

PROFESSIONAL & ONLINE STUDIES DESCRIPTIONS

PROFESSIONAL & ONLINE STUDIES MAJORS AND MINORS

Requirements and course listings for most of the majors and minors offered at BVU Professional & Online Studies are listed alphabetically in the General Majors and Course Listing sections of the catalog.

BVU Professional & Online Studies students may complete the psychology major and minor. Students at locations that do not offer the 200 level courses listed in first group may substitute additional 300 and 400 level courses from those required in the second group.

Programs listed below have been modified to accommodate the educational needs and schedule constraints of adult students. Where programs have been redesigned, the major theories, tools, and concepts are unchanged. The same requirements and outcomes comprise the curriculum.

Customized transfer options for graduates of specific community college programs and cooperative four-year programs with partnering community colleges are also offered at the locations as noted below.

Cooperative Majors

Cooperative majors are programs in which a partnership between a community college and Buena Vista University was forged to ensure full transfer of credits from the community college to BVU. Requirements are met at both institutions to complete the major.

Distributive Majors

Distributive majors are cross-disciplinary programs designed to build on the expertise of the graduates of selected A.S. or A.A.S. degree programs. Course substitutions may be made to meet professional requirements or special interests. (See BVU Professional & Online Studies General Information section for guidelines.)

Distributive Minors

Distributive minors are cross-disciplinary programs that allow more breadth than traditional minors. Each of these career cluster minors is designed to support professional requirements or special interests. (See BVU Professional & Online Studies General Information section for rules governing distributive minors.)

ACCOUNTING

Along with the accounting courses specified for the major, accounting students take several business courses to enrich their program. Internship provide on-the-job experience. Completion of the major qualifies the student for work experience in accounting and provides the background for the Certified Public Accounting Examination and the Certificate of Management Accounting.

Beginning January 1, 2001, students wanting to be certified in public accounting in Iowa are required to have completed 150 hours of university credit.

MAJOR IN ACCOUNTING: 59-61 credit hours

Common Business Core:

ACCT 205 Financial Accounting
 ACCT 206 Managerial Accounting
 ECON 205 Principles of Microeconomics
 ECON 206 Management Science
 FNBK 306 Managerial Finance
 MATH 140 Elementary Applied Statistics
 MGMT 206 Management Science
 MGMT 306 Principles of Management
 MGMT 315 Business Law I
 MGMT 492 Business Policy and Strategy
 MRKT 306 Principles of Marketing

Major Courses:

ACCT 306 Intermediate Accounting I
ACCT 307 Intermediate Accounting II
ACCT 308 Intermediate Accounting III
ACCT 309 Cost Accounting
ACCT 403 Advanced Accounting or ACCT 413 and ACCT 414 Advanced Accounting I & II
ACCT 405 Auditing
ACCT 415 Individual Federal Income Tax
ACCT 416 Corporate Federal Income Tax

AGENCY ADMINISTRATION

DISTRIBUTIVE MINOR: 21 credit hours

The agency administration minor is designed to support the administrative responsibilities of the individual working in a smaller human services agency.

Five courses from:

ACCT 205 Financial Accounting
CPER 215 Business and Professional Communication
ECON 205 Principles of Microeconomics
ECON 206 Principles of Macroeconomics
MGMT 206 Management Science
MGMT 306 Principles of Management
MGMT 315 Business Law I
MGMT 320 Human Resource Management
MGMT 375 Entrepreneurship/Small Business
MRKT 306 Principles of Marketing
OBVU 120 Computer Applications
Six credit hours of upper division electives from PSYC, SCWK, or SOCI

BUSINESS ADMINISTRATION

The business administration major equips the graduate to understand the fundamentals of good business practices, be conversant in the processes of input procurement, operations and their costs, strategic planning, product placement, financial analysis, and the gains from participation and exchange in numerous markets. The practicality of the courses, combined with their breadth, utilize the common business core as a foundation on which to build, expand, and sharpen one's analytical skills and theoretical understandings. The program emphasizes the tools, skills, and abilities needed to utilize one's talents in a wide variety of profit and not-for-profit, goods and service providing businesses.

MAJOR IN BUSINESS ADMINISTRATION: 58 credit hours**Common Business Core:**

ACCT 205 Financial Accounting
ACCT 206 Managerial Accounting
ECON 205 Principles of Microeconomics
ECON 206 Principles of Macroeconomics
FNKB 306 Managerial Finance
MATH 140 Elementary Applied Statistics
MGMT 206 Management Science
MGMT 306 Principles of Management
MGMT 315 Business Law I
MGMT 492 Business Policy and Strategy
MRKT 306 Principles of Marketing

Major courses:

ACCT 309 Cost Accounting
ECON 306 Managerial Economics
FNBK 322 Analysis of Financial Statements

MRKT 355 Consumer Behavior
 MGMT 465 Production and Operations Management

Three electives from:

ACCT 415 Individual Federal Income Tax
 ECON 405 International Economics
 FNBK 301 Personal Finance
 MRKT 340 Business Marketing
 MGMT 410 Organization Theory

CLIENT CENTERED

DISTRIBUTIVE MINOR: 21 credit hours

The client centered minor is designed for individuals who work directly with clients in human services related agencies.

Five courses from:

EDCO 250 Educational Psychology/ Human Growth
 EDCO 370 Human Relations
 SCWK 270 Family Relationships
 SCWK 351 Aging in American Society
 SCWK 352 Child and Family Welfare
 SCWK 353 Social Intervention with Families
 SOCI 361 Racism & Sexism in American Life
 PSYC 291 Learning & Memory
 PSYC 364 Industrial Psychology
 Six credit hours of upper division electives from PSYC, SCWK, or SOCI

EDUCATION

The challenge of education is to be a master of subject matter and an expert in the learning process. The Teacher Education Program at Buena Vista University offers the professional courses required for a teaching license in elementary education and various secondary education majors. Endorsements in areas such as special education, teaching English as a second language, reading, coaching and others are also offered. All programs are approved by the Iowa Department of Education and are accredited by the North Central Association of Colleges and Schools.

Contact your BVU Professional & Online Studies office for the list of available programs in your area.

TEACHER EDUCATION GUIDING FRAMEWORK:

Buena Vista University is committed to developing quality teacher education graduates within the conceptual framework of the teacher as reflective practitioner theme and the principles developed by the Interstate New Teacher Assessment and Support Consortium (INTASC). In addition, the BVU teacher education program adheres to the guidelines developed by the professional associations in education and the Iowa Department of Education. Refer to the main Education Program section for the full discussion of the guiding framework.

All candidates for licensure must demonstrate competency of principles as outlined by the Interstate New Teacher Assessment and Support Consortium (INTASC) principles and satisfy each of the program checkpoints.

THE TEACHER EDUCATION PROGRAM:

The four checkpoints below outline progressively the requirements of the Teacher Education Program and serve as a guideline for students as they move toward licensure.

Note: Teacher education students returning to Buena Vista University after an absence of two or more years must follow the program/catalog that is in effect at the time of their return.

CHECKPOINT I: ADMISSION TO THE TEACHER EDUCATION PROGRAM

The candidate will submit the Teacher Education Program (TEP) application and the Teacher Education Subcommittee will review the candidate's file to ensure that the following requirements have been met:

- EDCO 250: Educational Psychology/Human Development. Completed with minimum grade of a "C"
- EDCO 260: Directed Observation. Completed with a passing grade and positive recommendation from the cooperating teacher
- EDCO 280: Structure and Philosophy of American Education. Completed with minimum grade of a "C"
- Successful completion of portfolio artifacts required in EDCO 250, 260, and 280
 - * Transfer students see note
- Successful completion of Praxis I Exam (Reading = 173, Writing = 172, and Math = 171)
- Minimum cumulative grade point average of 2.5
- Two Professional Progress Reports
- Good Conduct Policy Statement
- Confidentiality Statement

Note: Transfer students whose coursework does not conform to the first three bullets are required to complete the portfolio assignment for EDCO 260, two other EDCO courses with a grade of "C" or better, and the portfolio requirements of those courses. This variation within Checkpoint I does not exempt students from the grade and portfolio requirements for EDCO 250 and 280. These requirements must be completed at another time in the program. The remaining requirements in Checkpoint I must be completed as outlined.

Elementary education majors may take only two methods courses, none with the EDUC 405 field experience attached, prior to formal admission to the program. No methods courses may be taken by other education students until they are formally admitted to the program.

Based on submitted information, the Teacher Education Subcommittee will:

- Fully approve the candidate for the Teacher Education Program, or
- Deny the candidate. Reasons/Rationale for denial will be shared in writing with the candidate. Each candidate will have an opportunity to address deficiencies in a timely manner. Candidates will be informed of their right to appeal the decision

CHECKPOINT II: TEACHER EDUCATION PROGRAM PROGRESS

In order to advance to the next field experiences, EDCO 290 and EDUC/SEDU/SPED 405/406, the teacher education student must successfully satisfy the following:

- Review of Mandatory Reporters Protocol
- Universal Precautions Workshop
- Minimum cumulative grade point average of 2.5
- Improvement in areas of concern noted in Checkpoint I, Professional Progress Reports, or other areas noted since those reports. Particular attention will be given to dispositions
- Successful completion of "unsatisfactory" elements from portfolio assignments
- Teacher Education Subcommittee endorsement

CHECKPOINT III: ADMISSION TO STUDENT TEACHING

Student teaching is the culminating experience in the Teacher Education Program. It is designed as an opportunity to apply skills, theory, and knowledge gained during the teacher preparation program to a real-life educational setting.

The student teacher candidate will submit an application for student teaching after having completed the following:

- All EDCO and Methods course requirements with a minimum grade of a "C"
- Minimum cumulative grade point average of 2.5
- Minimum grade point average of 2.5 in the major/minor/concentration
- Successful completion of remaining non-student teaching portfolio artifacts
- Written biographical summary for the cooperating school

In addition, the applicant will have senior standing and will be in residence (as defined by the university catalog) the semester/term immediately preceding student teaching.

The Teacher Education Subcommittee will review the candidate's file. After review, the Subcommittee will vote to accept or deny the student's admittance to the Student Teaching Semester. Students denied admittance to the professional semester have the right to an appeal.

CHECKPOINT IV: LICENSURE REQUIREMENTS

Each semester/term the licensure officer or designated official meets with student teachers to discuss the licensure procedure. The state sets fees related to licensure. The student is responsible for payment of these fees. Students are provided information and appropriate forms to apply for licensure. The basic requirements that must be met in order to be recommended for licensure are as follows:

- Successful completion of Buena Vista University requirements
- Successful completion of the Teacher Education Program that Buena Vista University has on file with the Iowa Department of Education
- Minimum grade point average of 2.5 for the total program, the major, the minor, the second major, or area of concentration
- Minimum grade of a "C" in each of the student teaching placement
- Successful completion of portfolio requirements
- Fingerprinting/background check 10-12 weeks prior to completion of student teaching
- Teacher Education Subcommittee recommendation
- Successful completion of the Praxis II exam per state requirements. (Elementary majors only)

Graduates are required to meet Buena Vista University's major requirements for their first endorsement area. Additional endorsement areas may be obtained by completing the Buena Vista University requirements or the Iowa minimum requirements for licensure. Individuals should consult with their advisor about these options.

TEACHING LICENSURE REQUIREMENTS FOR OTHER STATES:

The Teacher Education Program at Buena Vista University provides coursework which meets the criteria approved for Iowa certification by the Iowa State Department of Education. An individual desiring licensure in a state other than Iowa should contact the Department of Education in that state as soon as possible and request certification requirements. By learning early what courses are needed for other states' certification, individuals can plan to meet those requirements by taking appropriate courses at Buena Vista University.

THE EDUCATION CORE: 21 credit hours

The education core is the nucleus of the Teacher Education Program and includes basic courses in education and psychology. The core requirement is 21 credit hours and is required of all students seeking a teaching license.

- EDCO 250 Educational Psychology/Human Development
- EDCO 260 Directed Observation
- EDCO 280 Structure and Philosophy of American Education
- EDCO 290 Supervised Participation
- EDCO 300 Exceptional Learner
- EDCO 370 Human Relations
- EDCO 390 Instructional Technology
- EDCO 401 Classroom Management and Evaluation Techniques

MAJOR IN ELEMENTARY EDUCATION: 99 credit hours

The elementary education major requires completion of four components:

- The education core (above)
- The elementary education courses
- Required support coursework
- An area of concentration outside the School of Education

Elementary Education Courses Including Student Teaching:

- EDUC 317 Foundations of Reading/Language Arts
- EDUC 332 Children's Fiction and Nonfiction
- EDUC 360 Elementary Health and Physical Education
- EDUC 371 Analysis and Correction of Reading Difficulties

EDUC 393 Elementary Math
EDUC 394 Elementary Science
EDUC 405 Field Experience/Methods
EDUC 410 Elementary Curriculum/Social Studies
EDUC 429 Kindergarten Student Teaching (K) or EDUC 430 Elementary
Student Teaching (1-3)
EDUC 440 Elementary Student Teaching (4-6)

Support Work:

Three credit hours of Biological Science
CPER 105 Public Speaking
ENGL 300 Advanced Composition or ENGL 320 Creative Writing
Three credit hours of Fine Arts
GEOG 200 World Regional Geography of the Developed World or GEOG 201
World Geography of the Developing World or GEOG 300 Human and Cultural
Geography
Three credit hours of History
Three credit hours of Literature
MATH 125 Math for Elementary Teachers
Three credit hours of Physical Science
PSCN 110 Introduction to American Government or PSPA 320 State and Local Politics
Science Lab

Most of these courses will be completed through the General Education Program.

AREAS OF CONCENTRATION

The area of concentration must be 12 credit hours from: art, biology, chemistry, computer science, economics, English, a second language, geography, history, mathematics, music, political science, psychology, sociology, speech or drama, English/language arts, science-basic, and social studies.

The 12 credit hour in the area of concentration may not be counted as part of the required support coursework or as part of the general education requirements. With the exception of mathematics, an area of concentration must include at least one 3-semester-hour course at the 300/400 level.

Students completing a minor or a major in one of the areas identified above are not required to complete an area of concentration.

Broad-based concentrations will follow the guidelines below:

Social Studies:

Six to nine credit hours of history (Minimum: three credit hours in U.S. history and three credit hours in non-U.S. history)

Three to six credit hours from: American government, economics, geography, sociology, and/or psychology

History:

Six credit hours of U.S. history

Six credit hours of non-U.S. history

English:

Six credit hours of literature

Six credit hours of written communication/grammar/linguistics

English/Language Arts:

Six credit hours of literature

Six credit hours of written/oral communication

Science (Basic):

Six credit hours of biological science

Six credit hours of physical science/environmental science

Note: All elementary education majors are required to complete 12 credit hours of student teaching (429 or 430 and 440), with the exception of those completing the special education (K-8)

endorsement or persons completing a secondary education certification program. In such cases, students will complete, for example, 6 credit hours of student teaching in regular elementary and 6 credit hours of student teaching in special education (K-8), or 6 credit hours of elementary student teaching and 6 credit hours of secondary student teaching. No courses will be taken concurrently with student teaching.

MAJOR IN SECONDARY EDUCATION

The secondary education program requires a content major in a certifiable teaching area and completion of the following six components:

- Distribution, core, and university graduation requirements — see Academic Requirements
- The education core — BVU Professional & Online Studies students will follow the education core as specified above the elementary education requirements
- Specific certification, distribution and core requirements — See catalog program listings for specific major and minor licensure requirements. A limited number of programs are available at off-campus sites. Contact your BVU Professional & Online Studies office for the list of available programs in your area
- SEDU 400 Reading Strategies for Secondary Teachers. To be taken prior to or concurrent with the methods courses. (Not required for secondary language arts majors)
- The secondary methods course(s) — See main catalog education listings
- Field experience linked to methods — See above for course description
- Student teaching — See main catalog education listings for requirements

SPECIAL EDUCATION ENDORSEMENT:

Buena Vista University offers coursework in special education leading to an educational endorsement as an Instructional Strategist I: Mild/Moderate. This endorsement is designed to accompany coursework for a major in elementary or secondary education.

Completion of this endorsement allows one to teach in resource, integrated, and contained settings with students having exceptionalities in the area of mental handicaps, learning disabilities, or behavioral disorders. See main catalog listing for special education course requirements and descriptions.

MIDDLE SCHOOL ENDORSEMENT (5-8): 30 credit hours

Must be accompanied by certification as an elementary or secondary teacher. This endorsement is offered primarily at BVU Professional & Online Studies.

- EDUC 425 Adolescent Growth & Development
- EDUC 426 Methods & Materials for Teaching Middle School

Required Support Work:

Six credit hours of Social Studies to include coursework in:

- American history
- World history
- Geography

Six credit hours of Mathematics to include coursework in:

- Algebra

Six credit hours of Science to include coursework in:

- Life science (BIOL)
- Physical science (CHEM, PHYS, GENS)

Six credit hours of Language Arts to include coursework in:

- Grammar
- Composition
- Speech

PRE-KINDERGARTEN/KINDERGARTEN ENDORSEMENT: 48 credit hours

(Must be accompanied by Endorsement 102, Elementary Classroom Teacher)

This program allows the addition of the special pre-kindergarten/kindergarten endorsement to the elementary education major. It qualifies the teacher to teach at the preschool and/or kindergarten level. This PK/K endorsement program is not a minor.

EDUC 305 Preschool and Kindergarten Curriculum Development and Organization
EDUC 330 Guidance & Instructional Methods in Preschool & Kindergarten Education
EDUC 400 Home, School and Community Relations
EDUC 428 Student Teaching in Preschool*
EDUC 429 Student Teaching in Kindergarten
EXSC 310 Nutrition
PSYC 201 Child Development

**Completed after 12 credits of elementary student teaching*

Required Elementary Education courses:

EDCO 250 Educational Psychology/Human Development
EDCO 300 Exceptional Learner
EDUC 317 Foundations of Reading/Language Arts
EDUC 332 Children's Fiction and Nonfiction
EDUC 360 Elementary Health and Physical Education
EDUC 393 Elementary Math
EDUC 394 Elementary Science
EDUC 410 Elementary Curriculum/Social Studies

READING ENDORSEMENT (K-8):

This reading program fulfills the Iowa Department of Education reading Endorsement #148. It qualifies the teacher as a Chapter 1 reading teacher, but is not valid for a position as director of a reading program. This endorsement must be accompanied by Endorsement #102, Elementary Classroom Teacher. See main catalog education listing for more information, requirements and course descriptions.

READING ENDORSEMENT (5-12):

This reading program fulfills the Iowa Department of Education reading Endorsement #149. It qualifies the teacher as a Chapter 1 reading teacher, but is not valid for a position as director of a reading program. This endorsement must be accompanied by 5-12 certification in a secondary content area. See main catalog education listing for more information, requirements and course descriptions.

POST BACCALAUREATE CERTIFICATION PROGRAM:

This program is specifically designed for those who have a bachelor's degree in a subject area relevant to secondary education. It operates within the university's current programming structure and is designed to move the candidate efficiently and effectively through core areas of pedagogy before they enter the classroom. See main catalog education listing for more information, requirements and course descriptions.

EDUCATION & TRAINING

DISTRIBUTIVE MINOR: 21 credit hours

The education and training minor supports individuals involved in training in human services agencies and related organizations.

Five courses from:

EDCO 250 Educational Psychology/Human Growth
EDCO 280 Structure and Philosophy of American Education
EDCO 370 Human Relations
EDCO 390 Instructional Technology
EDCO 401 Classroom Management and Evaluation Techniques

PSYC 291 Learning and Memory
 PSYC 364 Industrial Psychology
 SCWK 351 Aging in American Society
 SCWK 352 Child and Family Welfare
 SCWK 353 Social Intervention with Families
 SOCI 361 Racism and Sexism in American Life

Two courses from:

Six credit hours of upper division electives from PSYC, SCWK, or SOCI

ENGLISH

The English department cultivates teachers, scholars, poets, critical thinkers, and lifelong lovers of learning. The major and minor both guide students through surveys and advanced courses in classical and modern literatures, studies of language and various forms of genres of composition, and creative writing. An English major provides for further studies at the graduate level as well as preparation for a broad spectrum of opportunities for careers in public relations, advertising, government, public school teaching, international relations, and law.

MAJOR IN ENGLISH: 40 credit hours

ENGL 220 Introduction to Literature: Early Literary Classics
 ENGL 250 American Literature
 ENGL 261 British Literature, Beginnings to 1750
 ENGL 262 British Literature, 1750 to Present
 ENGL 300 Advanced Composition
 ENGL 320 Creative Writing
 ENGL 331 Introduction to Linguistics
 ENGL 376 Modern Continental Literature
 ENGL 490 Major Portfolio
 ENGL 491 Senior Seminar or elective above ENGL 400
 One elective ENGL300 or above
 One elective ENGL 370 or above
 Two electives ENGL 400 or above

MINOR IN ENGLISH: 21 credit hours

ENGL 220 Introduction to Literature: Early Literary Classics
 ENGL 250 American Literature
 ENGL 261 British Literature, Beginnings to 1750
 ENGL 262 British Literature, 1750 to Present
 ENGL 320 Creative Writing or ENGL 300 Advanced Composition or MDST 290
 Advanced Media Writing
 ENGL 331 Introduction to Linguistics
 One elective ENGL 340 or above

MAJOR IN ENGLISH WITH TEACHING LICENSURE (5-12): 40 credit hours

ENGL 220 Introduction to Literature: Early Literary Classics
 ENGL 250 American Literature
 ENGL 261 British Literature, Beginnings to 1750
 ENGL 262 British Literature, 1750-Present or ENGL 376 Modern Continental Literature
 ENGL 300 Advanced Composition
 ENGL 331 Introduction to Linguistics
 ENGL 332 Modern English Grammar
 ENGL 340 Introduction to Literary Theory
 ENGL 350 Shakespeare
 ENGL 490 Major Portfolio
 ENGL 491 Senior Seminar or elective above ENGL 400
 One elective ENGL 400 or above

Support Work:

SEDU 333 Young Adult Fiction and Nonfiction

SEDU 365 Reading in the Content Areas

Plus requirements for secondary education and education core

MINOR IN ENGLISH WITH TEACHING LICENSURE (5-12): 30 credit hours

ENGL 220 Introduction to Literature: Early Literary Classics

ENGL 250 American Literature

ENGL 261 British Literature, Beginnings to 1750

ENGL 300 Advanced Composition

ENGL 331 Introduction to Linguistics

ENGL 332 Modern English Grammar

ENGL 350 Shakespeare

One elective ENGL 370 or above

Support Work:

SEDU 333 Young Adult Fiction and Nonfiction

SEDU 365 Reading in the Content Areas

Plus requirements for secondary education and education core

MAJOR IN ENGLISH WITH TEACHING LICENSURE (GRADES K-8): 24 credit hours

Major in elementary education

CPER 220 Acting or CPER 260 Oral Interpretation of Literature

ENGL 250 American Literature

ENGL 261 British Literature, Beginnings to 1750 or ENGL 262 British Literature, 1750 to Present

ENGL 300 Advanced Composition

ENGL 331 Introduction to Linguistics

ENGL 332 Modern English Grammar

ENGL 350 Shakespeare

One elective ENGL 370 or above

HEALTH CARE ADMINISTRATION

DISTRIBUTIVE MAJOR: 45 credit hours

Distributive health care administration major designation will be awarded to graduates of a State Licensure Approved Program in Long Term Care Administration who complete the distributive human services major and nine credit hours of business with three credit hours at the 300/400 level.

Recommended 400 level Health Care Administration supporting courses may be offered in cooperation with State Licensure Approved Programs in Long Term Care Administration.

HEALTH SERVICES LEADERSHIP

DISTRIBUTIVE MAJOR: 42 credit hours

Leadership in health fields today is essential in the rapidly changing, highly regulated healthcare field. Graduates of community college nursing and related health fields are often given some management responsibilities within five years of graduation. Managers face difficult decisions when managing changing populations, new technologies, and limited resources.

The study of healthcare leadership provides the educational base for effective leadership in healthcare organizations. Tracks can be designed to prepare graduates to qualify for admission to graduate programs in business or hospital administration. The interdisciplinary approach of the Buena Vista University program enhances the competitive edge critical in today's environment.

The distributive healthcare leadership major is designed to build on the expertise of the graduates of health related A.D.N., A.S., or A.A.S. degree programs. As with all distributive majors, course substitutions may be made to meet professional requirements or special interests. (See guidelines in the Academic Section.) Selected courses in the major may also be used toward meeting general education requirements.

Please review the Academic Information section of the catalog for rules governing interdisciplinary (distributive) majors and a complete listing of graduation requirements.

The distributive healthcare leadership major degree plan will include a primary field of 18 credit hours of courses selected from following:

Business:

- ACCT 205 Financial Accounting
- ACCT 206 Managerial Accounting
- ACCT 309 Cost Accounting
- ECON 205 Principles of Microeconomics
- ECON 206 Principles of Macroeconomics
- FNBK 306 Managerial Finance
- FNBK 322 Analysis of Financial Statements
- FNBK 356 Financial Planning
- MGMT 206 Management Science
- MGMT 315 Business Law I
- MGMT 316 Business Law II
- MGMT 320 Human Resource Management
- MGMT 375 Entrepreneurship/Small Business
- MGMT 380 Social Responsibility of Business
- MGMT 492 Business Policy and Strategy
- MIS 300 Introduction to Management Information Systems
- MRKT 306 Principles of Marketing
- OBVU 120 Computer Applications
- Additional management, marketing and finance courses as approved

The degree plan must include 12 credit hours from each of the following two categories:

Communication and Behavior:

- CPER 103 Interpersonal Communication
- CPER 215 Business and Professional Communication
- CPER 250 Introduction to Advertising
- CPER 272 Introduction to Public Relations
- CPER 285 Intercultural Communication
- CPER 330 Messages, Meaning & Society
- CPER 355 Conflict Management
- CPER 370 Leadership and Communication
- CPER 374 Interviewing
- ENGL 300 Advanced Composition
- ENGL 450 Business and Technical Writing
- MRKT 355 Consumer Behavior
- PSYC 329 Psychology of Gender
- Other related upper division courses as approved

Institutions and Society:

- ART 304 Modern Art History
- CPER 411 Dramatic Literature
- ENGL 250 American Literature
- ENVS 100 The Biological Environment
- ENVS 101 The Physical Environment
- ENVS 201 Conservation Ecology
- ENVS 310 Environmental Chemistry
- HIST 311 Problems in World History: The Vietnam Wars
- HIST 358 Women around the World
- HIST 390 America and the World Wars
- HIST 397 Recent American History
- PSCN 465 Civil Liberties
- PSPA 320 State and Local Politics
- PSPA 360 Introduction to Public Affairs
- PSYC 364 Industrial Psychology

RELI 335 Topics in Ethics: Professional Ethics
SOVI 302 Sociology of Deviant Behavior
SOVI 361 Racism and Sexism in American Life
SCWK 255 Human Behavior in the Social Environment
SCWK 351 Aging in American Society
Other related upper division courses as approved

HUMAN SERVICES

DISTRIBUTIVE MAJOR:

The distributive human services major is designed to build on the expertise of the graduates of A.S. or A.A.S. degree programs in the human services field. Course substitutions may be made to meet professional requirements or special interests. (See Academic Section for guidelines).

The distributive human services major is not a social work major and does not qualify graduates to sit for the State of Iowa Social Worker Licensing Exam. A social work major accredited by the National Council on Social Work is available at the Storm Lake campus.

DISTRIBUTIVE MAJOR IN HUMAN SERVICES: 36 credit hours

Recommended Prerequisites:

PSYC 100 General Psychology
PSYC 203 Social Psychology
PSYC 239 Abnormal Psychology
SCWK 200 Introduction to Social Work and Social Welfare

Major Requirements:

PSYC 389 Introduction to Counseling
RELI 335 Topics in Ethics: Professional Ethics
SCWK 350 Social Welfare Programs and Policies
SOVI 380 Methods of Social Research I

Two courses from:

PSYC 329 Psychology of Gender
PSYC 450 Selected Topics in Psychology
PSYC 364 Industrial Psychology
PSYC 369 Psychology of Personality

Five courses from:

SCWK 351 Aging in American Society
SCWK 352 Child and Family Welfare
SCWK 353 Social Intervention with Families
SCWK 375 Selected Topics in Social Work (see course listings for examples)
SCWK 381 Methods of Social Research II
SOVI 301 Human Services in Rural Communities
SOVI 302 Sociology of Deviant Behavior
SOVI 361 Racism and Sexism in American Life
SOVI 450 Selected Topics in Sociology (see course listings for examples)

Three credit hours from:

HCAD Practicum in Health Care Administration (transfer)
SOVI 450 Practicum in Human Services
PSYC 495 Internship
Elective Upper division elective from PSYC, SCWK, or SOVI

Note: Human services majors who have not completed a career-oriented two-year degree program should select a minor or second major that strengthens their professional preparation. Recommended minors include agency administration (distributive), business, criminal justice, education and training (distributive), or political science/public administration.

ORGANIZATIONAL LEADERSHIP

MAJOR IN ORGANIZATIONAL LEADERSHIP: 45 credit hours

This cross-disciplinary program provides the tools and organizational skills necessary to effectively perform administrative roles within an organization. Course work focuses on general business practices and procedures along with communication skills necessary to interact, problem solve, and lead other members of a working community. This program is best suited for students with work experience and/or strong interest in interdisciplinary studies. Students will need to select an area of emphasis of human services or business.

Organizational Leadership Core:

ACCT 310 Accounting for Managers**
 CPER 350 Organizational Communication Theory & Practice
 CPER 355 Conflict Management
 CPER 370 Leadership & Communication
 CPER 374 Interviewing
 MGMT 306 Principles of Management
 MGMT 315 Business Law I
 MGMT 380 Social Responsibility of Business
 MRKT 306 Principles of Marketing

**ACCT 310 contains both financial and managerial accounting topics. This requirement can be met by having completed both ACCT 205 and ACCT 206, or equivalents.

Select either an Emphasis in Human Services or Business

Emphasis in Human Services:

SCWK 350 Social Welfare Programs & Policies
 SOCI 301 Human Services in Rural Communities
 SOCI 380 Methods of Social Research I

Three courses from:

PSYC 329 Psychology of Gender
 PSYC 364 Industrial Psychology
 SCWK 351 Aging in American Society
 SCWK 352 Child and Family Welfare
 SCWK 353 Social Intervention with Families
 SOCI 302 Sociology of Deviant Behavior
 SOCI 361 Racism & Sexism in American Life

Emphasis in Business:

MGMT 320 Human Resource Management
 MGMT 410 Organization Theory
 MRKT 340 Business Marketing

Three courses from:

MGMT 375 Entrepreneurship/Small Business
 MGMT 420 Advanced Human Resource Management
 MGMT 465 Production & Operations Management
 MRKT 355 Consumer Behavior
 MRKT 415 Sales Management
 PSYC 364 Industrial Psychology

SOCIOLOGY

Sociology analyzes human social behavior from the humanistic and objective viewpoints. Attitudes, social institutions, and social behavior patterns are examined to unveil some of the complexities of modern culture. Sociology encourages the student to see the individual's role in the larger cultural

setting. Sociology majors prepare for a variety of occupations in such fields as personnel management, law enforcement, government service, public relations, community development, market research, and sales. The sociology minor supplements other fields, particularly those in the social sciences. SCWK 351 Aging in American Society may be used as sociology elective.

MAJOR IN SOCIOLOGY: 30 credit hours

SOCI 101 Introduction to Sociology
SOCI 203 Social Psychology
SOCI 380 Methods of Social Research I
SOCI 402 Sociological Theory
Eighteen credit hours of sociology electives

MINOR IN SOCIOLOGY: 20 credit hours

SOCI 101 Introduction to Sociology
SOCI 203 Social Psychology
Fourteen credit hours of sociology electives

MINOR IN SOCIOLOGY WITH TEACHING LICENSURE (5-12):**Option 1:** 24 credit hours

SOCI 101 Introduction to Sociology
SOCI 203 Social Psychology
Eighteen credit hours of sociology electives
Plus requirements for secondary education and education core

Option 2: 30 credit hours

SOCI 101 Introduction to Sociology
SOCI 203 Social Psychology
Nine credit hours of sociology electives
Fifteen credit hours of social science electives
Plus requirements for secondary education and education core

SOCIOLOGY/CORRECTIONS

See Sociology for a description of requirements and course offerings.

TECHNOLOGY MANAGEMENT

DISTRIBUTIVE MAJOR: 42 credit hours

The distributive technology management major is designed to build on the expertise of the graduates of selected A.S. or A.A.S. degree programs. As with all distributive majors, course substitutions may be made to meet professional requirements or special interests. (See guidelines in the Academic Section.)

The distributive technology management major will be made up from one primary (18 credit hours) and two secondary (12 credit hours) fields selected from the following.

Communication and Behavior:

CPER 103 Interpersonal Communication
CPER 215 Business and Professional Communication
CPER 250 Introduction to Advertising
CPER 272 Introduction to Public Relations
CPER 285 Intercultural Communication
CPER 330 Messages, Meaning & Society
CPER 355 Conflict Management
CPER 370 Leadership and Communication
CPER 374 Interviewing
ENGL 300 Advanced Composition

MRKT 355 Consumer Behavior
PSYC 329 Psychology of Gender
Up to six credit hours of other related upper-division courses

Management/Marketing/Finance:

FNBK 306 Managerial Finance
FNBK 322 Analysis of Financial Statements
FNBK 356 Financial Planning
FNBK 405 International Finance
MGMT 206 Management Science
MGMT 306 Principles of Management
MGMT 307 International Business
MGMT 315 Business Law I
MGMT 316 Business Law II
MGMT 320 Human Resource Management
MGMT 375 Entrepreneurship/Small Business
MGMT 492 Business Policy and Strategy
MGMT 495 Internship
MRKT 306 Principles of Marketing
MRKT 407 International Marketing
Up to six credit hours of upper division electives from these and related fields such as ag management and marketing

Technology:

CMSC 180 Discrete Mathematics
CMSC 200 Computer Science I (and above)
MIS 300 Introduction to Management Information Systems (and above)

Institutions and Society:

ART 304 Modern Art History
CPER 411 Dramatic Literature
ENGL 250 American Literature
ENVS 100 The Biological Environment
ENVS 101 The Physical Environment
ENVS 201 Conservation Ecology
ENVS 310 Environmental Chemistry
HIST 311 Problems in World History: The Vietnam War
HIST 358 Women Around the World
HIST 390 America and the World Wars
HIST 397 Recent American History
PSCN 315 International Relations
PSCN 465 Civil Liberties
PSPA 320 State and Local Politics
PSPA 360 Introduction to Public Affairs
PSYC 364 Industrial Psychology
RELI 335 Topics in Ethics: Professional Ethics
SCWK 255 Human Behavior in the Social Environment
SCWK 351 Aging in American Society
SOC1 302 Sociology of Deviant Behavior
SOC1 361 Racism and Sexism in American Life
Up to six credit hours of other related upper-division courses.