which should be notified to send an official copy of the examination scores to the Dean of the Graduate School, Marshall University, Huntington, West Virginia 25701.

RESPONSIBILITY

Students admitted to the Graduate School are assumed to be mature adults and are expected to behave accordingly. The advisory services provided for in the operation of the various graduate programs assist the students. However, the student alone is responsible for following the procedures and completing the steps required in his program. Failure of an adviser to remind a student of a requirement or deadline date is not acceptable as a basis for waiver of the requirement. Requirements of the Graduate School, both procedural and substantive, may be waived only by written request of the student and must have the written approval of the Graduate Dean.

RESEARCH

The Graduate School has a particular interest in research by students and faculty. It is the responsibility of the Graduate Dean to promote research by all available means. A Research Board composed of faculty members advises the Dean on such matters. Students and faculty interested in research opportunities or who need assistance in their research activities may contact the Graduate School Office.

Training in The Graduate School at Marshall University is based upon the student's active participation in the teaching and research programs in their major areas of interest. It may not always be possible to provide all students with financial aid. However, the Graduate School requires that all students, regardless of receipt of financial assistance or its ultimate source, participate in the departmental programs (teaching, research, etc.) as an integral part of their advanced training.

School of Medicine

The School of Medicine offers the degree of Doctor of Medicine.

Marshall University, with the assistance of the Veterans Administration and with the approval of the West Virginia Board of Regents, has established a four year School of Medicine. This School of Medicine is designed in terms of both curriculum content and method of delivery to give emphasis to the training of primary care specialists, and to promote the development of rural health care delivery systems. Affiliation agreements have been consummated with the Veterans Administration Hospital, St. Mary's Hospital and Cabell Huntington Hospital in Huntington, and other community hospitals in West Virginia.

The School of Medicine is accredited by the Liaison Committee on Medical Education, of the American Medical Association and the Association of American Medical Colleges.

Information concerning admission may be found in the catalog of the School of Medicine, Marshall University.

Courses of Instruction

ABBREVIATIONS

PR: Prerequisite
 CR: Corequisite
 REC: Recommended
 I,II,S: I-Fall semester; II-Spring semester; S- Summer
 -lec. -lab-lecture and laboratory hours per week (e.g., 2 lec-4 lab-two hours lecture and four hours laboratory per week)

ACCOUNTING (ACC)

Program and courses to be found under Business.

ADULT EDUCATION (AE)

The Master of Science in Adult Education is a field based program designed to serve persons who work with adults in either an instructional or an administrative mode and is basically a professional development program. As such its participants are drawn from various areas such as the human services agencies, those with staff development or inservice responsibilities in hospitals, business or government as well as those in adult preparatory programs at the post-secondary or community college level. It is a flexible program having a state-wide delivery system. Such a program allows the candidates to study near home during the academic year. Most courses are taught in the evening or at other convenient times. In addition to the core of courses, every effort is made to assist the candidate in tailoring the program to meet his or her needs.

The following plans provide the framework for the candidate's program of study:

Non-Thesis option requirements	Hours
1. Required Core Courses (AE 500, 610, and 620)	9
2. Additional Adult Education Courses	9
3. Minor and Electives	18
Total Required Hours	36
Thesis option requirements	Hours
1. Required Core Courses (AE 500, 610, and 620)	9
AE 681, Thesis	6
2. Additional Adult Education Courses	3
3. Minor and Electives	14
Total Required Hours	32

NOTE: The minor field of study is selected cooperatively by the candidate and his or her advisor and should be related to the over-all goals of the candidates' program of study. Normally the minor requires a minimum of 6 hours of course work in the selected area, however there is no maximum number of hours which may be taken. Prior to making application to candidacy all students are required to take the Graduate Record Exam (GRE). Application for admission to candidacy should be made by the student after the completion of 12 semester hours and before completing 18 semester hours. To be eligible to apply for admission to candidacy the student must possess a 3.0 grade point average in the graduate courses applicable to the degree program. Approval for admission to candidacy will be made by the student's graduate committee which must include the student's advisor and the department chairman. All candidates must take a written comprehensive examination covering the areas germane to the candidate's preparation.

500. Introduction to Adult Education. 3 hrs.

Designed to acquaint the student with adult education. It is a study of the foundations of and the development of the Adult Education movement in the United States.

580-583. Special Topics in Adult Education. 1/2-4 hrs.

Concentrated independent study designed to allow and encourage students to study and/or research actual problems and issues in adult education.

585-588. Independent Study. 1-4 hrs.

600. Adult Basic Education. 3 hrs.

A comprehensive study of ABE in West Virginia and the Nation. This course is designed to give the student a deeper and broader understanding of ABE.

610. Characteristics of the Adult Learner. 3 hrs.

This course is designed to help the student gain a better understanding of the characteristics of adults in general and of certain groups in particular.

620. **Adult Development and Learning. 3 hrs.**
An examination of adult development and learning, including aspects of physiology, sociology and psychology which have implications for the learning process.
630. **Program Planning in Adult Education. 3 hrs.**
An examination and application of the process involved in the development, operation, and evaluation of adult education programs in the community.
640. **Trends in Adult Education. 3 hrs.**
A seminar designed to examine the trends of the past few decades in adult education with some emphasis on the future and the challenges to be faced.
641. **Literature of Adult Education. 3 hrs.**
A program of readings, either extensive or intensive, and reports on specific areas in adult education or particular problems within an area of adult education. Readings to be selected cooperatively with advisor.
660. **Administration of Adult Education. 3 hrs.**
An exploration of the characteristics of administrators and administrative strategies in adult education. Characteristics of an effective AE administrator will be an area of primary concern in the course.
679. **Practicum in Adult Education. 3 hrs.**
Individually designed to provide field experience under the supervision of the faculty, such experience to be related to the student's project role in adult education.
681. **Thesis. 1-6 hrs.**

ANTHROPOLOGY (ANT)

505. **Applied Anthropology. 3 hrs.**
Principles of applied anthropology in community development. (PR: 6 hours of anthropology or sociology or equivalent)
526. **African Cultures. 3 hrs.**
Comparative analysis of the tribal cultures of Africa. (PR: 6 hours of anthropology, or equivalent)
527. **Ethnic Relations. 3 hrs.**
Analysis of cultural contact situations with emphasis on the role of western Europe cultures. (PR: 6 hours of anthropology or equivalent)
530. **The American Indian. 3 hrs.**
Comparative analysis of Indian tribal cultures of the Americas. (PR: 6 hours of anthropology or equivalent)
537. **World Cultures: An Anthropological View. 3 hrs.**
Anthropological analysis of the major culture areas of the world. (PR: 6 hours of anthropology or permission)
541. **Oceania. 3 hrs.**
Comparative analysis of the original cultures of the Pacific Islands area. (PR: 6 hours of anthropology or permission)
551. **Anthropological Analysis. 3 hrs.**
Examination of the logic of analytical procedures utilized in ethnographic and comparative approaches to anthropological data. (PR: ANT 201)
553. **Culture and Personality. 3 hrs.**
Analysis of the relations between cultural, social and personality systems. (PR: 6 hours of sociology or anthropology, 6 hours of psychology or equivalent)
555. **Appalachian Cultures. 3 hrs.**
Analysis of the Cultures of Appalachia. (PR: 6 hours of anthropology or departmental permission)
570. **Appalachian Field Experience I. 3 hrs.**
Supervised field work in an Appalachian community studying the social and cultural characteristics of the area. Four afternoons each week plus one class hour. (PR: Anthropology 455, or equivalent)
571. **Appalachian Field Experience II. 3 hrs.**
Supervised field work in an Appalachian community studying the social and cultural characteristics of the area. Four afternoons each week plus one class hour. (PR: Anthropology 555)
- 580-583. **Special Topics. 1-4 hrs.**
Study of topics of interest not covered in regularly scheduled classes. (PR: Graduate status and permission)
- 585-588. **Independent Study. 1-4 hrs.**
Individual study of topics not offered in regularly scheduled classes. (PR: Graduate status and permission)

ART (ART) (See also Education: Art)

Applicants for admission to the graduate program should have adequate preparation in art. A portfolio or colored slides of previous art work, to be evaluated by the Art Department faculty, is required. Applicants

revealing studio deficiency may be required to do additional work in the area of weakness. The quality of the student's work is reviewed by the faculty when application for admission to candidacy is made. The student must complete 18 hours after passing the Graduate Review. The student is encouraged to include a drawing course in his program.

A thesis is optional. Six hours of electives may be used as a studio minor. Prior to graduation, the candidate shall exhibit creative work achieved during the program of study and pass a written comprehensive which includes a formal paper and brief examination on terminology.

Course requirements	Hours
Minimum	32-36
Studio major in painting, sculpture, printmaking, ceramics or weaving.	15-21
Art history	6
Seminar	3
Electives in related courses (Studio minor for Fine Arts majors)	6
501-502. History of Art. 3; 3 hrs. I or II or S.	
A survey of the development of architecture, sculpture, painting and the minor arts to 1400 A.D. and from 1400 A.D. to present.	
503. Oriental Art. 3 hrs. I or II or S.	
A historical survey of the architecture, painting, and sculpture of China, India and Japan.	
505. Art in America. 3 hrs. I or II or S.	
A survey of the development of architecture, painting, and sculpture from colonial times to the present.	
506. Figure Drawing. 3 hrs. I or II or S.	
Practice in drawing from the posed human figure.	
507. Prehistoric and Primitive Art. 3 hrs. I or II or S.	
An introduction to the unique Arts of so-called precivilized peoples with a two-fold emphasis: First, the European Pre-Historic, Second, the Non-European Primitive.	
509. Nineteenth Century Art. 3 hrs. I or II or S.	
A survey of the development of architecture, painting, and sculpture in the western world during the last century.	
512. 20Th Century Art To WW II. 3 hrs.	
A survey of the development of architecture, painting and sculpture in the Western World from 1900 to World War II.	
513. 20Th Century Art After WW II. 3 hrs.	
A survey of the development of architecture, painting and sculpture in the Western World from World War II to the present.	
519. Spinning, Dyeing, and Tapestry. 3 hrs. I or II or S.	
Basic procedures in hand spinning, dyeing and tapestry weaving.	
540. Advanced Commercial Design. 3 hrs.	
Directed study in which student may select subject from any area of commercial design with the goal of developing specific area of expertise. Emphasis on original design and research.	
550. 2 & 3 Dimensional Designs for Fabrics. 3 hrs.	
Exploring the potentialities of fabric as an art experience in two and three dimensional art form.	
555-556. Painting: Acrylic and Oil. 3; 3 hrs. I, II, S.	
Study and practice of painting in expressing still life, landscape and the human figure.	
566. Problems in Curriculum Development for Public School Art K-12. 3 hrs.	
Exploring considerations for curriculum development in Art Education, developing individualized curriculum for specific situations on grade levels K-6 or 7-12.	
569. Graphic Processes. 3 hrs. I, II, S.	
Experiments in the media of Intaglio, Lithography, Serigraphy, Relief, Collagraphs and new techniques of printmaking.	
570-573. Practicum. 3 hrs. I, II, S.	
To be used for learning activities that involve the application of previously learned processes, theories, systems or techniques.	
580-583. Special Topics. 1-4 hrs.	
To be used for experimental courses. By permission only.	
585-588. Independent Studies. 1-4 hrs.	
To be reserved for tutorials, directed and independent research and readings, problem reports, and other activities designed to fit the needs of individual students within the major.	
601. Advanced Problems in Art Education (Grades K-12). 3 hrs. I, II, S.	
For graduate students with limited experience in the arts and crafts wishing to familiarize themselves with methods and materials used in art education.	
602. Current Problems in Art. 3 hrs. I or II or S.	
604-605. Mural Techniques. 3; 3 hrs. I or II or S.	
650-651-652-653-654-655-656. Advanced Studio Sequence. 3; 3; 3; 3; 3; 3; 3 hrs. I, II, S.	
The student will select special studies from art education, art history, drawing, painting, sculpture, ceramics, graphics, and other related approved projects.	
670. Seminar. 3 hrs. I, II, S.	
Readings and reports in selected areas of art education.	
679. Problem Report. 1-3 hrs. I or II or S.	
681. Thesis. 1-6 hrs. I or II or S.	

BIBLE AND RELIGION (BR)

See Religious Studies

BIOLOGICAL SCIENCES (BSC)

The Master of Arts or the Master of Science degree with a major in the biological sciences is preparation for teaching and research and for positions in public health, food sanitation, governmental and industrial biology, biological technical sales, conservation, game and wildlife management, part naturalist, genetics, pest control, and microbiology.

The Master of Science degree requires the submission of an acceptable thesis. The Master of Arts degree will be awarded to students electing the non-thesis option.

The Graduate Record Examination in Biology is required of all students and must be taken prior to or during the student's first registration. The subscores will be used for program planning.

Admission to the graduate program in the biological sciences will depend upon the student's admission to the Graduate School and acceptance by the department.

The student will select a tentative graduate program in consultation with a Committee on Graduate Studies which will assist the student in the selection of a graduate committee consisting of three faculty members including the thesis adviser who will serve as chairman of the committee. During the semester in which the student is completing his 12th semester hour of work, the student will apply for candidacy. The student's graduate committee will determine admission to candidacy and will assist in the planning of the remainder of the program.

Graduate students must have adequate knowledge in both plant and animal sciences. Students who are admitted to the program with a concentration in one of these fields and with little work in the other are expected to diversify their studies in the biological sciences. This diversification should begin early in the graduate program.

Graduate students must complete either as undergraduates or prior to admission to candidacy the following basic core of courses or equivalents:

Organic Chemistry (CHM 327 or 355-356 and 361)

Statistics (Math 225 or PSY 223)

Survey of Vertebrates or Invertebrates (ZOO 212 or 214)

Plant Morphology or Plant Taxonomy (Bot 415 or 515/BSC 515-516)

Cellular Physiology (BSC 404/504)

Genetics (BSC 407/507)

General and Field Ecology (BSC 306)

Biological Literature (BSC 660)

Theses must conform to the guidelines established by the Graduate School and the department. The maximum amount of credit that may be earned for the thesis is six hours. It must be completed and submitted to the department and to the Graduate School by the dates specified in the University Calendar. Students electing the thesis option must complete at least thirty-two hours of graduate work including the thesis.

Students who elect the non-thesis option must complete a minimum of thirty-six hours of graduate work.

Each candidate must submit one semester hour credit in Biological Literature (BSC 660) and two semester hours credit in Seminar (BSC 661-662).

At least six hours of graduate work must be completed in a minor field. The department may recommend to the Graduate Dean that the minor requirement be waived.

Upon the completion of the course requirements and of the thesis (if the thesis option is selected), the candidate must pass a comprehensive oral examination.

501. **Ichthyology. 4 hrs. II, S.**

Anatomy, physiology, ecology, zoogeography, economic importance and classification of major groups and representative local species of fishes. 2 lec-2 lab and field. (PR: BSC 102, ZOO 214 or 302)

503. **Biological Microtechnic. 3 hrs. I.**

Principles and methods of fixing, imbedding, sectioning and staining of plant and animal preparations. Methods for identification and localization of cellular components. Introductory photomicrography. 1 lec-4 lab.

504. **Cellular Physiology. 4 hrs. I, II, S.**

The physio-chemical nature of intracellular processes in plant and animal cells with emphasis on the functional significance of microscopic and submicroscopic structure and organization. (Rec: Background in biological sciences, chemistry and physics)

505. **Economic Botany. 3 hrs. I, S.**

Plants used by man for food, ornamental purposes, building materials, textiles and other industrial purposes: economic importance of conservation. No laboratory.

506. **Herpetology. 4 hrs. II, S.**

A survey of the reptiles and amphibians of the world with special emphasis placed on forms resident to West Virginia aspects of zoogeography, anatomy, taxonomy, and behavior. 2 lec-2 lab. (PR: BSC 102, ZOO 214)

507. **Genetics. 4 hrs. I, II.**

The fundamental principles and mechanisms of inheritance. 3 lec-4 lab.

508. **Ornithology. 3 hrs. II, S.**
Identification, distribution, migration and breeding activities of birds. 2 lec-2 lab.
509. **Mammalogy. 4 hrs. I, S.**
A study of the structural features, evolution and classification of the mammals; other topics will include ecology, zoogeography, behavior, reproductive strategies, physiological adaptations to extreme environments and economic aspects. 2 lec-2 lab. (PR: BSC 102, ZOO 214 or 302. Rec: ZOO 407)
513. **Principles of Organic Evolution. 3 hrs. II, S.**
The facts and possible mechanisms underlying the unity and diversity of life with emphasis on Neo-Darwinian concepts of the role of species in evolutionary phenomena. (PR: ZOO 212 or 214 and 12 hours BSC, BOT or ZOO)
514. **Entomology. 4 hrs. I, S.**
Entomology, anatomy, physiology, identification, classification, life histories and economic importance of representative insect groups. 2 lec-4 lab.
515. **Plant Morphology. 4 hrs. I, II, S.**
Characteristics of the great plant groups. Discussion of the important steps in the development of plants. 2 lec-4 lab.
516. **Plant Taxonomy. 4 hrs. I, II, S.**
Identification and classification of seed plants and ferns of eastern United States. Readings in history and principles of taxonomy, rules of nomenclature and related topics. 2 lec-4 lab.
518. **Mycology. 4 hrs. I.**
Nature, cause and control of plant diseases. 2 lec-4 lab.
519. **Plant Anatomy. 3 hrs. II, S.**
Investigations in plant anatomy. 2 lec-2 lab.
520. **Plant Physiology. 4 hrs. II, S.**
Experimental study of plant life processes to include applicable biophysical and biochemical principles. 2 lec-4 lab.
524. **Animal Parasitology. 4 hrs. I, S.**
Morphology, life histories, classification, and host relationships of common parasites. 2 lec-4 lab. (Rec: Zoology 212 or equivalent)
526. **Medical Entomology. 4 hrs. II, S.**
The characteristics and control of certain insects and other arthropods which transmit disease-causing organisms. 2 lec-4 lab. (Rec: Zoology 212 or equivalent)
530. **Plant Ecology. 4 hrs. I, II, S.**
The interrelationships of plants and animals with emphasis on plants and environmental relationships. Local and world biotic communities. 2 lec-4 lab. (PR: Botany 416, BSC 516 or permission)
531. **Limnology. 4 hrs. I, S.**
The study of inland waters; ecological factors affecting lake and stream productivity and various aquatic communities. 2 lec-4 lab.
542. **Advanced Microbiology. 4 hrs. I, S.**
An advanced treatment of microbiology with emphasis on the molecular aspects of anatomy, taxonomy, and physiology of microorganisms. 2 lec-4 lab.
560. **Conservation of Forests, Soil and Wildlife. 3 hrs. I, S.**
Primarily for teachers in the biological sciences, general and applied sciences. Includes fieldwork, seminars, and demonstrations related to conservation. 2 lec-4 lab.
561. **History and Development of Scientific Thought. 3 hrs. II, S.**
A study of men who have influenced science; their ideas; the philosophy of their periods; and the conditions leading to scientific advancement.
- 580-583. **Special Topics. 1-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
601. **Vertebrate Embryology. 4 hrs. I, S.**
Vertebrate development based on frog, chick and pig embryos. 2 lec-4 lab.
608. **Plant Physiology: Growth and Development. 4 hrs. II, S.**
Comprehensive advanced study of correlative growth in plants with emphasis on germination, dormancy, growth substances and physiological phenomena associated with phases of development. (PR: Cellular physiology (504) or equivalent)
- 620-621-622. **Taxonomy of Vascular Plants. 1-2 hrs. II.**
Field studies in the taxonomy of higher plants. (Limited to 4 hours credit per student).
625. **Advanced Physiology. 4 hrs. II, S.**
Lecture, current literature and introduction to research in physiological systems. 3 lec-3 lab.
626. **Protozoology. 4 hrs. (Offered every third semester)**
A study of free-living and parasitic protozoa important to agriculture, wild-life, and man. Morphology, physiology, reproduction, ecology, and life histories of parasitic protozoa will be emphasized.
631. **Animal Ecology. 4 hrs. I, S.**
A study of population and behavior ecology; community dynamics and field techniques. 2 lec-4 lab.
- 650-651-652. **Special Problems. 1-3; 1-3; 1-3 hrs.**
By permission of adviser.

660. **Biological Literature.** 1 hr. I, II, S.
Location, evaluation and use of biological literature. CR/NC.
- 661-662. **Seminar.** 1; 1 hrs.
679. **Problem Report.** 1-3 hrs.
681. **Thesis.** 1-6 hrs.
By permission of adviser.

BIOMEDICAL SCIENCES

The Basic Science Departments of the School of Medicine offer conjointly a program leading to the M.S. degree in Biomedical Sciences.

Applicants for the program must satisfy the minimum admission requirements established by the Graduate School. In addition they should have one year of collegiate preparation in each of the following: general biology, general physics and chemistry including general and organic chemistry. Although calculus and physical chemistry are not general requirements for admission to the program, they may be required by certain departments since physical chemistry is a prerequisite to advanced course work in certain areas of concentration. The applicant must also submit Graduate Record Examination scores (General Aptitude and Advanced Test Scores) along with three letters of recommendation.

The degree of Master of Science in Biomedical Sciences requires a minimum of 36 hours of course work. Each candidate must specialize and be accepted into one of the following areas: Anatomy, Biochemistry, Microbiology, Physiology or Pharmacology. In addition the student must have at least four hours of credit in each of two, but not more than two, other medical science areas. All students will be required to take Cellular and Molecular Biology, Applied Statistics, Introduction to Research or Thesis, and Seminar. The remaining credit hours necessary to meet the 36 hours requirement will be chosen from graduate course offerings with the concurrence of the student's advisory committee.

DOCTOR OF PHILOSOPHY IN BIOMEDICAL SCIENCES

The Doctor of Philosophy Degree in the Biomedical Sciences is given in cooperation with West Virginia University. The work for this degree is done on the Marshall University Campus with the degree being awarded by West Virginia University.

Admission. Students who wish to enroll in the Doctor of Philosophy Degree Program must apply for admission through the Marshall University Graduate School. They must meet the admission requirements of the West Virginia University Graduate School, the Marshall University Graduate School and the Graduate Study Committee of the Marshall University School of Medicine. Interested persons should contact the Biomedical Program Coordinator at the Department of Biochemistry, Marshall University School of Medicine, Huntington, WV 25701.

Foreign Language Requirement. Individual disciplines may require a student to demonstrate a proficiency in one or more foreign languages.

Course Requirements. Students who are admitted to the program must have completed the course work requirements for the Marshall University Master of Science Degree in Biomedical Science or have equivalent experience. This includes Cellular and Molecular Biology, Statistics, and one basic course offering in each of three different basic medical science departments. Seminar and Introduction to Research are required along with special area courses for a minimum of thirty-six credit hours. Additional course work may be recommended by the candidate's advisor with the approval of the doctoral committee. Doctoral students will also be expected to participate in seminar while in residence and complete a research project which will result in a dissertation.

Candidacy. Admission to candidacy is accomplished by successfully passing a candidacy examination which will consist of both written and oral portions submitted by the student's advisory committee. Should the student fail the examination, he or she may be required to repeat all or part of the examination, or may be dismissed from the program by the Graduate Dean, on the recommendation of the student's advisory committee.

Residence. The doctoral program will normally require 2½ to 3 years of full-time graduate work beyond the M.S. Degree. This must include a minimum of two semesters of residence in full-time graduate study at Marshall University. In addition, all doctoral students in this program, regardless of receipt of financial assistance must participate in the teaching and research programs as an integral part of their advanced training.

Time Limitation. Requirements for the degree of Doctor of Philosophy in the Biomedical Sciences must be completed within seven years.

BIOMEDICAL SCIENCE (BMS)

600. **Cellular and Molecular Biology.** 3 hrs. I.
A study of the molecular biology of the cell and its organelles, cell interactions and evolution. (PR: One year of Biology and Organic Chemistry and consent of instructor)
679. **Special Problems.** 1-3 hrs. I, II, S.
Intensive study of a selected topic or problem. Emphasizes independent study. (PR: Consent of advisor)
680. **Seminar.** 1 hr. I, II.
Study and discussion of current topics related to the Biomedical Sciences.
681. **Thesis.** 1-9 hrs. I, II, S.

685. **Introduction to Research. 1-6 hrs. I, II, S.**
Directed research activities requiring a completed prospectus for an advanced research project, a written report, or a research thesis. A minimum of three (3) hours required for all M.S. candidates. (PR: Consent of instructor)
882. **Research. 1-15 hrs. I, II, S.**

ANATOMY (ANA)

- 620-621. **Gross Anatomy. 4; 4 hrs. I, II.**
A course centered about dissection of the human body in the laboratory. Lectures are designed to guide the student and stimulate him toward independent effort. (PR: Consent of instructor)
624. **Microscopic Anatomy and Ultrastructure. 4 hrs. I.**
An in-depth study of the microanatomy and fine structure of human tissues, specifically designed for graduate students through special laboratories, lectures, and seminars. (PR: Consent of instructor)
626. **Advanced Histological Techniques. 4 hrs.**
Advanced theories and techniques of tissue preparation, staining, and histochemistry. (PR: Consent of instructor)
628. **Anatomy of the Nervous System. 4 hrs. II.**
The gross and fine structure of the nervous system is correlated with function at each level of the spinal cord and brain. Lectures are supplemented in the laboratory by the study of microscopic sections and gross sections of the spinal cord, brain stem and whole brain. (PR: Consent of instructor)
632. **Principles of Mammalian Development. 3 hrs. I.**
A lecture course designed to present the salient features of normal human development so that students will have a basis for comprehending normal adult anatomic relations and variations, and a basis for interpreting congenital pathologic conditions. (PR: Consent of instructor)

BIOCHEMISTRY (BIC)

620. **Human Biochemistry. 6 hrs. I.**
A study of structure and metabolism of biological compounds with special reference to the human. (PR: Organic chemistry and consent of instructor)
624. **Human Biochemical Genetics. 3 hrs. I.**
A study of inborn errors of metabolism, their detection and treatment. Clinical material will be presented and students will be expected to critically evaluate current literature. (PR: Consent of instructor)
630. **Radioisotope Methodology. 3 hrs. II.**
A study of the methodology of radioisotopes and ionizing radiation, means of detecting radiation, preparation of biological samples for radioassay, sources of error in assay and radiation safety. (PR: Consent of instructor)
632. **Nutritional Biochemistry. 2 hrs. II.**
A study of nutrition with emphasis on biochemical mechanisms of nutrition requirements. (PR: A course in Organic and Biochemistry and consent of instructor)
634. **Lipid Biochemistry. 2 hrs. II.**
Advanced study of lipid structure and metabolism. (PR: Biochemistry and consent of instructor)
636. **Enzymology. 3 hrs. I.**
A study of enzyme function, including purification, assay, kinetics, inhibition, pH, temperature effects, active site probes, subunit studies, isotope effects, allosterism, and mechanisms. Current literature will be discussed. (PR: Biochemistry and consent)
638. **Nucleic Acids and Protein Synthesis. 3 hrs. II.**
An advanced course in molecular biology and molecular genetics emphasizing current research in these areas. (PR: Biochemistry and consent of instructor)
640. **Carbohydrate Biochemistry and Metabolic Regulation. 2 hrs. II.**
Advanced study of the metabolism of carbohydrates with emphasis on metabolic regulation. (PR: Biochemistry and/or Enzymology and consent of instructor)
642. **Biochemical Techniques. 3 hrs. I, II.**
Modern biochemical techniques for the preparation, purification and characterization of biochemical materials. (PR: consent of instructor)

MICROBIOLOGY (MCB)

620. **Principles of Medical Microbiology. 5-7 hrs. I.**
The study of microorganisms, immunobiology, immunologic diseases, host resistance and the means by which diseases are produced and prevented. (PR: Organic Chemistry, General Microbiology and consent of instructor)
621. **Microbial Physiology. 4 hrs.**
Selected aspects of microbial cell structure, intermediary metabolism, genetics, macromolecular structure and biosynthesis, and the growth cycle will be considered in depth.

630. **Microbial Genetics. 3 hrs.**
Analysis of concepts and techniques in microbial genetics through evaluation of current research. Emphasis will be on genetic engineering, transfer of genetic information and phage genetics.
642. **Graduate Microbiology I (Physiology/Genetics). 4 hrs.**
An advanced treatment of microbiology with emphasis on the molecular aspects of anatomy, taxonomy, and physiology and genetics of microorganisms.
645. **Graduate Microbiology II (Immunology/Virology). 5 hrs.**
A. In depth study of the cellular and molecular aspects underlying the immune responses.
B. In depth study of animal viruses, detailing modes of replication and mechanisms of viral nucleic acid and protein synthesis.

PATHOLOGY (PTH)

- 620-621. **Human Pathology. 6; 6 hrs.**
General principles of pathology, systemic pathology, and holistic integration with laboratory medicine and autopsy-clinical-and-cytologic material.

PHARMACOLOGY (PMC)

620. **Medical Pharmacology. 6 hrs.**
An introduction to the basic concepts of drug actions and therapeutic principles governing drug therapy. Emphasis is placed on general mechanisms, therapeutic uses and toxicity of prototypic drugs. (PR: BIC 620, PHS 629 desirable; consent of instructor)
625. **Drug Metabolism. 3 hrs.**
Topics will include a discussion of the metabolizing enzymes, enzyme induction and inhibition, toxic metabolites, prodrugs, metabolic disorders and analytical methods for studying drug metabolism. (PR: consent of instructor)
630. **Chemical Aspects of Pharmacology. 3 hrs.**
An introduction to the chemical principles of pharmacology. The chemical classification, acid-base chemistry and stereochemical properties of drugs and the reactivity of drugs with biological systems will be discussed. (PR: consent of instructor)
635. **Biochemical Basis of Neuropharmacology. 3 hrs.**
An advanced study of the interactions between drugs and the nervous system. (PR: consent of instructor)
640. **Behavioral Pharmacology. 3 hrs.**
Behavioral methods for assaying drug action. (PR: consent of instructor)

PHYSIOLOGY (PHS)

629. **Mammalian Physiology. 6 hrs. II.**
A study of mammalian systems including pulmonary, renal, cardiovascular, gastrointestinal, endocrinological and nervous systems. Emphasis will be placed on homeostatic mechanisms and on experimental approaches to physiology. (PR: Consent of instructor)
630. **Experimental Physiology. 1 hr. II.**
A laboratory course in mammalian physiology which includes instruction in surgical preparation, bioinstrumentation technique and open-chest surgery in dogs. (PR: PHS 629 and consent of instructor. This course may be taken concurrently with 630)
631. **Physiology Practicum. 2 hrs. II.**
Experience in laboratory instruction of medical and graduate students in the mammalian physiology laboratory. (PR: PHS 630 and consent of instructor)
632. **Physiology of Sleep. 1 hr.**
Detailed examination of changes in EEG, EMG, cardiorespiratory function and ocular motility during sleep. (PR: PHS 629)
634. **Advanced Neurophysiology. 1-2 hrs.**
Bioelectric potentials. A.C. and D.C. potentials, transcortical potentials, E.E.G., corneo-retinal potential, blood-CSF potential, etc. (PR: PHS 629)
636. **Advanced Respiratory Physiology. 1-2 hrs.**
Neural control of respiration with emphasis on bio-feedback regulation. (PR: PHS 629)
638. **Advanced Cardiovascular Physiology. 1-2 hrs.**
Advanced Cardiovascular Physiology. (PR: PHS 629)
640. **Advanced Renal and Electrolyte Physiology. 1-2 hrs.**
Advanced Renal and Electrolyte Physiology. (PR: PHS 629)

BUSINESS (ACC, CIS, FIN, MGT, MKT, OAD)

Marshall University, through its Graduate School and College of Business offers the Master of Business Administration degree and the Master of Arts degree with a major in Business Education.

MASTER OF BUSINESS ADMINISTRATION PROGRAM

Qualified candidates are given an excellent opportunity to earn the Master of Business Administration degree. In keeping with its purpose of providing professional preparation and foundation, the M.B.A. program gives emphasis to building a strong fundamental framework and the development of skills in managerial problem-solving and decision-making.

PROGRAM DESIGN

Business policies and procedures, reflecting rapid advanced in technology, are subject to change over time. Methods and practices in current use may be totally inadequate for coming decades. For this reason, greater emphasis is placed on sound general principles and decision-making techniques which provide a base for continuous learning.

To accomplish this purpose the program involves:

1. A series of business foundation courses which enable the student to continue his professional development. The foundation courses required will be determined in consultation with the MBA director.
2. A broad study of functional areas of business and their inter-relationships, with emphasis on application of knowledge, concepts, and analytical methods for problem-solving.
3. Elective subject matter areas to provide for each candidate's specific professional objectives. Within the framework of the basic program, each candidate has considerable choice in selecting an area of professional concentration. Areas currently offered are: accounting, economics, marketing, finance, and management.

The program may be completed in one calendar year, attending on a full-time basis and depending on the candidate's previous training.

The M.B.A. program includes

	Hours
Business foundation courses required as determined by the M.B.A. director	0-32
M.B.A. Functional studies courses	30
Electives or thesis (with prior permission of Department Chairman)	6
	36-68

The University reserves the right, even after the arrival and enrollment of students, to make individual curricular adjustments whenever particular deficiencies or needs are found. These deficiencies will be determined by the M.B.A. program director. Students may be required to take such courses without credit toward the master's degree and at their own expense. This will apply to additional course work in Speech and/or English whenever necessary. Students must consult with the M.B.A. director prior to registration each semester.

ADMISSION TO THE M.B.A. PROGRAM

Admission to the Graduate School is the first step. The second action required is admission to the MBA program. Each applicant is required to submit the Graduate Management Test (GMAT) score before enrolling in the M.B.A. program. Decisions on applications for admission to the M.B.A. program shall be based upon a careful consideration of the applicant's total record, including undergraduate grade point average, scores on the GMAT, and the graduate grade point average earned prior to enrollment in the M.B.A. courses.

The minimum requirement for admission is a score of 950 computed by multiplying the undergraduate grade point average ($A = 4.0$) by 200 and by adding the GMAT score. Undergraduate preparation in business administration is not a prerequisite for admission to the program; however, students must complete the prerequisite foundation courses before enrolling in M.B.A. classes.

Students whose undergraduate major is not in business administration and those who received the baccalaureate degree from a college or university not accredited by a regional accrediting association within the U.S. will be required to complete the prerequisite Foundation courses as specified in the catalog and take the GMAT before enrolling in Graduate Courses leading to the M.B.A. degree.

ADMISSION TO CANDIDACY

A student must be admitted to candidacy for the degree of Master of Business Administration. The requirements for such admission are the completion of the necessary foundation courses and a minimum of four (4) M.B.A. functional studies courses, with an average of 3.0 or higher.

Upon completion of these requirements students are expected to apply for candidacy.

TRANSFER OF COURSES

Only a student who has been admitted to candidacy may request the transfer of a graduate course taken at some other accredited institution. Such a request may be granted if the course taken is similar to a graduate

course in business administration offered by Marshall University, and was passed with a grade of "B" or better. No student may transfer more than 12 semester hours of graduate course work, nor more than nine (9) semester hours in one field. Graduate credits transferred from other institutions may only be accepted if they are not superannuated toward meeting degree requirements by time limitations.

Evaluation of transfer credit is made by the M.B.A. Advisor in consultation with the Department Chairperson in the field in which the student has completed the course work. The student may be requested to present course descriptions and course textbooks to facilitate the evaluation.

Once the student has been admitted to the M.B.A. program and has begun a program of study, he may take courses and transfer credits with a grade of "A" or "B" from another university only if he is authorized to do so by the M.B.A. Advisor prior to registration for graduate study at another university.

DEGREE REQUIREMENTS

1. Each candidate is required to complete from 36 to 68 semester hours depending upon previous training and educational background. Each candidate must exhibit competence in the functional studies by satisfactory completion of designated courses with a quality point average of 3.0 (B).

2. Candidates must pass a comprehensive, written examination which will normally be given each semester or term.

COURSE REQUIREMENTS

BUSINESS FOUNDATION COURSES

It is to be expected that students applying for admission to the M.B.A. degree program will hold different undergraduate degrees and have diverse backgrounds. Students can be accepted into the program by meeting admission standards; however, students must complete the business foundation courses designed to prepare them for specific graduate level courses in the College of Business. Generally, these business foundation courses are:

	Hours
Management 320-Principles of Management	3
Finance 323-Principles of Finance	3
Marketing 340-Principles of Marketing	3
Accounting 215/216-Principles of Accounting	6
Economics 241/242-Principles of Economics	6
Math 190-Introductory Calculus	5
Management 318-Business Statistics	3
Computer Science 515-The Use of Computers in Research	3
or CIS 101 and a programming language	

FUNCTIONAL STUDIES

All students are required to take the following courses:

	Hours
Management 601-Quantitative Controls in Business	3
Accounting 613-Profit Planning and Controls	3
Finance 620-Financial Management	3
Management 672-Theories of Management	3
Marketing 682-Advanced Marketing Management	3
Finance 691-Government and Business Relationships	3
Management 674-Operations and Production Management	3
Economics 630-Manual Economics	3
Economics-Any 600 level course	3
Business Policy 699 (Mgt., Mkt., Acc., Ecn., or Fin)	3

ELECTIVES

Six additional elective hours must be selected from any of the Business areas, from some area outside the College of Business (with advisory approval, or a thesis may be written).

ACCOUNTING ELECTIVES:

	Hours
Accounting 612-Accounting Functions in Business	3
Accounting 614-Theory of Accounting	3
Accounting 615-Auditing Theory and Practice	3

FINANCE ELECTIVES:

	Hours
Finance 625-Financial Problems in Business	3
Finance 626-Security Analysis and Portfolio Management	3
Finance 627-Financial Institutions and Markets	3

MANAGEMENT ELECTIVES:

	Hours
Management 673-Problems in Personnel Management	3
Management 675-Problems in Labor-Management Relations	3
Management 678-Management Information Systems	3
Management 692-Business Responsibilities and Social Issues	3

MARKETING ELECTIVES:

	Hours
Marketing 683-Advanced Marketing Research	3
Marketing 685-Marketing Problems	3
Marketing 687-Seminar in Marketing	3

MARKETING (Transportation Option) ELECTIVES:

	Hours
Marketing 688-Advanced Transportation	3
Marketing 689-Advanced Physical Distribution	3

ECONOMICS ELECTIVES:

Economics-Any 600-level courses not used as Economics requirements

NOTE: Students who receive more than two C grades or any grade below C in the graduate courses in the 36 hours of M.B.A. level coursework will be recommended for termination from the program. No course may be repeated where a grade has been recorded in the 36 hours of MBA level coursework.

MASTER OF SCIENCE IN ACCOUNTING PROGRAM

The Master of Science in Accounting degree is primarily for students who wish to have a program of advanced study in accounting in order to prepare for employment in the various fields of accounting. In addition, the program will provide the additional fifth year of accounting education requirement recommended by the accounting profession.

The Marshall University program is being offered in conjunction with the West Virginia College of Graduate Studies. In order to provide timely offerings of needed graduate programs in close proximity to prospective students, courses will be offered in Huntington and in Kanawha County.

PROGRAM DESIGN

The purpose of the Master of Science in Accounting is to meet the needs of accountants - both public and industrial in southern West Virginia. It will also allow professional accountants who have a degree in accounting to utilize the course offerings to fulfill the continuing professional education requirements.

To accomplish the objectives of the program, the student must:

1. Complete a series of business foundation courses to provide a basic knowledge of the various areas of business. The foundation courses required will be determined in consultation with the program director.
 2. Complete 24 hours of accounting as required for undergraduate majors. The courses required will be determined in consultation with the program director.
 3. Complete the required graduate courses in accounting and the other related areas.
 4. Complete 9 hours of electives to provide for each candidate's professional objectives. These courses are to be approved by the program director.
- | | |
|---------------------------------------------------------------------------|------|
| Foundation courses required (same as M.B.A. except for ACC 215/216) | 0-26 |
| Accounting courses required (including ACC 215/216) | 0-24 |
| Graduate accounting required | 18 |
| Business courses required | 9 |
| Business electives | 9 |

36-86 hrs.

ADMISSION TO THE MS IN ACCOUNTING PROGRAM

Admission to the Graduate School is the first step involving completion of an application with the Admissions Office. The second step is admission to the MS program. Each applicant is required to submit the Graduate Management Admissions Test (GMAT) score before enrolling in the MS program. Decisions on

applications for admission to the MS program shall be based upon a careful consideration of the applicant's total record, including undergraduate grade point average, scores on the GMAT, and the graduate grade point average earned prior to enrollment in MS courses.

The minimum requirement for admission is a score of 950 computed by multiplying the undergraduate grade point average by 200 and by adding the GMAT score. Undergraduate preparation in business administration (and accounting) is not a prerequisite for admission to the program; however, students must complete the prerequisite foundation and undergraduate accounting courses and the GMAT before enrolling in MS classes.

Students whose undergraduate degree is not in business administration (or accounting) and those who received the baccalaureate degree from a college or university not accredited by a regional accrediting association within the U.S. will be required to complete the foundation courses and the 24 hours of accounting as specified in the catalog and take the GMAT before enrolling in graduate courses leading to the MS degree.

ADMISSION TO CANDIDACY

A student must be admitted to candidacy for the degree of Master of Science in Accounting. The requirements for such admission are the completion of the necessary foundation courses, the required undergraduate accounting courses and a minimum of four (4) required graduate courses with an average of 3.0 or higher. Upon completion of these requirements, students are expected to apply for candidacy.

TRANSFER OF COURSES

Only a student who has been admitted to candidacy may request the transfer of a graduate course taken at some other accredited institution. Such a request may be granted if the course taken is similar to a graduate course in business administration offered by Marshall University, and was passed with a grade of "B" or better. General graduate transfer policies are applicable except for those students in the cooperative program with the West Virginia College of Graduate Studies where 18 hours of approved courses may be transferred.

Evaluation of transfer credit is made by the MS advisor in consultation with the department chairperson in the field in which the student has completed the course work. The student may be requested to present course descriptions and course textbooks to facilitate evaluation.

Once the student has been admitted to the MS program and has begun a program of study, he must secure permission from his adviser in advance to take courses and transfer credits from another institution.

DEGREE REQUIREMENTS

1. Each candidate is required to complete from 36 to 86 semester hours depending upon previous training and educational background.
2. Candidates must pass a comprehensive, written examination covering the required graduate level courses. The examination will normally be given each semester or term.

COURSE REQUIREMENTS

Prerequisite Business Foundation Courses

Management 320 - Principles of Management	3 hours
Finance 323 - Principles of Finance	3 hours
Marketing 340 - Principles of Marketing	3 hours
Economics 241/242-Principles of Economics	6 hours
Math 190-Introductory Calculus	5 hours
Management 318	3 hours
Computer Science 515 or CIS 101 and a programming language	3 hours

Prerequisite Accounting Courses

Accounting 215/216 - Principles of Accounting	6 hours
Accounting 311/312 - Intermediate Accounting	6 hours
Accounting 347 - Cost Accounting	3 hours
Accounting 348 - Federal Taxation	3 hours
Accounting 413 - Auditing	3 hours
Accounting 414 - Advanced Accounting	3 hours

Graduate Courses Required

Accounting 613 - Profit Planning & Control	3 hours
Accounting 614 - Theory of Accounting	3 hours
Accounting 615 - Auditing Theory & Practice	3 hours
Accounting 616 - Advanced Income Tax Procedure	3 hours
Accounting 617 - Advanced Controllershship	3 hours
Accounting 618 - Accounting Research	3 hours

Management 601 - Quantitative Controls in Business	3 hours
Finance 620 - Financial Management	3 hours
Economics 643 - Advanced Economic Theory I	3 hours
or	
Economics 644 - Advanced Economic Theory II	3 hours
*Electives (Any 600-level business courses)	9 hours

*Electives must be approved by the MS advisor prior to enrollment.

NOTE: Students who receive more than two C grades or any grade below C in the graduate courses in the 36 hours of M.B.A. level coursework will be recommended for termination.

ACCOUNTING (ACC)

580-583. **Special Topics. 1-4 hrs.**

585-588. **Independent Study. 1-4 hrs.**

612. **Accounting Functions in Business. 3 hrs.**

The meaning, uses, and limitations of the historical and projected quantitative data produced by the accounting process. Emphasis is given to the utilization of accounting information: (1) by marketing, production, and financial executives in planning and controlling business operations and (2) by investors, creditors, governmental agencies, and other external groups having an interest in the operating results and financial position of business firms. (PR: ACC 410 or equivalent)

613. **Profit Planning and Controls. 3 hrs.**

Determination, analysis, and reporting of data for planning and controlling operations. Includes flexible budgets, standard costs, and systems of determining historical costs. (PR: MGT 500 and ACC 410 or equivalent)

614. **Theory of Accounting. 3 hrs.**

History and development of accounting principles; intensive study of theoretical problems related to determination of income and presentation of financial conditions. (PR: 24 hours of accounting)

615. **Auditing Theory and Practice. 3 hrs.**

Legal and social responsibilities of the auditor. Verification of financial statements by independent public accountants and internal auditors. (PR: 24 hours of accounting)

616. **Advanced Income Tax Procedure. 3 hrs.**

A study of selected topics in the Internal Revenue code and Regulations with emphasis on tax accounting and research. (PR: 24 hours of accounting)

617. **Advanced Controllershship. 3 hrs.**

Functions of the modern corporate controller. Topics and problems demonstrating the integrative nature of the controller's role are investigative. The use of the computer is integrated into the course. (PR: 24 hours of accounting)

618. **Accounting Research. 3 hrs.**

Examination and evaluation of current theories, issues, and problems relating to accounting. Primary emphasis on accounting theory and research. (PR: 24 hours of accounting)

650-651. **Special Topics. 1-3, 1-3 hrs.**

(PR: Permission of the department chairman)

681. **Thesis. 1-6 hrs.**

699. **Business Policy and Strategy. 3 hrs.**

Study of administrative decisions making under conditions of uncertainty. Policy construction at top administrative level with emphasis on strategy with consideration of major functions of the business organization.

COMPUTER AND INFORMATION SCIENCES (CIS)

510. **Digital Electronics. 3 hrs.**

An introduction to the components, logic systems, design and operation of digital devices. 1 lec-4 lab.

511. **Microprocessors and Interfacing. 3 hrs.**

Digital data-components, construction and collection using microprocessor and controller-based computer systems. 1 lec-4 lab.

514. **The Use of Computers in Research I. 3 hrs.**

An introduction to a programming language and statistical computer package with special projects to suit the students' needs. The general, but not complete, orientation will be toward the physical science applications. Not open to students with Computer Science degrees. (PR: A college statistics course)

515. **The Use of Computers in Research II. 3 hrs.**

An introduction to a programming language and statistical computer package (both different from CIS 514) with special projects to suit the students needs. The general, but not complete orientation will be toward the social science applications. Not open to students with Computer Science degrees. (PR: A college statistics course)

- 580-583. **Special Topics.** 1-4 hrs.
 585-588. **Independent Study.** 1-4 hrs.
 601. **Computing for Educators.** 3 hrs.
 To familiarize educators with computing today. The micro computer and the basic programming language are emphasized in this course because this is the current trend today in education.
 603. **Advanced Educational Computing.** 3 hrs.
 Allows the educator to develop a more in-depth understanding of the 'BASIC programming' language and become familiar with other languages used on micro-computers.

ECONOMICS (ECN)

The Department of Economics offers a minor field of study which is appropriate to many graduate programs, such as Business Administration, Business Education, History, Home Economics, Political Science, and Social Studies.

505. **Environmental Economics.** 3 hrs.
 The application of basic economic theory to a consideration of wide range of environmental problems, including pollution, natural resource exhaustion, population and economic growth. (PR: ECN 241 and 242, or 300, or permission)
 508. **Comparative Economic Systems.** 3 hrs.
 Marxism, capitalism, communism, fascism and socialism considered as theories, movements and actual political economics. (PR: ECN 241 and 242, or ECN 300, or permission)
 510. **The Soviet Economic System.** 3 hrs.
 Origins of the Soviet Economy. A discussion of central planning and the organization of industry and agriculture. Emphasis on recent and current performance and future problems. (PR: ECN 241 and 242, or ECN 300, or permission)
 515. **Regional Economics.** 3 hrs.
 A study of location theory and regional development within a framework of economic theory. (PR: ECN 241 and 242, or ECN 300, or permission)
 520. **International Economics.** 3 hrs.
 Movement of goods and balance of payments among nations; exchange rates; exchange controls and tariffs; problems and policies. (PR: ECN 241 and 242, or ECN 300, or permission)
 522. **Introduction to Mathematical Economics.** 3 hrs.
 Modern mathematical methods for use in economics and other social sciences. (PR: Economics 241 and 242, and Mathematics 120, or permission)
 523. **Introduction to Econometrics.** 3 hrs.
 Combines economic theory with real data to obtain quantitative results for purposes of explanation and prediction. The development of useful economic models applicable to present-day world problems. (PR: Economics 241 and 242, Management 318 and Mathematics 120 or permission)
 540. **History of Economic Thought.** 3 hrs.
 Economic theories and ideas from the earliest economists to those of Marshall and Keynes. (PR: ECN 241 and 242, or ECN 300, or permission)
 541. **Contemporary Economic Thought.** 3 hrs.
 A survey of major developments and controversies of the twentieth century. Particularly close attention will be given to methodological issues such as the use of mathematics in economic theory. (PR: ECN 241 and 242, or ECN 300, or permission)
 550. **Public Finance.** 3 hrs.
 Analysis of governmental activities pertaining to raising of revenue and expenditure of monies; analysis of public debt and fiscal programs at all levels of government. (PR: ECN 241 and 242, or ECN 300, or permission)
 560. **Economic Development.** 3 hrs.
 A study of the problems, dynamics and policies of economic growth and development in underdeveloped and developed countries. (PR: Economics 241-242, or 300, or permission)
 561. **Economics Education Workshop.** 3 hrs. S.
 Intensive review of subject matter and teaching methods in economics for elementary and high school teachers. (PR: Consent of instructor or grant scholarship)
 564. **Economics of Human Resources.** 3 hrs.
 Analysis of the earnings and employment of selected social, economic and demographic groups. Actual and proposed manpower policies and programs are examined using a human capital model and alternative theories. (PR: ECN 241 and 242, or ECN 300, or permission)
 580-583. **Seminar in Special Topics.** 1-4 hrs.
 Members of the department may teach, when necessary, any economics subject not listed among the current course offerings. (PR: Nine hours of economics and consent of instructor)
 585-588. **Independent Study.** 1-4 hrs.
 A research project conducted by a qualified student under guidance of a member of the department; involves gathering of data, interpretation and presentation of findings in a written report (PR: Twelve hours of economics and consent of the instructor and department chairman)
 630. **Managerial Economics.** 3 hrs.
 Utilization of microeconomic theory and optimization techniques for management decision making. (PR: ECN 241 and 242, or ECN 300, or permission)

643. **Advanced Economic Theory I. 3 hrs.**
Theory of the firm. Price and production policy, non-price competition, and oligopoly. Cost, theory and empirical measurement. Income distribution, particularly interest theory. (PR: Economics 328 or permission)
644. **Advanced Economic Theory II. 3 hrs.**
Macro-economic theory. The aggregate consumption function; other determinants of the level of aggregate income. Post Keynesian theory. General equilibrium theory, economics of welfare. (PR: Economics 326 or permission)
645. **Monetary Economics. 3 hrs.**
A study of the monetary system within an economy from the standpoint of monetary theory and policy to achieve economic objectives. (PR: ECN 241 and 242, or ECN 300, or permission)
656. **Labor Economics. 3 hrs.**
Theoretical and empirical analysis of labor markets, wage determination, hours of work, unemployment and inflation, unions and collective bargaining and related subjects in their social and legal contexts. (PR: ECN 241 and 242, or ECN 300, or permission)
681. **Thesis. 3-6 hrs.**
699. **Business Policy and Strategy. 3 hrs.**
Study of administrative decisions making under conditions of uncertainty. Policy construction at top administrative level with emphasis on strategy with consideration of major functions of the business organization.

FINANCE (FIN)

- 580-583. **Special Topics. 1-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
620. **Financial Management. 3 hrs.**
An examination of business corporations practicing at the level of the individual firm with emphasis on quantitative analysis of the variables which affect liquidity and profitability. (PR: Finance 323 or equivalent: Management 601, Accounting 613)
625. **Financial Problems in Business. 3 hrs.**
Recognizing and solving financial problems through the use of case presentations and/or corporate annual and interim reports. (PR: Finance 620)
626. **Security Analysis and Portfolio Management. 3 hrs.**
Analytical procedures used by institutional portfolio managers to measure both past performance of holdings and anticipated market performance of current offerings. Emphasis in this course may be expected to be more centralized in the area of fundamental analysis. (PR: Finance 620 or permission)
627. **Financial Institutions and Markets. 3 hrs.**
An in-depth study of the flow of funds in the aggregate financial systems, with emphasis on those in the United States. Because interest rates, and bank reserve requirements of Federal Reserve System are all dynamic in character, the content of this course may be expected to vary as financial events of the future dictate. (PR: Finance 620 or permission)
- 650-651. **Special Topics. 1-3; 1-3 hrs.**
(PR: Permission of the department chairman.)
681. **Thesis. 1-6 hrs.**
691. **Government and Business Relationships. 3 hrs.**
Emphasis is placed on preparing business executives for dealing with increasingly complex problems of the firm in its relationships with government at both state and federal levels. Applies case analysis to the broad categories of antitrust, mergers, trade regulation and administrative agency regulation.
699. **Business Policy and Strategy. 3 hrs.**
Study of administrative decisions making under conditions of uncertainty. Policy construction at top administrative level with emphasis on strategy with consideration of major functions of the business organization.

MANAGEMENT (MGT)

500. **Analytical Methods and Techniques. 3 hrs.**
Provides competency in some of the basic quantitative skills necessary for analytical work in business administration. Required of all candidates who have had little or no undergraduate background in mathematics.
- 580-583. **Special Topics. 1-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
601. **Quantitative Controls in Business. 3 hrs.**
Advanced preparation in the practical use of quantitative techniques applicable to managerial decision making, emphasizing planning and control. The course also covers decision theory, network analysis models, matrix algebra, linear programming, inventory control models, queuing theory, game theory, and simulation models. (PR: calculus or equivalent)

- 650-651. **Special Topics. 1-3; 1-3 hrs.**
(PR: Permission of the department chairman.)
672. **Theories of Management. 3 hrs.**
Basic ideas and concepts for the effective management of an organization. Major topics include motivation, communication and decision-making processes, group dynamics, leadership study, conflict management, work and organizational design, and organization development. Emphasis on the organizational behavior and theory. (PR: Management 320 or equivalent)
673. **Problems in Personnel Management. 3 hrs.**
Principles and procedures of the personnel system in the firm; selected areas of recruitment and selection; training and development; performance appraisal and evaluation; general communications system; role of government in manpower administration. (Rec: Management 672)
674. **Production/Operations Management. 3 hrs.**
Managerial organization, identification of major problem areas and development of production concepts and decision processes for problem solving. Includes plant design and layout, effective utilization of resources through various planning and scheduling techniques. (PR: MGT 601, 672, FIN 620, ACC 613)
675. **Problems in Labor-Management Relations. 3 hrs.**
Comprehensive coverage of the development of the field of industrial relations. The impact of organized labor and federal social legislation of management decision. Alternative directions for future developments are studied. (Rec: MGT 672)
678. **Management Information Systems. 3 hrs.**
To familiarize students with the characteristics and functions of management information systems, as well as the benefits, limitations, and applications for advanced management information systems.
681. **Thesis. 1-6 hrs.**
692. **Business Responsibilities and Social Issues. 3 hrs.**
An examination of the administrator's social, ethical, and environmental responsibilities to his employees, customers, and the general public and other external factors which management must be cognizant of in modern society.
699. **Business Policy and Strategy. 3 hrs.**
Study of administrative decisions making under conditions of uncertainty. Policy construction at top administrative level with emphasis on strategy with consideration of major functions of the business organization.

MARKETING (MKT)

- 580-583. **Special Topics. 1-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
- 650-651. **Special Topics. 1-3; 1-3 hrs.**
(PR: Permission of the department chairman.)
681. **Thesis. 1-6 hrs.**
682. **Advanced Marketing Management. 3 hrs.**
An integrated approach to marketing from a managerial point of view-making use of economic, quantitative, and behavioral concepts in analyzing and developing a framework for the decision-making and implementation of the firm's marketing program. (PR: Marketing 340 or 430)
683. **Advanced Marketing Research. 3 hrs.**
A study of research methods and procedures used in the marketing process; emphasis will be given to the sources of market data, sampling, preparation of questionnaires, collection and interpretation of data. (PR: Marketing 682)
685. **Marketing Problems. 3 hrs.**
Determination of the marketing mix within the framework of the problem-solving and decision-making process. (PR: Marketing 682)
687. **Seminar in Marketing. 3 hrs.**
An advanced study of basic concepts of current problems in Marketing. Seminar discussions and research projects. (PR: Marketing 682)
688. **Advanced Transportation. 3 hrs.**
Current national transportation problems and a review of the various modes including history of the modes. (PR: Marketing 682)
689. **Advanced Physical Distribution. 3 hrs.**
Study of activities concerned with efficient movement of products from the sources of raw materials supply, through production to the ultimate consumer. These include freight transportation, warehousing, order processing, forecasting, etc. (PR: Marketing 682)
699. **Business Policy and Strategy. 3 hrs.**
Study of administrative decisions making under conditions of uncertainty. Policy construction at top administrative level with emphasis on strategy with consideration of major functions of the business organization.

MASTER OF ARTS IN BUSINESS EDUCATION

BUSINESS EDUCATION

This program provides course work in professional education, business education, and business administration. Selection of courses is based on individual needs.

Students graduating in this program must have a minimum of 40 semester hours of graduate and undergraduate business administration. Deficiencies in undergraduate preparation may be corrected while taking graduate courses.

Applicants for admission to the program must submit scores on the Graduate Record Exam -General Aptitude Section or the Graduate Management Aptitude Test (GMAT).

PROGRAM REQUIREMENTS

	Hours
Minimum Requirements	32-36
1. Education including EDF 621	6
2. Business Education	15
Select from the following courses:	
a. 621, 624, 625, 626, 627	9
b. 629, 630, 631	6
3. Business Administration	9
To be selected from Accounting, Finance, Management, Marketing or Economics	
4. *Electives	2-6

*Note: Not to include Business Education 624, 625, 626, 627 or courses in Education except Educational Foundations 679 and Curriculum and Instruction 681.

BUSINESS EDUCATION (OAD)

580-583. Special Topics. 1-4 hrs.

585-588. Independent Study. 1-4 hrs.

621. Principles of Vocational Business Education. 3 hrs.

Application of the philosophy and principles of vocational education to the objectives, curriculum, guidance, and teacher preparation aspects of business education, emphasizing the techniques of coordination of federally aided programs in business and office education.

624. Organization, Administration, and Supervision of Business Education. 3 hrs.

Emphasis on problems involving the administration of the business education program in the secondary school and in post-high school institutions; provides fundamentals of school administration for the classroom teacher.

625. Curriculum Construction in Business Education. 3 hrs.

Basic principles of curriculum and course of study construction in business, especially oriented to the secondary school; particular attention given to study of existing city and state business education programs.

626. Current Problems and Issues in Business Education. 3 hrs.

Individual and group analysis of current problems and issues in teaching business subjects, particularly in the secondary school; identification and clarification of issues significant to the direction of sound business education.

627. Tests and Measurements in Business Education. 3 hrs.

A study of evaluation procedures in business education including principles of test construction; survey of standardized and published test material and its utilization in the classroom; a review of basic statistical methods used in test interpretation.

629. Teaching Typewriting and Office Machines. 3 hrs.

Improvement of methods of teaching typewriting and office machines through evaluation of current research, methods, classroom materials, and current trends; discussion of major problems of teachers in these subjects.

630. Teaching Basic Business and Bookkeeping. 3 hrs.

A study of the problems and techniques of teaching basic business subjects and bookkeeping; evaluation of major problems facing teachers, including motivation, remedial practices, use of classroom materials.

631. Teaching Shorthand and Secretarial Office Practice. 3 hrs.

Teaching techniques and a study of research in methodology in shorthand secretarial practice; a review and discussion of the major problems of shorthand teachers; study of testing and grading, use of visual aids, use of materials.

650-651. Special Topics. 1-3; 1-3 hrs.

(PR: Permission of the department chairman.)

CHEMISTRY (CHM)

DEGREES OFFERED

MASTER OF SCIENCE (CHEMISTRY): This program is intended primarily for individuals interested in advanced training in chemistry and related disciplines in preparation for doctoral programs or for careers in industry, government, or post-secondary school education. Two routes to the degrees are available.

With Thesis (CHM 682): a minimum of thirty-two semester hours is required, of which no more than twelve may be in Chemistry 682 (Research). The candidate is required to present an acceptable thesis based upon original research. The candidate must also give a public lecture based upon the results of the thesis and give a satisfactory oral defense of the thesis before his committee. All full-time students and students receiving department stipends must elect this route.

With Problem Report (CHM 679): a minimum of thirty-six hours is required, of which none may be in CHM 682 and three must be in Chemistry 679 (Problem Report). This route will be open to students authorized by the department, generally part-time students who are unable to enroll in CHM 682.

No more than six hours of Special Topics may be counted in the minimum hours required by either route; any exceptions require specific Departmental approval.

MASTER OF SCIENCE (PHYSICAL SCIENCE): This degree program, offered in cooperation with the Departments of Geology, Mathematics, and Physical Science and Physics, is intended to provide a broadly based advanced science program for individuals whose undergraduate program in science lacks depth or breadth. Programs will be designed to meet individual needs. The writing of a thesis is optional. Specific degree requirements are listed in the section: Physical Science and Physics.

ADMISSION TO CANDIDACY: After being admitted to the Graduate School, and prior to registration, the student will meet with his designated advisor to determine the specific program of studies necessary to prepare for admission to candidacy for the degree. Programs will be adjusted to reflect major interests and prior training of the student. Normally, the student will be eligible to apply for admission to candidacy after the satisfactory completion of twelve hours of graduate course work.

- 510. **Advanced Synthesis and Analysis. 4 hrs.**
Advanced problems in synthesis, separation and analysis with emphasis on modern instrumental methods. 1 lec-6 lab. (Rec: Chemistry 356 or equivalent)
- 520. **Fundamentals of Chemistry. 4 hrs. S. Offered on demand. 3 lec-3 lab.**
- 530. **Introduction to Polymer Chemistry. 3 hrs.**
Properties of macro molecules. Methods of preparation and characterization. Industrial applications and processes. 3 lec. (PR: Chem. 356 or permission of Department Chairman)
- 540. **Thermodynamics. 3 hrs.**
An introduction to chemical thermodynamics and statistical mechanics. 3 lec. (Rec: Chemistry 358 or equivalent)
- 542. **Quantum Mechanics. 3 hrs.**
An introductory course in quantum mechanics. 3 lec. (Rec: Mathematics 231 or equivalent)
- 548. **Advanced Inorganic Chemistry I. 3 hrs.**
A study of physical and chemical properties and periodic relationships of inorganic materials. 3 lec.
- 549. **Advanced Inorganic Chemistry II. 3 hrs.**
A detailed consideration of bonding, structure, reaction rates and equilibrium involving inorganic materials. 3 lec. (Rec: Chemistry 448 or equivalent)
- 550. **Industrial Chemistry. 3 hrs.**
Process economics, unit operations, scale-up, quality control, labor relations, safety, and consideration of representative industrial processes. (Rec: Chemistry 356 or equivalent)
- 556. **Advanced Analytical Chemistry. 3 hrs.**
Modern theories and methods of analysis with emphasis on instrumental methods. 2 lec-2 lab. (Rec: Chemistry 345 or equivalent)
- 559. **Advanced Physical Chemistry Laboratory. 2 hrs.**
Advanced topics in experimental physical chemistry. 4 lab. (PR: CHM 345, 358 or 359 or permission. CR: one of either CHM 540, 560 or 580)
- 560. **Molecular Spectroscopy. 3 hrs.**
A study of the emission and absorption of radiant energy and its relation to molecular structure. 3 lec. (Rec: Chemistry 358 or equivalent)
- 562. **Nuclear Chemistry and Physics. 3 hrs.**
An introduction to the phenomena of nuclear physics and chemistry. 3 lec. (Rec: Mathematics 231 or equivalent)
- 563. **Nuclear Chemistry and Physics Laboratory. 2 hrs. 4 lab.**
(Rec: Chemistry 462 or equivalent)
- 565. **Advanced Organic Chemistry I. 3 hrs. I.**
Studies of the dynamics of organic reactions with emphasis on mechanisms and stereochemistry. 3 lec. (Rec: Chemistry 356 or equivalent)
- 566. **Advanced Organic Chemistry II. 3 hrs.**

A continuation of Chemistry 582 with emphasis on synthetic methods. 3 lec. (PR: Chemistry 582)

- 580-583. **Special Topics.** 1-4 hrs.
585-588. **Independent Study.** 1-4 hrs.
604. **Theories of Analytical Chemistry.** 2 hrs.
Offered on demand. (PR: Chemistry 556)
607. **Theoretical Organic Chemistry.** 2 hrs.
The application of quantitative methods to problems in structure and dynamics. 2 lec. (PR: Chemistry 582)
616. **X-Ray Diffraction.** 3 hrs.
Offered on demand. The properties of X-rays and crystal structure. 2 lec.-3 lab. (Rec: Mathematics 231 or equivalent.
618. **Kinetics.** 3 hrs.
An advanced study of reaction rates and mechanisms.
626. **Organic Chemistry for Teachers.** 3-5 hrs. S.
Offered on demand. 3 lec.-6 lab. (PR: Chemistry 520 or equivalent)
627. **Physical Chemistry for Teachers.** 3-5 hrs. S.
Offered on demand. 3 lec.-6 lab. (PR: Chemistry 520 or equivalent)
628. **Special Topics (Inorganic).** 1-3 hrs. Offered on demand.
629. **Special Topics (Organic).** 1-3 hrs. Offered on demand
630. **Special Topics (Physical).** 1-3 hrs. Offered on demand
631-632. **Seminar.** 1 hr. I, II.
639. **Advanced Quantum Mechanics.** 3 hrs.
Offered on demand. 3 lec. (PR: Chemistry 580)
679. **Problem Report.** 3 hrs.
Preparation of a comprehensive written report on a topic in Chemistry of current importance. Registration only by permission of Department.
682. **Research.** 1-12 hrs. I, II, S.
Credit in the course is earned by pursuing a directed original investigation in a field of chemistry. Twelve semester hours credit in research are applied toward the M.S. degree. Students may sign for one or more credit hours per semester depending upon the time to be spent on research. A grade of PR may be reported at the close of each term or semester. (PR: Approval of Department Chairman)

CLASSICAL STUDIES

The Department of Classical Studies offers minor fields of study in Latin and in classics. These minors are appropriate for graduate programs in English and in history.

CLASSICS (CL)

These courses are given in English and require no knowledge of Greek or Latin.

535. **Greek Civilization.** 3 hrs.
Study of ancient Greek culture, emphasizing parallels with present-day issues.
536. **Roman Civilization.** 3 hrs.
Study of ancient Roman culture, emphasizing parallels with present-day issues.
580-583. **Special Topics in Classics.** 1-4; 1-4 hrs.
(PR: Consent of the instructor)
585-588. **Independent Study.** 1-4 hrs.
599. **Humanities Seminar.** 3 hrs.

COMMUNICATION ARTS

Administered by the Department of Educational Media with assistance from the cooperating areas, this interdepartmental program is adaptable to the needs of persons in public relations, journalism, advertising, broadcasting, school library service, audiovisual and instructional media service, and similar fields where a wide knowledge of related communication skills is required.

Students lacking the undergraduate equivalent of any course in group 1 must complete this course for graduate credit. Work selected from group 2 must be distributed so that at least nine hours are outside any area of emphasis. Not more than one course in research methods will be accepted. Students successfully completing EDM 679 and EDM 681 or equivalent will have the total hours reduced by three.

Admission to candidacy is based upon completion of at least twelve semester hours of graduate work at Marshall University with at least a 3.0 (B) average, and the recommendation of the department.

Minimum Requirements	33-36 hrs.
Group 1	3-12
Educational Media 565 and 621	

	Educational Media 510 or Journalism 601 Speech 532	
Group 2	Any graduate course in Educational Media Any graduate course in Journalism Any graduate broadcasting course Speech 507, 508, 545, 550, 575, 679 English 575, 580-83	18-27
Group 3	Curriculum and Instruction 504, 610, 644, 656 Educational Administration 505 Sociology 539, 603, 604 Art 650 Geography 530 Other courses with consent of adviser	3-9

COMMUNITY HEALTH (CM)

Master of Science in Community Health -- This degree program is offered by the School of Medicine and coordinated by the Department of Family and Community Health. The curriculum is designed to prepare physicians for community-responsive medical practice in rural, underserved areas.

Applicant must hold the Doctor of Medicine degree from an accredited school of medicine. They must satisfy the admission requirements of Marshall University Graduate School and must be accepted into the Combined Residency/Practice Program at the School of Medicine. Students must complete 34 credit hours and must write an acceptable master's thesis.

The courses that follow comprise the curriculum. All are required.

610. **Appalachian Culture and Geography. 3 hrs.**
An overview of the geography and culture of Appalachian. Development of a historical perspective on the health and medical care of its people. Identification of current health care resources. Preparation for successful integration into communities as a health care provider. Recognition of the impact of any culture and geography on health.
615. **Health Care Administration. 3 hrs.**
Descriptive overview of the structure, organization and function of health care systems. Introduction of analytic issues through case studies.
620. **Community Diagnosis and Treatment. 4 hrs.**
The assessment of community health strengths and weaknesses. Development and implementation of practical solutions with special emphasis on environmental health.
625. **Health Care Research Methods. 3 hrs.**
The development of skills necessary to investigate community health problems in a scientific manner. The effective organization and presentation of data.
630. **Educational Skills. 3 hrs.**
The development of skills necessary for successful continuing personal education, effective medical resident and student teaching, and patient and community education.
635. **Epidemiology. 3 hrs.**
The office-based application of epidemiologic methods to community health problems. Evaluation and application of the literature.
636. **Health Statistics. 3 hrs.**
The practical application of statistics to community health and research. Use of statistics in epidemiologic studies.
640. **Practice Materials. 2 hrs.**
A series of practical workshops on topics useful to office practice: tracking systems, office laboratory, small computers, etc.
645. **Community Health Care Monitoring. 2 hrs.**
The development and maintenance of a quality assessment program for health care in the office, hospital and community setting. Includes peer review, chart review and assessment of health care costs.
650. **Community and National Health Economics. 2 hrs.**
The fiscal and economic aspects of health care nationally, in office practice, in the hospital and in the community. Includes causes of and solutions to escalating costs of health care.
681. **Master's Thesis in Community Health. 6 hrs.**
Supervised community-based research on a topic in community health. Required time commitment of one-half day per week while in the rural practice portion of the program.

COMPUTER AND INFORMATION SCIENCE (CIS)

Program and courses to be found under Business

COUNSELING AND REHABILITATION (CR)

All graduate programs in the Department of Counseling and Rehabilitation require a minimum of 45 semester hours designed to serve the needs of professional counselors. Curricula are developed for specialties in elementary school counseling, secondary school counseling, agency counseling, and student personnel work in higher education. School counseling curricula meet the State Department of Education certification requirements.

Admission to the Graduate School is open to anyone who has earned a bachelor's degree from an accredited institution. It is the responsibility of the student to plan a meeting with his/her adviser prior to the beginning of course work. Following the completion of 12 semester hours of course work, the student must apply for Admission to Candidacy. Course work required to be completed before application for Candidacy is selected with the approval of the adviser. An average of B (3.0) is the minimum quality point average required (1) for all C&R courses attempted, and (2) for all graduate courses required for the Master's degree in Counseling.

The following 30 semester hours of core courses are required of all students:

	Hours
EDF 517 Statistical Methods	3
EDF 621 Research and Writing	3
CR 599 Principles and Practices of Counseling	3
CR 605 Group Counseling or CR 540 Group Theories and Techniques	3
CR 614 Theories of Counseling	3
CR 546 Theory and Practice of Human Appraisal	3
CR 647 Vocational Development and Decision Making	3
CR 548 Advanced Studies in Human Adjustment	3
CR 649 Seminar in Counseling	3
CR 651 Practicum in Counseling	3
	30

In addition to the 30 semester hours of core courses, students must complete additional requirements consistent with one of the following sub-specialties:

Student Personnel in Higher Education	Hours
CR 660 Introduction to Student Personnel in Higher Education	3
CR 661 Current Issues in Student Personnel Services	3
CR 653 Internship in Counseling	6
Adviser approved electives	3

Elementary School Counseling	Hours
CR 666 Consultation and Community Resources in School Counseling	3
EDF 616 Advanced Studies in Human Development	3
CR 612 Organization and Administration of Guidance Services	3
CR 653 Internship in Counseling	3
Adviser Approved Electives	3

Secondary School Counseling	Hours
CR 613 Organization and Administration of Guidance Services	3
CR 666 Consultation and Community Resources in School Counseling	3
CR 667 Vocational Development in School Counseling	3
CR 653 Internship in Counseling	3
Adviser Approved Electives	3

Agency Counseling	Hours
A prerequisite to the Agency Counseling Program is Abnormal Psychology or equivalent.	
PSY 618 Psychopharmacology	3
CR 555 Crisis Intervention	3
CR 671 Community Agency Counseling	3
CR 672 Seminar in Community Agency Counseling	3
CR 653 Internship in Counseling	3

CERTIFICATE OF ADVANCED STUDY IN COUNSELING

The Program of Advanced Study in Counseling is designed for holders of the master's degree with superior qualifications who are preparing for supervisory positions in the field or who wish to improve their personal counseling skills. Eligibility for admission to the program is determined by an admissions committee.

Provisional Admission: Qualified students are encouraged to apply for provisional admission to this program by submitting a formal application, two official copies of all transcripts, and three current letters of recommendation from individuals who know their work well. An interview may be requested by the admissions committee.

Provisional admission to the program is based upon the applicant's previous scholarly record (a minimum of 3.5 scholastic average in all graduate counseling courses attempted), the personal references, and, should one be requested, the interview.

Advisory Committee: Upon receiving provisional admission from the admissions committee, the applicant must, during the first semester registered, select an adviser who serves as chairperson of his/her advisory committee and with whom he/she consults in the choice of two additional members, subject to the approval of the Dean of the Graduate School. The advisory committee may include a member from another department if it is helpful to the student in the attainment of his/her professional objective.

Plan of Work: Immediately upon the approval of the advisory committee, the student, through the adviser, is to set a meeting date to develop a Plan of Work. The specific number of courses required depends upon the applicant's background and professional goals; however, a minimum of 36 graduate hours in residence beyond the master's degree is required. Should the applicant's graduate work not include certain core courses normally considered part of a master's program by this department, they will be added to the Plan of Work. All courses, practicums, internships, field experiences, and the student's research project must be approved by the advisory committee and listed in the Plan of Work.

Admission to Candidacy: The applicant's advisory committee reserves the right to review the applicant's progress at any point in the program; however, when the applicant has completed fifteen (15) hours from the Plan of Work, he/she is required to petition the Advisory Committee for a review of progress. It should be noted that the Advisory Committee reserves the right to call upon the applicant's instructors for evaluation and recommendation. Approval of the Advisory Committee grants the applicant Candidacy Status.

Research Project: Research ability is one of the important requisites of this program. The Advisory Committee determines the nature and the extent of the research project. Both the research proposal and the report of research must be approved by the Advisory Committee. The completion of any prescribed list of courses and/or other experiences does not lead necessarily to the Certificate of Advanced Study in Counseling. It can be earned only by demonstrated capacity for original investigation, with scholarly attainment in the area of counseling, and a comprehensive grasp of the basic concepts and problems in the counseling profession.

Subject areas required of all candidates for the Certificate of Advanced Study in Counseling:

- Advanced Theory in Counseling
- Advanced Practicum in Counseling
- Advanced Counseling With Groups
- Counseling With Behaviorally Maladjusted
- Research Project
- Research Report

Time Limitation: The Certificate of Advanced Study in Counseling is to be completed within five years.

514. Vocational Evaluation. 3 hrs.

An integrated approach to vocational assessment through use of work samples, psychological tests, and physical measurements. Practical use of assessment is stressed, including statistical measures, administration and interpretation of tests, and construction in validation of simple work samples.

515. Occupational and Career Development. 3 hrs.

Study of career choice theory, career change, counseling approaches in career selection and resources to assist in career choice.

516. Job Placement. 3 hrs. I.

Study of techniques for diagnostic interviewing, work adjustment, job development, and job placement. The course offers practical and theoretical ways to understand and carry out the placement of handicapped individuals in employment.

535. Group Process and Analysis. 3 hrs. I, II.

Study of practice of dynamics involved in task and therapeutic groups; a thorough analysis of group process.

540. Group Theories and Techniques. 3 hrs. II.

Study of theories and techniques used in group counseling; will include demonstration and practice of popular approaches in group counseling.

545. Manual Communication. 3 hrs. I, II.

Psychological characteristics of the hearing impaired and techniques of manual communication.

546. Theory and Practice of Human Appraisal.

Techniques of collecting, recording, and interpreting data. (PR: Educational Foundations 417-517 or 435-535)

548. Advanced Studies in Human Adjustment. 3 hrs. I, II, S.

Psychological foundations of personality development with emphasis on principles of mental health as related to problems of everyday living.

555. Crisis Intervention. 3 hrs.

This course is directed to anyone who at sometime has felt inadequate in responding effectively to and identifying people in crisis. Topics will include situational and developmental crisis.

556. Death and Dying. 3 hrs.

Death and dying orientation for professionals, nonprofessionals about essentials of life in its terminal stages. Presents practical, theoretical, social and psychological aspects to promote healthy, accepting attitudes.

574. **Cross Cultural Perspectives in Counseling, 3 hrs.**

Recognize and use appropriate resources for effective counseling of people of different cultural, ethnic, social, class, racial, geographic, or other backgrounds. Learn when counseling is appropriate and in what form.

575. **Counseling in Chemical Use and Abuse. 3 hrs.**

Course topics will include historical, medical, psychological, family dynamics of the disease process, and treatment modalities which enhance the likelihood of successful counseling with the dependent person and indirect victims.

576. **Counseling with Parents. 3 hrs.**

Consideration of effective parent counseling, primarily from an Adlerian point of view. Techniques for counselor intervention via lecture, demonstration and laboratory experiences.

580-583. **Special Topics. 1-4 hrs. I, II, S.**

585-588. **Independent Study. 1-4 hrs.**

597. **Family Counseling. 3 hrs.**

Theory and techniques of communication and structural family counseling.

598. **Introduction to Marriage Counseling. 3 hrs.**

An introduction to the theory, techniques, and multi-dimensional aspects of marriage counseling.

599. **Principles and Practices of Counseling. 3 hrs. I, II, S.**

Objectives, principles, and practices of counseling. (Not available to Rehabilitation Education graduates)

605. **Group Counseling. I, II, S.**

Gives graduate students an understanding in the use of procedure for guidance and counseling in groups CR/NC (PR: Permission of instructor)

612. **Organization and Administration of Elementary School Guidance Services. 3 hrs. II.**

Analysis of the full range of guidance services provided by elementary school counselors and the integration of services into the total school program.

613. **Organization and Administration of Guidance Programs. 3 hrs. I, S.**

Problems in planning, organizing and administering guidance programs in elementary and secondary schools.

614. **Counseling Theories. 3 hrs. I, II, S.**

Survey of philosophies of counseling as related to the interpersonal relationships involved in the counseling process. (PR: 648; CR: 649)

617-618. **Field Course in Current Problems in Counseling And Rehabilitation. 3; 3 hrs. I, II, S.**

Investigations in current problems of counseling agencies; content determined by needs of student.

619. **Advanced Individual Counseling Theories. 3 hrs. I.**

A post-masters course designed to expand already existing knowledge of the student on the main theories of individual counseling. An in-depth exploration of a continuum of levels of helping relationships within the domain of counseling and psychotherapy.

640. **Literature. 1-3 hrs. I, II, S.**

A program of reading, either extensive or intensive, and reports on a group of outstanding contributions to counseling and rehabilitation; readings selected with guidance of adviser. Only one registration for Counseling and Rehabilitation 640 is permitted. (PR: Permission of adviser)

641. **Seminar. 2-3 hrs. I, II, S.**

A guided program of reading, reports and discussions. No student may register for this course a second time. (PR: Permission of adviser)

647. **Career Development and Decision Making. 3 hrs. II, S.**

Techniques used in selecting, filing and using materials pertaining to occupations.

649. **Seminar in Counseling. 3 hrs. I, II, S.**

The nature of the counseling relationship with emphasis upon self-evaluation. (CR: Counseling and Rehabilitation 614)

650. **Seminar in Counseling. 3 hrs. I, II, S.**

Counseling tools and techniques with emphasis on problem categories and patterns as related to the psychology of individual differences. (PR: Permission of adviser)

651. **Practicum in Counseling. 3 hrs. I, II, S.**

Practical experiences in counseling under professional supervision. CR/NC

653. **Internship in Counseling. 1-9 hrs. I, II.**

Supervised on-the-job experiences in counseling. (PR: Permission of instructor.)

654. **Supervision of Counseling. 3 hrs. I, II.**

Supervisory experiences of counselor-candidates in practicum. Limited to students with a master's degree in counseling who are employed as supervisors, expect to be employed as supervisors, or plan to work toward an advanced degree in the field. (PR: Permission of instructor)

655. **Adjustment Problems of the Handicapped. 3 hrs. I, II.**

Study of the problems faced by the handicapped in making social, vocational and educational adjustment.

660. **Introduction to Student Personnel in Higher Education. 3 hrs. I.**
Basic orientation to research, application, management, and delivery of Student Personnel Services in Higher Education. (PR: Permission of adviser)
661. **Current Issues in Student Personnel Services. 3 hrs. II.**
To enhance the student's awareness and understanding of educational, environmental, administrative, legal, and ethical issues faced by today's professionals in the field of Student Personnel Services in Higher Education. (PR: CR 660, Candidacy)
666. **Consultation and Community Resources in School Counseling. 3 hrs. II.**
In depth, exploration of the dimensions of the consultation process. Emphasis is on the school counselor as an agent of change and on the effective utilization of community resources. (CR: 590, 648)
667. **Vocational Development in School Counseling. 3 hrs. II.**
Introduction to: (1) the major theories of vocational development; (2) the materials, information, and the resources available to the school counselor; and (3) the development of techniques for the implementation of theory. (PR: Permission of adviser)
671. **Community Agency Counseling. 3 hrs. I.**
A basic course for the community agency counselor, this course will introduce the student to: Diagnostics, based on the DSM III, Records, Report Writing, Ethics, and Law. (Core courses or permission)
672. **Seminar in Community Agency Counseling. 3 hrs. II.**
Provides students with a comprehensive view of community agency program management. The full range of community agencies and the services they provide will be examined and discussed. (PR: CR 671, Candidacy)
676. **Rehabilitation Principles of Placement and Vocational Counseling. 3 hrs. I.**
To provide students with a basic understanding of the job placement process with handicapped individuals. (PR: CR 306, 310, 406, 420, 430 or equivalent)
677. **Issues in Rehabilitation Placement. 3 hrs. II.**
Study of current issues and topics related to job placement, and interviewing procedures in Rehabilitation. (PR: CR 676)
679. **Problem Report. 3 hrs. I, II, S.**
The preparation of a written report on a research problem, experiment or field project in counseling or rehabilitation. This report is not a thesis and students must complete an additional 33 hours unless 679 is followed by 681 for 3 hours of credit.
681. **Thesis. 3 hrs. I, II, S.**
May be taken for 3 hours of credit by students whose reports in 679 warrant further research. Students completing 679 and 681 for a total of 6 hours may qualify for the master's degree by earning an additional 26 hours of credit. Students completing 681 must defend their thesis in an oral examination.

CRIMINAL JUSTICE (CJ)

The Department of Criminal Justice offers an M.S. degree in Criminal Justice. To be eligible for candidacy in Criminal Justice a student must: (1) have earned fifteen (15) hours of undergraduate criminal justice credit with a 3.0 average or complete the course CJ 501 Survey of Criminal Justice; and (2) have earned twelve (12) hours of graduate credit at Marshall University with a 3.0 average. Subject to the discretion of the department chairman, if the second requirement is met, the first requirement may be waived.

Students are required to complete the following courses: CJ 555, 556, and 604. All students will also be required to pass written and oral comprehensive exams with the option being given to the comprehensive examining committee to waive the oral comprehensive exam on the basis of a more than adequate performance on the written exam. If a thesis is written, the student will have to pass a defense of the thesis.

501. **Survey of Criminal Justice. 6 hrs.**
Survey of Criminal Justice. A historical and contemporary summary of the criminal justice system intended for graduate students without an adequate background in criminal justice. May not be counted toward the Masters degree. (PR: Permission of Department Chairman)
502. **Seminar in Crime Prevention. 3 hrs.**
Techniques for crime prevention analyzed from two orientations; crime prevention by environmental engineering and crime prevention by behavior modification.
504. **Theoretical Criminology. 3 hrs.**
A critical analysis of the major criminological theories and their empirical foundations. Current theory and research receive greater emphasis than historical development. (PR: CJ 206 or 207)
510. **Police Administration II. 3 hrs.**
Police department organizations. Development of personnel and employment practices in law enforcement. Issues concerning unions and unionization. Problems and techniques of management.
512. **Community Relations. 3 hrs.**
Law enforcement and the community; relation to schools, public education functions of law enforcement personnel; community attitudes. (PR: CJ 211 or consent of instructor)
513. **Business and Industry Security. 3 hrs.**

Selection, training and staffing of a security force; security devices available, techniques of internal security; ground security; security techniques applicable to personnel selection; legal problems. (PR: CJ 211)

521. **Corrections and the Law. 3 hrs.**

Review of criminal law principles and theory as related to corrections.

522. **Law of Evidence. 3 hrs.**

Leading rules and principles of exclusion and selection; burden of proof, nature and effect of presumptions; proof of authenticity and contents of writings; examinations, competency and privilege of witnesses.

525. **Juvenile Justice Administration. 3 hrs.**

A survey of the process - the police, the courts and corrections - through which the juvenile delinquent passes.

531. **Criminal Rehabilitation. 3 hrs.**

Legal and historical background of rehabilitation; roles of correctional workers; and nature of the rehabilitation process.

532. **Correctional Institutions. 3 hrs.**

Analysis of the theory of organizations and administration of correctional institutions; principles of institutional corrections.

533. **Correctional Administration. 3 hrs.**

Objectives of correctional institutions; records; personnel, program development, security; educational programs.

555. **Applied Statistics in Criminal Justice. 3 hrs.**

Principles of statistical techniques with emphasis upon their application in the criminal justice system.

556. **Research Methods in Criminal Justice. 3 hrs.**

Elements of scientific research; interaction between research and theory; use of data processing resources.

580-583. **Special Topics in Criminal Justice. 1-4 hrs.**

A study of special interest criminal justice topics under the supervision of a qualified faculty member. (PR: Consent of instructor)

585-588. **Independent Study. 1-4 hrs.**

This course permits the student to undertake supervised research (field or library) in any area where there is no appropriate course. (PR: Consent of instructor)

590. **Internship. 1-6 hrs.**

The placement of an individual into a criminal justice agency (police, probation, courts, jails) to observe and participate in its operation. Grading is CR/NC. (PR: Consent of instructor)

601. **Seminar in Criminal Justice. 3 hrs.**

A forum to acquaint students, faculty and guests with each others' research and experiences in dealing with criminal justice issues.

602. **Law and Social Control. 3 hrs.**

An examination of the nature of law and crime with a view towards determining the nature of control of social behavior by the legal system.

603. **Criminal Justice Planning. 3 hrs.**

A systematic review of procedures to plan and evaluate criminal justice organizations and their operations.

604. **Advanced Theory in Criminal Justice. 3 hrs.**

Course is designed to provide the student already familiar with the basic concepts of criminological theory the opportunity to examine in depth a selected set of theories (PR: CJ 504, its equivalent, or permission of instructor)

605. **Juvenile Delinquency. 3 hrs.**

Juvenile delinquency in the modern world; nature, extent, causes, treatment, and control.

606. **Public Police in Criminal Justice. 3 hrs.**

An examination of the development of public policy as it applies to criminal justice issues.

620. **Criminology. 3 hrs.**

Seminar in crime and delinquency. (Same as SOC 620)

621. **Advanced Criminal Law and Procedure. 3 hrs.**

A review of contemporary legislation and court decisions relating to criminal law and procedure.

632. **Community Corrections. 3 hrs.**

A survey of probation, parole, pre-release centers, half-way houses and other forms of community corrections as elements of a total correctional system. Historical development, contemporary organization, and legal issues are emphasized.

651. **Comparative Criminal Justice. 3 hrs.**

A comparative study of criminal justice systems in other countries. The course may center on either law enforcement agencies, court systems, or correctional institutions.

681. **Thesis. 1-6 hrs.**

DISTRIBUTIVE EDUCATION (DE)

The Master of Arts degree with a major in Distributive Education prepares individuals to be teachers of management and marketing courses at the high school level. The program is designed to serve persons who

possess a teaching certificate in any secondary field and desire certification in Distributive Education. Graduates of the program will possess competencies in education, management, and marketing.

The Master of Arts degree in Distributive Education requires 36 semester hours of course work. Students apply for admission to the M.A. degree program and complete twelve hours of graduate study prior to admission to candidacy. During the student's final semester of courses a written comprehensive examination is administered by the student's adviser and two additional members of the graduate faculty. In addition to the comprehensive examination, a candidate who writes a thesis is required to pass an oral examination on the thesis.

	Hours
Minimum requirements	32-36
1. Major Field*	18
DE 550, 620, 622, 630, 632, 634	
2. Minor Fields	6-9
Management 672	
Management 673**	
Marketing 682***	
3. Research	3
VTE 670 or EDF 621	
4. Thesis and/or Elective	3-9

*Certification in Distributive Education requires 2000 hours of work experience in organizations which market goods or services. The 2000 hours may consist of prior full-time and/or part-time work with different organizations.

**Not required if the student has credit for MGT 424.

***PR: MGT 340.

550. Introduction to Vocational Education. 3 hrs.

Examining the field of vocational education, understanding legislation affecting vocational education, and studying the service areas in vocational education.

580-583. Special Topics. 1-4 hrs.

585-588. Independent Study. 1-4 hrs.

620. Principles of Distributive Education. 3 hrs.

Understanding the role of Distributive Education, analyzing the instructional program, exploring the job of teacher-coordinator, and planning experiences for the youth organization.

622. Administration of Distributive Education. 3 hrs.

Administering Distributive Education programs, recruiting, and selecting students; selecting training agencies and placing students; conducting public relations activities for the program; and advising the youth organization.

630. Instructional Planning in Distributive Education. 3 hrs.

Identifying and writing performance objectives, analyzing and selecting appropriate content, planning individualized and group teaching techniques, and devising evaluation procedures.

632. Content Analysis in Distributive Education. 3 hrs.

Analyzing the content areas of advertising, communications, display, human relations, management, marketing, mathematics, merchandising, operations, product and service technology, and selling, developing units of instruction; and demonstrating teaching techniques.

634. Practicum in Distributive Education. 3 hrs.

Teaching the technical content areas in marketing, merchandising, and management; evaluating methods, instructional materials, and resources; and revising curriculum. (PR: DE 632)

663. Special Topics. 1-3 hrs.

Experimental class designed to focus on content not covered in regularly scheduled courses. Hours of credit are determined by the content and number of hours the class meets.

664. Independent Study. 1-3 hrs.

Independent study of a specific nature under the supervision of qualified faculty member. Hours of credit are determined by the magnitude of the project.

681. Thesis. 3 hrs.

EDUCATION-ADMINISTRATION (EDA)

Admission to Candidacy and degree requirements

In addition to Graduate School requirements, students admitted to certificate programs must have a professional teaching certificate based upon fifteen semester hours in education. One year of successful teaching experience and completion of the GRE is required before admittance to candidacy.

Students with a master's degree who wish to qualify for additional certification must apply for admission to the program. Students with a 3.0 in their master's degree and who have a professional teaching certificate and one year's teaching experience may be admitted to the program.

A. PRINCIPAL

	Hours
Minimum requirements	36
1. Education	30
a. Educational Administration 500, 510, 610, 640, 600, 690	18

b .	EDF 517, 616, 621	6
c .	Curriculum and Instruction 609 or 610	3
d .	Educational Administration electives 582, 720, 730, 630, 710, or 740	6
	(Secondary principals take Curriculum and Instruction 610; Elementary principals take Curriculum and Instruction 609)	

B. SUPERVISOR

	Hours
Minimum requirements	36
1. Education	27-30
a . Educational Administration 500, 610, 785, 630	12
b . Educational Foundations 502, 616 or 619; 621	6
c . Curriculum and Instruction 520 or 521; 501, 609 or 610; 504, 606 or 608	9
2. Electives	6-9

Note: If employed as supervisor in West Virginia, EDA 660 and 665 required. Additional courses may be required for certification. See adviser for specific courses for elementary, secondary, middle, or subject specialist supervisor.

C. CERTIFICATE OF ADVANCED STUDY IN EDUCATIONAL ADMINISTRATION

Admission to Program

Admission to Marshall University Graduate School

1. Prerequisite - MA degree in EDA or equivalent. Equivalent must include competencies covered in Educational Administration courses 500, 510, 600, 610, 640 and 690; Curriculum and Instruction 609 or 610; Educational Foundations 616, 621.
2. Acceptance by the Department of Educational Administration.

Program

The program is designed to permit specialization in some field of educational administration, or to achieve certification. Upon admission, the department shall assign an advisor who shall work with the student in developing an approved program. A program is considered to be approved when a contract is signed by the student, his/her advisor, and one other member of the EDA staff. All programs shall conform to the following standards:

1. Completion of a minimum of 36 hours of planned, approved graduate study with a 3.25 GPA, including the following:

Block A - Education Administration	18-24
Education Administration courses appropriate to the area of specialization. Courses used in the Master's Degree Program may not be used in CAS Program.	
Block B - Statistics or Computer Application	
EDF 517 Statistics or equivalent OR CIS 515 Computer Science OR MGT 678 Management Information Systems	3
Block C - Cognate	
Approved electives appropriate to area of specialization	6-9
Block D - Research	
*EDA 679 Problem Report	3-6
TOTAL HOURS	36
2. Satisfactory completion of a comprehensive oral examination covering course work and research. The examination will be administered by three fulltime EDA faculty members, as selected by the student.

*EDA 681 - Thesis may be substituted

Admission to Candidacy

All students enrolled in the CAS Program must apply for admission to candidacy following completion of the first twelve hours of their approved coursework. Admission may be granted by the Dean of Graduate School when the students' plan for completion of his/her program is approved by his/her advisor and one other member of the EDA department and it is ascertained that the student has maintained a 3.25 GPA. (Note: Admission for Candidacy may not be granted during the semester in which the student intends to graduate)

Application for Graduation

Applications for Graduation MUST be filed in the Office of the Graduate School NOT LATER than the date printed in the calendar of the final term or semester in which the degree requirements will be completed. Forms for applying for graduation may be obtained from the Office of the Graduate School. A receipt for a diploma fee of \$10.00, payable at the Cashier's Office, must be attached to the application before it will be accepted by the Graduate School Office. Students who fail to apply and to pay the diploma fee may not take the final comprehensive examination and will not be included on the graduation lists.

D. SUPERINTENDENT CERTIFICATION PROGRAM

A professional superintendent certificate may be earned by meeting the following requirements:

1. Enrollment in the Marshall University Superintendent Certificate Program.
2. Holds a five year Professional Teaching Certificate or a Vocational Certificate
3. Has completed five (5) years of successful educational experience in the public schools, including three years of classroom experience.
4. Has completed the requirements for a masters degree relevant to the improvement of instruction from an institution of higher education accredited to grant the degree.
5. Holds a Salary Classification at the MA + 15 level.
6. Has completed an approved superintendent graduate program of thirty (30) semester hours which include the following courses:
EDA 500; EDA 720; EDA 610; EDA 630; C&J 609; C&J 610; EDF 621; EDA 640; EDA 600; EDA 740; EDA 700.

Requirements for permanent certification may be obtained from the EDA Department.

E. ADMINISTRATIVE SPECIALIST

The option is designed to prepare individuals to function more adequately in a variety of middle management or quasi-administrative roles for which there currently are no certification standards or guidelines. Often called directors, coordinators, assistants or the like, these positions oversee critical school areas such as special education, instructional technology, early childhood, day care, counseling centers, rehabilitation offices and other adjunct roles in central office or building administration. In addition, many business, industry and community agencies have educational programs for employees with personnel in charge. The emphasis will be upon a basic knowledge of administration plus enough technical courses to allow the person to successfully direct a special program. The adviser and student will plan 32-36 hour program based upon the specific position needs of the student.

F. DOCTORAL DEGREE IN EDUCATION ADMINISTRATION

Through a co-operative arrangement between West Virginia University and Marshall University, it is possible to complete the basic requirements for a Doctoral Degree in Education Administration from West Virginia University through Marshall University.

This program has been designed to meet the specific education needs of: Public and Private School Administrators; Higher Education Administrators; Professors of Education Administration; State Education Agency Officials; Government Officials; and other qualified persons wishing to obtain an appropriate terminal degree in the field of Education Administration.

Faculty from Marshall University/WVU will provide advising in admissions, program selection, comprehensive examination, prospectus approval and dissertation development and approval.

Students may make application, enroll and take courses in their major, hold all committee meetings, complete their comprehensive examinations and write and defend their dissertation while living in the Huntington area.

Requirements for acceptance into the Ed.D. Program include a desired: 3.0 overall undergraduate grade point average and 3.5 graduate grade point average. Minimum acceptable grade point averages are 2.5 and 3.25 respectively. A G.R.E. score of 1,200 or a M.A.T. score of 50 is recommended.

University policy requires that the Ed.D. Program contain a minimum of 70 graduate hours of acceptable course work. Previous graduate credit, including courses taken for a masters degree may be considered by the doctoral committee as part of these requirements. All courses must be approved by the doctoral committee, the WVU Department Chairman, and the WVU Graduate Dean.

In addition to admission to the Graduate School at Marshall University, persons wishing to apply for admission to the co-operative doctoral degree program must submit the following materials to the Office of Admissions and Records, West Virginia University, Morgantown, WV, 26506:

1. Application for Graduate School.
2. Official Record of test scores from either the Graduate Record Exam or The Miller Analogies Test.
3. Official transcripts of all undergraduate and graduate courses attempted from all institutions.
4. Applicants for all programs must also submit a brief statement of professional experience and career aspirations.

After all application materials are reviewed, (reviews take place in April, August, and October) the applicant will receive written notice of acceptance or rejection.

500. General School Administration: Basic Course. 3 hrs. I, S.

This is the introductory course in Educational Administration. Its purposes are: (1) to familiarize the student with content of knowledge related to the administration of large organizations, (2) to provide activities for the development of administrative skills, and (3) to help the student develop a self concept which will enable him/her to feel comfortable with a leadership role.

505. The Teacher and School Administration. 3 hrs. I, or II, S.

Background of the fundamentals of school administration for the classroom teacher. Not acceptable in administrative programs and not open to students who have completed Educational Administration.

510. **The School Principal. 3 hrs. I or II, S.**
Duties and responsibilities of elementary and secondary principals with emphasis on school-community relations, school law, pupil personnel and school activities. (PR or CR: Education Administration 500)
- 560-563. **Professional Development. 1-4 hrs. I or II, S.**
Courses and activities designed to meet the specific inservice needs to public school administrators. Credit in these courses may be used for certificate renewal and salary upgrading but not in degree programs. CR/NC grading.
- 580-583 **Special Topics. 1-4 hrs. I, II, S.**
- 585-588. **Independent Study. 1-4 hrs.**
600. **Staff Personnel Administration. 3 hrs. I, or II, S.**
Recruitment, selection, orientation, in-service education, professional growth and staff differentiation of personnel will be considered. (PR: Educational Administration 500)
610. **Supervision of Instruction: Basic Course. 3 hrs. I or II, S.**
Principles; procedures used in improving instructional program in schools. Course content is adjusted to the needs of either elementary or secondary school principals.
630. **School Community Relations. 3 hrs. I, or II, S.**
Basic principles, rationale and need for a school-community relations program. Roles of the various participants, structure and form of an effective program. Communication theory and practice and community involvement are emphasized.
640. **School Business Management. 3 hrs. I, or II, S.**
Development of the basic skills involved in school business management. Includes personnel, finance, budgeting, purchasing, school lunch program, pupil transportation, plant maintenance and operation, and federal programs.
650. **Field Based Principal Experience. 3 hrs. I.**
Investigations in current problems of local schools; content determined by needs of students. CR/NC grading. (PR: Permission of instructor)
655. **Field Based Principal Experience. 3 hrs. II.**
Investigations in current problems of local schools; content determined by needs of students. CR/NC grading. (PR: EDA 650)
- 660-665. **Field Based Supervision Experience. 3; 3 hrs. (660. I, 665. II)**
Practice of supervisory techniques presented in theory courses; sharing the responsibility for carrying forward a supervisory program in a school system. CR/NC grading (PR: Permission of instructor and 3 years of teaching experience)
679. **Problem Report. 1-3 hrs. I, II, S.**
The preparation of a written report on a research problem, experiment or field project in education. This report is not a thesis.
681. **Thesis. 1-6 hrs. I, II, S.**
May be taken for 3 hours of credit by students whose reports in 679 were excellent and are of such character as to warrant further research. Students completing 679 and 681 for a total of 6 hours may qualify for the master's degree by earning an additional 26 hours of credit. Students completing 681 must defend their thesis in an oral examination.
685. **Advanced Supervision of Instruction. 3 hrs.**
Duties of the school supervisor with emphasis on needs assessment process, curriculum development, in-service education and the process of change.
690. **Decision Making, Planning and Evaluation in Educational Administration. 3 hrs.**
The study of alternative planning and evaluation methods and their application to decision-making in educational institutions. Provides a comprehensive analysis of personnel evaluation including observation, conference, and follow-up procedures.
700. **Superintendency. 3 hrs.**
The examination of the technical, human, and conceptual roles, relationships, behaviors and competencies which characterize school superintendents and their staffs.
705. **Administration Theory. 3 hrs.**
Analysis of administration theories and their application to organizational leadership and management.
710. **Advanced Leadership Techniques. 3 hrs. S.**
An introduction to new techniques of administration and supervision, including interaction analysis, sensitivity training, program and research dissemination, strategies for change, micro-teaching, gaming and related simulation and evaluation.
715. **Administration of Higher Education. 3 hrs.**
This course will identify the various task areas of administration in higher education and the problems associated with them.
720. **General School Administration: Financial Aspects. 3 hrs.**
Basic principles of school finance; taxation for school support; budgeting; accounting and auditing; insurance; excess levies and bond issues. (PR: Educational Administration 500)
725. **Organizational Analysis. 3 hrs.**
An interdisciplinary approach to the study of organizational structure, relationships, and functions. Will focus on problems and alternatives for coping with them.
730. **General School Administration: Plant and Equipment. 3 hrs.**

- The use of the school building survey and educational specification are studied in relation to how the building may enhance the educational program. Some field trips are taken to exemplary school buildings. (PR: Educational Administration 500)
735. **Utilization of Computer Resources in Education Administration. 3 hrs.**
Postmasters course in application of computer to practical decision making in school administration particularly in the area of staff and student personnel, business management, and test scoring and analysis. (PR: M.A., incl. EDA 500 and EDF 517, or permission of instructor)
740. **School Law. 3 hrs. I or II, S.**
The legal basis of education in the United States in constitutions, statutes, court decision, and in administrative ruling and practices with some emphasis on West Virginia.
745. **Higher Education Law. 3 hrs.**
The legal basis of higher education in the United States as based on constitutions, statutes, court decisions, and administration of colleges and universities.
- 750-751. **Field Based Superintendent Experience. 3; 3 hrs. I, II.**
The student is required to demonstrate competence in curriculum, research, law, finance, and school plants. The course will be conducted in the student's system and by seminar. CR/NC grading.
755. **Current Issues in Higher Education. 3 hrs.**
Focuses on current and emerging problems of higher education. Deals with both societal and internal factors which impinge on the administration of colleges and universities.
765. **Higher Education Finance. 3 hrs.**
Focus on sources of revenue, budgeting, and accounting for higher education finances.
775. **Seminar. 2-3 hrs. I, II, S.**
A guided program of readings, reports and discussions. No student may register for this course a second time. (PR: Permission of instructor)
790. **Research Colloquium in Educational Administration. 3 hrs.**
Identification of research problems in education, consideration of alternative designs and methods of investigations, and development of a research proposal at the advanced graduate level.
795. **Literature. 1-3 hrs. I, II, S.**
A program of reading, either extensive or intensive, and reports on a group of outstanding contributions to education; readings selected with guidance of adviser. Only one registration for Educational Administration 795 is permitted. May not be substituted for scheduled courses without approval of the department chairman. (PR: Permission of instructor)

EDUCATION-CURRICULUM AND FOUNDATIONS (CI)

The undergraduate prerequisite for a graduate major is 21 semester hours in Professional Education. Obtaining a teaching certificate by passing the National Teacher Examination does not exempt the applicant from the undergraduate Professional Education course requirements. College graduates who do not meet this requirement may take a limited number of graduate courses in education concurrently with the undergraduate courses required for certification.

To be admitted to candidacy for the master's degree students must:

1. Earn a 3.0 grade point average in at least 12 semester hours of graduate work presented for the degree. To be considered for such admission, the student must have earned quality point average of 3.0 (B) in all graduate work.
2. Complete Educational Foundations 621 or an equivalent course.
3. Have a professional teaching certificate valid in West Virginia or the equivalent.

All students shall earn a minimum of twelve credit hours after admission to candidacy.

Teachers with a master's degree who wish to qualify for additional certification or endorsement must apply for admission to the program selected and meet the admission requirements of that program.

TEACHER EDUCATION CURRICULA

A. EARLY EDUCATION

For teachers with professional certificates for teaching in grades K-3 or N-K-6.

	Hours
Minimum requirements	32-36
1. Education	21
a. Educational Foundations 616, 621	6
b. Curriculum and Instruction 631, 632,* 633, 634	12
c. Educational Administration 505	3
2. Electives with adviser approval	15

*Any student who has not had equivalent undergraduate courses will be admitted to this course only after Home Economics 531, 3 hours; Home Economics 535, 3 hours; Curriculum and Instruction 630, 4 hours; Curriculum and Instruction 511, 2 hours; and Speech 518, 3 hours.

For teachers with certificates valid for grades 1-9 who wish to add an early education endorsement.

	Hours
Minimum requirements	32-36
1. Education	27
a. Educational Administration 505	3
b. Educational Foundations 616, 621	6
c. Curriculum and Instruction 511, 630, 631, 632*, 633, 634	18
2. Home Economics 531, 535	6
3. Speech 518	3

B. ELEMENTARY EDUCATION

Students in this program may take not more than six hours in counseling and rehabilitation to be chosen from Counseling and Rehabilitation 590, 614, 646.

	Hours
Minimum requirements	32-36
1. Education	27-36
a. Educational Administration 500 or 505	3
b. Educational Foundations 560, 616, 621	9
c. Curriculum and Instruction 609	3
d. Electives	12-21
Select from the following courses:	
Educational Foundations 502, 515, 535, 615, 619	
Curriculum and Instruction 501, 503, 504, 505, 517, 518, 607, 608, 618, 623, 624, 635, 656, 657, 658, 670, 671, 678; other courses including outside education courses may be considered through agreement of the student adviser.	

C. ELEMENTARY EDUCATION (ALTERNATE)

For teachers who have an undergraduate degree in secondary education, a K-12 teaching program approved by West Virginia, or an equivalent of either of the above. The program provides a certificate to teach in a self-contained classroom, grades 1-6. Admission to the program requires a valid secondary teaching certificate. The master's degree may be awarded after the completion of any 36 credit hours from the courses listed below (must include EDF 621). However, six to thirteen additional hours may be required to complete certification standards depending upon the student's undergraduate preparation. A qualifying examination is required in this program at the point of candidacy.

The following list of requirements is minimal. Additional adjustments, and/or alternations may be required for selected students.

	Hours
Minimum requirements	36-48
Required for all students:	
Curriculum and Instruction 657, 671, 670, 607, 608, 656, 609, 618, 672.	
Educational Foundations 621.	
Required for selected students:	
Curriculum and Instruction 557, 559, 521.	
Physical Education 515.	
Art 601	
Music 670	
Safety Education 536, 1 hour	

D. SPECIAL EDUCATION

For endorsement of teachers with professional certificates for teaching special education pupils. Students without background in education should anticipate two years of graduate study. In some isolated cases students who have backgrounds in education should anticipate two years of graduate study. A minimum grade of 3.0 (B) is required on CI 520 prior to admission to any program in special education.

	Hours
Minimum requirements	36
1. General Education	15
a. Educational Foundations 616, 621	6
b. Educational Administration 505	3
c. Curriculum and Instruction 520, 629	6
2. Special Education - select one area of emphasis	
a. Behavioral Disorders: Curriculum and Instruction 524, 607, 604, 645, 649	15

*Any student who has not had equivalent undergraduate courses will be admitted to this course only after Home Economics 531, 3 hours; Home Economics 535, 3 hours; Curriculum and Instruction 630, 4 hours; Curriculum and Instruction 511, 2 hours; and Speech 518, 3 hours.

- b.* Mentally Retarded
Curriculum and Instruction 533, 607, 553, 626, 65116
Speech 5183
- c.* Specific Learning Disabilities:
Curriculum and Instruction 523, 626, 646, 647, 650.....15
- d.** Crippled and Other Health Impaired: Curriculum and Instruction 525, 607, 544, 595, 648;
Speech 51818
- e. Gifted
Curriculum and Instruction 526, 601, 602, 603.....12
A composite score of 900 on the GRE is required for admission to the program in Gifted.
- 3. Electives.....6
Teachers with professional certificates for teaching in Grades 7-12 may obtain Elementary Certification by completing the Alternate Masters Degree Program in Elementary Education.

E. ART

See the section: ART for admission requirements.

	Hours
Minimum requirements32-36	
1. Education6	
Select from the following courses:	
a. Educational Foundations 616, 621, 660	
b. Curriculum and Instruction 528, 610, 623	
c. Counseling and Rehabilitation 590, 648	
2. Art (Must include Art 601, Art Ed., 3 hrs.; Art 670, Seminar; 6 hrs. of Art history and 15 hrs. studio major.)26-30	
3. Exhibition of creative work achieved during program of study and pass a written comprehensive which includes a formal paper and brief examination on terminology.	

F. LIBRARY SCIENCE EDUCATION

Twelve semester hours of educational media in areas of school library administration, cataloging and classification, reference, and orientation in school library service are required for admission to the program. Admission to candidacy is based upon completion of at least twelve semester hours of graduate work at Marshall University with at least a 3.0 (B) average, and the recommendation of the department.

	Hours
Minimum requirements33-36	
1. Education12	
a. Educational Administration 505	
b. Curriculum and Instruction 501, 609, or 610	
c. Curriculum and Instruction 504, 644, or 656	
d. Counseling and Rehabilitation 590	
2. Educational Media including Educational Media 62118	
3. Electives.....6	

Completion of EDM 679 and EDM 681 reduces the total hours required for a major in this field to 33. Students majoring in another field may secure a minor in library science by completion of at least six hours in library science courses selected with the approval of the student's major adviser and the Chairman of the Department of Educational Media.

G. MIDDLE CHILDHOOD EDUCATION

The Middle Childhood Program is designed for persons who have an undergraduate degree in secondary education, a K-12 program, or an elementary education certificate with a subject specialization.

This is a certification program for teachers of middle childhood grades and not a master's degree program. The program consists of 15 hours.

Transfer credit will be evaluated and up to six hours may be accepted based on the evaluation and advisor's approval.

COURSES REQUIRED

- CI 501 -- Middle Childhood Curriculum
- EDF 502 -- Psychology of the Middle Childhood Student
- CI 503 -- Methods and Materials of Teaching in the Middle Childhood Grades

*Persons entering this program for full endorsement must have an Elementary, Early Childhood or Special Education certificate.

**Persons entering this program for full endorsement must have an Elementary, Early Childhood or Special Education Certificate. Persons who have a professional certificate in Physical Education, Grades K-12 may enter the program, however, upon completion of same they will be limited to teaching physical education to physically handicapped.

H. MUSIC EDUCATION

The degree Master of Arts in Music with a major in Music Education requires a minimum of 36 hours of course work. The program for the degree must include 14 hours of music education, 11 hours of cognate studies in music, 5 hours from other fields of music and 6 hours in professional education.

Majors in all music and music education programs are given an examination in basic skills not later than the time of completion of twelve semester hours of graduate work and before being admitted to candidacy. As part of these requirements the basic departmental piano proficiency examination must be passed, the content of which will vary according to the student's departmental area major. In addition, a placement examination in Music History (including Styles) and Music Theory must be taken to determine if deficiencies in these areas exist. Applicants are must take this examination prior to registering for graduate courses in music.

All full-time graduate students in music are required to participate in a music ensemble during the regular academic year as recommended by their major adviser. No graduate credit is given for this participation.

Requirements for performance levels in applied music as well as more detailed information on requisites in the individual options will be found in the **Music Department Applied Music and Ensemble Handbook**.

INSTRUMENTAL

	Hours
Minimum requirements	36
1. Education	6
2. Cognate Studies in Music	11
Music 621, 630A, 640A, Music History Elective	
3. Major Area - Music Education	14
Music 610, 615, 616, 617, 618A	
4. Music Electives	5

VOCAL

	Hours
Minimum requirements	36
1. Education	6
Two courses in Curriculum and Instruction selected in consultation with the student's adviser.	
2. Cognate Studies in Music	11
Music 621, 629A, 640A, Music History Elective	
3. Major Area - Music Education	14
Music 610, 616, 617, 618B, 619A	
4. Music Electives	5

I. READING EDUCATION

For teachers who wish to have a professional certificate endorsed for serving as reading specialist in kindergarten through grade 12.

	Hours
Minimum requirements	36
1. Curriculum and Instruction 609, 610, 636, 637, 639, 642, 643, and 644	
2. Educational Foundations 535, 616, 619, and 621	

J. SECONDARY SCHOOL

(For programs in art, library science, music, reading, and special education, refer to Sections E, F, H, I, and D, respectively).

Teachers eligible for the following programs must have, before completing the requirements for the master's degree, professional certificates valid for grades seven through twelve or must be teaching in a junior high school and certified to teach grades one through nine. The latter must complete Curriculum and Instruction 501.

SECONDARY EDUCATION

A program open to teachers of all subject areas at the junior high and senior high school levels. Student programs are planned on an individual basis according to the background and interests of the individual. You will have a chance to work closely with the secondary education advisor in developing and scheduling your program. If you wish to discuss the specific requirements of the program before applying for admittance to graduate school see the program director of secondary education.

The course work consists of professional education courses designed to increase the teacher's professional skills to give them more professional choices and also personalize the masters program, see item 4 below.

	Hours
Minimum requirements	36
1. Humanistic and Behavioral Sciences	3-9
a. EDF 616 Advanced Studies in Child Development	
b. Electives to be selected from: EDF 560, 619, EDA 610, CI 520, or CI 521	
2. Theory Relevant to the program	12-21
a. CI 610 Curriculum in the Modern Secondary School or CI 501 Middle Childhood Curriculum, on advice of the adviser	
b. CI 623 Instructional Models and Assessment Techniques	
c. CI 624 Advanced Instructional Strategies	
d. CI 641 Seminar in Education	
e. Electives with advisor approval	
3. Research and Measurement	3-9
a. EDF 621 Research and Writing	
b. Elective EDF 517 and/or EDF 535	
4. Options for an Area of Concentration	12-18
a. Content courses in the teaching specialization(s) - The student could select 12-18 hours in his teaching specialization(s).	
b. Middle Childhood courses - The student could select 15 hours in middle childhood education and would receive certification in middle childhood education.	
c. Education of the Gifted - Students would take 18 hours of classes in the education of the gifted and would receive certification in education of the gifted.	

SOCIAL STUDIES

See Social Studies in this catalog

K. SUPERVISING TEACHER ENDORSEMENTS

These endorsements are for the teachers in public schools who are eligible to supervise student teachers.

1. Supervising Teacher A
To qualify for the Supervising Teacher A endorsement the candidate must
 - a. possess an AB or BS degree and 12 semester hours graduate credit relevant to their teaching specialization
 - b. complete EDA 610 Supervision of Instruction (may be part of the 12 graduate hours)
 - c. be recommended by his superintendent and his college
 - d. have 4 years of successful teaching experience, one of which shall have been in his teaching specialization.
2. Teacher Education Associate
To qualify for the Teacher Education Associate Endorsement the candidate must
 - a. possess a professional certificate plus 19 semester hours of graduate credit within or beyond a graduate degree
 - b. complete EDA 610 Supervision of Instruction and CI 678 The Supervising Teacher
 - c. be certified by a college that the applicant has successfully supervised at least (2) two student teachers
 - d. have 5 years successful teaching experience two of which shall have been in his teaching specialization.

L. MASTER OF EDUCATION - GRADUATE OUTREACH (GO) PROGRAM

The Graduate Outreach (GO) Masters Degree in Education is content and field-based oriented. The objective is to provide an individualized approach to learning which will contribute to professional growth and development of educators through a personally developed integrated sequence of studies.

The degree of Master in Education will be awarded upon completion of the program. If certification is sought, all regulations and program requirements currently in effect at Marshall University must be met.

The objectives of the program are two-fold: (1) To address the personalized needs of West Virginia educators who have unique perspective on their own professional growth and development, and (2) to make it possible for mature professionals to assume more responsibility for their own professional growth and development. To achieve these purposes, we propose to allow students to achieve a Masters Degree in Education through more self-study, off-campus course work, and study offered through inservice programs at the county school level.

Requirements of the Program

- A. Minimum of three semester hours in Research and Writing.
- B. Minimum of three hours in the study of Human Growth and Development - EDF 616, EDF 619, CR 648, or other three hours of graduate credit approved by the advisor and the steering committee.

- C. Minimum of three hours of Curriculum Development - CI 609, CI 610, CI 501, or other three hours of graduate credit in curriculum approved by the advisor and the steering committee.
- D. A minimum of three hours related to a course of study in an area of specialization.

General Requirements

A minimum of twelve hours of course work related to the student's identified area of interest.

Alternative Course Work:

A maximum of twelve hours of credit may be given for alternative and independent activities. The activities must be related to the student's identified area of interest and approved by the GO Steering Committee. Examples of such activities are: special topics courses, credit for appropriate inservice activities, thesis, problem reports, review of literature, and internship.

M. THE GRADUATE OUTREACH (GO) CERTIFICATE OF ADVANCED STUDY

The Graduate Outreach (GO) Certificate of Advanced Study Program is content and field-based oriented. The objective is to provide an individualized approach to learning which will contribute to professional growth and development of educators through a personally developed integrated sequence of studies.

The Certificate of Advanced Study will be awarded upon completion of the program. If certification is sought, all regulations and program requirements currently in effect at Marshall University must be met.

The objectives of the program are two fold: (1) To address the personalized needs of West Virginia educators who have unique perspective on their own professional growth and development, and (2) to make it possible for mature professionals to assume more responsibility for their own professional growth and development. To achieve these purposes, we propose to allow students to achieve a Certificate of Advanced Study in Education through more self-study, off-campus course work, and study offered through inservice programs at the county school level.

Requirements of the Program

- A. Student must possess a Masters Degree in Education (or equivalent), and be admitted to Marshall University Graduate School to enter the program.
- B. All work required for the completion of the program shall be determined in consultation with the student, advisor, and GO Steering Committee. The number of hours to be completed beyond the Masters Degree will be a minimum of 36 hours. The program of studies adopted by the student the the GO Committee shall be filed with the graduate dean. If the student's Masters Degree does not include the following areas, the student must complete each of the following:
 1. Minimum of three semester hours in Research and Writing.
 2. Minimum of three hours in the study of Human Growth and Development - EDF 616, EDF 619, CR 648, or other three hours of graduate credit in area of HGD approved by the advisor and steering committee.
 3. Minimum of three hours of Curriculum Development - CI 609, CI 610, CI 501, or other three hours of graduate credit in area of curriculum approved by the advisor and steering committee.
 4. A laboratory, practicum, internship or similar experience is required in all programs. This requirement may be waived for inservice teachers and other professional school personnel having a minimum of one year experience.

N. CERTIFICATE OF ADVANCED STUDY IN CURRICULUM AND FOUNDATIONS

Introduction

The Certificate of Advanced Study in Curriculum and Foundations is earned by completing a minimum one year of graduate work in residence including such course work as identified in item three (3) below and completing such other courses and requirements as determined by the student and his advisory committee. Completion of specified course work and other specified experiences does not lead necessarily to the issuance of the certificate. The student must be recommended by his advisory committee before the certificate is issued.

Objectives

The following objectives may be met by the program of studies leading to the certificate:

1. Give directed study for courses leading to salary classifications M.A. + 15 and M.A. + 30.
2. Extend the applicant's teaching and professional skills.
3. May lead to additional endorsements (if directed in this way).
4. Prepare the applicant for additional roles such as department chairperson, curriculum planner, lead teacher, teacher education associate, etc.

Entrance Requirements

1. Possess M.A. in education.
2. Be admitted to the Marshall University Graduate School.

Admission and Program Activities

1. Apply for admission on forms provided by the Dean of Graduate School, Marshall University, Huntington, WV 25701.
2. Following admission the student will:
 - a. Select an advisory committee to help plan and develop his program (minimum of three members). The student will first choose an advisor with whose help the additional members of the committee will be chosen.
 - b. The student's advisory committee may include a member outside the department if the professional objectives call for such.
 - c. Submit a letter of intention, indicating the objectives the student has in mind by pursuing the two-year program.
3. All additional work required for completion of the program shall be determined by the student in consultation with the advisory committee. Courses may be selected outside the field of education with the approval of the advisory committee. The number of hours to be completed beyond the M.A. will be 30-36. The program of studies adopted by the student and the committee shall be filed with the graduate dean and the chairman of the department and shall include the following:
 - a. A minimum of one three semester hour course in curriculum development of curriculum assessment at both the elementary and secondary levels - CI 501, 609, 610, 615, 635 - 6 hours.
 - b. A minimum of one three hour course in the history and/or philosophy of education - EDF 560, 615 - 3 hrs.
 - c. A minimum of one three hour course in instructional strategies and/or instructional models - CI 618, 623, 624, EDF 619, other advanced methods at option of committee - 3 hours.
 - d. A minimum of one three hour course in Human Growth and Development - EDF 616 - 3 hours.
 - e. Electives to complete program objectives.
4. A laboratory, practicum, internship or similar experience is required in all programs. This requirement may be met by inservice teachers and other professional school personnel having a minimum of one year experience.
5. Other departments will be consulted relative to courses that will be useful in helping the student meet his objectives.
6. Transfer of credit from other graduate schools to be applied toward the two-year program shall be left to the discretion of the student's advisory committee. At least one-half the required work must be completed as Marshall's credit.
7. The research and theory requirement for the two-year program shall be determined by the student's advisory committee in terms of the research already completed and the student's objectives which necessitate advanced research projects.
8. At least ten weeks of full-time residence study is required.
9. The student shall be required to take either a written comprehensive examination, or a general oral examination in keeping with his planned objectives. These examinations will be given under the supervision of the advisory committee as the final step in completing the two-year program.
10. Upon the completion of the two-year program, the student will be awarded a Marshall University Certificate of Advanced Study in the area of specialty.
11. A thesis may be written by the student. The total number of hours may be reduced by the student's committee up to a maximum of six hours. See item no. 7.

CURRICULUM AND INSTRUCTION (CI)

501. **Middle Childhood Curriculum. 3 hrs.**
The study of procedures for creating a functional middle childhood curriculum with emphasis upon the needs of middle childhood learners.
503. **Methods and Materials of Teaching in the Middle Childhood Grades. 3 hrs.**
The study of methods appropriate for teaching in the middle childhood grades and the production and utilization of materials and resources in these grades.
504. **Teaching Reading in the Middle Childhood Grades. 3 hrs.**
Principles, techniques, and methods underlying the teaching of reading in the middle school.
505. **Seminar and Field Experience in Teaching Strategies for The Middle Childhood Grades. 3 hrs.**
A guided program of readings, field experience, reports and discussions. No student may register for this course a second time.
511. **Analysis of Teaching in Early Years. 2 hrs.**
The analysis and appraisal of teaching strategies employed in the teaching of young children. (CR: CI 630)

517. **Comprehensive Classroom Discipline Techniques. 3 hrs.**
Identification of common classroom discipline problems and techniques for dealing with behavioral incidents in school settings K-12.
518. **Classroom Motivation. 1-3 hrs. I, II, S.**
Classroom motivation with an emphasis on theoretical constructs and practical applications for teachers of students from early childhood through adolescence.
520. **Special Education: Instruction to Exceptional Children. 3 hrs. I, II, S.**
An introduction to the study of children who deviate from the average in mental, physical, and social characteristics, including a study of the characteristics of such children and the adaptation of educational procedures to their abilities and disabilities.
521. **Special Education: Behavioral Characteristics of Exceptional Children. 3 hrs. I, II, S.**
Behavioral characteristics of children with exceptional development, dynamics of family-community interaction, and attitudes toward exceptional conditions. Implications for amelioration and educational planning.
522. **Special Education: Introduction to Education of Disadvantaged. 3 hrs.**
Analysis and exploration of causes of difficulties that accompany the disadvantaged learner. Strategies for structuring learning experiences according to needs will be considered.
523. **Special Education: Introduction to Learning Disabilities. 3 hrs. I, II, S.**
An integrated, concise overview of specific learning disabilities; definitions, etiology; observable and identifiable symptoms and implications for amelioration. (CI 520)
524. **Special Education: Introduction to Emotional Disturbances. 3 hrs. I, S.**
Characteristics of emotional-social disturbances in children; dysfunction in behavior, academic achievement, and social relationships, etiology and educational implications are presented. (CI 520)
525. **Curriculum and Methods for the Severely and Multiple Handicapped. 3 hrs. I, S.**
A review of curriculum development and methods used to teach severely and multiply handicapped persons. Evaluation techniques, program development, adaptation of materials and equipment and teaching methods are presented. (PR: CI 520)
526. **Introduction to the Gifted. 3 hrs.**
An overview of giftedness in children, definitions, etiology, observable characteristics and implications for educational agencies. (CI 520 or Perm)
530. **Computer Software and Methodology in Education. 3 hrs.**
This course is designed for inservice teachers who want to become familiar with how to use the microcomputer to improve their instruction.
533. **Special Education: Introduction to the Mentally Retarded. 3 hrs. I, II.**
Acquaints teachers with the characteristics and needs of the mentally retarded child. The status of the mentally retarded in our society and the impact of mental retardation on education. (PR: Curriculum and Instruction 520. CR: Field experience)
541. **Secondary Education: Literary Materials for English and Social Studies. 3 hrs. I, S.**
To acquaint teachers of English and social studies with a variety of literary selections suitable for students, grades 7-12.
544. **Special Education: Introduction to Crippled and Other Health Impaired Children. 3 hrs. I, S.**
An introduction to the characteristics and needs of crippled and other health impaired children. The medical aspects of physically handicapping conditions are considered. (PR: Curriculum and Instruction 520)
549. **Classroom Management Techniques for Secondary and Middle Childhood Teacher. 1-3 hrs.**
Classroom management with an emphasis on practical techniques for dealing with management problems in secondary and middle school settings.
553. **Special Education: Curriculum and Methods for the Mentally Retarded. 3 hrs. I, II.**
Principles and current trends in curriculum development are reviewed and evaluated toward the development of specific curricula for the mentally retarded. Methods and materials are presented in relation to this development. (PR: Curriculum and Instruction 520 or 533 or permission of department chairman.)
554. **Working with Parents of Exceptional Students. 3 hrs.**
Principles and information designed to give the student an understanding of the needs and rights of parents of exceptional children and techniques to involve parents successfully in their child's education.
557. **Elementary Education: Teaching Contemporary Mathematics. 3 hrs.**
Application of modern methods and techniques in the implementation of a contemporary elementary mathematics program.
559. **Multicultural Influences in Education: Materials and Techniques. 3 hrs. I, S.**
Multicultural education with an emphasis on methods and materials for teaching students from diverse cultural backgrounds.
- 560-561-562-563. **Professional Development: (Identifying content title to be added). Each 1-4 hrs. I, II, S.**
Courses and activities designed to meet the specific inservice needs of public school personnel. Credit in these courses may be used for certificate renewal and salary upgrading if approved but not in degree programs. CR/NC grading.

566. **Problems in Curriculum Development for Public School Art K-12.** 3 hrs.
Exploring considerations for curriculum development in Art Education, developing individualized curriculum for specific situation on grade levels K-6 or 7-12.
- 580-583. **Special Topics.** 1-4 hrs. I, II, S.
- 585-588. **Independent Study.** 1-4 hrs.
595. **Special Education: Education of Crippled and Other Health Impaired Children.** 3 hrs. II, S.
Principles and current trends in the teaching of crippled and other health impaired children. Curriculum development for teaching physically handicapped children as well as various methods and materials used in their education. (PR: 520 or permission)
601. **Psychological Foundations of Giftedness.** 3 hrs.
A study of measures used to identify the gifted and interpretation of results, psychological development of the gifted and psychological pressures, problems and adjustments strategies towards mental health in the gifted child. (PR: Curriculum and Instruction 602)
602. **Education of the Gifted.** 3 hrs.
Educational models, identification techniques, teaching strategies and resources available for gifted children. Current trends in curriculum development for the gifted are also examined. (PR: Curriculum and Instruction 526)
603. **Field Experience: Gifted.** 3 hrs. S.
Supervised experiences (one semester) in field work with children who exhibit potential giftedness. (PR: CI 520, 526, and 602)
604. **Practicum in Emotional Disturbances.** 3 hrs.
An initial participation and observation experience with children experiencing behavior problems. Course evolves around bi-weekly seminar and selected projects. (PR: CI 520 and 524)
605. **Teaching Reading in Early Childhood Education (K-4).** 3 hrs.
Emeshing theories and principles with methods and materials to help teachers improve the quality of reading instruction in ECE, K-4.
606. **Teaching Reading in the Secondary School.** 3 hrs.
Principles, techniques, and methods underlying the teaching of reading in junior and senior high schools.
607. **Elementary Education: Basic Skills and Strategies for Teaching Language/Reading.** 3 hrs. I, II, S.
Basic reading skills, techniques, and procedures. Analysis of selected approaches to teaching reading.
608. **Elementary Education: Language/Reading: Assessment and Prescription.** 3 hrs. II.
Techniques of reading assessment and prescription for children in elementary schools.
609. **Elementary Education: Curriculum in the Modern Elementary School.** 3 hrs. I, II, S.
Examination of traditional and current assumptions undergirding the modern elementary school curriculum with emphasis on converting theoretical bases into plans for curriculum change and modernization.
610. **Secondary Education: Curriculum in the Modern Secondary School.** 3 hrs. I, II, S.
Analysis of the social and political factors which affect secondary school curriculum with emphasis upon trends and developments in high schools today.
612. **Developing Auxiliary Teachers for Reading Instruction. (Paraprofessional and Parent Involvement).** 3 hrs.
Practical techniques and ideas for setting up and operating an effective auxiliary teacher program in reading.
613. **Reading Methods. (K-8): Literature and Skill Development.** 3 hrs.
An examination of teaching methods and of children's literature that are conducive to promoting permanent interests, skills, and interests in reading for ECC and MCE.
614. **Reading Methods (9-Adult): Literature and Skill Development.** 3 hrs.
Analysis of the roles of the teacher in developing a reading program for the late adolescent and adult. The utilization of children's literature as a medium for bridging the content fields with the process of reading will be a major concept that will be utilized.
616. **Reading Methods, and Media for Students Who Learn Differently.** 3 hrs.
Exam and evaluate programs, methods, and media in reading for students who deviate from the norm.
617. **Materials and Technology for use in Reading Instruction.** 3 hrs.
Provides "hands on" experience in selecting, constructing, and using materials and technology.
618. **Elementary Education: Informal Learning in Primary and Middle Schools.**
Informal learning in the primary and middle school with emphasis on the significance of natural child development, learning through games and play, and the British model for infant and junior schools, and related activities for the middle years (ages 10-14) in middle school settings.
619. **Reading Leadership: Roles, Responsibilities, and Problems.** 3 hrs. S.
Analyses of administrators/supervisor's roles, responsibilities, problems, and practices in reading programs K-12. Presents practical solutions for problems encountered in a comprehensive reading program.
620. **Conservation Education.** 3 hrs. S.
Basic conservation concepts and course content; the materials and methods for conservation teaching. Elementary of soil, water, and human conservation are presented.

621. **Current Issues and Problems in Reading. 3 hrs.**
A seminar course especially designed to explore problems and issues in reading, K-12. Professional literature, empirical research, and practical experience will be used to identify problems and solutions.
622. **Internship/Practicum in Reading. 3 hrs.**
Supervised experience in a cooperating school. Working with children, teachers, and administrators in various aspects of the reading curriculum for one semester.
623. **Instructional Models and Assessment Techniques. 3 hrs. I, S.**
Selected teaching models are analyzed with implications for the role of the teacher; assessment of influences of the teacher.
624. **Advanced Instructional Strategies. 3 hrs. II, S.**
Performance-based laboratory experiences in a micro-teaching laboratory development of a personalized teaching repertoire.
625. **Special Education: Supervision. 3 hrs.**
Problems of supervision of programs for the mentally retarded. Preparation of budgets, state regulations, and school relationship. (PR: Curriculum and Instruction 520, 533, 540 and 553)
626. **Special Education: Diagnostic-Clinical Practices. 3 hrs. I, S.**
Team approach to diagnosis and treatment of exceptional children. (PR: Curriculum and Instruction 520)
628. **Special Education: Rehabilitation Techniques. 3 hrs.**
Team approach to physical, mental, and emotional rehabilitation. Methods of identification and assessment; case study and referrals; follow-up procedures; vocational placement and VR-public school cooperation endeavors. (PR: Curriculum and Instruction 520, 533 or Perm)
629. **Special Education: Seminar 3 hrs. II, S.**
Research methods and current significant findings in special education. Guest speakers. Advanced special education students only.
630. **Early Childhood Education: Practicum in Kindergarten Education. 4 hrs. I, S.**
Supervised experience in teaching kindergarten with a concurrent seminar in organization and administration.
631. **Early Childhood Education: Current Influences on Early Childhood Education. 3 hrs. I, S.**
A study of recent findings in the behavioral sciences and their implications for early childhood education.
632. **Early Childhood Education: Early Childhood Programs. 3 hrs. II, S.**
An examination of past and present programs for young children with opportunity provided for curriculum development. (PR: Curriculum and Instruction 631)
633. **Early Childhood Education: Adult Involvement in Early Education. 3 hrs. II, S.**
Ways of communicating and involving paraprofessionals, parents, volunteers, staff in the education of young children.
634. **Language and Cognition in Early Childhood. 3 hrs. II, S.**
Examination of selected studies in language acquisition and cognitive development of children from birth to eight years of age.
635. **Evaluation in Elementary and Secondary SCHOOLS. 3 hrs. S.**
Procedures for evaluating effectiveness of a school program with emphasis on procedures other than formal tests.
636. **Reading Education: Modern Elementary School Reading Program. 3 hrs. I, S.**
Survey, analysis and evaluation of methodology as related to educational objectives, learning theory and principles of human growth and development. (PR: Curriculum and Instruction 343 or 607 for elementary majors; 445 or 606 for secondary majors)
637. **Reading Education: Diagnosis and Correction of Reading Difficulties. 3 hrs. II, S.**
Study and the causes of reading difficulties, diagnostic devices and techniques, and remedial methods and materials. (PR: Curriculum and Instruction 636 or 644)
639. **Reading Education: Seminar: Planning, Organizing and Supervising a Reading Program. 3 hrs. II, S.**
This course is designed as an in-depth study and analysis of the planning and organizing of reading programs at various administrative levels. (PR: Curriculum and Instruction 643)
640. **Literature. 1-3 hrs. I, II, S.**
A program of reading, either extensive or intensive, and reports on a group of outstanding contributions to education; readings selected with guidance of advisor. Only one registration for Curriculum and Instruction 640 is permitted.
641. **Seminar. 2-3 hrs. I, II, S.**
A guided program of readings, reports and discussions. No student may register for this course a second time.
642. **Reading Education: Seminar: Reading Instruction for Individuals with Special Needs. 3 hrs. I, II, S.**
Study of research findings, methodology and instructional materials for atypical learners, illiterate adults and others.
643. **Practicum in the Diagnosis and Correction of Reading Difficulties--Elementary and Secondary. 3 hrs. I, S.**
Clinical experiences in the diagnosis and corrective treatment of reading disabilities. (PR: Curriculum and Instruction 637)

644. **The Modern Secondary School Reading Program. 3 hrs.**
Survey, analysis, and evaluation of methodology as related to educational objectives, learning theory, and principles of human growth and development at the secondary level.
645. **Special Education: Education of Persons with Emotional Disturbances. 3 hrs. II, S.**
Recognition of emotional-social, disturbances, assessment of educational needs, establishment of programs to implement behavioral change and provide necessary modification in educational programs to remediate learning and behavioral difficulties of children. (PR: Curriculum and Instruction 520 and 524)
646. **Special Education: Field Experiences: Learning Disabilities. 3 hrs. II, S.**
Supervised experiences of one semester in field work with children or youth who exhibit symptoms of problems in learning. (PR: Permission of instructor)
647. **Special Education: Education of the Learning Disturbances. 3 hrs. I, S.**
Theories, diagnosis, and teaching strategies concerning children who exhibit symptoms of any or several learning disabilities. (PR: Curriculum and Instruction 520)
648. **Special Education: Field Experiences: Crippling Conditions. 3 hrs. I, II, S.**
Teaching under supervision in cooperating public schools. (PR: Curriculum and Instruction 544 and CI 520)
649. **Special Education: Field Experiences: Emotional Disturbances. 3 hrs. II, S.**
Supervised field experiences (one semester) working with children who exhibit symptoms of emotional disturbances-behavioral disorders. (PR: Curriculum and Instruction 520 and 524)
650. **Special Education: Diagnostic Evaluation and Prescriptive Teaching Techniques. 3 hrs. II, S.**
Educational assessment and diagnostic evaluation for remediation-amelioration; advanced course for providing understanding and utilization of evaluation, teacher assessment, and analysis for programming for exceptional individuals. (PR: Curriculum and Instruction 520 and 626)
651. **Special Education: Field Experience: Mental Retardation. 3 hrs. I, II, S.**
All-day supervised teaching in special classes in the public schools required of all students who are completing curriculum for teachers of mentally retarded children. (PR: Perm)
652. **Secondary Education: Investigations in Teaching English in Secondary Schools. 3 hrs.**
Emphasis on specific problems in teaching English rather than general techniques.
656. **Elementary Education: Teaching Language Arts. 3 hrs. S.**
A unified Reading-Language instructional approach to develop a basic understanding of reading-language related principles derived from disciplines, research, and innovative classroom practices.
657. **Elementary Education: Advanced Techniques in Teaching Elementary Mathematics. 3 hrs. II, S.**
Historical, social, psychological, and philosophical foundations of mathematics education; investigation of current trends and issues in contemporary programs. (PR: Curriculum and Instruction 300 or 557)
658. **Elementary Education: Clinical Practice Arithmetic Instruction. 3 hrs. S.**
Working with pupils under guidance; diagnosing, planning and putting into effect an instructional program for a limited number of pupils.
660. **Using Computers to Improve Instruction in the Classroom. 3 hrs.**
This course is designed for inservice teachers who are familiar with the "BASIC programming" language and who want to learn how the microcomputer can be utilized in a content area. (PR: CIS 601 & CI 530)
667. **Secondary Education: Teaching Social Studies in Secondary Schools. 2-3 hrs. S.**
Plans for teaching social studies with suggestions for procurement and use of materials.
668. **Secondary Education: Teaching Biological Sciences. 3 hrs. S.**
Methods, materials and techniques for teaching biology using demonstrations and laboratory experiences, projects and reports, field trips and audiovisual aids. Providing and maintaining equipment.
669. **Procedures and Techniques for Elementary Music (Grades K-6). 3 hrs.**
Fundamentals of music; experience in keyboard, guitar, recorder and autoharp. Survey of materials and methodology to aid in establishing program in school music.
670. **Elementary Education: Teaching Social Studies in Elementary Schools. 3 hrs. I, II, S.**
Materials and procedures for teaching social studies with emphasis on a survey of successful programs of instruction.
671. **Elementary Education: Advanced Techniques in Teaching Science. 3 hrs.**
Intensive concentration on helping children inquire into the earth, physical, and biological sciences through modern methods and media. (Rec: Curriculum and Instruction 307 or equivalent)
672. **Practicum in Elementary Education. 3 hrs.**
Clinical Experience: Directed activity in a clinical setting.
675. **Curriculum Theory. 3 hrs.**
Analysis of the assumptions undergirding curriculum development.
678. **The Supervising Teacher. 3 hrs.**
Duties and responsibilities of the teacher who supervises student teachers.
679. **Classroom Management for Elementary Teachers. 3 hrs.**
This course is designed for elementary teachers. The content includes methods of managing the physical and social environment in the classroom.

681. **Thesis. 1-6 hrs. I, II, S.**
Students completing 681 must defend their thesis in an oral examination.

EDUCATIONAL FOUNDATIONS (EDF)

502. **Psychology of the Middle Childhood Student. 3 hrs.**
A course in the study of developmental principles relating to the physical, cognitive, social, and moral development of the middle childhood student 10-14 years old.
515. **History of Modern Education. 3 hrs. I, II, S.**
Our debt to the ancient Hebrews, Greeks, and Romans. Emphasis also is placed upon the movements since the beginning of the Renaissance.
517. **Statistical Methods. 3 hrs. I, II, S.**
A foundation course in descriptive and inferential statistics as applied in education and the social sciences.
535. **Tests and Measurements. 3 hrs. I, II, S.**
History, philosophy and elementary statistical methods for testing, measuring and evaluating pupil behavior are studied. (Rec: Educational Foundations 319 or equivalent)
560. **Philosophy of Education. 3 hrs. I, II, S.**
Surveys basic philosophy schools and concepts and their application to educational practice. (Rec: Educational Foundations 319 or equivalent)
- 580-583. **Special Topics. 1-4 hrs. I, II, S.**
- 585-588. **Independent Studies. 1-4 hrs.**
615. **History of Education in the United States. 3 hrs. S.**
Development of public and private educational systems in the United States.
616. **Advanced Studies in Human Development. 3 hrs. I, II, S.**
The nature of human growth and development from infancy to adulthood.
619. **Educational Psychology. 3 hrs. I, or II, S.**
Study of learning theories and their application or teaching.
621. **Educational Research and Writing. 3 hrs. I, II, S.**
Research methods and techniques and their application.
640. **Literature. 1-3 hrs. I, II, S.**
A program of reading, either extensive or intensive, and reports on a group of outstanding contributions to education; readings selected with guidance of adviser. Only one registration for this course is permitted. (CR: Permission of instructor)
641. **Seminar. 2-3 hrs. I, II, S.**
A guided program of readings, reports and discussions. No student may register for this course a second time.
679. **Problem Report. 1-3 hrs. I, II, S.**
The preparation of a written report on a research problem, experiment or field project in education. This report is not a thesis; students must complete an additional 33 credit hours unless 679 is followed by 681 for 3 hours credit.
681. **Thesis. 3-6 hrs. I, II, S.**
May be taken for 3 hours of credit by students whose reports in 679 were excellent and are of such character as to warrant further research. Students completing 679 and 681 for a total of 6 hours may qualify for the master's degree by earning an additional 26 hours of credit. Students completing 681 must defend their thesis in an oral examination.

EDUCATIONAL MEDIA (EDM)

Requirements for the school librarianship curriculum are listed under Education-Curriculum and Instruction, Library Science.

501. **History of Books and Libraries. 3 hrs.**
Overview of library development from the classical world to the present and a survey of the development of books, printing, and writing.
504. **Book Selection for Children. 3 hrs. I.**
Survey of the development of children's literature with emphasis on modern books; evaluation of the aids and standards for selection of books and materials in this area; techniques of determining reading levels and study of reading skills; study and comparison of the work of illustrators of children's books and various editions of individual titles with emphasis on story-telling.
505. **Book Selection for Adolescents and Adults. 3 hrs. II.**
Survey of books and other materials adapted to the needs of adolescents and adults correlated with all subject areas; critical evaluation of standard, classic and current books with aids and criteria for selection; techniques of reading guidance, including determination of reading levels and study of reading skills; book talks, book reviews, and book notes.
510. **Foundations of Mass Communications. 3 hrs. I.**
Survey of social and psychological causes and effects of reading and mass communications (newspapers, magazines, radio, motion pictures, television) with reference to their importance to librarians, educational media specialists, and other communications personnel.

550. **Library Practice (Field Work). 3 hrs. I, II, S.**
Experiences in the application of techniques of library service, adapted as far as possible to the student's needs. (PR: Fifteen hours of library science)
Application for permission to enroll in this course must be filed with the Dean of the Graduate School a minimum of five weeks prior to the beginning of the semester or term in which the student wishes to enroll for the course. Accepted applicants will be notified when approved.
565. **Utilization of Educational Media. 3 hrs. I, II, S.**
Utilization of educational media materials, equipment, and techniques.
566. **Production of Audiovisual Aids. 3 hrs. I, S.**
Basic techniques in making slides, photographs, dry and wet mountings, transparencies, posters, charts, and similar graphic instructional materials.
567. **Techniques of Media Production and Utilization. 3 hrs.**
Basic techniques in producing and using a variety of audiovisual aids. Development of competencies in operating basic audiovisual equipment. Preparation for the Instructional Design course.
- 580-583. **Special Topics. 1-4 hrs. I, II, S.**
- 585-588. **Independent Study. 1-4 hrs.**
604. **Reading Guidance. 3 hrs.**
Study of current research on reading interests and habits of young people and adults; methods of relating readers and materials.
607. **The Library and the Curriculum. 3 hrs.**
Survey of elementary and secondary school curricula with emphasis on materials which enrich the teaching of various subjects.
610. **Administration and Operation of Libraries. 3 hrs. I, II, S.**
Introduction to the fundamental processes and activities of various types of libraries including the purposes and relationships of routines and records.
612. **Audiovisual Administration and Supervision. 3 hrs. I, II, S.**
Theory and practice related to financing, maintaining, and improving audiovisual programs; based upon internship activities in one or more audiovisual or media center. (PR: Six hours of work in educational media or permission of instructor.)
615. **Advanced Reference. 3 hrs.**
Study of specialized reference tools. (Rec: Educational Media 315 or equivalent)
620. **Advanced Cataloging and Classification. 3 hrs.**
Covers Library of Congress and Dewey Decimal classification systems. Practice in detailed descriptive and subject cataloging of special materials, including non-print materials.
621. **Educational Media Research and Writing. 3 hrs. II.**
Materials and methods of research useful for librarians, audiovisual and educational media supervisors.
635. **Government Publications and Special Materials. 3 hrs.**
The form, production, distribution and subject content of official publications of state and national governments and of international agencies. Selection, acquisition, organization and use of these materials. (PR: Educational Media 615)
640. **Readings in Educational Media. 3 hrs. I, II, S.**
Readings and reports on significant publications in the educational media field, stressing print, non-print, or both types of media, 640 may only be taken once.
641. **Seminar. 3 hrs.**
Supervised program of readings, reports, and individual and group projects. (PR: Six hours of graduate work in educational media or equivalent field experience as approved by the instructor)
679. **Problem Report in Educational Media. 3 hrs. I, II, S.**
Preparation of a written, filmed, graphic or similar research project. Must be completed by those who later enroll for EDM 681, Thesis, but is not restricted to such persons. (PR: Six hours of graduate work in educational media or equivalent field experience as approved by the instructor)
681. **Thesis in Educational Media. 3 hrs. I, II, S.**
Available only to those whose work in EDM 679 or equivalent was exemplary and worthy of expansion. The theses must be defended in an oral examination. Successful completion of EDM 679 and EDM 681 reduces the total credit hours required for the degree by three hours. (PR: EDM 679 or equivalent)

ENGLISH (ENG)

Admission to Candidacy and Major Degree Requirements

Graduate courses in English provide detailed consideration of authors, literary types, and periods of literary history, as well as English language history and linguistics. Students are expected to acquire a broad acquaintance with the whole range of English and American literature and the English language and to become thoroughly familiar with the forms of literature, critical standards, and the materials and methods of literary research.

Each candidate for the Master of Arts in English must select an area of specialization. The areas include the literature of the following periods: Medieval; Renaissance and 17th Century; Restoration and 18th Century; Romantic and Victorian; 19th Century American; Modern. Other areas are: Language and Linguistics;

Critical Approaches to Literature; Genre Study; Writing. The candidate may complete his specialization by taking three courses in an area or by taking two courses and writing a thesis in an area. In addition to this specialization each candidate must take at least one course in four other areas.

Students who major in English must have at least 15 undergraduate hours in English and American literature. Students taking English as a minor must have six hours credit in literature on the undergraduate level. Students with deficiencies may enroll for graduate work but may be asked to take undergraduate courses suggested by the department before admission to candidacy for the degree. A minimum of six hours of college credit in a foreign language or demonstrated reading ability to the satisfaction of the English Department is required for admission to candidacy.

English 630 is required for a major in English and is usually offered twice during each year, once in the regular term, usually in the fall semester, and once in the summer session. This course should be scheduled among the first 12 hours of graduate study.

To complete his work for the Master's degree in English the candidate must take 36 hours of course work or, if he writes a thesis, 32 hours, six of which may be earned by the writing of the thesis. The required grade average is 3.0 (B), and the candidate must pass a comprehensive examination upon the completion of his course work.

Graduate students in English should discuss their programs frequently with the Director of Graduate Programs. Further and more particular information may be found in the document, "The M.A. Program in English," available from the English Department.

502. Composition and Rhetoric for Teachers. 3 hrs.

Study of rhetorical invention and models of composition with intensive practice in writing, emphasizing sentence structure, paragraphing, grammar, and punctuation.

508. Advanced Expository Writing. 3 hrs.

An advanced general composition course for all graduate students. Practice in the rhetorical types and styles used by professionals in all fields. Assignments adapted to the student's major.

509. Milton. 3 hrs.

Biographical and critical study, including Milton's English poetry and prose, and his literary and intellectual milieu.

511. Chaucer. 3 hrs.

The poetry of Chaucer, chiefly the *Canterbury Tales*, in the light of medieval tradition and critical analysis.

513. English Novel to 1800. 3 hrs.

Defoe, Richardson, Fielding, Smollett, and Sterne, with supporting study of their most important predecessors and contemporaries.

514. Nineteenth Century English Novel. 3 hrs.

Austen, Scott, the Brontës, Eliot, Dickens, Thackeray, Trollope, Meredith, Hardy, Butler, Wilde, and their contemporaries.

515. Victorian Poetry. 3 hrs.

Emphasis on Tennyson, Browning, Arnold, Hopkins, Hardy and the pre-Raphaelites.

517. English Drama to 1642. 3 hrs.

Non-Shakespearean English drama from its beginnings to the closing of the theatres.

533. Contemporary English Poetry. 3 hrs.

Principal poetry since the Victorian period.

534. Contemporary American Poetry. 3 hrs.

Principal poetry since 1900.

536. Medieval English Literature. 3 hrs.

Old English elegiac and heroic poetry; Middle English lyrics and romances; the Ricardian poets and Malory.

537. Tudor Literature: Poetry and Prose of the Sixteenth Century. 3 hrs.

Survey may include works by More, Skelton, Wyatt, Sidney, Spenser, Nashe, Marlowe, Raleigh, Lyly, and Shakespeare, excluding drama.

538. Seventeenth Century Literature: Poetry and Prose. 3 hrs.

Survey may include Donne and the Metaphysical poets, the Cavalier lyricists, Bacon, Browne, Herbert, Jonson, Burton, Walton, Hobbes, and Bunyan.

540. American Literature from 1880 to 1855. 3 hrs.

Prose and poetry of Bryant, Irving, Poe, Hawthorne, Emerson, Thoreau, and their contemporaries.

541. American Literature from 1855 to 1925. 3 hrs.

Study of major American poetry and nonfictional prose of the late nineteenth and early twentieth centuries, Whitman, Dickinson, and others.

542. American Novel to 1900. 3 hrs.

Historical and critical study from the beginnings.

546. Drama of the Restoration and 18th Century. 3 hrs.

Trends, movements, and dramatic types in the English theatre of this period.

547. English Romantic Poets. 3 hrs.

Emphasis on Blake, Wordsworth, Coleridge, Byron, Shelley, and Keats.

555. Literary Criticism. 3 hrs.

Historical study, with application of principles.

560. **English Literature from 1660 to 1745. 3 hrs.**
Dryden, Swift, Pope, and their contemporaries.
561. **English Literature from 1745 to 1800. 3 hrs.**
Major literature of the Age of Johnson.
575. **Introduction to Linguistics. 3 hrs.**
The structural and descriptive approach to study of the English language.
576. **Modern Grammar.**
A descriptive analysis of the structure of present-day American English, utilizing the basic theory of generative transformational grammar. (PR: English 475 or 575 or permission of instructor)
577. **Linguistics for Elementary School Teachers. 3 hrs.**
Application of principles of linguistic science to the teaching of language arts in the elementary grades.
- 580-583. **Special Topics. 1-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
591. **Creative Writing: Poetry Workshop. 3 hrs.**
A practical and intensive class in exploring the varieties of creative expression; exercises on the creating of verse in different forms and styles.
592. **Creative Writing: Fiction Workshop. 3 hrs.**
This course offers students a forum for presentation, discussion, and refinement of their work, either short stories or novels.
600. **Shakespeare. 3 hrs.**
Intensive reading of Shakespeare's plays. Problems of Shakespearean scholarship.
601. **Folk and Popular Literature. 3 hrs.**
A study of types, variants, backgrounds, and influences.
604. **The English Language to the Early Modern Period. 3 hrs.**
The development of English sounds, grammar, syntax and vocabulary from selected texts. Emphasis is upon middle English and the transitional period to early modern English, especially in the areas of dialect and vocabulary.
605. **The English Language from the Early Modern Period. 3 hrs.**
An examination of early modern and 18th century English sounds, grammar, syntax and vocabulary from selected texts, illustrating the literary uses of language and the development of grammatical theory.
610. **Readings in English and American Literature. 2-3 hrs.**
Independent reading in a field not covered by regularly scheduled courses. Limited to English majors who have been admitted to candidacy. (PR: Prior approval by department chairman)
611. **Independent Readings. 3 hrs.**
Independent readings and research. Open only to students with an M.A. degree with a major in English or English Education.
616. **Essayists of the 19th Century. 3 hrs.**
Major British writers of the period.
620. **Contemporary Drama. 3 hrs.**
Major British and American dramatists since 1870.
624. **Contemporary British Novel. 3 hrs.**
Major British novelists of the twentieth century.
625. **Contemporary American Novel. 3 hrs.**
Major American novelists of the twentieth century.
628. **Twentieth Century Afro-American Literature. 3 hrs.**
An intensive study of selected novels, plays and poems of the period.
630. **Materials and Methods of Research. 3 hrs.**
Instruction and practice in scholarly literary research. Required among first 12 hours of course work and prior to admission to candidacy for the Master of Arts degree with a major in English.
640. **Teaching College English. 3 hrs.**
Required for graduate assistants in English.
679. **Problem Report. 1-3 hrs.**
681. **Thesis. 1-6 hrs.**

FINANCE (FIN)

Program and courses to be found under Business.

FRENCH (FRN)

535. **19th Century Literature. 3 hrs.**
The French romantic movement as exemplified in the poetry, drama, and the novel of the period. (PR: 6 hours of literature numbered 327 or above or equivalent)
536. **19th Century Literature. 3 hrs.**
Realistic and naturalistic fiction, realism in the theatre, and selected poems of Baudelaire, the Parnassians, and the Symbolists. (PR: 6 hours of literature numbered 327 or above or equivalent)
- 580-583. **Special Topics. 1-4 hrs. On demand.**

A course for advanced students sufficiently prepared to do constructive work in phases of the language or literature of interest to them. (PR: 6 hours of literature numbered 327 or above or equivalent and consent of instructor.)

585-588. Independent Study. 1-4 hrs.

GEOGRAPHY (GEO)

Admission to Candidacy and Degree Requirements

Graduate work in geography is for people in public school work, those who wish to prepare for work in industry, government service, city and regional planning, and for those who plan to continue graduate studies to the doctoral level.

The undergraduate prerequisite for a graduate major is 12 semester hours of geography. For undergraduate social science majors three semester hours of work in another field closely related to geography may be accepted toward meeting the 12-hour requirement for admission to the program.

In general, requirements for admission to candidacy are identical with those required by the Graduate School, except that the department may require a qualifying examination. Requirements for the master's degree consist of meeting the general requirements and completing not fewer than 24 hours in geography. At least one-half of the hours must be earned in 600 series courses. The degree of Master of Arts or Master of Science may be earned and is largely determined by the selection of courses in the minor field.

Hours

A major must include:

Geography 529 and 530	6
Geography 505 or 605	3
Geography 602 or 604 or 608	3
Geography 603	3
Geography 606 or 609	3
Geography 620	3

- 501. Historical Geography of the United States. 3 hrs.**
Study of coastal settlements, the population spread through Appalachia and the Mississippi Valley, and the development of intermountain and Pacific Coast centers.
- 502. Geography of Appalachia. 3 hrs.**
A study of settlement, transportation, manufacturing, agriculture and resource potential.
- 503. Geography of Asia. 3 hrs.**
Special attention given activities and environment in continental countries and nearby islands.
- 505. World Political Geography. 3 hrs.**
A systematic and regional survey of world political problems and international relations stressing studies of the United States, Europe, and the Soviet Union.
- 508. Geography of Mexico. 3 hrs.**
Regional study of the relation of man's activities to the natural environment.
- 510. Urban Geography. 3 hrs.**
Study of city function, patterns, past and current problems confronting the city including planning, zoning, housing, and urban renewal.
- 512. Geography of Soviet Lands. 3 hrs.**
Russian agriculture, grazing, mining, industry, and transportation examined in environmental terms.
- 514. Methods and Techniques of Regional Planning. 3 hrs.**
Introductory planning with emphasis on methods, techniques, tools and principles necessary to accomplish objective regional planning.
- 515. Regional Planning and Development. 3 hrs.**
The philosophy, theories, and principles involved in planning of urban and rural areas.
- 516. Urban and Rural Land Use. 3 hrs.**
A study of the principles and techniques of urban-rural land use, and the problems and issues encountered in the practices of land use.
- 518. Geography for Teachers. 3 hrs.**
A study of elements of geography most essential for effective teaching of geographic content in elementary education and the social studies.
- 520. Field Geography of West Virginia. 3 hrs.**
Type areas in lumbering, mining, agriculture, and industry studied through field methods.
- 525. Climatology. 3 hrs.**
A study of elements of weather and climate, methods of climatic classification, and distribution and characteristics of world climatic regions.
- 529. Map Intelligence and Projections. 3 hrs.**
Principles and practice in construction of map grid, relation of maps to compass, use of drafting equipment, and understanding of earth features as shown on maps.
- 530. Applied Cartography. 3 hrs.**
Map making with regard to projection selection, source materials, compilation, restitution, and air photo interpretation. (PR: Geography 529 or permission of instructor)

580-584. Special Topics. 1-4 each.

Selected geography subjects to cover unusual geography topics not in the regular course offerings of the department.

585-588. Independent Study. 1-4 hrs.

601. Problems in Geography of the Far East. 3 hrs.

Agriculture, industry, transportation, and trade of selected regions in eastern Asia and the islands of the western Pacific Ocean.

602. Problems in Geography of Europe. 3 hrs.

Consideration of problems in selected countries following a geographical review.

603. Problems in Geography of North America. 3 hrs.

Relationship of human activities to natural environment in selected regions.

604. Problems in Geography of Latin America. 3 hrs.

Problems studied in each country following a geographical review.

605. Geography in World Political Affairs. 3 hrs.

Key nations of world studied in light of significance of geographic items and their effects on international relations.

606. Field Problems in Geography of the Tri-State Area. 3 hrs.

607. Problems in World Economic Geography. 3 hrs.

Problems of world exchange of outstanding trade items.

608. Problems in Geography of Africa and Australia. 3 hrs.

Selected regions studied in both continents.

609. Geographical Research. 3 hrs.

Research methods stressed with special attention given to a consideration of the literature of the field.

620. Conservation Education. 3 hrs.

Presents elements of conservation education in the specific areas of soil, water, and human conservation.

679. Problem Report. 1-3 hrs.

681. Thesis. 1-6 hrs.

GEOLOGY (GLY)

DEGREES OFFERED

MASTER OF SCIENCE (PHYSICAL SCIENCE): This degree program, offered in cooperation with the Departments of Chemistry and Physical Science and Physics, is intended to provide a broadly based advanced science program for individuals whose undergraduate program in science lacks depth or breadth. Programs will be designed to meet individual needs. The writing of a thesis is required. Specific degree requirements are listed in the section: Physical Science and Physics.

In addition, the Department offers coursework leading to a minor in Geology which is appropriate to the programs in Biological Sciences, Chemistry, Geography and Physical Science.

515. Analytical Mineralogy. 4 hrs. II, Alternate years (even numbers)

A study of the internal symmetry, bonding a structure, and crystal chemistry of minerals by analytical methods. 3 lec-2 lab. (PR: Geology 314 or consent)

518. Invertebrate Paleontology. 4 hrs. I. Alternate years (odd numbers)

Taxonomy and morphology of the major invertebrate phyla with an introduction of biometrics as applied to paleontology. 2 lec-2 lab. (Rec: Geology 201 and 325 or Zoology 212 or equivalent)

521. Petrology. 4 hrs. I. Alternate years (even numbers)

Identification and classification of igneous, sedimentary and metamorphic rocks, their origin and occurrence; their geologic and economic. 2 lec-4 lab. (PR: Geology 200, Geology 314 or consent)

522. Economic Geology. 4 hrs. II., Alternate years (even numbers)

Origin, distribution and economics of the metallic and non-metallic ore deposits. 3 lec-2 lab. (Rec: Geology 201, 314, or equivalent)

523. Sedimentary Petrography. 4 hrs. II., Alternate years (even numbers)

Megascopic and microscopic identification and a depositional and post-depositional interpretation of the sedimentary rocks. 3 lec-2 lab (Rec: Geology 201 and 314 or equivalent)

525. Geochemistry. 4 hrs. II., Alternate years (odd numbers)

Introduction to the principles of geochemistry. The application of elementary chemistry to geologic problems. 3 lec-2 lab. (Rec: Geology 200, Geology 210 or equivalent)

526. Geophysics. 4 hrs. II, Alternate years (odd numbers)

Development of seismic, gravity, magnetism, electrical and thermal methods to study the structure and dynamics of the earth. 3 lec-2 lab. (PR: Geology 201, Physics 203, Mathematics 131)

527. Fossil Fuels. 4 hrs. II, Alternate years (odd numbers)

The origin and occurrence of petroleum, coal, and natural gas; the relationships of accumulations to depositional environments and structural history; methods used in exploration, evaluation and recovery. 3 lec-2 lab. (PR: Geology 313, 325 or permission)

551. Principles of Geomorphology. 3 hrs. I., Alternate years (odd numbers), S.

Principles of identification and analysis of the world's features in terms of stratigraphy, structure,

- processes, tectonics and time. 3 lec-2 lab. (optional) (Rec: Geology 200, Geology 210 or equivalent)
- 551L. Principles of Geomorphology Laboratory. 1 hr. I., Alternate years (odd numbers). S.**
(CR Gly 551, required of majors, non-majors elective)
- 552. Regional Geomorphology. 3 hrs. II, Alternate years (odd numbers)**
Description and classification of North America surface morphology and its relationship to bedrock; climate, processes and history. 3 lec. (Rec: Geology 451 or equivalent)
- 553-554. Seminar. 1; 1 hr., I, II.**
- 555. Water Resources. 3 hrs. I, Alternate years (odd numbers)**
The properties of water, the hydrologic cycle with emphasis on surface and groundwater processes. The uses, needs and problems associated with water resources. (PR: Geology 200; CR: Geology 555L for geology majors)
- 555L. Water Resources Laboratory. 1 hr.**
Laboratory and field experiments studying principles and concepts of hydrology. 2 lab. (PR: Geology 200; CR: Geology 555, required of majors, non-majors elective)
- 556. Environmental Geology. 3 hrs. II. Alternate years (even numbers)**
Through lecture and demonstration, the interactions of man and the earth, dealing with natural resources, natural hazards, cultural and urban geology and future planning are explained. (PR: Geology 200, 210L)
- 580-583. Special Topics. 1-4 hrs.**
- 585-588. Independent Study. 1-4 hrs.**
- 640. Physical Aspects of Geology. 1-4 hrs. I, II.**
- 641. Biological Aspects of Geology. 1-4 hrs. I, II.**
- 642. Chemical Aspects of Geology. 1-4 hrs.**
- 681. Thesis. 1-6 hrs. I, II, S.**

GREEK (GR)

- 580-583. Special Topics in Greek. 1-4 hrs.**
(PR: Greek 302 or equivalent and consent of the instructor)
- 585-588. Independent Study. 1-4 hrs.**

HEALTH AND PHYSICAL EDUCATION

See also Physical Education

HEALTH EDUCATION (HE)

- 526. Curriculum in Health Education. 3 hrs. I.**
A study of principles, objectives, and procedures in curriculum construction for elementary and secondary programs. Historical and philosophical perspectives. Study of existing curricular patterns. (PR: Health Education 321 and 325)
- 560-564. Professional Development (Plus title that identifies content). 1-4 hrs.**
Courses and activities designed to meet the specific in-service needs of public school personnel. Credit in these courses may be used for certificate renewal and salary upgrading if approved but not for degrees.
- 580-583. Special Topics in Health Education. 1-4 hrs.**
An in-depth examination of selected Health Education topics through a course, seminar or workshop.
- 585-588. Independent Study. 1-4 hrs.**

HISTORY (HST)

A student pursuing the Master of Arts degree in history must apply for admission to candidacy in the semester or term immediately following the semester or term in which 12-15 hours of Marshall University graduate credit are completed. To be considered for admission to candidacy a student must have earned a quality point of at least 3.0 (B) on all graduate work applicable to the degree. The application, bearing a record of courses completed, must be made on a form secured from the Graduate School Office.

General Requirements for the Master's Degree

A history student whose program requires a thesis must earn 32 hours of credit in graduate courses. Of these 32 hours, credit not to exceed 6 hours may be granted for the thesis. The student must enroll in History 681 Thesis 1-6 hours, for which he is allowed not more than 6 hours of credit. A history student whose program does not require a thesis must complete 36 hours of graduate course work.

A minimum of 30 hours must be earned in the major field and a minimum of 6 hours in a minor field. On recommendation of the Graduate Dean the requirement of a minor may be waived. History students are required to complete History 500 (Methodology). Students must earn credit hours in as many "600 level courses" as in "500 level courses."

It is recommended that student earn credit hours in a wide distribution of historical areas and periods by a broad diversity of instructors.

500. **Methodology. 3 hrs.**
Survey of literature and practical experience in methods and sources of history through bibliographical study and research papers. Required of students beginning graduate work in history.
502. **American Cultural, and Intellectual History 1865 to Present. 3 hrs.**
A study of changes and continuities in the history of American thought, culture and social movements 1865-present. Special emphasis on the modern period.
503. **American Urban History 1865 to Present. 3 hrs.**
A study of the political, economic, social and intellectual impact of the city upon American History, and the impact of history upon the growth of urbanization.
504. **American Diplomacy, 1789-1900. 3 hrs.**
American foreign policy from colonial times to 1900 emphasizing the gradual development of the United States and its achievement of membership in the family of nations.
505. **American Policy, 1900-Present. 3 hrs.**
American foreign relations in the 20th century. The gradual retreat from isolation in the period between World Wars I and II and modern American involvement in international commitments will be stressed.
508. **The American Civil War and Reconstruction. 3 hrs.**
509. **American Revolution. 3 hrs.**
American society, British policy on eve of American Revolution; ideological conflicts, movement toward Revolution; impact of war on society, on new governments, and on foreign affairs.
517. **The Trans-Allegheny Frontier. 3 hrs.**
A survey of the significance of the frontier in American history.
518. **European Diplomacy. 3 hrs.**
Particular attention is given to the period since the French Revolution. Diplomatic background of the growth of major continental nations and diplomatic relations with non-European nations in the twentieth century is emphasized.
519. **Representative Historians and Their Work. 3 hrs.**
A general study of significant historians and their works from Herodotus to Toynbee.
521. **The Era of the Renaissance and Reformation. 3 hrs.**
The impact of the Renaissance upon esthetic, economic, and political developments especially in the 15th and 16th centuries. The decline of Catholicism and the growth of the Protestant movement. The influence of the two movements upon each other is stressed.
522. **The French Revolution and the Napoleonic Era. 3 hrs.**
Society and government in Europe before the French Revolution and the influence of the enlightenment; ideas and changes introduced by the revolution and Napoleon and their effect on the institutions and economy of Europe.
525. **European History 1814-1914. 3 hrs.**
A century of European political, economic, and social history. Its relationship to and influence upon the history of other world areas is noted. The impact of imperialistic rivalry is emphasized.
526. **European History 1914 to Present. 3 hrs.**
The impact of World War I upon Europe, the era between two wars, the search for world peace, World War II and its aftermath are major topics of consideration.
528. **Intellectual and Cultural History of Modern Europe. 3 hrs.**
A survey of the main currents in European thought and culture in the nineteenth and twentieth centuries.
529. **Russia to 1917. 3 hrs.**
A survey of Russian history to 1917 which examines Russia before the Russians, Kievan Russia, Appanage Russia, Muscovite Russia and Imperial Russia. Emphasis is on Imperial Russia.
530. **Soviet Russia. 3 hrs.**
A continuation of History 429 which examines the development of Soviet Russia from its beginnings to the present. Emphasis is placed on political and economic changes in the Soviet system and on Communist expansion in Europe and Asia.
531. **America in the Gilded Age. 3 hrs.**
A study of America's transformation from a rural, agrarian nation into an urban, industrial world power, the final destruction of the American Indian, the settlement of the West, and the farmers' revolt.
532. **America Matures, 1900-1945. 3 hrs.**
An examination of the social, political and economic trends in the U.S. in the first half of the 20th Century, emphasizing social upheavals, conflicts and reform movements at home and abroad.
533. **In Our Time-America Since 1945. 3 hrs.**
A study of America since World War II focusing mainly on domestic politics, foreign affairs, the civil rights movement, the rise of minorities, and the fragmentation of American society.
- 580-583. **Special Problems. 1-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
602. **Stuart England 1603-1714. 3 hrs.**
An analysis of the Social, Intellectual, Economic, Cultural, and Political History of England in the Stuart Century.
605. **Social and Economic Problems of American Colonies. 3 hrs.**

- English colonization in North America during the 17th and 18th centuries, with emphasis on political ideas and institutions, economic developments, social change and conflict.
606. **Social and Economic Problems in the National Period, 1789 to 1865. 3 hrs.**
The non-military and non-political aspects of the nation during the early *laissez-faire* period of the industrial revolution.
607. **Problems in European History, 1890-1923. 3 hrs.**
An analysis of the politics, diplomacy and military strategy of the period of the First World War. Special emphasis is given to the origin of the war, the war itself, the peace settlement and the Russian Revolution and its aftermath.
610. **Readings in History. 2-3 hrs.**
Readings in topics fitted to the need of the individual student. They may deal with any graduate area. This course is ordinarily restricted to off-campus students and is used sparingly.
612. **American Leaders to 1865. 3 hrs.**
The impact of outstanding men and women on American history prior to 1865.
613. **Hispanic America. 3 hrs.**
A detailed history of Hispanic America with emphasis on the economic and cultural relations of the Central and South American countries with the United States and with countries of the eastern hemisphere.
615. **American Leaders Since 1865. 3 hrs.**
The impact of outstanding men and women upon American history from 1865 to the present.
621. **The Victorian Period in England. 3 hrs.**
The impact of the industrial revolution upon the Victorian compromise, the growth of modern imperialism as exemplified by England and the background of World War I.
622. **The Far East in the 20th Century. 3 hrs.**
Begins with the Sino-Japanese War and stresses the rise of Japan to the position of a world power.
633. **Problems in American History, 1877-1917. 3 hrs.**
A research course in which the student probes a selected problem within the chronological span, 1877-1917.
634. **Problems in American History Since 1917. 3 hrs.**
A research course in which a student probes a selected problem within the period since 1917.
635. **Oral History Seminar. 3 hrs.**
The course examines the basic roots of oral history and treats many important facets of the field including: the establishment of a program, equipment, interviewing techniques, the interview, processing of tapes, release form, ethics, and how to write grant proposals.
679. **Problem Report. 1-3 hrs.**
680. **Public History Internship. 1-6 hrs.**
Internship in an approved setting in Public History, Archives, Museum, Oral History, or Historical Preservation. Interns will be supervised by on-site staff and History Faculty.
681. **Thesis. 1-6 hrs.**

HOME ECONOMICS (HEC)

The Master of Arts degree in home economics requires 32 semester hours of graduate work, of which not more than 6 hours may be earned by a thesis. If a thesis is not submitted, a minimum of 36 hours of course work must be completed. Each graduate is expected to conduct independent research through a special problem and problem report or thesis.

A minimum of 18 hours in home economics is required, including Home Economics 600. The remaining hours are to be planned to meet the individual student's professional needs.

One or two minors with a minimum of 6 hours in each are required. Suggested minors include Education, Sociology, Economics, or Business Administration (Management).

501. **Maternal and Child Nutrition. 3 hrs.**
Nutritional requirements during prenatal and early growth periods; surveys of nutritional status.
502. **Foods of the World. 3 hrs.**
Characteristics and cultural aspects of the foods of Europe, Mid East and Far East. (Rec: Home Economics 203 or equivalent)
503. **Advanced Nutrition. 3 hrs.**
Metabolism of food nutrients as related to nutritional requirements of man. Reports of current research and other topics to add depth and perspective in nutrition. (Rec: Chemistry 300 or equivalent)
505. **Quantity Food Production. 3 hrs.**
Basic principles of quantity food selection, preparation, and service. Laboratory application in local food institutions. (Rec: Home Economics 110 and 203 or equivalent)
506. **The Vocational Home Economics Program. 3 hrs.**
Vocational home economics at the secondary, post secondary and adult levels with emphasis on types and organization of programs, legislation, and groups served.
507. **Food Service Systems Management. 3 hrs.**
Administration of food service in institutions.

513. **Experimental Foods. 3 hrs.**
Experimental study of chemical and physical factors affecting food preparation. (Rec: Home Economics 110 and Chemistry 204 or equivalent)
515. **Family Relationships. 3 hrs.**
Relationships in the family during its life cycle, with some consideration of family life in other cultures.
516. **Prenatal and Infant Care. 3 hrs.**
Prenatal and postnatal care for mothers, development of the fetus and care of the infant through two years of age.
518. **Clothing: Fitting and Alterations. 3 hrs.**
Preparation of teachers for training fabric service workers in custom sewing and alterations. Includes techniques of fitting, altering, repairing and modifying custom and ready-to-wear garments. (PR: HEC 213)
519. **Tailoring. 3 hrs.**
Contemporary methods of custom tailoring with emphasis on suitable fabric and construction processes of particular styles. (Rec: Home Economics 213 or equivalent)
520. **Household Equipment. 3 hrs.**
Principles underlying the selection, care and use of household equipment.
527. **Home Management Laboratory. 3 hrs.**
Home management laboratory to develop competencies in decision making, activity analyses, use of limited resources, and work simplification through individual and group analysis. (Rec: Home Economics 358 or equivalent)
531. **Development and Guidance of the Young Child. 3 hrs.**
Techniques of guidance of young children with emphasis on adult child interaction.
535. **Administration of Day Care Centers. 3 hrs.**
Instruction and practice in the development of day care centers for three and four year old children and administration of programs in these centers. Laboratory participation required. (PR: HEC 303 or permission)
540. **Nutrition in the Home and School. 3 hrs.**
Fundamental principles of human nutrition and their application in the home and school. Designed primarily for elementary teachers. (Not open to home economics majors)
561. **Consumer Education. 3 hrs.**
Analysis of economic factors related to provision of consumer goods and services; investigation of sources of consumer information; and means of providing economic security for families.
566. **Career Assessment Seminar in Home Economics. 3 hrs.**
Synthesis of previous work and education experiences applicable to home economics related occupations. Includes individual assessment of competencies for teaching occupational cluster. Emphasizes planning for further development. (PR: Previous work experience required)
- 580-583. **Special Topics. 1-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
- 591-594. **Workshop. 2-3; 2-3; 2-3; 2-3 hrs.**
Workshop in selected areas of home economics. Credit for not more than two workshops may be counted for the master's degree.
600. **Philosophy and Trends in Home Economics. 3 hrs.**
Major contemporary educational theories and their relationship to trends in the field of home economics. (PR or CR: Educational Foundations 621)
601. **Evaluation in Home Economics. 3 hrs.**
Procedures for appraising student progress in the attainment of objectives; construction of evaluation instruments; analysis and interpretation of data.
602. **Curriculum Development in Home Economics. 3 hrs.**
Examination of bases for home economics curricula; development of curricula for junior and senior high school programs, utilizing various organizational patterns.
604. **Individualizing Home Economics Instruction. 3 hrs.**
Types of individualized programs, procedures for development and implementation of individualized Home Economics program.
605. **Recent Developments in Clothing. 3 hrs.**
Survey of recent literature and theory in the field of clothing.
606. **Recent Developments in Foods. 3 hrs.**
Survey of recent literature and theory in the field of foods.
607. **Functions of Nutrients. 3 hrs.**
Metabolic functions, determination of requirements and interrelations of proteins vitamins, minerals and energy sources.
661. **Family Economics. 3 hrs.**
Factors affecting material level of living families, expenditure patterns, and impact of social change on resource allocation. (PR: Home Economics 561 or 3 hours economics)
665. **Home Management Theory and Research. 3 hrs.**
Analysis of home management theory and concepts as revealed through current research in the field. (PR: Home Economics 527)
679. **Problem Report. 1-3 hrs.**

- 681. Thesis. 1-6 hrs.**
684-685. Special Problems in Home Economics. 1-3; 1-3 hrs.
 Problems of particular interest to the graduate student. Registration by permission of adviser. Not more than four hours credit in special problems may be counted toward a master's degree.
690-691. Seminar. 1-3; 1-3 hrs.
 Extensive readings and reports from current literature in selected areas of home economics. Not more than four hours of seminar credit may be counted toward a master's degree.

HUMANISTIC STUDIES

The West Virginia College of Graduate Studies, in conjunction with Marshall University, affords the opportunity for students to earn an M.A. in Humanistic Studies degree. All the courses needed to fulfill the degree requirements can be taken on the campus of Marshall University. The College of Graduate Studies will grant the M.A. in Humanistic Studies.

The Master of Arts in Humanistic Studies program adapts the advanced study of the humanities to the personal interests of a broad spectrum of adult students. Students with varied undergraduate backgrounds in the humanities are provided the opportunity to continue their studies at the graduate level in a flexible program with an integrated and interdisciplinary perspective on human inquiry.

The program enhances the student's ability to deal critically with intellectual, social, political, historical, literary, or artistic issues with a broadly humanistic perspective.

The program requirements consist of two core courses to be selected from three, one required course in writing for research, and a thesis. The remaining 21 hours are to be selected with the help of the advisor.

The required courses are detailed in the catalog of the West Virginia College of Graduate Studies and many electives may be chosen from either institution with the aid of an advisor.

To be admitted to the program, the student must contact the Program Director at COGS or the Office of the Graduate School at Marshall University.

JOURNALISM (JRN)

The W. Page Pitt School of Journalism offers a flexible program designed to accommodate persons with or without undergraduate degrees in journalism and professional media experience, and whose career interests include one or more of the following: newspapers, magazines, broadcasting, public relations, advertising, and education.

During the first term of residence, students must plan with the graduate coordinator a detailed program of courses and other requirements. Students are responsible for making themselves knowledgeable of and meeting all requirements, guidelines, and deadlines included in the Graduate Catalog.

Students are required to complete Journalism 601, Theory of Mass Communications; Journalism 602, Mass Communications Research and Methodology; and Journalism 540, Mass Communication and Society. The remainder of the program is determined in consultation with the graduate coordinator to fit the individual student's career goals.

Two options are available for completing requirements for the Master of Arts in Journalism (M.A.J.) degree. Option one requires 32 graduate credit hours, including a thesis. Option two requires 36 graduate credit hours but no thesis.

Option One is primarily for students with a research orientation. It is recommended for persons who plan to continue graduate study beyond the master's level. The thesis must be original and scholarly research on a topic the student develops in consultation with, and approval of, the school's Graduate Committee. A maximum of six credit hours may be earned for the thesis. Of the remaining 26, a minimum of 10 must be earned in courses at the 600-699 level.

Option Two is recommended for students whose primary interest is professional practice. Of the 36 credit hours required, a minimum of 18 must be earned in courses at the 600-699 level.

A minor consisting of six graduate hours in one discipline is required for students who have undergraduate majors in journalism. For students who lack undergraduate background in journalism, the graduate coordinator may recommend to the dean of the Graduate School that all course work be taken in journalism.

A comprehensive written examination is required. The examination is not based exclusively upon the specific courses completed but affords the student an opportunity to demonstrate comprehensive knowledge of the major subject. The five-part examination covers mass communications theory, research, law, ethics, and journalism history.

- 500. News Photography II. 3 hrs.**
 A course in advanced techniques for newspaper and magazine photography, concentrating on the creation of, design and use of photographic essays and picture stories. (PR: Journalism 360)
502. Law of Mass Communications. 3 hrs. I.
 Legal aspects of Mass Communications as they apply to the professional journalist.
504. History of American Journalism. 3 hrs. I.
 The development of the press in the United States, the contributions of American journalists, the rise of radio and television, and the relation of communications developments to political, economic and social trends in America.
508. Seminar in Advertising Research. 2 hrs. I, or S.

- Lectures, readings, and discussions relating to all media advertising. Students may select special areas of interest.
510. **Magazine Editorial Practices. 3 hrs. I.**
Study of the organization and functions of the magazine editorial department, with practice in planning magazine content, laying out pages and establishing production procedures.
514. **Reporting Public Affairs. 3 hrs. II.**
Instruction in reporting local, state and federal government; politics, finance and labor; social environmental issues and other areas, with emphasis on background and interpretation. Course includes field trips and guest speakers.
525. **Advertising Campaigns. 3 hrs. I.**
Students function as an advertising agency to plan, to prepare, and to present local and national advertising campaigns. Problems of the advertiser and the agency are considered.
528. **Supervision of School Publications. 3 hrs. II.**
A comprehensive study of advising and producing school publications with an emphasis on methods for teachers of journalism.
530. **Magazine Article Writing. 3 hrs. I.**
Fundamentals of researching and writing popular, factual magazine articles; techniques of selling articles to magazines.
533. **Public Relations Practices and Methods. 3 hrs. II.**
Procedures for planning and preparing internal and external public relations activities and communication.
540. **Mass Communication and Society. 3 hrs. I.**
Study of the interaction between the mass media and other social institutions, and between the media and the government; problems and responsibilities of the media in social change. Primary emphasis on print media. Required of all majors.
550. **Contemporary Issues in Broadcast Journalism. 3 hrs.**
A study of the current issues in broadcast journalism affecting the development and operation of electronic journalism in society.
560. **Seminar in Media Management. 3 hrs. I.**
Problems and practices affecting all departments of the mass media including labor and personnel, editorial, business and production.
571. **Magazine Editing and Production Practicum. 3 hrs. II.**
Supervised work in editing and designing magazines. A laboratory class which produces special edition magazines. (PR: JRN 510)
- 580-583. **Special Topics. 1-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
590. **Professional Media Internship. 3 hrs. I, II, S.**
Supervised journalistic work with the professional media. Course is for those students with no substantial professional media experience. Advance arrangements must be made with the School of Journalism internship director before enrollment.
601. **Theory of Mass Communications. 3 hrs. II.**
Major theoretical concepts in mass communications are studied as a basis for understanding the communications process and the institutional impact of the mass media on the individual and on society. Required of all majors.
602. **Mass Communications Research and Methodology. 3 hrs. I.**
Research techniques applied to problems of mass communications including computer applications, with emphasis on mastery gained by participation in specialized research projects. Required of all majors.
605. **International Communications. 3 hrs. I.**
Overview of mass media internationally; comparative evaluation of free, authoritarian and communist communications systems, with special attention given to the underlying theories which have produced them.
606. **Depth Reporting. 3 hrs.**
In-depth reporting of social and environmental activities and problems, with emphasis on thorough research and documentation. Stories will be submitted for publication.
609. **Seminar in Public Relations. 3 hrs. II, or S.**
Theoretical and practical aspects of public relations, with special projects and readings to provide skills and insights requisite to success in the profession. Seminar discussions and research projects.
611. **Motion Picture Production and Editing. 3 hrs.**
Planning and production of motion picture segments. (Rec: Journalism 350, 351, and 360 or equivalent)
612. **History of Mass Communications, Specialized Study. 3 hrs. II.**
Analysis of mass media development in the United States and of current media problems, with emphasis on research. (Rec: Journalism 404/504 or equivalent)
614. **Critical Function of the Mass Media. 2 hrs.**
Examination of the critical function of the mass media; practice in writing critical reviews and evaluations of literary works, theatrical productions, motion pictures, artistic and musical works.
681. **Thesis. 1-6 hrs.**
(PR: Consent of adviser)

LATIN (LAT)

501. **Roman Life: Pliny, Martial, Juvenal. 3 hrs.**
(PR: 6 hours of literature numbered 306 or above or equivalent)
503. **The Roman Stage: Comedies of Plautus and Terence. 3 hrs.**
(PR: 6 hours of literature numbered 306 or above or equivalent)
510. **Tacitus (Selection From): Annals, Agricola. 3 hrs.**
(PR: 6 hours of literature numbered 306 or above or equivalent)
- 580-583. **Special Topics in Latin. 1-4; 1-4 hrs. I, II.**
(PR: 6 hours of literature numbered 306 or above or equivalent and consent of instructor)
- 585-588. **Independent Study. 1-4 hrs.**

LIBRARY SCIENCE EDUCATION

Offered by the Department of Educational Media. For degree requirements, see the section: Education-Curriculum and Instruction, Library Science Education.

MANAGEMENT (MGT)

Program and courses to be found under Business.

MARKETING (MKT)

Program and courses to be found under Business.

MATHEMATICS (MTH)

Course offerings in mathematics may be used to satisfy major requirements in three programs of the Graduate School, or to satisfy minor requirements in all programs.

The Master of Arts degree with a major in mathematics is offered by the Department of Mathematics. The Master of Science (Physical Science) degree is offered through a cooperative arrangement among the Departments of Chemistry, Geology, Mathematics, and Physical Science and Physics. The Master of Arts (Secondary Education) degree is offered by the Department of Curriculum and Foundations.

Master of Arts Degree (Mathematics)

The student who expects to earn the Master of Arts degree with a major in mathematics should have completed an undergraduate major in mathematics with a minimum of 18 semester hours credit above the level of an elementary calculus sequence, or he should have completed the equivalent of such preparation.

Upon completion of at least 12 hours of Marshall University graduate credit in mathematics, the student may file application for admission to candidacy with the Dean of the Graduate School. Approval of such admission will be recommended provided the student has earned a quality point average of 3.0 (B) in all completed graduate courses applicable to his program.

The following departmental requirements must be satisfied. A minimum of 36 hours credit is required. If the student decides to write a thesis, the minimum is 32 hours, including not more than 6 hours for the thesis. A minor of 6 hours credit in any area is required, but may be waived on recommendation of the student's adviser and concurrence of the Dean of the Graduate School. At least 6 hours credit, selected in consultation with the student's adviser, must be earned in three of the four areas of algebra, topology and geometry, analysis, and statistics. At least 18 hours, excluding thesis, must be earned in mathematics courses numbered 600 to 699.

Students may emphasize courses of study in applied mathematics, statistics, pure mathematics, and actuarial mathematics. Courses in actuarial mathematics cover all material in the five examinations required by the Society of Actuaries for an Associateship in the Society of Actuaries.

The final (oral) comprehensive examination is administered by a committee of three members of the graduate faculty in mathematics, including the student's adviser. The student who fails to pass the comprehensive examination on a given attempt may be asked to enroll in courses as determined by his committee before taking the examination again.

Master of Science Degree (Physical Science)

This degree program, offered in cooperation with the Departments of Chemistry, Geology, Mathematics, and Physical Science and Physics, is intended to provide a broadly based advanced science program for individuals whose undergraduate program in science lacks depth or breadth. Programs will be designed to meet individual needs. The writing of a thesis is optional. Specific degree requirements are listed in the section: Physical Science and Physics.

Master of Arts Degree (Secondary Education)

This degree program offered by the Department of Curriculum and Foundations, is intended to meet the

needs of public school teachers (1-12). Programs will be designed to meet individual needs. Specific degree requirements are listed in the section: Education - Curriculum and Foundations, Secondary Education.

500. Structure of Algebra. 3 hrs.

Emphasis on the language of Modern Elementary Algebra. Recommended for preservice elementary teachers and for elementary and secondary in-service teachers. May not be used for a degree offered by the Department of Mathematics or in the twelve hour content block of the Secondary Education M.A. Degree program for students with mathematics certification in grades 7-12. (PR: CI 201 or consent of department chairman)

501. Structure of Modern Geometry. 3 hrs.

Informal development of geometry. Recommended for pre-service elementary teachers and for elementary and secondary in-service teachers. May not be used for a degree offered by the Department of Mathematics or in the twelve hour content block of the Secondary Education M.A. Degree program for students with mathematics certification in grades 7-12. (PR: CI 201 or consent of department chairman)

510. Applied Mathematics - Calculus of Variations. 3 hrs.

Calculus of variations and its application to boundary value problems.

511. Mathematical Modeling. 3 hrs.

Students will work in teams to construct mathematical models of various real-world situations. Problems to be modeled will be drawn from diverse areas of application and will use a wide range of undergraduate mathematics. (PR: Mathematics 231 or Mathematics 230 and permission)

512. Statistical Models for Regression and Correlation Analysis. 3 hrs.

Determining regression models; deriving parameter estimates using calculus; detailed coverage of tests of assumptions and remedial procedures (transformations and weighted least-squares); multiple and polynomial regression; tests and corrections for autocorrelation. (PR: One previous course in statistics and a knowledge of elementary calculus, or permission of instructor.)

513. Statistical Models for Analysis of Variance and Covariance. 3 hrs.

Analysis of variance and covariance models with derivations using calculus; detailed testing of model assumptions and remedial measures (as transformations) to yield adequate models; use of various statistical designs. (PR: One previous statistics course and a knowledge of elementary calculus or permission of instructor)

515. Applied Mathematics - Boundary Value Problems. 3 hrs.

Theory of systems of ordinary differential equations of first order. Theory of homogeneous and nonhomogeneous boundary value problems. (PR: Math 330 and 335 or permission)

527-528. Advanced Calculus. 4; 4 hrs. I, II.

The number system, limits, sequences, partial differentiation with applications, maxima and minima of functions of several variables. Theory of definite integrals, multiple integrals, line and surface integrals, improper integrals, infinite series. (Rec: Elementary calculus or equivalent)

543. Numerical Analysis. 3 hrs.

The theory and technique of numerical computation involving the difference calculus, the summation calculus, interpolation methods, solution of systems of equations, and methods of solution of ordinary differential equations. (PR: Elementary calculus and undergraduate linear algebra)

545-546. Introduction to Theory of Statistics. 3; 3 hrs. I, II.

Probability spaces, conditional probability, and applications. Random variables, distributions, expectation, and moments. Parametric statistics: sampling methods, estimation of parameters, tests of hypotheses. (Rec: Elementary calculus or equivalent)

548. Fundamental Concepts of Modern Geometry. 3 hrs. I.

Finite geometries, basic background material for the modern development of Euclidean Geometry, other geometries. (PR: Elementary calculus)

549. Projective Geometry. 3 hrs.

Projective geometry using both synthetic and algebraic methods. (PR: Elementary calculus)

550-552. Fundamental Concepts of Modern Algebra. 3; 3 hrs. I, II.

Structure of the abstract mathematical systems; groups, rings, fields, with illustrations and applications from Number Theory. (PR: Mathematics 230 for 550; for 552)

560-561. Functions of a Complex Variable. 3; 3 hrs.

Complex numbers, analytic functions, properties of elementary functions, integrals, series, residues and poles, conformal mapping. (Rec: Elementary calculus or equivalent)

580-583. Special Topics in Mathematics. 1-4 hrs.

Courses on special topics not listed among the current course offerings. (PR: Permission of the Chairman of the Department of Mathematics)

585-588. Independent Study. 1-4 hrs.

(PR: Consent of instructor and department chairman)

610-611. Modern Algebra. 3; 3 hrs.

The structure of semigroups, groups, rings, fields, modules, vector spaces, lattices and related topics. (PR: Mathematics 550 or equivalent)

620. Non-Euclidean Geometry. 3 hrs.

A study of the historical development of Non-Euclidean Geometries, followed by a detailed study of these geometries. (PR: Graduate standing)

621. Projective Spaces. 3 hrs.

An introduction to current work on projective planes through a study of the real projective plane. A study of synthetic and analytic projective spaces through theorems concerning the connections between their structures. Some finite geometries. (PR: Undergraduate linear algebra and elementary calculus)

630-631. Topology. 3; 3 hrs.

General topology including separation axioms, connectedness, compactness, convergence, continuity, metric spaces, product and quotient spaces. (PR: Undergraduate topology or Mathematics 528 or equivalent)

640-641. Theory of Functions of Complex Variables. 3; 3 hrs.

A study of algebra, topology, and geometry of the complex plane; holomorphic functions; conformal mapping; analytic functions and analytic continuation; complex integration; representation theorems; convergence theorems and related topics. (PR: Mathematics 528 or Mathematics 561 or equivalent)

650-651. Theory of Functions of Real Variables. 3; 3 hrs.

A study of measure and integration and related topics. (PR: Mathematics 528 or equivalent)

660. Stochastic Processes. 3 hrs.

Theory and applications of Markov chains. (PR: Undergraduate probability and statistics)

661. Advanced Mathematical Statistics. 3 hrs.

Topics in mathematical statistics including distribution theory for functions of random variables, convergence concepts, sufficient statistics, finding optimal estimates for parameters, optimal tests of hypotheses. (PR: Mathematics 446-546 or equivalent or permission of instructor)

662. Multivariate Mathematical Statistics. 3 hrs.

Multivariate distribution theory and statistical inference including estimation and tests concerning mean vectors and covariance matrices (maximum-likelihood and likelihood-ratio techniques emphasized). (PR: Mathematics 446-546 or equivalent or permission of instructor)

665. Optimization Mathematics. 3 hrs.

Classical optimization of functions of one or more variables, theory and methods of linear and nonlinear programming. (PR: Undergraduate linear algebra and elementary calculus)

670. Independent Study. 1-4 hrs.

An independent program of study of advanced topics not normally covered in other courses. The topics are chosen upon mutual agreement between the student and the instructor. (PR: Consent of instructor and Department Chairman)

681. Thesis. 1-6 hrs.

MODERN LANGUAGES

At present the Department of Modern Languages does not offer a major. Courses in modern languages are taken as minors by students in other departments, such as History, Journalism and English. Courses in modern languages are also taken by teachers in service who wish to enhance their competence in language and literature and to qualify for a higher salary.

In cooperation with the Department of Education-Curriculum and Foundations, the Department of Modern Languages offers a program leading to the Master's degree in secondary education and Spanish. For further details consult the section: Education-Curriculum and Instruction, Secondary Education, in this catalog.

For courses see French or Spanish.

MUSIC (MUS)

To be admitted to the graduate program in music, students must have received a bachelor's degree from an accredited institution with a major in music or the equivalent. A conference and audition are required with the Chairman of the Department of Music as a part of the admission procedure. At the conference the conditions of admission are defined. The applicant may submit an audition tape if it is inconvenient to appear on campus.

Majors in all music programs are given an examination in basic skills and capacities in music not later than the time of completion of twelve semester hours of graduate work and before being admitted to candidacy. As part of these requirements the basic departmental piano proficiency examination must be passed, the content of which will vary according to the student's departmental area major. In addition, a placement examination in Music History (including Styles) and Music Theory must be taken to determine if deficiencies in these areas exist. Applicants must take these examinations prior to registering for graduate courses in music.

Requirements for performance levels in applied music as well as more detailed information on requisites in the individual options will be found in the **Music Department Applied Music and Ensemble Handbook**.

In addition to the Master of Arts option in Music Education (see section Education-Curriculum and Instruction, Music Education of this catalog), the Music Department offers graduate degrees with emphasis in 1) Applied Music Performance, 2) Music History and Literature and, 3) Music Theory and Composition. The program for a major in these areas is 32 hours and must include at least 26 hours in major, cognate and elective areas of music. A minimum of 6 hours is required in a subject other than music. Normally not more than 3-4 hours may be earned by a thesis which may be a written report, graduate recital or musical composition of merit.

All full-time graduate students are required to participate in a music ensemble during the regular academic year as recommended by their major adviser. No graduate credit is given for this participation.

APPLIED MUSIC PERFORMANCE

	Hours
Minimum requirements	32
1. Major Area	11-12
Applied music in Voice or Instrument, Music 681	
2. Cognate Studies in Music	11-12
Music 621, 640, One period course in Music History (chosen from one of the following): Music 650, 651, 652, 653, 654, 655, one Music Literature course in major area.	
3. Music Electives	2-4
Pedagogy, Literature, Applied, Music Education, Theory, Problem Report or Special Topics.	
4. Minor Field	6
(Voice applied majors should select the study of foreign language. Instrumental applied should select from Literature, Physics [Acoustics], Mathematics, History or other allied areas.)	

MUSIC HISTORY AND LITERATURE

	Hours
Minimum requirements	32
1. Major Area	12
Four period courses in Music History (chosen from the following): Music 650, 651, 652, 653, 654, 655.	
Music 681	3
2. Cognate Studies in Music	9
Music 621, 640A, Music Theory Elective	
3. Music Electives	2
(To be determined in consultation between the student and his adviser)	
4. Minor Field	6
(Recommend study of French or German for reading knowledge)	

MUSIC THEORY AND COMPOSITION

	Hours
Minimum requirements	32-36
1. Major Area	18
Music 640A, 640B, Music 641 or 575, Music 645A, 645B, Music 646 or 648A, Music 681	
2. Cognate Studies in Music	6
Music 621, 655	
3. Music Electives	2
(To be determined in consultation between the student and his adviser)	
4. Minor Field	6
(Departmental recommendations include areas of Literature, Mathematics, Physics or Philosophy)	

Miscellaneous

580-583. **Special Topics.** 1-4 hrs.

585-588. **Independent Study.** 1-4 hrs.

591-594. **Workshop.** 1-4 hrs.

601. **Symphonic Literature.** 3 hrs.

A survey of orchestra literature beginning with the 16th century; the Mannheim composers, Viennese classics, the Romantists, the national schools, and late European, South American and American developments.

604a. **Keyboard Literature.** 2 hrs.

A survey of keyboard literature from the 14th to the 20th century. Emphasis is on stylistic developments and formal procedures.

604b. **Chamber Music Literature.** 2 hrs.

A survey of chamber music literature from the Baroque Era to the 20th century. Analysis of form emphasized in the study of string quartet trio, quintet, and various other combinations.

604c. **Song Literature.** 2 hrs.

The song literature of Western Europe and America, also including contemporary material from other countries; interpretation, song study, program building, languages, and interpretation of accompaniments. For singers and accompanists.

604d. **Choral Literature.** 2 hrs.

A comprehensive study of the forms and styles of Choral Composition from Renaissance to present day.

610. **Philosophy of Music Education.** 3 hrs.

Basic concepts of music education and their application to problems of music teaching, supervision and administration.

611. **Psychology of Music. 3 hrs.**
Vibrational stimuli, resultant reactions, and factors involved in development of musical skills, as well as measures of aptitude and achievement.
612. **Projects and Problems in Music. 3 hrs.**
Special problems and projects chosen by the student for investigation. Extensive study of a single problem or project in detail.
614. **The Teaching of Music Appreciation. 2 hrs.**
Advanced methods and materials for teaching appreciation of music in grades 1-12.
615. **Band Maneuvers and Pageantry. 2 hrs.**
The marching band. The marching and musical problems which are encountered in training and operating a band for football games and other events involving marching and playing.
616. **Curriculum Construction and Revision. 3 hrs.**
Survey of recent developments in public school curricula and their effect on music offerings. Preparation of course and curricular content.
617. **Seminar in Music Education. 3 hrs.**
An advanced study of basic concepts of current problems in music education.
- 618a. **Administration of Instrumental Music. 3 hrs.**
The planning and operation of the instrumental program and the details of programming the work in a school system.
- 618b. **Administration of Choral Music. 3 hrs.**
A study of the organization of choral music programs including; recruitment, auditions, scheduling, rehearsal arrangement, programming, touring, and budget.
- 619a. **Seminar in Vocal Pedagogy. 2 hrs.**
A study of the techniques of singing and their application to private and class voice instruction. Emphasis placed upon diagnosis of problems, and teaching under supervision.
- 619b. **Seminar in Piano Pedagogy. 2 hrs.**
An analytical survey of developments in piano techniques and pedagogical procedures with open discussions on various facets of piano teaching.
- 620a. **Instrumental Workshop. 2 hrs.**
Problems of the instrumental teacher at all levels; practical work in the techniques of handling beginning classes and ensembles of all types.
- 620b. **Choral Workshop. 2 hrs.**
A practicum approach to problems of choral techniques and materials with special emphasis placed upon high school and junior high school levels.
621. **Introduction to Graduate Studies in Music: Research and Writing. 3 hrs.**
Introduction to music research with emphasis on investigative methods and applications, procedures, and bibliography. Concentration on expository writing style and format.
- 629a. **Choral Conducting and Interpretation. 2 hrs.**
Performance analysis of choral music from the Renaissance, Baroque and Classical periods as a basis for the expansion of ability in conducting. Students will conduct university ensembles in rehearsal and performance.
- 629b. **Choral Conducting and Interpretation. 2 hrs.**
Continuation of Music 629a with emphasis upon Romantic and Contemporary music. Some opportunity given to work with operatic conducting. Does not require Music 629a as a prerequisite.
- 630a. **Instrumental Conducting and Interpretation. 2 hrs.**
The special problems involved in conducting and training instrumental groups at all levels.
- 630b. **Instrumental Conducting and Interpretation. 2 hrs.**
A continuation of 630a.
- 640a. **Music Theory. 3 hrs.**
Analytical and writing techniques of 19th and 20th music.
- 640b. **Music Theory. 3 hrs.**
Continuation of Music 640a.
641. **Advanced Counterpoint. 3 hrs.**
An intensive study of contrapuntal techniques, styles, and forms through composition and analysis.
- 645a. **Original Composition. 2 hrs.**
- 645b. **Original Composition. 2 hrs.**
- 646a. **Advanced Choral Arranging. 2 hrs.**
Techniques of choral composition and arranging with emphasis on the mixed choir. Arrangements and original works sung by choral groups and conducted by students.
- 647a. **Advanced Band Arranging. 2 hrs.**
A study of the scoring for modern concert and marching bands, the transcription of works for other media as well as original works; analysis of band literature, harmonic and formal.
- 648a. **Advanced Orchestration. 2 hrs.**
Scoring compositions from other media for modern orchestras of various sizes.
649. **Stage Band Arranging. 2 hrs.**
A study of the special techniques involved in scoring for the contemporary stage band, including harmony used, voicing of the various instruments, and a study of current practices.
650. **Ancient and Medieval Music. 3 hrs.**

- Ancient Greek musical theory, Gregorian chant and its outgrowths, secular monophony, sacred and secular polyphony and its development through the fourteenth century.
651. **Music of the Renaissance. 3 hrs.**
The English, Burgundian and Netherland schools; secular forms; chanson, madrigal, and lied; instrumental music; mannerism and the end of an age.
652. **Music of the Baroque Era. 3 hrs**
The monodic revolution: madrigal to cantata, opera, oratorio; Italian leaders: Vivaldi, Bach, and Handel.
653. **Music of the Classical Era. 3 hrs.**
Pre-Classical styles and the formation of a classical style in music in symphony, concerto, opera, the sonata, and choral music through Beethoven.
654. **Music of the Romantic Era. 3 hrs.**
A study and evaluation of Beethoven's principal works and the life and works of Schubert, Mendelssohn, Chopin, Schumann, Brahms, and their contemporaries.
655. **Contemporary Music. 3 hrs.**
Musical developments since Wagner; Debussy, Stravinsky, Mahler, Strauss, Schoenberg, Bartok and their contemporaries. Developments in electronic and aleatoric music, and new notations.
656. **Seminar in Performance Practice. 2 hrs.**
Students will prepare and perform music from a selected style period, making their own editions with correct realization and ornamentation. May be repeated for credit.
670. **Advanced Materials and Methods (Grades 1-6). 3 hrs.**
A comprehensive survey of available materials in singing, reading, listening, rhythm, and creating program of school music for the elementary grades; use of such materials in the methodology of teaching. (PR: Graduate music majors only)
675. **Creative Activity for Children. 3 hrs.**
Ways of using creative activity in the music program, methods of presenting creative song writing, rhythms, instrument construction, instrumental expressing, dramatization, program building.
679. **Problem Report. 1-3 hrs.**
681. **Thesis. 1-6 hrs.**

Applied Music

- 680 a,b,c,d. **Saxophone. 1-2 hrs.**
- 682 a,b,c,d. **Flute. 1-2 hrs.**
- 683 a,b,c,d. **Oboe. 1-2 hrs.**
- 684 a,b,c,d. **Clarinet. 1-2 hrs.**
- 685 a,b,c,d. **Bassoon. 1-2 hrs.**
- 686 a,b,c,d. **French Horn. 1-2 hrs.**
- 687 a,b,c,d. **Trumpet. 1-2 hrs.**
- 688 a,b,c,d. **Trombone. 1-2 hrs.**
- 689 a,b,c,d. **Baritone. 1-2 hrs.**
- 690 a,b,c,d. **Tuba. 1-2 hrs.**
- 691 a,b,c,d. **Violin. 1-2 hrs.**
- 692 a,b,c,d. **Viola. 1-2 hrs.**
- 693 a,b,c,d. **Cello. 1-2 hrs.**
- 694 a,b,c,d. **String Bass. 1-2 hrs.**
- 695 a,b,c,d. **Piano. 1-2 hrs.**
- 696 a,b,c,d. **Voice. 1-2 hrs.**
- 697 a,b,c,d. **Organ. 1-2 hrs.**
- 698 a,b,c,d. **Percussion. 1-2 hrs.**

PHILOSOPHY (PHL)

The Philosophy Department offers only a minor on the graduate level consisting of twelve credit hours. Any set of courses is permissible, although it is advisable to take them in relative sequence.

507. **World History of Philosophy, Ancient, and Medieval. 3 hrs.**
Survey of patterns of synchronological developments of philosophies in India, China and the Mediterranean region.
508. **World History of Philosophy, Modern. 3 hrs.**
Survey of patterns of synchronological developments of philosophy in Europe, Japan, the Islamic world, Latin America and North America.
551. **Philosophy of History and Culture. 3 hrs.**
Ancient and modern theories of the meaning and consequence of history and culture.
553. **Philosophy of Science. 3 hrs.**
Crucial concepts in modern science relevant to contemporary philosophical issues concerning man and the universe; special attention to epistemological and ethical implications of natural law, induction, mathematical theory and the new physics.
555. **Philosophy of Religion. 3 hrs.**

Theories of the nature and functions of religion, including the meaning of religious language and problems of belief.

565. Existentialism. 3 hrs.

A survey of the contributions of leading existentialist philosophers of the past and present from Kierkegaard and Nietzsche to Sartre and Tillich; course is conducted much like a seminar.

580-583. Special Topics. 1-4 hrs.

585-588. Independent Study. 1-4 hrs.

590-591. Seminar. 3; 3 hrs.

Shared study and research on a special topic as announced. (PR: Permission of the chairman.)

598. Directed Readings in Philosophy. 3 hrs. I, or II.

Advanced research adaptable to the needs of students. Regular consultations with the chairman and staff.

599. Humanities Seminar. 3 hrs.

PHYSICAL EDUCATION AND HEALTH (PE)

See Health Education also

Admission to the graduate program in health and physical education is dependent upon the student satisfying the minimum admission requirements established by the Graduate School including completion of the Graduate Record Examination prior to the completion of the first semester of courses. A Master of Science degree with a major in health and physical education may be pursued by those students who have an undergraduate major in health or physical education. Students without an undergraduate degree in health or physical education may be required to register for undergraduate preparatory classes in PE 321, PE 345 and/or PE 370.

COURSE REQUIREMENTS

Graduate students must choose a course of study either from Option A or Option B.

Option A		Hours
Minimum requirements		32
1. Physical Education 621		3
2. Physical Education Electives		14
3. Thesis (Physical Education 681)		6
4. Educational Foundations 621 or Physical Education 670		3
5. Electives (six hours outside of Physical Education)		6
Option B		Hours
Minimum requirements		36
1. Physical Education 621		3
2. Physical Education Electives		24
3. Educational Foundations 621 or Physical Education 670		3
4. Electives (six hours outside of Physical Education)		6
Option C (Athletic Training)		Hours
Minimum requirements		36
1. Physical Education *522, *576, *578, 621, 622, 623, 636, 642, 646, 647, 670		33
2. Home Economics 540		3

515. Physical Education in Pre-School, Elementary and Middle School. 3 hrs.

A study of motor skill principles/movement experiences as they influence the child's total development; specific movement activities are presented in the areas of games, rhythms, basic movements, gymnastics, etc.

516. Planning & Developing HPERD & Athletic Facilities. 3 hrs.

A course designed to familiarize students with the basic concepts of facility planning and construction. Current trends and innovative designs are reviewed. (Does not fulfill state certification requirements for a superintendent's license.)

517. Teaching College Physical Education. 3 hrs.

Prepares students for teaching of college health and physical education courses.

522. Prevention, Care and Treatment of Athletic Injuries. 3 hrs.

This course is designed to prepare the athlete for competition, the prevention and protection of the athlete from accidents, the etiology, examination and immediate care of the athlete, and the rehabilitation of the athlete following injury.

524. Sport and Physical Education in the Twentieth Century United States. 3 hrs.

The development of recreation, organized sport and physical education programs in the United States, 1900 to present.

560-564. Professional Development. (Plus title that identifies content). 1-4 hrs.

*If credit received as an undergraduate, substitution up to 9 hours of other courses may be made with approval of advisor.

Courses and activities designed to meet the specific inservice needs of public school personnel. Credit in these courses may be used for certificate renewal and salary upgrading if approved but not for degrees. CR/NC grading.

569. **Curriculum Development in Physical Education. 3 hrs.**
A study of the general principles of curriculum development as they relate to physical education. Opportunities are provided to develop and evaluate curriculum.
576. **Theoretical and Practical Aspects of Coaching. 3 hrs.**
An indepth study of the principles and problems of coaching.
578. **Energy Sources, Body Composition and Performance. 3 hrs.**
Consideration of the energy sources and requirements for various types of physical activity as well as the impact that physical activity can have on body composition and performance. (PR: PE 621 or permission)
- 580-583* **Special Topics. 1-3 hrs.**
(PR: Approval by the department chairman, instructor and student's committee)
- 585-588. **Independent Study. 1-4 hrs.**
- 591-594. **Workshop in Physical Education. 1-3 hrs.**
608. **Motor Learning and Performance. 3 hrs.**
Investigation of variables influencing the learning motor skills. Primary emphasis on psychological factors influencing motor performance. 2 lec-2 lab.
610. **Physical Growth and Motor Development. 3 hrs.**
The study of physical growth and motor development of children from infancy through adolescence. Stages in the development of motor patterns and motor skills will be traced with consideration given to neurological changes and external forces which influence motor development. (PR: PE 621 or permission)
621. **Scientific Aspects of Physical Education. 3 hrs.**
The study of the scientific basis for physical activity. Consideration will be given to the psychological, sociological, neuromuscular, and physiological characteristics requisite to physical activity. (REC: Physical Education 201 and 345 or equivalent)
622. **Physical Education for the Atypical Individual. 3 hrs.**
A study of the principles and philosophies in the general organization and supervision of programs of physical education for the physically handicapped. The course includes field trips to hospitals, clinics, etc.
623. **Medical Aspects in Sports. 3 hrs.**
Emphasis on the development of skills in recognition of symptoms of illness, injuries and proper procedures of medical care.
624. **Issues in Physical Education. 3 hrs.**
Critical selection and analysis of current controversies in physical education. Analysis includes identification of the content fostering each issue and the systematic probing of administrative tenets and philosophical positions taken by all factions. Attempts at resolution are secondary to exploration and analysis of viewpoints.
626. **History and Philosophy of Physical Education and Sport. 3 hrs.**
An investigation of historical events, political and social climates, and personalities as well as philosophies which have influenced physical education and sport from early civilizations to the present.
- 631-634.* **Performance Techniques and Analysis. 1-3 variable hr. credit.**
Analysis of lead-up, intermediate and advanced techniques of a selected team, individual or dual sports. Emphasis given to mechanics of performance psychological stress components, psychological factors, strategies and teaching/coaching methodology.
636. **Structural Kinesiology. 3 hrs.**
Instruction and laboratory experiences involving musculoskeletal anatomy and biomechanics as applied to human movement.
641. **Theories and Factors Relating to Athletic Performance. 3 hrs.**
Examination of major psychological dimensions underlying the behavior manifested by sports participants. Emphasis given to understanding "why" an individual performs with consequent implications as to "how" he/she performs.
642. **Devising and Implementing Training and Conditioning Programs. 3 hrs.**
Application of neuromuscular and physiological knowledges to the examination of the administration and content of existing exercise programs as well as the development of new programs. (PR: PE 621)
643. **Sport in the Social Process. 3 hrs.**
An indepth analysis of the processes by which sport evolved as a significant component of modern American life.
646. **Athletic Training I. 3 hrs.**
Training in the diagnosis of injuries in athletics. The student will be expected to participate in diagnostic techniques under the supervision of a trainer.
647. **Athletic Training II. 3 hrs.**

*Students are permitted to earn six hours of 631-634 and three hours of 582-585 credit or nine hours of 631-634 credit and no 582-585.

- Professional aspects of trainer-doctor and doctor-athlete relations will be taught and exploration of how to professionally handle injuries and cooperation with physicians.
651. **Mechanical Analysis of Motor Skills. 3 hrs.**
Analysis of motor skills through the application of the principles of physics. (Rec: Physical Education 321 or equivalent)
652. **Administrative Theories in Physical Education and Athletics. 3 hrs.**
The student is introduced to the background and development of administrative theories in physical education and athletics in a context of a social scientific milieu.
654. **Contemporary and Comparative Physical Education. 3 hrs.**
A study of objectives, methods, personnel, facilities, and program uniqueness of the physical education of selected nations and world regions. National sport programs, international sport programs and competition, and international professional organizations are considered.
665. **Advanced Tests and Measurements in Physical Education. 3 hrs.**
Construction and analysis of measurement instruments, techniques in the use of laboratory equipment, and evaluation techniques applied to physical education. 2 lec-2 lab. (PR: Physical Education 365 or equivalent)
670. **Research in Physical Education. 3 hrs.**
An examination of experimental research design, laboratory methods, construction of instruments, execution of research, and presentation of research papers.
680. **Applied Project. 3 hrs.**
A creative and scholarly approach to the solution of a problem selected by the student. The project may be one which attempts to solve or alleviate a problem of local, state, or national interest to physical educators. A prospectus must be approved by the student's faculty committee.
681. **Thesis. 1-6 hrs.**
696. **Seminar in Physical Education. 3 hrs.**
A course designed for library research and discussion of critical questions in physical education. Topics to be selected will vary according to the interests of the students.

PHYSICAL SCIENCE AND PHYSICS

DEGREES OFFERED

MASTER OF SCIENCE (PHYSICAL SCIENCE): This degree program, offered in cooperation with the Departments of Chemistry, Geology and Mathematics, is intended to provide a broadly based advanced science program for individuals whose undergraduate program in science lacks depth or breadth. Programs will be designed to meet individual needs. The writing of a thesis is optional. If the thesis option is chosen, a minimum of 32 hours are required, including not more than 6 hours for the thesis; without the thesis, 36 hours are required.

	Hours
Minimum requirements	32-36
Major area (Chemistry, Geology, Mathematics, Physics and Physical Science)	12-18
Minor area (Chemistry, Geology, Mathematics, Physics and Physical Science)	6
Electives	12-18

The Department of Physical Science and Physics also offers minor fields in physical science and in physics.

PHYSICAL SCIENCE (PS)

500. **Astronomy. 3 hrs.**
A study of the stars and planets and galaxies, planetary motion, cosmology and cosmography. Designed to assist teachers and others to develop an interest in astronomy. (Rec: Physics 200 or 203 or Physical Science 109 or equivalent)
- 500L. **Astronomy Laboratory. 1 hr.**
Fundamental observations in astronomy and their interpretation through physical laws. Quantitative discussion of orbital motion, time, telescopes, solar system, stars, galaxies, and limited opportunity for astronomical observation.
520. **Industrial Hygiene Measurement Evaluation Control I. 3 hrs.**
Principles of recognition, measurement, evaluation and control of environmental factors in the work place.
521. **Industrial Hygiene Measurement Evaluation Control II. 3 hrs.**
Continuation of PS 520.
525. **Development of Scientific Thought. 3 hrs.**
A study of the men and ideas which have influenced science; the philosophy of their periods; the economic conditions leading to scientific advancement and the works of the foremost men in the field.
- 580-583. **Special Topics. 1-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
646. **Seminar on Recent Developments in the Physical Sciences. 3 hrs. Offered on demand.**

647. **Mechanics for Teachers. 3-5 hrs. Offered on demand.**
A course designed to provide depth in mechanics for public school teachers. Lecture and laboratory.
648. **Modern Physics for Teachers. 3-5 hrs. Offered on demand.**
A course designed to provide additional background material in atomic and nuclear physics for public school teachers. Lecture and laboratory.
649. **Electronics for Teachers. 3-5 hrs. Offered on demand.**
A course in basic theory of electronics for public school teachers. Lecture and laboratory.

PHYSICS (PHY)

524. **Advanced Physics Laboratory. 2 hrs. I, II.**
Laboratory exercises consisting of four distinct tracks: 524a Modern Physics Laboratory, 524b Optics Laboratory, 524c Electronics Laboratory, 524d Nuclear Physics Laboratory. Taken accompanying or following appropriate lecture course.
530. **Applied Electronics and Instrumentation. 4 hrs. Alternate years.**
A course applying electronic principles of instrumentation with emphasis on the medical and life sciences. The functions of instruments will be stressed. 3 lec-2 lab/demonstration. (PR: Physics 203 and 204, or consent of instructor)
540. **Optics with Life Science and Medical Applications. 4 hrs. Alternate years.**
A course emphasizing the application of optical principles in instruments dealing with biological and medical measurements. 3 lec-2 lab./demonstration. (PR: Physics 203 and 204 or consent of instructor.)
542. **Quantum Mechanics. 3 hrs. Alternate years.**
Mathematical formalism of quantum mechanics, particles in potential fields, perturbation theory and other approximation methods, scattering, applications to simple systems. 3 lec. (Rec: Physics 331 and Mathematics 335 or equivalent)
545. **Mathematical Methods of Physics. 3 hrs. Offered on demand.**
Applications of advanced topics in mathematics to problems in physics. (Rec: Physics 203 and Mathematics 335 or equivalent)
550. **Radiation Physics in the Life Sciences. 4 hrs. II. Alternate years.**
A course in radiation physics with emphasis on applications in the medical sciences. Designed for students interested in the life sciences. A field trip to the University of Michigan nuclear reactor is an integral part of the course. 3 lec-2 lab/demonstration. (PR: Physics 203 and 204, or consent of instructor)
562. **Nuclear Chemistry and Physics. 3 hrs. II. Alternate years.**
An introduction to the phenomena of nuclear chemistry and physics 3 lec. (Rec: Physics 320 or permission of the instructor)
- 580-583. **Special Topics. 1-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
616. **X-Ray Diffraction. 3 hrs. Offered on demand.**
A study of the properties of X-rays, X-ray diffraction, and crystal structure. 2 lec-3 lab. (Rec: Chemistry 358 or equivalent)
- 631-632. **Seminar. 1; 1 hr. I, II.**
640. **Fundamentals of Physics. 4 hrs. S. Offered on demand.**
A course in fundamental concepts of physics. Subject content varies. Designed primarily to strengthen conceptual understanding of high school physics teachers.
644. **Atomic Physics. 3 hrs.**
A historical development of the modern theories concerning the structure of matter, electricity, and light, including applications of optical spectra and X-rays.
682. **Thesis Research. 1-6 hrs. I, II, S.**
(PR: Graduate status and approval of adviser)

POLITICAL SCIENCE (PSC)

Master of Arts in Political Science Degree (M.A.)

The graduate curriculum in political science provides a wide range of opportunities for students of various interests or goals. The M.A. program affords both concentration and flexibility so that majors may acquire in-depth knowledgeability in selected aspects of politics as well as appropriate skills in political analysis. Majors may arrange a program to prepare themselves for such endeavors as law school, further graduate work, teaching, or government service. The curriculum also serves interested students in other majors, such as business, education, economics, English, geography, history, journalism, psychology, social studies or sociology, who wish to enhance their backgrounds by taking a minor or specific course work.

Completion of the master's degree in political science entails fulfillment of both the general Graduate School requirements and the specific departmental requirements listed below. A major may select either the thesis, essay or coursework only option. Once an option has been selected, any change in the option must be approved by the department.

The graduate curriculum in political science is divided into six fields of specialization. The student who elects to write a thesis must take at least nine course hours in one of these, and the topic must be within this field. Under the non-thesis options, at least twelve course hours must be taken within a single field.

Upon approval of the chairman and of the Graduate Dean, a student might take 6 hours in methodology or other related courses so that not all the hours for the minor would necessarily be in the same department.

Under the non-thesis options the candidate must take a comprehensive written examination. All candidates must take a general oral examination.

	Hours
Minimum requirements	32-36
1. Political Science 602 (required of all majors)	3
2. Field of Concentration (minimum)	9-12
3. Second field	6
4. Minor or cognate	6
5. Thesis	6
6. Electives	6

GRADUATE FIELD CONCENTRATIONS

American State, Local and Urban Politics: 536, 540, 561, 591, 592, 606, 611, 621, 648, 675.

American National Politics: 523, 533, 536, 540, 584, 606, 611, 652.

Comparative Politics: 507, 508, 509, 510, 511, 522, 524, 529, 614, 652.

International Politics: 505, 506, 515, 520, 523, 524, 529, 609.

Political Theory: 528, 529, 531, 555, 556, 605, 629.

Public Administration and Public Policy: 531, 533, 550, 522, 553, 591, 592, 618, 633, 660.

Courses numbered Political Science 580 through 583, 601, 650, and 651 may be counted in an appropriate area of specialization upon the approval of the adviser.

THE PUBLIC ADMINISTRATION AND PUBLIC POLICY CONCENTRATION

The Political Science Department is offering a new concentration for students interested in public administration and public policy. This concentration is designed to prepare graduates for positions of policy making and administration in federal, state, and local governmental agencies and select business and public service organizations. The concentration places equal emphasis on both the need for improved management skills (from the "street level" to top management) and the sound understanding of public policy. As a part of this concentration, students may enroll in policy workshops that mix classroom learning with the organizational realities of knowledge utilization and analysis.

THE CORE COURSES

(Required of all students who select this concentration)

	Hours
533. Theory of Policy and Administration	3
550. Administrative Law	3
553. Governmental Budgetary Administration	3
602. Research Methods and Data Analysis	3
Total Hours	12

Emphasis I: Administration

552. Public Personnel Administration	3
618. Seminar in Public Administration	3
633. Administrative Organization and Behavior	3
Total Hours	9

Emphasis II: Policy Analysis

591, 592. Workshop in Citizenship and Public Policy	6
660. Seminar in Applied Policy Analysis	3 hrs.
Total Hours	9

505. **International Organizations. 3 hrs.**

Study of world and regional organizations as reflections of world politics, as instruments of foreign policies, and as forces for change and order, with emphasis on their role as channels for management of cooperation and conflict. (PR: Political Science 309)

506. **International Politics. 3 hrs.**

Study of major issues in world politics, with emphasis on theoretical approaches, problems of war and peace, and contemporary trends. (PR: Political Science 309)

507. **Asian Politics. 3 hrs.**

Study of such nations as India, China, Japan, and Korea in the contemporary setting.

508. **Middle Eastern Politics. 3 hrs.**

Study of the Arab States and such nations as Israel, Iran and Turkey in the contemporary setting.

509. **Western Democratic Politics. 3 hrs.**
Study of such nations as Canada and those of Western Europe, particularly Great Britain and France.
510. **European Communist Politics. 3 hrs.**
Study of the Soviet Union and Eastern Europe.
511. **Latin American Politics. 3 hrs.**
This course studies Latin American politics by sectors, such as landed elites, the military, the church, etc. Various styles of governance are considered. Case examples illustrate concepts discussed.
515. **International Law. 3 hrs.**
Study of theories, origins, sources, development, present state, and trends of international law as a factor in various aspects of international politics.
520. **Current World or Regional Issues. 3 hrs.**
An intensive study of specific world or regional problems, such as the politics of world hunger. The role of multinational corporations, imperialism, third world communist movements, etc.
522. **African Political Systems. 3 hrs.**
The study of political systems of selected countries, blocs or regions.
523. **American Foreign Policy. 3 hrs.**
The study of descriptive, analytical, and normative aspects of the United States foreign policy with emphasis on contemporary problems and issues.
524. **Comparative Foreign Policy. 3 hrs.**
Application of the comparative method to foreign policy decision-making and outputs. Comparisons within or between geographic regions.
528. **Islamic Political Ideas and Institutions. 3 hrs.**
A study of Islamic political ideas, practices and institutions and their impact on the rise and development of contemporary Islamic movements, organizations and states.
529. **The Politics of Conflict and Revolution. 3 hrs.**
Study of major theories of conflict and revolution with emphasis on cross-national explanations and outcomes.
531. **Political Theory and Public Problems. 3 hrs.**
Draws upon both classic and contemporary sources of political theory to address basic political issues inherent in public problems.
533. **Theory of Policy and Administration. 3 hrs.**
An examination of alternative theoretical approaches to the study of policy and administration and their implications for the use of policy to shape administrative practice.
536. **The American Judiciary. 3 hrs.**
Structure and behavior in American national and state judicial systems, including analysis of their decision making and policy making functions, their procedures and administration, and problems and trends.
540. **Power in American Society. 3 hrs.**
An examination of some of the major theoretical approaches--pluralist, elitist, etc.--to the study of power. A major concern is on the relationship between the distribution of political resources and the performance of political systems. Efforts to transform political systems are examined on the basis of cross-national research.
550. **Administrative Law. 3 hrs.**
A study of the basic legal framework of administrative organization, including the problems of administrative discretion, rule making and adjudication, regulatory agencies, and administrative responsibility in the democratic state. (PR: Political Science 333)
552. **Public Personnel Administration. 3 hrs.**
Survey of Public Personnel Administration with particular attention on various facets of the merit system concept. Psychological and human relations aspects of the work situation and supervisor-subordinate interaction emphasized. (PR: Political Science 333 or permission)
553. **Governmental Budgetary Administration. 3 hrs.**
Study of organization, administration, and accountability in the management of public funds, with emphasis on the political decision-making processes of budget formulation, presentation, and execution. (PR: Political Science 333 or permission)
561. **The Functional Dimensions of Urban Politics. 3 hrs.**
Study of policy problems of metropolitan areas in terms of structures, alternatives, and outcomes.
- 555-556. **Seminar in Theory and Research. 3-6 hrs.**
A two semester course devoted to the exploration of some research topic of theoretical interest in political science. The first semester is used to examine pertinent literature and develop hypotheses. The second semester is taken up with computer-assisted secondary data analysis.
- 580-583. **Selected Topics. 1-4 hrs.**
To offer a course on some special topic which is not adequately treated in the regular course offerings.
584. **Constitutional Law. 3 hrs. I.**
Introduction to the principles of American constitutional law and analysis of constitutional issues, emphasizing leading Supreme Court cases.
- 585-588. **Independent Study. 1-4 hrs.**

These numbers are reserved for tutorials, directed and independent research, problem reports, etc.

590. **Political Science Internship.** 6 hrs.
 591-594. **Workshop in Citizenship and Public Policy.** 3-12 hrs.
 Applied research and analysis of policy problems from a citizen perspective. Includes field work in the state and local community. Publishes the *West Virginia Citizens' Almanac* annually. (Graduate students may earn up to six credits)
601. **Readings in Political Science.** 2-3 hrs.
 Readings to meet the needs and interests of individual students.
602. **Research Methods and Data Analysis.** 3 hrs.
 A study of quantitative methods used in empirical research with an emphasis upon applied statistical data analysis.
605. **Theoretical Approaches to Political Science.** 3 hrs.
 An examination of the basic theories and theory sketches used in the development of modern political science; emphasis on the construction, evaluation and use of theories and their relationship to knowledge creation, diffusion, and utilization.
606. **Seminar in Judicial Politics.** 3 hrs.
 609. **Seminar in International Relations.** 3 hrs.
 611. **Seminar in the American Legislative Process.** 3 hrs.
 614. **Seminar in Comparative Politics.** 3 hrs.
 618. **Seminar in Public Administration.** 3 hrs.
 621. **Urban Administration.** 3 hrs.
 Principles and methods of urban administration in the U.S.
629. **Seminar in Political Thought.** 3 hrs.
 633. **Administrative Organization and Behavior.** 3 hrs.
 A study of some contributions of the behavioral sciences to the study of organizations, with stress on such concepts as leadership, motivation, conflict, power, role theory, organizational design, and decision-making.
648. **Seminar in State Government and Politics.** 3 hrs.
 West Virginia government and political problems will receive special attention although other states may be considered.
- 650-651. **Seminar.** 3; 3-6 hrs.
 652. **Seminar in Political Behavior.** 3 hrs.
 660. **Seminar in Applied Policy Analysis.** 3 hrs.
 Development of theoretical and methodological skills in the analysis of public problems and the use of policy in problem solving.
675. **Legislative Internship.** 6 hrs.
 Intensive work experience in the West Virginia legislative processes coupled with a seminar involving directed reading and the preparation of a paper. This is a cooperative program with West Virginia University and the Office of Legislative Services with only selected students participating. (PR: One semester of graduate work and recommendation of department chairman.)
680. **Masters Essay.** 3 hrs.
 681. **Thesis.** 1-6 hrs.

PSYCHOLOGY (PSY)

The Department of Psychology offers Master of Arts degrees in either Clinical Psychology or General Psychology. The two programs differ markedly in their admission requirements, course sequence and orientation.

CLINICAL (PROFESSIONAL) PSYCHOLOGY

Students intending to qualify for employment as a master's level clinical psychologist complete a minimum of 39 credit hours of core courses, as well as 6 hours of practicum and a clinical internship in an approved setting. This program is oriented toward training high quality clinical practitioners as well as preparing students for the licensing exams of states which require licensure of master's level psychologists. Students plan their course work in conjunction with their advisers and in accordance with their background to move through the program with the greatest efficiency.

Requirements for admission include the Aptitude sections of the GRE, three letters of reference, and undergraduate transcripts. Undergraduate coursework must include a course in behavioral statistics and a lab course in psychology; students' transcripts should also show a thorough grounding in basic psychology courses to ensure unconditional acceptance into the program.

Applications which are received after June 1st for fall admission, or October 1st for spring admission, may not be processed by the department. Because of the demand for admission to this program, it is not possible to admit every qualified person.

GENERAL (THEORETICAL) PSYCHOLOGY

Students earning a master's degree as preparation for doctoral study must complete a minimum of 33 hours

of graduate credit, including a research-based thesis. The courses are:

Psychology 502, 506, 516, 560	12
Psychology 614, 616, 618, 623, 624	15
Seminar to be specified	3
Psychology 681-Thesis	3

Admission is open to any person who has earned a Bachelor's degree from an accredited institution. Enrollment in graduate courses, however, requires adequate preparation. A minimal preparation would include at least 15 hours in Psychology, a course in Psychological Statistics, and a laboratory course in Experimental Psychology. Applicants must submit scores on the aptitude section of the GRE for placement purposes.

ADDITIONAL REQUIREMENTS IN BOTH PROGRAMS

The following requirements must be met for a student to be admitted to Candidacy:

1. The candidates must have completed at least twelve (12) hours of the courses required in their programs with an average of 3.0 or better.
 2. The candidates cannot have more than one C in any graduate course work.
 3. The candidates must be recommended for admission by a majority of their three-member guidance committee, composed of faculty members chosen by the student.
502. **Advanced Social Psychology. 3 hrs.**
Advanced study of selected topics in social psychology. (PR: Psychology 302 or equivalent)
 506. **Psychometrics. 3 hrs.**
Mental test theory and applications. (Rec: Psychology 223 or equivalent)
 508. **Abnormal Psychology. 3 hrs.**
Study of the nature, causes and treatment of maladaptive human behavior. (Rec: Psychology 201 or equivalent)
 516. **Psychology of Learning. 3 hrs.**
Critical study of the major theories of learning and related research. (PR: At least 3 hours in Experimental Psychology)
 517. **Intermediate Behavioral Statistics. 3 hrs.**
An intermediate level presentation of descriptive and inferential statistics as applied in behavioral research. 2 lec-2 lab. (PR: Psychology 223 or equivalent)
 518. **Psychology of Personnel. 3 hrs.**
Psychological principles and methods applied to functions in personnel administration. (Rec: Psychology 201 or equivalent)
 532. **Seminar: Sex Therapy. 3 hrs.**
The theories, principles, and techniques of behavioral sex therapy.
 540. **Physiological Psychology. 3 hrs.**
The relationships between physiological functions and biochemical processes and behavior.
 - 556-557. **Research in Psychology. 1-3 hrs.**
A laboratory course designed to give advanced students experience in all aspects of conducting psychological research.
 560. **History and Systems of Psychology. 3 hrs.**
Overview of Psychology from historical perspective. (Rec: 12 hours of psychology or equivalent)
 - 580-583. **Special Topics. 1-4 hrs.**
 - 585-588. **Independent Study. 1-4 hrs.**
 614. **Psychology of Personality. 3 hrs.**
The nature of personality structure and dynamics. (Rec: 12 hours of psychology or equivalent)
 615. **Group Tests. 3 hrs.**
Interpretation, evaluation, and selection of tests of ability, aptitude, attainment, interest and personality. (PR: Psychology 506)
 616. **Human Memory and Information Processing. 3 hrs.**
Theory and research relating to human learning, memory and decision processes. (PR: Psychology 323 or equivalent)
 618. **Psychopharmacology. 3 hrs.**
Survey of psychotropic drug substances with emphasis on neuropharmacological bases of drug action, current research methods and therapeutic implications. (PR: Psychology 540 or equivalent)
 623. **Experimental Design. 3 hrs.**
An introduction to the design and interpretation of behavioral research. Emphasis is upon tests of significance and assumptions governing their application. (PR: Psychology 517 or equivalent)
 624. **Multivariate Analysis. 3 hrs.**
Multivariate analysis in behavioral research including multiple regression, analysis of variance, canonical correlation, and principal components and factor analysis. (Psychology 517 or equivalent)
 631. **Individual Intelligence Tests. 3 hrs.**
Administration, scoring, and interpretation of individual tests of mental ability, with specific attention to Binet and Wechsler scales. (PR: Psychology 506 and consent of instructor)
 632. **Behavior Modification. 3 hrs.**
Principles and techniques of the Behavior Therapies and theories underlying the behavior approach. (PR: Consent of instructor)

633. **Individual Psychotherapy and Interviewing. 3 hrs.**
A survey of the basic skills and techniques used in treating various forms of psychopathology. (PR: Psychology 632 and consent of instructor)
634. **Group Therapy. 3 hrs.**
Different types of group psychotherapy as appropriate for various problems and populations; intensive experience in at least two methods. (PR: Psychology 614, 632 and consent of instructor)
- 670-671. **Clinical Practicum. 1-3 hrs.**
Supervised application of principles of therapy and evaluation in a clinical setting. CR/NC grading.(PR: Consent of departmental chairperson)
680. **Clinical Internship. 1-6 hrs.**
Placement in an approved mental health setting for minimum of 400 hours. Supervised by on-site personnel in addition to psychology faculty. (PR: Admission to candidacy and consent of department chairperson)
681. **Thesis. 1-6 hrs.**
- 690-695. **Seminar. 1-3; 1-3; 1-3; 1-3; 1-3; 1-3 hrs.**
Reports on current problems and literature in psychology and related fields; professional ethics. (PR: Consent of department chairperson)

RELIGIOUS STUDIES (RST)

The Department of Religious Studies offers a minor field of study which is open to all majors in all fields.

519. **Religious Thought in the Western World. 3 hrs.**
An analysis of the major schools of religious thought as they have developed in the west.
530. **Origin and Transmission of the Bible. 3 hrs.**
A study of the history of the canonization, textual transmission, and translation of the Bible.
550. **Sociology of Religion. 3 hrs.**
An investigation into the nature of religion as a social phenomenon.
- 580-583. **Special Topics. 1-4; 1-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
599. **Humanities Seminar. 3 hrs.**

SAFETY (SED)

Admission to the graduate program in Safety is dependent upon the student satisfying the minimum admission requirements established by the Graduate School. The Master of Science Degree in Safety requires 32 semester hours of graduate work, of which not more than 6 hours may be earned by a thesis. If a thesis is not submitted, a minimum of 36 hours of course work must be completed.

A final (written) comprehensive examination is administered to all candidates by a committee of three members of the graduate faculty in the School of Education, including the student's advisor. The student who fails to pass the comprehensive examination on a given attempt may be asked to enroll in courses as determined by his committee before taking the examination again. In the non-thesis safety option students must also take a comprehensive written examination.

Prior to admission to candidacy all students must have completed courses or equivalent courses in general safety education, first aid, and personal health with the consent of the department.

The graduate curriculum in Safety is divided into three areas of specialization namely Traffic Safety, Occupational Safety and Health, and Safety Management. These programs are offered in cooperation with other schools as may be designated.

Minimum requirements	36 hours
with thesis	32 hours

MASTER OF SCIENCE DEGREE - SAFETY Emphasis: Traffic Safety

Required Courses	Hours
SED 550 Traffic Engineering	3
SED 580 Traffic Law Enforcement or	
SED 606 Field Experience for the Safety Specialist	3
SED 590 Problems and Practices in Driver and Traffic Safety Education	3
SED 593 Organization, Administration and Supervision of Safety Programs	3
SED 601 Safety in Transportation	3
SED 610 Philosophy and Psychological Concepts of Occupational Safety and Health	3
SED 630 Current Literature and Research in Occupational Safety and Health	3
SED 660 Human Factors in Accident Prevention	3
SED 669 Traffic Safety Management	3
Electives: Permission of Advisor or Chairman	9
	36

MASTER OF SCIENCE DEGREE - SAFETY
Emphasis: Occupational Safety and Health

Required Courses	Hours
SED 585 Occupational Safety and Health Programs	3
SED 586 Occupational Safety and Health Legislation	3
SED 589 Occupational Hazard Control	3
SED 593 Organization, Administration and Supervision of Safety Programs	3
SED 595 Occupational Safety and Health Management	3
SED 610 Philosophical and Psychological Concepts of Occupational Safety and Health	3
SED 630 Current Literature and Research in Occupational Safety and Health	3
SED 647 Industrial Hygiene	3
SED 660 Human Factors in Accident Prevention	3
Electives: Permission of Advisor or Chairman	9

MASTER OF SCIENCE DEGREE - SAFETY
Emphasis: Safety Management

Required Courses	Hours
SPH 508 Discussion and Conference Leadership	3
SOC 533 Industrial Sociology	3
SED 585 Occupational Safety and Health Programs	3
SED 593 Organization, Administration and Supervision of Safety Programs	3
SED 595 Occupational Safety and Health Management	3
SED 610 Philosophical and Psychological Concepts of Occupational Safety and Health	3
SED 630 Current Literature and Research in Occupational Safety and Health	3
SED 660 Human Factors in Accident Prevention	3
Electives: Permission of Advisor or Chairman	12
	36

500. **Traffic Law Enforcement. 3 hrs.**
A course designed to study and evaluate the varied and complex system of laws governing the control of all forms of human traffic law and enforcement on present and future societies.
510. **Problems and Practices in Traffic Safety and Driver Education. 3 hrs.**
A survey course for supervisors of traffic accident prevention programs. Examines and evaluates problems, attitudes, activities, and administrative practices in school, city, and state traffic safety programs. Supplements basic teacher training courses in driver education. (Rec: Safety Education 235 and 385 or equivalent)
520. **Teaching Driver Education to the Handicapped. 3 hrs.**
A survey of Driver Education for the handicapped including physical, mental, and social aspects. The course is recommended for students preparing to teach Driver Education or other related safety subject.
536. **Safety Education for Elementary Teachers. 1 hr.**
Survey of accident prevention methods in the elementary school environment, with emphasis on elementary school safety curriculum, laws, personal protection and resources for elementary school teachers.
550. **Traffic Engineering. 3 hrs.**
Concerned with traffic and pedestrian flow, channelization, light coordination, intersection control, and devices as related to safe, convenient, and economical transportation of persons and goods.
551. **Occupational Safety and Health Management. 3 hrs.**
Concerned with instruction of industrial management personnel interested in accident prevention and safety administration. Emphasis will be on principles, facts and methodology involving safety management.
560. **Accident Investigation/Reconstruction. 3 hrs.**
An introductory course in traffic accident investigation designed to give insight into the recognition and collection of evidence, collection and recording data and reconstructing the accident based on the facts.
570. **Teaching Driver Education to the Handicapped. 3 hrs.**
A survey of Driver Education for the handicapped including physical, mental, and social aspects. The course is recommended for students preparing to teach Driver Education or other related safety subject.
- 580-583. **Special Topics. ½-4 hrs.**
- 585-588. **Independent Study. 1-4 hrs.**
589. **Occupational Hazard Control. 3 hrs.**
A study of the latest industrial safety information which will assist the student in designing a program to reduce or eliminate all incidents which downgrade the system.
590. **Problems and Practices in Traffic Safety and Driver Education. 3 hrs.**
A survey course for supervisors of traffic accident prevention programs. Examines and evaluates

593. **Organization, Administration and Supervision Safety Programs. 3 hrs.**
A study of safety programs at the state and local levels including the administrative, instructional, and protective aspects of a comprehensive safety program in schools, occupations, home and public.
595. **Occupational Safety and Health Management. 3 hrs.**
Concerned with instruction of industrial management personnel interested in accident prevention and safety administration. Emphasis will be on principles, facts and methodology involving safety management.
597. **Occupational Safety and Health Programs. 3 hrs.**
Safety functions in industry. Principles of organization and application of safety programs. Prevention, correction and control methods are outlined and evaluated.
598. **Occupational Safety and Health Legislation. 3 hrs.**
A survey of the legislation that has affected the safety movement with special emphasis on the 1969 Coal Mine Health and Safety Act and the 1970 Occupational Safety and Health Act.
599. **Organization, Administration and Supervision Safety Programs. 3 hrs.**
A study of safety programs at the state and local levels including the administrative, instructional, and protective aspects of a comprehensive safety program in schools, occupations, home and public.
601. **Safety in Transportation. 3 hrs.**
Concerned with safe, efficient movement of people and goods. Involves highway, air, water, pipeline, and rails.
606. **Field Experience for the Safety Specialist. 3 hrs.**
Concerned with the visitation and evaluation of the safety program of various agencies in the region.
610. **Philosophical and Psychological Concepts of Occupational Safety and Health. 3 hrs.**
An analysis of the educational philosophies and the application of these philosophies to occupational safety. A study of the effect of occupational safety on modern living.
630. **Current Literature and Research in Occupational Safety and Health. 3 hrs.**
An analysis and study of selected works of national and international authors concerning significant works in Occupational Safety.
645. **Safety Engineering and Equipment Design. 3 hrs.**
The design and engineering of facilities and equipment to meet the physical needs of the human as well as enhancing production.
647. **Industrial Hygiene. 3 hrs.**
Concerned with environmental health and safety hazards that arise out of or occur during work of employees.
650. **Internship for the Safety Specialist. 3 hrs.**
Supervised experience on the job site. Involves the student working under safety personnel and analyzing and writing of experiences.
660. **Human Factors in Accident Prevention. 3 hrs.**
A study of the psychological principles and their applications to accident causation and prevention.
669. **Traffic Safety Management. 3 hrs.**
Concerned with the total Traffic Safety Management Program, including vehicle registration, driver licensing, motorcycle driver education, and motor vehicle registration.
679. **Problem Report. 1-3 hrs.**
681. **Thesis. 1-6 hrs.**

MASTER OF SCIENCE DEGREE – MINE SAFETY (MSF)

The Master of Science Degree with a major in Mine Safety is based on the competencies needed by mine safety and management personnel and mine safety compliance personnel. The program is designed for underground, auger and surface mining as applicable to all components of the mining industry, including metallic and non-metallic products. Special emphasis is provided for the type of mining in which student are engaged.

Admission to the graduate program in Mine Safety is dependent upon the student satisfying the minimum admission requirements established by the Graduate School. The Master of Science Degree requires 32 semester hours of graduate work, of which not more than 6 hours may be earned by a thesis. If a thesis is not submitted, a minimum of 36 hours of course work must be completed.

A final (written) comprehensive examination is administered to all candidates by a committee of three members of the graduate faculty, including the student's advisor. The student who fails to pass the comprehensive examination on a given attempt may be asked to enroll in courses as determined by his committee before taking the examination again. In the thesis safety option students must also take a comprehensive written examination.

Prior to admission to candidacy all students must have completed courses or equivalent courses in general safety education, first aid, and personal health with the consent of the department.

The Mine Safety graduate program is sponsored jointly with the National Mine Safety and Health Academy, Beckley, WV.

Required Courses	Hours
MSF 510 Survey of Mining	3
MSF 511 Mine Safety Program Analysis	3
MSF 512 Mine Safety and Health Legislation	3
MSF 514 Hazard Control in Mining	3
EDF 621 Educational Research and Writing	3
or equivalent course in research methodology such as VTE 670	
Mine Safety Electives	15
Electives	6
	36

- 510. Survey of Mining. 3 hrs.**
An overview of mining to provide the participant with a general understanding of mining history, development systems terminology, procedures, methods and safety and health activities.
- 511. Mine Safety Program Analysis. 3 hrs.**
This course prepares the participant for the effective analysis of safety programs and provides some specific applications in the mining environment.
- 512. Mine Safety and Health Legislation. 3 hrs.**
A survey of the legislation that has affected safety and health in mining with special emphasis of the Federal Mine Safety and Health Act of 1977.
- 513. Mine Safety and Health Management. 3 hrs.**
This course covers the principles, functions and philosophies of mine management.
- 514. Hazard Control in Mining. 3 hrs.**
A study of how to recognize accident potential through-out the mining industry.
- 580-583. Special Topics. 1-4 hrs.**
A study of special topics not offered in regularly scheduled courses.
- 585-588. Independent Study. 1-4 hrs.**
- 621. System Safety Engineering in the Mining Industry. 3 hrs.**
A study of the analytical tools used in the recognition, evaluation and control of exposure to hazards in the Mining Industry.
- 622. Accident Prevention in the Mining Industry. 3 hrs.**
A survey course which discusses why and how mining accidents occur, factors in successful safety programs and the recognition, evaluation, and control of accident causes.
- 624. Mine Haulage and Transportation. 3 hrs.**
A study of the operation of hoisting haulage equipment used in the mining industry.
- 625. Philosophical Concepts of Mine Safety and Health. 3 hrs.**
An analysis of the philosophies of mine safety and health; application of these philosophies to actual mining situations.
- 626. Safety and Health Research in the Mining Industry. 3 hrs.**
An analysis and study of selected works of national and international authors concerning mine safety and health.
- 627. Health Hazards in Mining. 3 hrs.**
A broad spectrum approach to the mine health field which includes: the principles for recognition, evaluation and control of health hazards in mining.
- 628. Man, Machines and the Environment in the Mining Industry. 3 hrs.**
A study of the interactions of man, machines and the environment. The role of these interactions in causing or in preventing accidents.
- 629. Problem Analysis and Consultation in Mine Safety and Health. 3 hrs.**
A study of the rational process of problem solving decision making consultation with emphasis on realistic case studies.
- 631. Mine Accident Investigation and Reporting. 3 hrs.**
A study of the principles, techniques and procedures of investigations of mine accidents including attendance in court and report writing.
- 637. Stress and its Impact on Safety and Health in Mining. 3 hrs.**
A study on stress and its impact of safety and health in mining. Activities will be scheduled to enable the student to apply, in a work setting, some of the basic stress concepts.
- 681. Thesis. 1-6 hrs.**
Individual research on a specific problem of concern to the student and of significance to mine safety.

SOCIAL STUDIES (SOS)

This interdisciplinary program is for public school teachers as well as other students who wish to broaden and apply their knowledge in several of the social sciences. To be eligible a student must have received

undergraduate credit for at least thirty semester hours in the social sciences. For the M.A. degree, thirty-six hours graduate credit in course work and a written comprehensive examination are required. A student writing a thesis must earn thirty-two hours graduate course credit of which no more than six hours credit may be granted for the thesis.

Within the limits indicated below, the student, in consultation with the adviser, should plan course work to pursue either of the following programs of study:

- a . General, oriented to the interests of the student.
- b . International and/or Multi-Cultural Studies.
1. Six hours from each of three of the following fields:
 Anthropology/sociology, economics, geography, history, political science 18 hrs.
2. Electives* (with adviser's approval) 12 hrs.
3. Social Studies 640 (Readings in Social Studies) 3 hrs.
4. Social Studies 679 (Problem Report) 3 hrs.
5. Social Studies 681 (Thesis**) 1-6 hrs.

*An in-service teacher in continuing employment must take at least six hours in professional education courses.

**A student choosing the thesis option may omit SOS 679 and six hours of other course work.

503. West Virginia History, Geography and Government. 3 hrs.

An interdisciplinary study of the state, its people and its institutions within the national context. (PR: HST 330 and 331 or permission of the instructor)

505. Coal Industry Studies: Past and Present. 3 hrs.

An interdisciplinary study for all facets of the coal industry within a historical perspective. Some emphasis is placed upon the coal industry of West Virginia and the tri-state region.

580-583. Special Topics. 1-4 hrs. I, II, S.

585-588. Independent Study. 1-4 hrs.

640. Readings. 3 hrs.

679. Problem Report. 3 hrs.

681. Thesis. 1-6 hrs.

SOCIOLOGY (SOC)

Applicants for admission to the graduate program in sociology must present: (1) a minimum of twelve hours of undergraduate sociology courses, including three hours of statistics; (2) Graduate Record Examination scores.

Applicants for admission to candidacy must have completed satisfactorily twelve hours of resident graduate sociology courses including Sociology 503 and 545. To complete the requirements for the master's degree either the thesis or the non-thesis option may be chosen. The thesis option is recommended for those who plan to teach at the college level to continue work toward the Ph.D.

The thesis option requires completion of 32 hours of work, including 6 hours of thesis in Sociology 681 and a minor of 6-9 hours. The non-thesis option requires completion of 36 hours, including Sociology 679 and a minor of 6 hours. Sociology 503, 545 and 601 are required for either option.

The following specialty options are available:

1. General Option: Sociology 501, 503, 521, 545, 601, 668, 679 or 681 and 12-18 additional hours.
2. Community Development Option: Sociology 506, 532, 510 or 511, 539, 542, 543, 545, 668, and 679 or 681 and 3-6 additional hours.
3. Industrial Relations Option: Sociology 503, 545, 512, 533, 542, 601, 633, 668, 679 or 681 and 6-12 additional hours.

500. Human Ecology. 3 hrs.

Study of the ecological structure and processes of human communities, regions, and areas. (PR: SOC 200 or permission)

501. Population Problems. 3 hrs.

Study of population characteristics, growth and trends with emphasis on the social and cultural implications. (PR: SOC 200 or permission)

503. Social Research II. 3 hrs.

Intermediate social research methodology with emphasis on research design. 2 lec-2lab. (Required of all M.A. candidates). (PR: Sociology 344, 345 or equivalent)

506. Applied Sociology. 3 hrs.

Study of the application of the principles of sociology directed toward social change in communities. (SOC 200 or permission)

508. The Family. 3 hrs.

Theoretical analysis of the family as a primary social institution. (PR: SOC 200 or permission)

512. Small Groups. 3 hrs.

Study of the dynamics of small groups with emphasis on role theory. (PR: SOC 200 or permission)

513. Collective Behavior and Social Movements. 3 hrs.

- Analysis of noninstitutionalized social behavior and social movements.. (PR: SOC 200 or permission)
521. **Sociological Theory I. 3 hrs.**
The development of social thought and early sociological theory. (PR: SOC 200 or permission)
523. **Conflict Sociology. 3 hrs.**
Analysis of theories of the conflict school of sociology and their application in research. (PR: SOC 200 or departmental permission)
528. **Medical Sociology. 3 hrs.**
Social organization of modern medicine and allied health delivery systems. (PR: SOC 200 or departmental permission)
531. **Problem Perspectives of Aging. 3 hrs.**
Analysis of some of the problems people experience as a consequence of growing older. (PR: SOC 200 or permission)
532. **Rural Sociology. 3 hrs.**
The sociology of rural life and rural communities. (PR: SOC 200 or departmental permission)
533. **Industrial Sociology. 3 hrs.**
Study of the organization and structure of the workplant as a social system; the meaning and organization of work; managerial functions; management-labor relations; and human relations in industry. (PR: SOC 200 or permission)
539. **Social Stratification. 3 hrs.**
Analysis of various theories of stratification, with emphasis on the American class system. (PR: SOC 200 or permission)
542. **Urban Sociology. 3 hrs.**
The sociology of urban and metropolitan communities. (PR: SOC 200 or permission)
543. **Evaluation Research. 3 hrs.**
Analysis of social organizations and programs in order to evaluate: program planning, monitoring, impact assessment, efficiency, and effectiveness. (PR: Any research and statistics)
545. **Social Statistics II. 3 hrs.**
Intermediate level statistical analysis, including analysis of variance and covariance. 2 lec-2 lab. (Required of all M.A. candidates). (PR: Sociology 345 or equivalent)
550. **Sociology of Religion. 3 hrs.**
An investigation into the nature of religion as a social phenomenon. (PR: SOC 200 or permission)
551. **The Sociology of Retirement. 3 hrs.**
Retirement is examined as a process, an event and a role. Retirement is analyzed from the point of view of the individual and the society. (PR: SOC 200 or permission)
552. **Sociology of Death & Dying. 3 hrs.**
The study of death and dying as a societal and cultural phenomenon. Explores how institutions within our society deal with death. (PR: SOC 200 or permission)
- 570-571. **Sociological Field Experience. 3; 3 hrs.**
Supervised field work in a social organization or community working on practical problems. (PR: SOC 406 or 506 or permission)
- 580-583. **Special Topics. 2-4; 2-4 hrs.**
Study of topics not covered in regularly scheduled courses. (PR: Graduate majors, SOC 200 or permission)
- 585-588. **Independent Study. 2-4; 2-4 hrs.**
Individual study of topics not offered in regularly scheduled courses. (PR: For majors only; advance departmental permission is required)
601. **Sociological Theory II. 3 hrs.**
Contemporary sociological theories and their relation to research in human behavior (Required of all M.A. candidates). (PR: SOC 421 or 521)
602. **Contemporary Social Change. 3 hrs.**
Theories of social change and their uses in analyzing social change of today. (PR: SOC 200 or permission)
- 603-604. **Behavioral Science I and II. 3; 3 hrs.**
Seminar in behavioral science theory. (PR: SOC 200 or permission)
611. **Social Pathology. 3 hrs.**
Seminar in social maladjustment and disorganization and their consequences. (PR: SOC 200 or permission)
620. **Criminology. 3 hrs.**
Seminar in crime and delinquency. (PR: SOC 200 or permission)
633. **Complex Organizations. 3 hrs.**
Seminar in complex organizations with special attention given to bureaucratic organization. (PR: SOC 200 or permission)
668. **Seminar. 1-3 hrs.**
Topics vary from semester to semester. (PR: SOC 200 or permission)
679. **Problem Report. 1-3 hrs.**
The preparation of a written report on a research problem or field study in sociology. (PR: Departmental permission)

681. **Thesis. 1-6 hrs. I, II, S.**

Individual research in a selected field of sociology under the direction of a member of the department. (PR: Admission to candidacy and staff approval of thesis proposal.)

SPANISH (SPN)

510. **Spanish Literature from the CID Through the 17th Century. 3 hrs. On demand.**

Readings, lectures, reports and discussions of significant literary works from the Cid through the 17th century. (PR: 6 hours of literature numbered 312 or above or equivalent)

560. **The Modernist Movement. 3 hrs. S.**

The precursors of the Modernist Movement, its chief exponents, and its influence on the literature of Spanish America and Spain. Readings, lectures, discussions, and reports in Spanish. (PR: 6 hours of literature numbered 312 or above or equivalent)

561. **Advanced Syntax and Stylistics. 3 hrs. S.**

A detailed analysis of Spanish syntax and shades of meaning with the writing of original compositions in Spanish to perfect the student's own style. (PR: 204 or equivalent)

580-583. **Special Topics. -4 hrs.**

585-588. **Independent Study. 1-4 hrs.**

Independent research in selected areas of Spanish and Spanish American literature that are not available in other courses in the catalog. The student has the opportunity to become familiar with leading authorities and bibliographies. Conferences and reports in Spanish. (PR: 6 hours of literature numbered 312 or above or equivalent and permission of instructor)

610. **Readings in Spanish or Spanish American Literature. 1-3 hrs.**

Readings designed for the graduate student who has the interest and the ability to study in depth a certain author, genre, or literary movement. (PR: 6 hours of literature numbered 312 or above or equivalent and permission of instructor)

612. **Spanish-American Romanticism. 3 hrs.**

Leading writers and trends in thought and versification of the romantic period. (PR: 6 hours of literature numbered 312 or above or equivalent)

620. **Spanish Romanticism. 3 hrs.**

The trends and characteristics of the Romantic Movement in the writings of its leading exponents in lyric poetry, non-dramatic prose, and the theatre. (PR: 6 hours of literature numbered 312 or above or equivalent)

625. **Spanish Literature of the Twentieth Century. 3 hrs.**

Emphasis on prose, poetry and the theatre since 1936, including writers in exile. (PR: 6 hours of literature numbered 312 or above or equivalent)

679. **Problem Report. 1-3 hrs.**

681. **Thesis. 1-6 hrs.**

SPEECH (SPH)

Students seeking a graduate degree in the Department of Speech may select a major program which emphasizes a broad background in communication or a specialized program in broadcasting or in speech pathology and audiology. Before being fully admitted for any of these programs, a student must have completed a minimum of 18 hours of appropriate undergraduate work in communication or have achieved the equivalent competency.

Each departmental major will have a graduate committee consisting of his advisor and two other members of the graduate staff.

A written comprehensive examination is required; in addition, an oral comprehensive examination may be required. The examination will be evaluated by representatives of each area of the department, but members of a candidate's examining committee will grade (pass/not pass) the examination(s). In addition to the comprehensive examination(s), a candidate who writes a thesis will be required to pass an oral examination on the thesis.

A minimum of 36 graduate credit hours of coursework (without the thesis) or 32 hours (with the thesis) is required for graduation. One-half of these hours must be 600 level courses. All graduate students in the speech program will take the course Speech 601: Problems and Methods in Speech Research. Special provisions of each of the programs of emphasis are:

Major in Communication

The student may plan his own academic program with the approval of the advisor, which must include courses in Research Methods, Communication Theory, one seminar in Broadcasting, and a course in Speech Communication such as Persuasion and/or Organizational Communication. Departmental courses which satisfy this diversification requirement are 601 and 606; 630, 632, or 634; and 501, 509, or 656; or substitutes approved by the advisor.

Specialization in Speech Pathology and Audiology

Emphasis in speech pathology and audiology at the graduate level follows a prescribed program leading to eligibility for national certification by the American Speech-Language-Hearing Association. Certification in audiology may also be obtained after completion of the master's degree in Speech Pathology and Audiology. Students without a minimum of 30 semester hours of undergraduate coursework in speech pathology, audiology, psychology, and related areas which are specified as a part of national certification requirements, should plan to earn the additional credits during their graduate enrollment.

Students wishing to be eligible for certification as speech/language pathologists must also meet the course requirements for such certification outlined in the undergraduate catalog.

Students who accept clinical practicum assignments are expected to fulfill the responsibilities of these assignments for the full semester. Students who fail to do so may not be assured of future assignments.

501. **Organizational Communication. 3 hrs.**
Investigation of information flow in organizations with emphasis on identifying communication problems.
506. **Interviewing. 3 hrs.**
Skill development in the question-answer-response process as it applies to a variety of interviewing situations.
508. **Leadership and Group Communication. 3 hrs.**
A study of the variables affecting, and affected by, the communication process in small groups, with particular emphasis upon leadership variables. (PR: Sph 215 or equivalent)
509. **Theories of Persuasion and Change. 3 hrs.**
Study of the relationship between persuasion and social change, including theories of attitude and behavioral change and contemporary theories of persuasion.
518. **Communication Disorders of School Children. 3 hrs.**
A survey of the causes, symptoms, and treatment of communication disorders encountered in the classroom. Not open to speech pathology majors.
528. **Broadcast Station Client Relations. 3 hrs.**
A survey of requirements, relationships, and functions of broadcast sales in the context of the advertising media buying environment.
530. **Broadcast Documentary and Dramatic Writing. 3 hrs.**
Writing techniques for preparing scripts for the documentary, film and dramatic show. (PR: Speech 332 or equivalent)
531. **Advanced Television Production. 3 hrs.**
Advanced theory and practice in the elements of producing the complete television program. (PR: Speech 233 or 432 or equivalent)
532. **Instructional Broadcasting. 3 hrs.**
Development of instructional broadcasting; production and utilization of instructional programs.
533. **Radio and Television Programming. 3 hrs.**
Principles of programming, including audience analysis, production, purchase, and scheduling of various formats.
534. **Radio, Television and Society. 3 hrs.**
The unusual effects of these agents upon society and their place in modern communications. (PR: Speech 230 or equivalent)
535. **Broadcast Law and Regulations. 3 hrs.**
Development and present status of the legal structure of broadcasting in the United States. (PR: Speech 230 or equivalent)
536. **Comparative Systems of Broadcasting. 3 hrs.**
Development of various systems of broadcasting practiced in other countries of the world and comparison with our own. Including recent trends in international broadcast systems and communications satellites. (PR: Speech 230 or equivalent)
537. **Broadcast Management and Economics. 3 hrs.**
Problems and practices in the organization and operation of radio and television stations, including study of the economics of the broadcast industry. (PR: Speech 230 or 435 or equivalent)
538. **Instructional Television Utilization. 3 hrs.**
The background and skills required for utilization, validation and evaluation of instructional television for teachers and others concerned with improvement in the teaching learning process.
541. **Development and Appreciation of Film Since 1930. 3 hrs.**
A study of important directions in modern film, including style, genre, and the relationship to contemporary society. A variety of films will be viewed for analysis.
542. **The Electronic Communication Revolution. 3 hrs.**
An analysis of developments in technology and their implications for changes in human communication and the broadcasting industry.
550. **Direction of Speech Activities. 3 hrs.**
Direction of extra-curricular speech activities - assemblies, forensic events, etc. (PR: Fifteen hours of speech or permission of departmental chairman)
551. **Directing Speech Communications Events for the Elementary and Junior High School. 2 hrs.**

Instruction and application of communication events for classroom methods and children's programs.

565. **Industrial Audiology. 3 hrs.**
Noise measurement and regulations. Damage risk criteria, and hearing conservation.
572. **Clinical Practicum with School Children. 6 hrs. (CR/NC)**
Supervised clinical practice with school-aged children; fulfills student teaching requirements for West Virginia Certification as Speech-Language Pathologist. Only 3 hours may be applied to a master's degree. (PR: Speech 468 or equivalent or permission of instructor)
575. **Seminar in Speech Education for Secondary Teachers. 6 hrs.**
A seminar in speech education for secondary and future teachers; a joint teacher-student program where theories and techniques can be studied, applied, and evaluated through practical experiences with high school students. (PR: One year teaching experience)
576. **Speech Communication for Classroom Teachers. 3 hrs. CR/NC.**
Knowledge and utilization of interpersonal communication skills in all teaching-learning environment.
- 580-583. **Special Topics. 1-4 hrs. (PR: Permission of chairman)**
- 585-588. **Independent Study. 1-4 hrs. (PR: Permission of chairman)**
601. **Problems and Methods in Speech Research. 3 hrs.**
602. **Communication Consultation Strategies. 3 hrs.**
An in-depth analysis of diagnostic and intervention strategies employed by communication consultants. Strategies include communication network analysis, communication process observation and consultation, communication role and norm negotiation, and team building.
604. **Rhetorical Background of Public Address. 3 hrs.**
The principles of public speaking traced back through the years to the Greek and Roman rhetoricians. (PR: Five hours of public address or equivalent)
606. **Studies in Communication Theory. 3 hrs.**
An extensive investigation into the major concepts of contemporary communication theory.
620. **Seminar on Voice Disorders. 3 hrs.**
Detailed evaluation of theories of voice production and voice disorders; critical analysis of research literature; individual projects.
621. **Seminar on Cleft Palate. 3 hrs.**
Intensive study of communication problems and treatment associated with the cleft palate; critical analysis of research literature; individual projects.
622. **Seminar on Phonological Processes and Disorders. 3 hrs.**
Intensive study of speech sounds: their production, their development, and their function as part of the linguistic system; critical analysis of recent literature; individual projects.
623. **Seminar on Stuttering. 3 hrs.**
Detailed evaluation of theories of stuttering and relevant therapies; critical analysis of research literature; individual projects.
624. **Seminar on Cerebral Palsy. 3 hrs.**
Intensive study of neuro-muscular diseases and related communication disorders; critical analysis of research literature; individual projects.
625. **Seminar on Aphasia. 3 hrs.**
Intensive study on language disorders in children and adults; critical analysis of research literature; individual projects.
626. **Seminar on Communication Science. 3 hrs.**
Intensive study of physical, physiologic, and perceptual properties of speech signals; instrumentation; critical analysis of research literature; individual projects.
628. **Seminar in Child Language. 3 hrs.**
Intensive study of normal language development and language disorders in children; critical analysis of research literature; individual projects.
630. **Seminar in Broadcast Criticism. 3 hrs.**
Intensive critical analysis of broadcast programs and programming procedures from the socio-cultural, literary, political and industry points of view. (PR: Speech 433 or equivalent)
632. **Problems in Educational Broadcasting. 3 hrs.**
Examination and evaluation of the techniques, utilization procedures, and problems involved in educational and instructional broadcasting for the public school, higher education, industry and the public. (PR: Speech 432 or experience in ETV)
634. **Seminar in Radio and Television. 3 hrs.**
Problems in the broadcast field on varied subjects which concern the industry. (PR: Speech 435 or 437 or equivalent)
650. **Leaders and Movements in Speech Education. 3 hrs.**
The study of speech-communication education from the time of the Greeks to the present, with emphasis upon the evolution of communication education to meet the needs of contemporary society.
656. **Seminar in Public Address and Speech Education. 1-3 hrs.**
(PR: 18 hours of speech or equivalent)
660. **Seminar on Audiology. 3 hrs.**

Detailed evaluation of theories of hearing, hearing measurement, and methods of auditory rehabilitation; critical analysis of research literature; individual projects.

661. **Clinical Audiology. 3 hrs.**
Analysis of specialized tests for hearing evaluations; hearing aid selection; clinical activities.
662. **Advanced Clinical Audiology. 3 hrs.**
Audiological testing procedures with difficult to test clients (Malingers, mentally and physically handicapped, the very young, the very old). Theoretical and practical foundations of clinical middle ear measurement of acoustic impedance and otoadmittance.
663. **Audiology in the Public Schools. 3 hrs.**
Audiology in the Public Schools - Testing procedures with pre-school and school aged children: identification, differential diagnosis, educational management of the hard of hearing child, organization and administration of the public school audiology program.
664. **Seminar in Aural Rehabilitation. 3 hrs.**
The hearing aid evaluation, auditory training, and speech reading with the hearing impaired, assessment of communication skills of the hard of hearing.
- 670-671. **Clinical Practicum in Speech Pathology. 1-3 hrs.**
Supervised clinical training in the Marshall University Speech and Hearing Clinic and in associated rehabilitation facilities. Both 670 and 671 may be repeated once but only a total of six hours in both courses may be applied to a master's degree. By permission only.
673. **Seminar in Interpersonal Communication. 3 hrs.**
Intensive treatment of principles and processes underlying dyadic communication. Designed to enable the student to diagnose and intervene to resolve communication problems.
674. **Seminar in Communication Pedagogy. 3 hrs.**
Primarily for graduate teaching assistants to develop instructional skills of preparation, presentation and evaluation; to understand instructor duties and requirements, and to exemplify interpersonal skills in dealing with students.
- 675-676. **Seminar. 1-3 hrs.**
Program of study not normally covered in other courses. Topics vary from semester to semester.
- 677-678. **Special Topics. 1-3 hrs.**
Program of study not normally covered in other courses. Topics vary from semester to semester.
- 685-688. **Independent Study. 1-4 hrs.**
(PR: Permission of chairman)
681. **Thesis. 1-6 hrs.**

THEATRE/DANCE (THE and DAN)

At present the Department of Theatre/Dance does not offer a graduate major. Courses in theatre are taken as minors by students in other departments, such as Music, Speech, History, and English. Courses in theatre are also taken by teachers in service who wish to enhance their competence in theatre and to qualify for a higher salary.

510. **Playwriting. 3 hrs.**
Study of dramatic structure, characterization, dialogue, themes, sounds, and spectacle, including the writing of one-act plays. (PR: THE 101 or permission of instructor.)
520. **Acting V--For Musical Theatre. 3 hrs.**
Analysis of musical scripts; study of spoken and musical scenes; staging musical numbers; and preparation of audition material. (PR: THE 222)
521. **Acting VI--For the Camera. 3 hrs.**
Projects in acting for the camera. Video taping of selected acting exercises. (PR: THE 222)
536. **Children's Theatre. 3 hrs.**
Theory, direction, and staging of plays for children.
537. **Directing I. 3 hrs.**
Introduction to theories, principles, techniques, and history of directing. (PR: THE 150, 151, 152, and 222)
538. **Directing II. 3 hrs.**
In-depth study of directorial approaches. Analysis of contemporary movements and leaders in the field. Students must stage productions as part of class requirement. (PR: THE 437 or permission of instructor)
539. **Directing for the Camera. 3 hrs.**
Projects in directing for the camera. Video taping of selected directing exercises. (PR: THE 437/537 or permission of instructor)
540. **Theatre History to 1660. 3 hrs.**
Survey of man's activities in the theatre from primitive times to 1660. (PR: THE 101 or permission of instructor)
541. **Theatre History since 1660. 3 hrs.**
Survey of man's activities in the theatre from 1660 to the present. (PR: THE 101 or permission of instructor)

550. **Stage Lighting II. 3 hrs.**
Advanced study in the aesthetic principles of lighting design. Emphasis on design principles in non-proscenium theatres. (PR: THE 350)
560. **Scene Design II. 3 hrs.**
Advanced work in the process and styles of design for the stage. Emphasis on abstraction, different materials, and designing for various theatre forms. (PR: THE 261, 360)
- 570-574. **Theatre Practicum. 1-3 hrs.**
Application of theatre processes, theories, and techniques. Specialized practical experience applying theatrical training. (PR: Permission of instructor)
- 580-583. **Special Topics in Theatre. 1-4 hrs.**
Program of study not normally covered in other courses. Topics vary from semester to semester. (PR: Permission of department chairman)
- 585-588. **Independent Study. 1-4 hrs.**
Courses taught by tutorials; directed independent readings or research; problem reports, and other activities designed to fill the needs of individual students. (PR: Permission of chairman)
590. **Theatre Internship. 1-4 hrs.**
Supervised off-campus contractual work-study arrangement with external agencies or theatrical institutions. (PR: Permission of chairman)
- 591-594. **Theatre Workshop (Subtitle). 1-4 hrs.**
Practical, participatory courses for advanced students and professionals. Experience in new techniques, theories, and principles. (PR: Permission of instructor)
599. **Course by Television. (Subtitle). 1-3 hrs.**
Courses taught by instructional television. (PR: Permission of instructor)
610. **Seminar in Theatre. 3 hrs.**
Seminar in problems of dramatic production. (PR: THE 440, 441, or permission of instructor)

VOCATIONAL-TECHNICAL EDUCATION (VTE)

The Master of Science degree with a major in either Vocational-Technical Education or Vocational Administration prepares individuals to be more effective in roles requiring advanced competencies in occupational education.

Students apply for admission to the M.S. degree program and complete twelve hours of graduate study prior to admission to candidacy. During the students' final semester of courses, a written comprehensive examination is administered by the student's adviser and two additional members of the graduate faculty. In addition to the comprehensive examination, a candidate who writes a thesis is required to pass an oral examination on the thesis.

OPTION A. VOCATIONAL-TECHNICAL EDUCATION

The program of study is based on the student's educational background and experience and on his/her career goals. This option serves individuals who desire graduate study in vocational teaching, coordinating, curriculum development, cooperative education and for teacher certification renewal. The option also serves persons from other disciplines who are interested in vocational-technical education and wish to enhance their professional competence.

	Hours
Minimum requirements	32-36
1. Major Field	18
Vocational-Technical Education (VTE) courses must include VTE 500 and VTE 660	
2. Minor Field(s)	12
The student selects one or two minor fields of study in consultation with his/her adviser. The minor field(s) may be selected from Adult Education, Anthropology, Business Administration, Business Education, Curriculum and Instruction, Distributive Education, Counseling, Educational Administration, Educational Media, Home Economics, Journalism, Safety, Sociology, Special Education, or approval of adviser.	
3. Thesis or Electives	2-6
Should a minor be selected in Adult Education, Distributive Education or Safety Education, then the 2-6 hours of electives must be selected in content areas other than VTE, AE, DE and SED.	
4. At least one-half of the courses counted for the Master's degree should be taken in courses numbering 600 to 699.	

OPTION B. VOCATIONAL ADMINISTRATION

This program of study prepares individuals for leadership roles in Vocational-Technical Education. This option provides the educational component of the West Virginia standards for the professional administrator certificate endorsed for vocational administrator.

In addition to Graduate School requirements, students admitted to this program must be eligible for a West Virginia teaching certificate endorsed for one of the vocational service areas.

Students who have a Master's degree who wish to qualify for additional certification must apply for admission to the program.

Admission to the program is based on the previous scholarly record of the student, experience, and personal references. The admission decision is determined by the admissions committee.

To be admitted to candidacy for the Master's degree in this option, students must:

1. Earn a 3.0 grade point average in at least 12 semester hours of graduate work presented for the degree.
2. Completed EDA 500 or the equivalent, and complete VTE 602 or an equivalent course.
3. Have completed at least one year of experience as a vocational teacher or administrator.

	Hours
Minimum Requirements	36
1. Major Field	18
VTE 500 Philosophy of Vocational Education	
VTE 600 Supervision of Vocational Education Programs	
VTE 602 Administration of Occupational Education	
VTE 606 Developing a Local Plan for Vocational Education	
VTE 660 Vocational Education and Manpower Needs	
VTE 579 Practicum in Occupational Education Programs	
2. Minor Field	12
EDA 500 General School Administration	
EDA 630 School Community Relations	
EDA 640 School Business Management	
EDA 740 School Law	
3. Thesis or Electives	6
Recommended: Thesis, SOC 533, PSY 518, CI 520, EDA 631, MGT 672, or by approval of adviser.	

500. Philosophy of Vocational Education. 3 hrs.

An overview of the historical origins of vocational education and their relationship to major educational philosophies; study of the philosophical foundations of each area of vocational education; analysis of questions fundamental to an overall philosophy of vocational education.

506. Vocational Educational Legislation. 3 hrs.

An overview of the historical evolution of vocational education legislation; analysis of the Vocational Education Act of 1963 and the Vocational Act of 1976 as they relate to state and local planning of occupational education programs.

510. Developing Instructional Materials for Occupational Courses. 3 hrs.

Study of procedures for analyzing an occupation to identify essential knowledge and skills; use of the analysis to develop behavioral objectives and an instructional plan for a specific occupation, with emphasis on innovative and multimedia approaches to facilitate student achievement of the stated objectives to a specified level.

520. Principles and Practices in Cooperative Education. 3 hrs.

Study of principles for planning, implementing, and evaluating a cooperative program within the various categorical service areas of vocational education; analysis of factors which must be considered in selection of the cooperative design for certain educational levels and for student groups with special needs.

522. Coordination of Cooperative Programs in Vocational Education. 3 hrs.

Study of the types of data needed for planning a cooperative program within one or more service areas of vocational education, operational procedures for implementing the plan, the technique for evaluating the program and individual progress; each student will conduct a study of the community to identify appropriate work stations for a specified level and develop a detailed plan for utilization of such facilities; for maximum credit, the student will implement and evaluate the program he designed throughout an academic year.

530. Occupational Education for the Disadvantaged. 2 to 3 hrs.

Study of conditions which mitigate against success in school for students of all ages; emphasis on the potential of occupational education programs for assisting such students to achieve a level of employability and to achieve a higher level of academic achievement through materials related to personal interests and employment goals; emphasis on cooperative planning and teaching involving academic teachers and counselors. Implementation of a plan for maximum credit.

570. Practicum in Occupational Education Programs. 1-4 hrs.

Individually designed to provide field experience under supervision of the faculty, such experience to be related to the student's projected role in vocational education (instruction, administration program planning, research).

577. Principles and Practices of Prevocational Exploration. 3 hrs.

Basic principles and practices in organizing a prevocational exploration delivery system. Instructional units are developed indicating goals, objectives, student outcomes, and criteria for evaluation of students.

578. Inservice Practicum in Prevocational Exploration. 3 hrs.

The inservice practicum is designed to allow participants to make revisions in instructional units. Assistance is provided for organizing advisory committees and recognizing apprenticeship opportunities.

580-584. Special Topics in Vocational-Technical Education. ½-4 hrs.

Concentrated study of a special topic in vocational education, to be selected cooperatively by student and faculty adviser; hours of credit to be determined by magnitude of the project and number of hours commitment the student makes to its completion.

585-588. Independent Study. 1-4 hrs.

600. Supervision of Vocational Education Programs. 3 hrs.

Study and application of basic principles of supervision to vocational education at the state, system, and institutional levels; identification of specific supervisory responsibilities required at the second and postsecondary levels, and functional differences in full-time and part-time types of vocational programs.

602. Administration of Occupational Education Programs. 3 hrs.

Study of federal and state legislation related to vocational education, to identify those elements which affect local administration of vocational programs; emphasis on administrative responsibilities in relation to planning, implementation, and evaluation of vocational programs.

604. Survey of Vocational Programming for School Administrators. 3 hrs.

An overview of occupational education history, philosophy, legislation, certification, evaluation, and operation. Comparison to academic programs to emphasize similarities and differences.

606. Developing a Local Plan for Vocational Education. 3 hrs.

Analysis of factors which must be considered in developing a local plan for vocational education, with emphasis on implication of the state plan and federal guidelines; study of factors and influences which impinge upon the program during the implementation phase; development of one or more procedures for evaluating the total program.

610. Career Education Curriculum Development. 3 hrs.

An instructional resource unit is developed which incorporates activities which will assist children and youth achieve academic, general, or vocational subject goals and also career education goals. The unit includes goals, objectives, procedures, student activities, resources, and evaluation.

640. Literature of Vocational-Technical Education. 3 hrs.

A program of reading, either extensive or intensive, and reports of specific areas of vocational education or particular problems within an area of vocational-technical education; reading selected cooperatively with adviser. Limited to three semester hours.

660. Vocational Education and Manpower Needs. 3 hrs.

Study of the sources of data on manpower needs and employment opportunities; relationship to planning techniques for conducting a community survey, organizing data for computer analysis and applying for findings to the decision-making and planning process.

662. Occupational Education and the Community. 3 hrs.

Study of community organization and the relationship of the vocational education program to the occupational structure of the community; consideration of models for analyzing employment opportunities and occupational training needs and of the processes involved in securing community involvement and commitment.

670. Research Application in Occupational Education. 3 hrs.

A study of methodology, application, analysis and synthesis of research in occupational education. A review of current occupational education studies, clustered by areas, with attention to statistical techniques, data collecting, data handling, and the audience and impact of particular projects and research organizations.

674. Evaluation in Occupational Education. 3 hrs.

Study of the concepts and methods of occupational education evaluation, with attention to techniques for determining the extent to which educational goals are being achieved, to locate the barriers to advancement of these goals, and to discover the consequences of educational programs.

678. Advanced Inservice Practicum in Prevocational Exploration. 3 hrs.

Participants revise instructional units, incorporate additional "hands-on" activities accompanied by appropriate learning pacs, modify teaching strategies, and design activities for community involvement.

681. Thesis. 3-6 hrs.



The Faculty

ACCOUNTING

Associate Professor:

- ROBERT F. GODFREY (chmn.), B.S.B.A. 1958; B.S.E.D. 1959, Bowling Green State; M.B.A. 1961, Ohio; Ph.D. 1977, Ohio State.
GLEN E. LANGE, B.C.S. 1950, Drake; M.A. 1960, Hardin-Simmons; Ph.D. 1969, Missouri

ANATOMY

Professor:

- ROBERT L. BRADLEY, B.A. 1939, West Virginia; M.D. 1943, Northwestern; Ph.D. 1971, Kentucky.
JAMES D. FIX (chmn.), B.A. 1958, Delaware; Ph.D. 1967, Universitat Tubingen.

Associate Professor:

- ROBERT R. BATTON, B.A. 1967; Ph.D. 1975, Indiana.
PATRICK I. BROWN, B.A. 1965, Murray State; M.S. 1967, Kentucky; Ph.D., 1975, Southern Ill.
DAVID L. DAWSON, B.A. 1964, Adams State; M.A. 1967; Ph.D. 1975, Southern, Ill.

Assistant Professor:

- MITCHELL L. BERK, B.S. 1971, Illinois; M.S. 1973, Ph.D. 1978, George Washington.
RUU-TONG WANG, B.S. 1968, Fu Jen; M.S. 1973; Ph.D. 1976, Southern Illinois.

ART

Professor:

- JUNE Q. KILGORE (chmn.), B.A. 1957; M.A. 1962, Marshall; M.F.A., Pratt Inst.

Associate Professor:

- EARLINE ALLEN, B.A. 1965; M.A., 1966, Marshall; M.F.A. 1978, Ohio U.
MICHAEL I. CORNFELD, B.A. 1964, Indiana; M.F.A. 1967, Carnegie Inst.
JOHN DOLIN, B.F.A. 1968; M.A., 1969, Okla.; Ph.D. 1978, Ohio U.
ROBERT P. HUTTON, B.F.A. 1968, Carnegie-Mellon; M.F.A. 1970, Penn. State.

Assistant Professor:

- RAY MOORHEAD, B.A. 1953; M.A. 1953, North Carolina; Ed.D. 1967, Penn. State.
BEVERLY H. TWITCHELL, B.A. 1968, Randolph-Macon; M.A. 1972, Virginia Commonwealth University, and Ph.D. 1983, State University of New York - Binghamton.

BIOCHEMISTRY

Professor:

- FREDERICK J. LOTSPEICH (chmn.), B.S. 1947; M.S. 1952, West Virginia; Ph.D. 1955, Purdue.

Associate Professor:

- KENNETH E. GUYER, B.A. 1955, Texas; M.S. 1960; Ph.D. 1962, Ohio State.

Assistant Professor:

- PETER J. KASVINSKY, B.S. 1964, Bucknell; Ph.D. 1970 Vermont.
MICHAEL R. MOORE, B.S. 1966, St. Joseph's; M.S. 1969; Ph.D. 1975, Georgia.
VERNON E. REICHENBECHER, B.S. 1970, West Virginia; Ph.D. 1976, Duke.

BIOLOGICAL SCIENCES

Professor:

- STANLEY W. ASH, B.A. 1950, Glenville State; M.A. 1954, Marshall; Ph.D. 1976, West Virginia.
HOWARD L. MILLS, B.S. 1944; M.S. 1949, Marshall; Ph.D. 1951, State U. of Iowa.
DONALD C. TARTER, B.S. 1958, Georgetown Coll.; MAT 1963, Miami U.; Ph.D. 1968 U. of Louisville.
THOMAS E. WEAKS, B.S. 1956, Austin Peay; M.A. 1960, Geo. Peabody Coll.; Ph.D. 1971, Tennessee

Associate Professor:

- DEAN A. ADKINS, B.A. 1968; M.S. 1971, Marshall; Ph.D. 1981, Louisville.
FRANKLIN L. BINDER, B.A. 1967, Indiana U. of Penn; M.S. 1969; Ph.D. 1971, West Virginia.
MARGARET A. BIRD, B.A. 1958, Marietta; M.A. 1963, Duke; Ph.D. 1970 N.C. State.
WAYNE ELMORE, B.A. 1969, Western Ky.; Ph.D. 1963, Vanderbilt.
DAN K. EVANS, B.S. 1961, Murray State; M.S. 1972; Ph.D. 1975, So. Illinois U.
RONALD E. GAIN, B.S. 1962, Wilmington; M.A. 1965, Miami U.; Ph.D. 1968, West Virginia.
MARY ETTA HIGHT, B.S. 1953, Concord; B.S. 1961, Morris Harvey; M.S. 1965; Ph.D. 1977, Wayne State.
JAMES E. JOY, B.S. 1965; M.S. 1966, Marshall; Ph.D. 1970, Texas A&M.
BOWIE E. KAHLE, B.S. 1962, Concord; M.S. 1966; Ph.D. 1972, West Virginia.
MICHAEL SEIDEL, B.S. 1967, U. of Miami; M.S. 1969; Ph.D. 1973, New Mexico.
RALPH W. TAYLOR, B.S. 1960; M.S. 1968, Murray State; Ph.D. 1972, U. of Louisville.

Assistant Professor:

- PHILLIP E. MODLIN, B.A. 1951; M.A. 1957, Marshall.

CHEMISTRY

Professor:

- DANIEL P. BABB, B.A. 1963, Mankato; Ph.D. 1968, Idaho.

MANOJ R. CHAKRABARTY, B.Sc. 1951; M.Sc. 1954, U. of Calcutta; Ph.D. 1962, Toronto.
 JAMES E. DOUGLASS B.A. 1952, Rice; Ph.D. 1959, Texas.
 EDWARD S. HANRAHAN (dean, Coll. Sci.), B.S. 1951, Mississippi; M.S. 1956; Ph.D. 1959, West Virginia.
 JOHN H. HOBACK, B.A. 1941; M.S. 1942, Marshall; Ph.D. 1947, West Virginia.
 CHANG W. KONG, B.S. 1957; M.S. 1959, Seoul Nat'l U.; M.S. 1965; Ph.D. 1967, St. Louis U.
 JOHN W. LARSON, B.A. 1965, Mankato; M.S. 1966; Ph.D. 1968, Carnegie-Mellon.
 ARTHUR R. LEPLEY, B.A. 1954, Bradley; S.M. 1956; Ph.D. 1958, U. of Chicago.
 JOSEPH L. ROBERTS, B.S. 1953, Ogelthorpe; M.A. 1955, S. Dakota; Ph.D. 1964, U. of Cincinnati.
 Assistant Professor:
 GARY D. ANDERSON, (chmn.) B.S. in Chem. 1964, M.S. 1965, Oklahoma; Ph.D. 1973, Florida State.
 JOHN L. HUBBARD, B.S. 1969, North Carolina; Ph.D. 1976, Purdue.

CLASSICAL STUDIES

Professor:
 LOUISE P. HOY (chmn.), B.A. 1943, Duke; M.A. 1945; Ph.D. 1952, Bryn Mawr.
 Assistant Professor:
 CHARLES LLOYD, B.A. 1966, Marshall; M.A. 1973; Ph.D. 1976, Indiana.

COMPUTER AND INFORMATION SCIENCE

Professor:
 ROBERT M. BABB, B.S.B. 1970; M.A.Ed. 1971; S.C.T. 1973, Murray State; Ed.D. 1976, Kentucky.
 Assistant Professor:
 DAVID O. BARROWS, B.A. 1967, Morris Harvey; M.A. 1973, Marshall; Ph.D. 1976, Nebraska.

COMMUNITY MEDICINE

Professor:
 ERNEST W. CHICK, B.A. 1949, Duke; M.D. 1953, Duke.
 DAVID K. HEYDINGER, A.B. 1940, Maryville; M.D. 1943, Western Reserve.
 Assistant Professor:
 JOHN B. WALDEN, B.A. 1966, Virginia; M.D. 1970, West Virginia.
 ROBERT B. WALKER, B.S. 1970, Florida; M.D. 1974, Florida.
 Assistant Professor:
 RICHARD BLONDELL, B.A. 1974, S.U.N.Y.; M.D. 1978, Rochester.
 CHARLES W. JONES, B.A. 1970; M.Ed. 1973; Ed.S. 1974; Ph.D. 1978, Florida.
 ROGER KIMBER, B.A. 1973, Lawrence; M.D. 1977, St. Louis.
 JOYE A. MARTIN, B.S. 1973, Wilkes; M.D. 1977, Pennsylvania.

RICK E. RICER, B.S. 1975, Muskingum; M.D. 1978, Ohio State.
 LINDA M. SAVORY, B.S. 1965, Ohio U.; M.A. 1976, Michigan U.; M.D. 1977, Michigan U.
 GREGORY R. WAGNER, A.B. 1969, Harvard; M.D. 1974, Albert Einstein.

COUNSELING AND REHABILITATION

Professor:
 ROBERT L. DINGMAN, B.S. 1953, Central Mich.; M.Ed. 1961; Ed.D. 1971, Wayne State.
 WILLIAM A. WALLACE, B.A. 1953, Geneva Coll.; M.Ed. 1957, Kent State; Ed.D. 1966, Wayne State.
 Associate Professor:
 LAWRENCE W. BARKER, B.A. 1961, Glenville State; M.A. 1963; Ed.D. 1968, West Virginia.
 WILLIAM A. McDOWELL (chmn.), B.A. 1960, David Lipscomb, M.Ed. 1969; Ph.D. 1971, Kent State.
 JOHN E. SMITH, B.S. 1955, Marshall; Ed.D. 1969, West Virginia.
 Assistant Professor:
 VIOLETTE EASH, B.S. 1966; M.Ed. 1968, Pittsburgh; Ph.D. 1978, Penn. State.
 DONALD L. HALL, B.A. 1971 Marshall, M.A. 1972, Eastern Kentucky Univ.; Ed.D. 1978, University of Virginia.

CRIMINAL JUSTICE

Associate Professor:
 DANIEL P. O'HANLON, B.A., 1970, Marquette University; J.D., 1973 (cum laude), Arizona State.
 Assistant Professor:
 MARGARETE PHIPPS BROWN, B.A., 1976 (cum laude), West Virginia Wesleyan; J.D., 1979, Emory University.
 VICKY ELDER DORWORTH, B.A., 1974, Marshall University; M.S., 1979, Marshall University.

CURRICULUM AND FOUNDATIONS

Professor:
 DARYLL D. BAUER, JR., B.S. 1965, Clarion State; M.Ed. 1967; Ed.D. 1970, Virginia.
 MARGARET C. CAMPBELL, B.S. 1942, Missouri; M.A. 1956; Ed.D. 1974, George Peabody.
 BOOTS DILLY, B.S. 1954, Concord College; M.A. 1958, WVU; Ph.D. 1981, Virginia Polytechnic Institute.
 DANNY G. FULKS, B.S. 1960, Rio Grande; M.A. 1961, Marshall; Ed.D. 1968, Tennessee.
 ROSCOE HALE, JR. B.A. 1956; M.S. 1960, Marshall; Ph.D. 1971, Ohio.
 RALPH H. HALL, B.A. 1948; M.A. 1952, Marshall; Ed.D. 1974, West Virginia.
 JACK JERVIS, JR. (chmn.), B.A. 1956, M.A. 1958, Marshall; Ed.D. 1971, Tennessee.
 DAVID E. KOONTZ, B.A. 1955, Mount Union; M.Ed. 1960; Ph.D. 1967, Kent State.
 EDWARD G. NECCO, B.S. 1962; M.S. 1966, Indiana; Ed.D. 1970, Virginia.
 BERNARD QUEEN, (Dir. Development), B.A. 1949; M.A. 1952, Marshall; Ph.D. 1967, Ohio State.

KATHERINE W. SIMPKINS, B.S. 1949, Eastern Kentucky; M.S. 1956, Bowling Green; Ph.D. 1969, Ohio.

HARRY E. SOWARDS, B.A. 1955; M.A. 1961, Marshall; Ph.D. 1975, Ohio.

RUTH T. WELLMAN, B.A. 1960; M.A. 1964 Marshall; Ph.D. 1971, Ohio.

TONY L. WILLIAMS, B.A. 1963, Marshall; M.A. 1968, Ed.D., 1970, West Virginia.

Associate Professor:

BARBARA GUYER, B.S. 1956, William & Mary; M.A. 1960, Ohio State; Ed.D. 1977, Virginia.

CARL S. JOHNSON, A.A. 1960, Sch. of the Ozarks; B.S. 1961, S.W. Missouri State; M.S. 1964, Arkansas; Ph.D. 1975, Kansas State.

HAROLD E. LEWIS, JR., B.S. 1961; M.A. 1964, Marshall; Ed.D. 1972, Auburn.

COREY R. LOCK, B.A. 1965, Kentucky; M.Ed. 1971, Miami U.; Ph.D. 1974, Ohio State.

SALLIE PLYMALE, B.A. 1961; M.A. 1968, Marshall; Ed.D. 1977, West Virginia.

TAYLOR E. TURNER, JR., B.S. 1962, Radford; M.Ed. 1964; Ed.D. 1967, Virginia.

KATHRYN W. WRIGHT, B.A. 1964; M.A. 1967, Marshall; Ph.D. 1975, Ohio State.

Assistant Professor:

ROBERT S. ANGEL, B.A. 1969, John Jay; M.S. 1972, Long Island; Ph.D. 1977, Arizona.

WILLIAM S. DEEL (Associate Provost), B.A. 1958, Glenville State; M.S. 1959, West Virginia; Ed.D. 1971, Indiana.

BOOTS DILLEY, B.S. 1954, Concord; M.A. 1958, WVU; Ed.D. 1983, Virginia Polytechnic Institute.

ARTHUR S. MAYNARD, B.S. 1964, Virginia Polytechnic Institute; M.S. 1966, North Carolina; M.S. 1974, Marshall, Ed.D. 1978, Ohio.

EDWINA PENDARVIS, B.A. 1967, South Florida; M.A. 1970, South Florida; Ed.D. 1983, Kentucky.

ECONOMICS

Professor:

RAMCHANDRA G. AKKIHAI, B.A. 1958, Lingaraj Coll; M.A. 1961, Bombay U.; Ph.D. 1969, Tennessee.

JOSEPH S. LaCASCIA (chmn.), B.A. 1958, U. of Americas; M.A. 1961, Middlebury; Ph.D. 1967, Florida.

Assistant Professor:

ROGER L. ADKINS, B.A. 1965, Marshall; M.A. 1967, Ohio; Ph.D. 1981, Kansas State.

R. MORRIS COATS, B.S. 1977, Louisiana State University; M.A. 1979, Virginia Polytechnic Institute; Ph.D. 1983, Virginia Polytechnic Institute.

WENDELL E. SWEETSER, JR., B.A. 1972, New Hampshire; M.A., 1974; Ph.D. 1979, Virginia Polytechnic.

EDUCATIONAL ADMINISTRATION

Professor:

NEIL L. GIBBINS (chmn.), B.S. 1950; M.Ed. 1953, Ohio; Ph.D. 1960, Ohio State.

ROBERT B. HAYES, B.A. 1951, Asbury; M.Ed. 1956; Ed.D. 1960, Kansas.

RICHARD MECKLEY, B.S. 1953, Ohio; M.A. 1959; Ph.D. 1967, Ohio State.

Associate Professor:

BILL K. GORDON, B.S. 1952, Eastern Ky.; M.A. 1965; Ed.D. 1967, Kentucky.

OLEN E. JONES, JR. (provost), A.B. 1959; M.A. 1960, Marshall; Ph.D. 1972, Northwestern.

ERMEL STEPP, B.S. 1960, Morehead; M.A. 1964, Marshall; Ed.D. 1971, West Virginia.

Assistant Professor:

NELL BAILEY (dean Students), B.S. 1956, Salem College; M.Ed. 1964, Kent State; Ed.D. 1973, Indiana.

C. JACK MAYNARD (asst. dean, Coll. Ed.), B.A. 1969; M.A. 1972, Marshall; Ed.D. 1976, West Virginia.

EDUCATIONAL MEDIA

Professor:

VIRGINIA D. PLUMLEY, A.B. 1967; M.A. 1969, Marshall; Ph.D. 1978, Kent State.

Assistant Professor:

ELEANOR H. TERRY, A.B. 1956, Marshall University; M.A. 1958, Marshall University; M.S.L.S. 1971, University of Kentucky; CAGS 1977, Virginia Polytechnic Institute.

ENGLISH

Professor:

JOAN F. ADKINS, B.A. 1959; M.A. 1961, Marshall; Ph.D. 1972, Utah.

BARBARA B. BROWN, B.A. 1962; M.A. 1965, Marshall; Ph.D. 1976, Ohio.

LEONARD J. DEUTSCH, B.A. 1965; M.A. 1967, Staten Island Comm. Coll.; Ph.D. 1972, Kent State.

PETER K. FEI, B.A. 1953, Fu Tan; M.A. 1966; Ph.D. 1970, Michigan.

ROBERT S. GERKE, B.S. 1957, Aquinas; M.A. 1962; Ph.D. 1968, Notre Dame.

HYMEN H. HART, B.B.A. 1950, Puget Sound; M.A. 1959; Ph.D. 1967, Illinois.

SHIRLEY LUMPKIN, B.A. 1965, Ohio Wesleyan; M.A. 1966, Johns Hopkins; Ph.D. 1983, McGill U.

JOAN MEAD, B.A. 1961, U. of Vermont; M.A. 1971, Marshall U.; Ph.D. 1982, Ohio U.

JOHN J. McKERNAN, B.A. 1965, Omaha; M.A. 1967, Arkansas; M.F.A. 1971, Columbia; Ph.D. 1980, Boston.

JAMES RIEMS, B.A. 1975, SVC at Brockport, NY.; M.A. 1977, Bowling Green; Ph.D. 1982, Bowling Green.

RICHARD SPILMAN, B.A. 1968, Illinois Wesleyan; M.A. 1972, San Francisco St.; Ph.D. 1982, State U. of NY.

WILLIAM P. SULLIVAN (chmn.), B.A. 1947, Tufts; M.A. 1948; Ph.D. 1961, Columbia.

Associate Professor:

LORAIN J. DUKE, B.A. 1966, Catawba; Ph.D. 1970, Tennessee.

WILLIAM C. RAMSEY, B.A. 1965, Michigan State; M.A. 1967; Ph.D. 1971, North Carolina.

DAVID E. STOOKE, B.A. 1958; M.A. 1962; Ph.D. 1976, George Peabody.

Assistant Professor:

IRA F. PLYBON, B.A. 1960; M.A. 1962, Marshall; Ph.D. 1974, Maryland.

FINANCE AND BUSINESS LAW

Professor:

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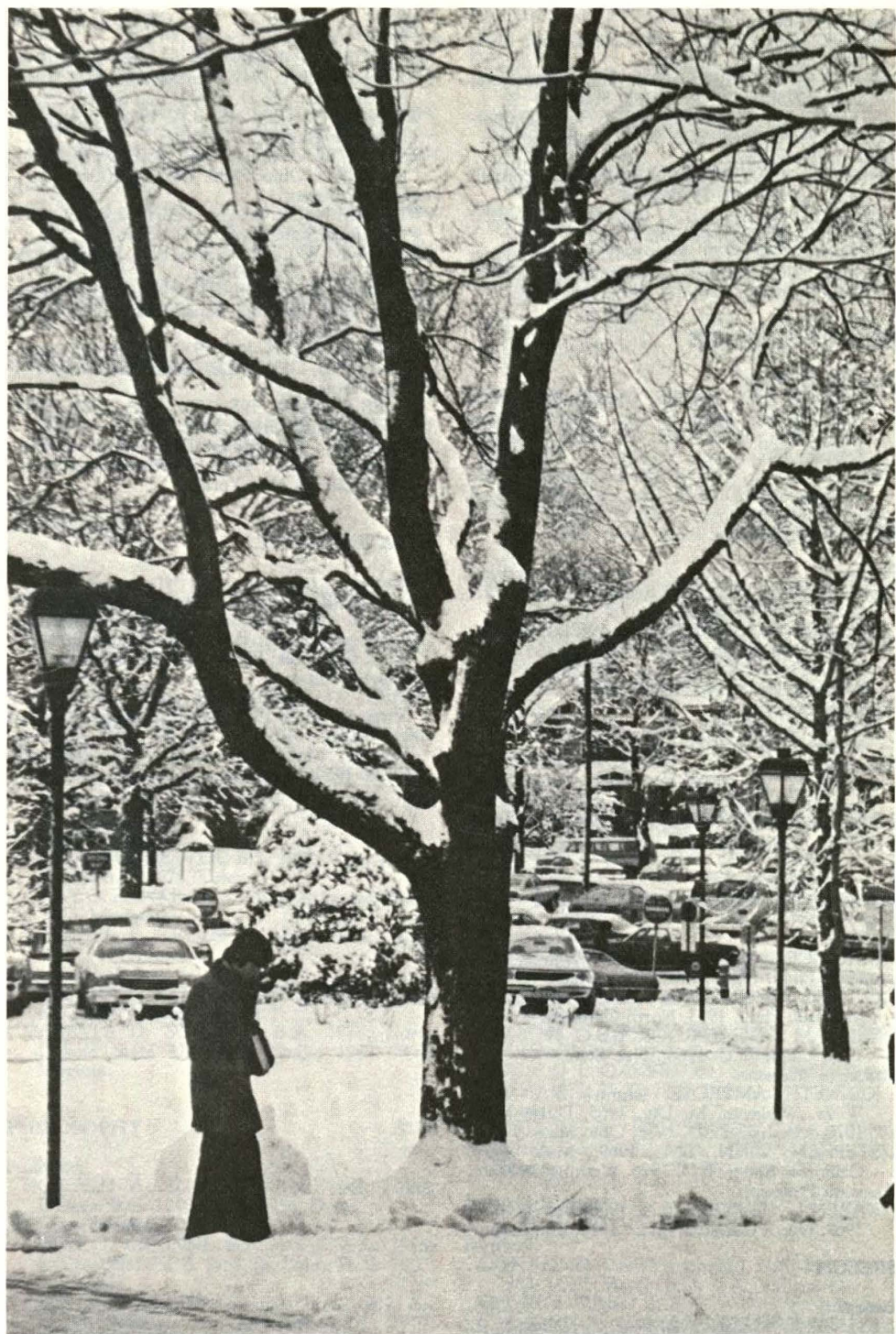
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Marshall University 1984-85 Graduate Catalog Supplement

Please note the following significant policy changes for the 1984-85 Graduate Catalog.

1. p. 17. Following **Quality Points Required for Graduation** insert a section entitled:

Academic Probation and Retention

Students whose grade point average falls below 3.0 will be placed on academic probation by the Graduate Dean.

Following notification of probation and prior to subsequent registration, students will be counseled by their advisor or the department chairperson. During this initial counseling session, the student will be advised of his/her deficiencies and the requirements for removing the deficiency within the next 9 semester hours of enrollment. A second advising period will follow the first grading of subsequent enrollment and will be designed to check the progress. If probationary status is not removed, a formal review of the students' status will be made by a department or program committee constituted by the department chairperson. This formal review will determine (1) if the student is to be retained or recommended for dismissal (2) what counseling or remediation steps will be required of the student as a condition of retention.

Students who have been dismissed for academic deficiencies may apply for readmission to the Graduate School after a lapse of one academic year. This policy is in accordance with Policy Bulletin #57.

2. p. 63. Replaces paragraph ■ dealing with the examining committee for the comprehensive examination:

The Examination is graded and/or conducted by an examining committee consisting of three (3) to five (5) graduate faculty selected by the graduate student and his/her advisor, and approved by the Graduate Dean. One (1) member of the committee should be from a department outside the student's area of specialization. It is the responsibility of the student and the advisor to obtain the written assent of the graduate faculty to serve on the examining committee. Forms for this purpose are available in the Graduate School Office.

3. p. 63. Replaces paragraph ■ dealing with grading of comprehensives:

The grade given on the examination is "pass" or "not pass." The decision on the grade is made by a majority vote of the members of the committee, and forwarded by the chairman to the Graduate Dean on a form provided by the Graduate School Office. All graduate students must pass a final comprehensive examination to be eligible for graduation. Only two reexaminations are permit-

ted. In the event students fail to pass an examination, they will be placed on probation and prior to reexamination, must meet with their examining committee to discuss deficiencies and steps to correct them. Students may be examined only one time a term or semester. When students fail the second reexamination, the department will recommend their dismissal by the Graduate School.

4. p. 64. Replaces [REDACTED] paragraph dealing with regulations governing thesis requirements:

Students in departments other than chemistry register for thesis 681. Chemistry majors register for research 682. The student continues to register for thesis 681 or research 682 in chemistry, and pay tuition for the number of hours per semester as agreed to between the student and the thesis advisor. The thesis advisor reports a mark of PR (progress) for satisfactory work at the end of each term or semester for which the student is registered with the total amount of credit to be allowed. When the thesis is completed it is submitted to the advisor and a thesis committee for tentative approval. This committee should have the same composition as the examining committee for the comprehensive examinations. The candidate must then give a presentation open to the academic community based upon the results of the thesis and give a satisfactory defense of the thesis before his thesis committee. Upon successful defense of the thesis, the advisor with the concurrence of the committee assigns a grade which applies to all hours earned for the thesis. The advisor may report a final grade of F at the end of any semester or term when in his opinion, because of irregular reports or unsatisfactory progress, the student should not be permitted to continue to register for research.

5. p. 64. Replaces paragraph [REDACTED]

The experience of collecting, assembling and interpreting a body of information for a thesis is essential in developing the capacity to do independent work. This is a primary difference between graduate and undergraduate work. For capable graduate students, preparation of the thesis may be of great value. To be urged to write a thesis is a compliment to one's ability. The presentation and oral defense of the thesis is designed to emphasize the importance of graduate student research in the academic environment and give public credit to the student's achievements.

LEGEND

1. Old Main
2. Smith Music Hall
3. Smith Hall
4. Library
5. Science Building
6. Harris Hall
7. Laidley Hall
8. Community College
9. Hodges Hall
10. Prichard Hall
11. Henderson Center
12. Twin Towers Residence Hall
13. Holderby Hall
14. Jenkins Hall
15. Memorial Student Center
16. M. U. Bookstore
17. Northcott Hall
18. Buskirk Hall
19. Nursery
20. Communications Building
21. Campus Christian Center
22. Sorrell Maintenance Building
23. Church
24. Doctors' Memorial Building
(Medical School B
John Marshall Medical Services)
25. Corby Hall
26. Public Safety Building

- a - Intramural Field
- b - Athletic Field
- c - Track Field
- d - Tennis Courts
- e - Memorial Fountain

Service Vehicles
and Visitors



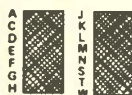
Matured
Parking
Areas
(Limited Time)



Mail Zone
(10 Minute Parking)



Paid Permit
Parking Areas



MARSHALL UNIVERSITY CAMPUS



1" equals 200 ft.

