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Metropolitan  
State University



# Undergraduate Catalog

## 2009–2010

**Metropolitan State University**  
**www.metrostate.edu**  
**651-793-1300**

The Metropolitan State Undergraduate Catalog contains information about academic programs and requirements for 2009–2010. It is subject to change without notice.

The catalog is intended to complement other university publications including specific materials supplied by colleges, schools, departments and programs. It is important for students to be familiar with academic policies and graduation requirements for their individual degree programs. Students are strongly encouraged to consult their advisors at least once each semester to be certain they are completing requirements that apply to their degree and major programs.

## **LOCATIONS**

### **Saint Paul Campus**

700 East Seventh Street  
Saint Paul, MN 55106

### **Minneapolis Campus**

1501 Hennepin Avenue  
Minneapolis, MN 55403

### **Midway Center**

1450 Energy Park Drive  
Saint Paul, MN 55108

### **Brooklyn Park Center**

Law Enforcement and Criminal Justice Education Center  
9110 Brooklyn Boulevard  
Brooklyn Park, MN 55445

The *2009–2010 Undergraduate Catalog* is published by Metropolitan State University, Academic Affairs Division.

*Catalog* information is subject to change without notice. Refer to the website ([www.metrostate.edu](http://www.metrostate.edu)) for updated information.

The Undergraduate Catalog is available in alternative formats for people with disabilities. For more information, call Disabilities Services at 651-793-1520 (voice); 651-772-7687 (TTY).

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## 2009–2010 Academic Calendar

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### Summer Session 2009

May	9	Summer session classes begin
May	23-25	Memorial Day holiday
June	22	First summer session classes end
July	3-5	Independence Day holiday
July	6	Second summer session classes begin
Aug.	15	Last day for any summer session class

### Fall Semester 2009

Aug.	17	Faculty begin fall duty days
Aug.	22	Fall semester classes begin (MnSCU start Aug. 24)
Sept.	5-7	Labor Day holiday
Nov.	25	No evening classes
Nov.	26-29	Thanksgiving holiday
Dec.	12	Fall semester classes end
Dec.	15	Commencement (tentative)
Dec.	15	Last fall faculty duty day
Dec.	24-28	Holiday

### Spring Semester 2010

Jan.	1	Holiday/offices closed
Jan.	4	Faculty begin spring duty days
Jan.	11	Spring semester classes begin (MnSCU start Jan. 11)
Jan.	18	Martin Luther King, Jr. holiday/no classes/offices closed
Feb.	15	President's Day/classes held/offices open
Feb.	2	Precinct Caucus—no Tuesday evening classes (tentative date)
Mar.	7-13	Spring Break/Non duty days/no classes/offices open
May	4	Spring semester classes end
May	6	Commencement (tentative)
May	7	Last spring faculty duty day
May	10	Summer session classes begin (Monday)

# Introduction to the University

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## Vision Statement

Metropolitan State University, a member of the Minnesota State College and University System, will be the premier urban, public, comprehensive System university in the Twin Cities metropolitan area and will provide high-quality, affordable educational programs and services in a student-centered environment. The faculty, staff, and students of Metropolitan State will reflect the area's rich diversity, build an anti-racist learning community, and demonstrate an unwavering commitment to civic engagement.

## Mission Statement

Metropolitan State University is a comprehensive urban university committed to meeting the higher education needs of the Twin Cities and greater metropolitan population. The university will provide accessible, high-quality liberal arts, professional, and graduate education to the citizens and communities of the metropolitan area, with continued emphasis on underserved groups, including adults and communities of color. Within the context of lifelong learning, the university will build on its national reputation for innovative student-centered programs that enable students from diverse backgrounds to achieve their educational goals. The university is committed to academic excellence and community partnerships through curriculum, teaching, scholarship and services designed to support an urban mission.

## Goals

### Curriculum

Metropolitan State University will provide undergraduate programs and student services that:

- reflect a commitment to career and life success based on a strong liberal arts foundation;
- educate individuals to be informed and effective citizens;
- integrate theoretical and practical learning as well as technical competence;
- foster collaborations with programs offered by other colleges and universities in the metropolitan area; and
- represent the university's commitment to diversity.

The university will also provide master's level professional and applied doctoral programs designed to meet local, national and global needs into the twenty-first century. The university is committed to supporting creative and innovative curricula that enhance the learning process.

### Teaching

Metropolitan State University is dedicated to excellence in teaching and advising. The pedagogical base for Metropolitan State faculty includes commitment to:

- providing a variety of learning modes;

- offering an individualized, student-centered approach to teaching and learning;
- teaching and advising that foster student learning and development in preparation for careers and service to their communities;
- encouraging active lifelong inquiry and learning; and
- incorporating multicultural perspectives in teaching and advising; and
- bridging theory and practice.

### **Scholarship**

Metropolitan State University is committed to a variety of forms of scholarship that:

- enrich teaching and learning;
- increase understanding of student life and development;
- meet the highest standards of the academic community; and
- contribute to the advancement of knowledge.

### **Service**

Metropolitan State University is committed to the enrichment of life in the communities it serves through:

- developing creative partnerships with public and private organizations;
- providing a variety of resources and services by engaging faculty, students and staff in community-based activities; and
- improving the effectiveness of the educational system by working closely with elementary and secondary schools in the metropolitan area.

### **Minnesota Manifesto**

Metropolitan State University was a leader in organizing Minnesota public and private colleges to adopt the following manifesto.

Minnesota's colleges and universities have accepted special roles and responsibilities in fostering diversity in our society. We are dedicated to the search for knowledge and the rights of every individual in our learning communities to pursue that search with freedom, dignity and security, regardless of religious affiliation, race, ethnic heritage, gender, age, sexual orientation or physical ability.

Representing all sectors of higher education in Minnesota, we publicly declare our intentions:

- to continue the development of multicultural learning communities that will not tolerate acts of harassment and intolerance;
- to establish, communicate and enforce standards of behavior for students, staff and faculty that uphold our academic values and our legal obligations; and



- to promote the acceptance and respect for individuals in an atmosphere of caring for others.

### Learning Outcomes

Metropolitan State University faculty identify specific learning outcomes for their instruction. These outcomes provide the basis for assessing student academic achievement required by The Higher Learning Commission. The common learning outcomes for general education are:

- **Communication:** the ability to use the English language effectively; the ability to read, write, speak and listen critically; and the ability to communicate effectively through visual means.
- **Critical Thinking:** the ability to unify factual, creative, rational, and value-sensitive modes of thought.
- **Natural Sciences:** an understanding of natural science principles and of the methods of scientific inquiry, i.e., the ways in which scientists investigate natural science phenomena.
- **Mathematics/Logical Reasoning:** knowledge of and ability to apply mathematical and logical modes of thinking.
- **History and the Social and Behavioral Sciences:** knowledge of how historians and social and behavioral scientists discover, describe, and explain the behaviors and interactions among individuals, groups, institutions, events, and ideas.
- **The Humanities and Fine Arts:** knowledge of the human condition and human cultures, especially in relation to behavior, ideas, and values expressed in works of human imagination and thought.
- **Human Diversity:** an understanding of individual and group differences (e.g. race, gender, class) and knowledge of the traditions and values of various groups in the United States.
- **Global Perspective:** an understanding of the growing interdependence of nations and peoples and the ability to apply a comparative perspective to cross-cultural social, economic and political experiences.
- **Ethical and Civic Responsibility:** the capacity to identify, discuss, and reflect upon the ethical dimensions of political, social, and personal life and to understand the ways to exercise responsible and productive citizenship.
- **People and the Environment:** an understanding of complex environmental challenges and the interrelatedness of human society and the natural environment.
- **Further in-depth knowledge** of a specific discipline or subject area, or interdisciplinary knowledge is an expected learning outcome from study in the major.

### Educational Tenets

Education at Metropolitan State University embodies a unique educational philosophy based on the following five tenets:

**Tenet I:** The university grants individual students responsibility for and authority over their education within the context of the five tenets. The university charges its faculty and officers for responsibility and authority over teaching, for maintaining a pluralistic environment in which students are central, and for determining whether students have given evidence they have achieved their educational objectives.

**Tenet II:** The university expects its graduates will demonstrate the attributes of an educated person in the context of multiculturalism and these five areas of competence: communication; community and cultures; arts and sciences; vocation; and avocation. The university will review the development of students' degree plans in light of these competence areas and other requirements. The university urges students to develop degree programs that reflect a thorough analysis and expanded understanding of the question: What is an educated person? Students may address these five areas by meeting general education/liberal studies requirements.

**Tenet III:** The university recognizes a student's educational progress toward a degree in terms of competence achieved and encourages the use of a variety of learning strategies.

**Tenet IV:** The university and its students will use community resources to achieve educational goals and, in turn, will serve as resources to diverse communities.

**Tenet V:** The university ensures that its students will be engaged in self-directed learning and thereby expects that its graduates will be lifelong learners.

## Colleges, Schools and Departments

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Metropolitan State University received the **National Hesburgh Award for Teaching Excellence**. The University's full- and part-time instructors are distinguished professionals in their fields, and students receive a quality education that is in touch with the real world.

### College of Arts and Sciences

Offers a variety of options in communications, ethnic studies, history & religious & women's studies, information & computer sciences, literature & language, mathematics, media & fine arts, natural sciences, practical philosophy & ethics, social science & writing.

### College of Management

Offers a variety of options in accounting & finance, economics, management, management information systems & decision sciences, marketing & international business & graduate programs.

### First College

Offers students the opportunity to develop an individualized course of study towards the Bachelor of Arts using a variety of learning strategies, including traditional classes. With guidance from First College faculty and advisors, students engage in deep reflection upon the meaning of their education, and assume responsibility for and authority over the direction of their studies.

### College of Professional Studies

Offers programs in human services, psychology, education and social work.

### **School of Law Enforcement and Criminal Justice**

Offers programs in criminal justice, law enforcement and law enforcement licensing certificates.

### **College of Nursing and Health Sciences**

Offers a variety of options in dental hygiene and nursing, including the MS Oral Health Care Practitioner and a Doctor of Nursing Practice.

## **Academic Policies and Procedures**

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Metropolitan State University education is distinctive, incorporating each student's goals, initiatives, background and personality, and recognizing that individuals acquire knowledge in different ways and for diverse reasons. Metropolitan State's educational programs are based on the following assumptions:

- students have individual learning styles and goals;
- the results of learning are more important than the methods;
- higher education should build on the array of learning resources available to students in the Twin Cities greater metropolitan area;
- in addition to special focus in the major, the bachelor's degree implies the ability to speak and write well, basic computer and mathematics literacy, and knowledge of several disciplines in the natural and physical sciences, the humanities, and the social and behavioral sciences, as well as global and cultural awareness; and
- learning is a lifelong, self-directed process.

University policies and procedures are posted on the university's Web site. Student policies can be found in the Student Handbook.

### **Course Prerequisites**

Students are responsible to both be aware of and abide by prerequisites for the courses for which they enroll.

### **Undergraduate Academic Standing Policy**

The university has established standards for maintaining good academic standing. The goals of the Academic Standing Policy are to:

- Define and maintain the academic standards of the university;
- Intervene with students who do not meet university requirements in order to support retention of students who encounter difficulties;
- Provide for efficient use of state and university resources;
- Provide standards and systems that are fair, consistent with graduation requirements, and appropriate for both full time and part time students.

Metropolitan State expects students to successfully complete courses, and therefore undergraduate student academic standing is reviewed after each semester. To remain in good academic standing at Metropolitan State University students must meet two criteria: maintain a cumulative Metropolitan State GPA of at least 2.0; and successfully complete at least 66.66% of the cumulative Metropolitan State University credits attempted. Students who do not meet these standards will be put on **academic probation**. A student who continues to fall below standards will be **dismissed** for academic reasons. Students on Academic Probation must attend an Academic Success Workshop and must meet with their academic advisor each term for approval to register for the next term. Notice of unsatisfactory progress will also be sent to the student's advisor, and if the student is an international student, to the International Student Advisor. If you have questions about your academic standing, contact your academic advisor. Refer to Policy 2050, Undergraduate Academic Standing Review for further information.

Students receiving financial aid must also meet additional criteria to remain eligible to receive aid and should contact the Financial Aid Office for current information about satisfactory academic progress. International students must also meet all of the conditions of their visa and enrollment requirements and should contact Metropolitan State University's International Student Advisor for more information.

## Academic Appeal Procedure

The university has written procedures for appealing decisions concerning grades and program and graduation requirements. A staff member in Student Affairs serves as ombudsperson to work with students in preparing formal appeals. YeeLeng Hang, the ombudsperson can be reached at 651-793-1552 or [yeeleng.hang@metrostate.edu](mailto:yeeleng.hang@metrostate.edu). Refer to Procedure 300, Academic Appeal Procedure for complete information.

## Grade Appeals

Decisions supported by published policies or clearly stated expectations of instructors cannot be appealed. An instructor's evaluation is not changed as a result of the appeals process unless there is clear and convincing evidence that the evaluation was arbitrary and/or capricious and was unfair to the student. After an instructor submits a grade, changes in grades must be authorized by a dean or the provost. To begin the formal appeal process, students must submit an appeal in writing to the appropriate person within a specified time.

## Program Requirement Appeals

Students must meet the requirements for a degree as listed in the Metropolitan State University online *Catalog* or other official program materials in place at the time of admission to the degree. Program requirements supported by published policies that are effective at the time a student declares a program of study/major cannot be appealed. A student who does not enroll for three consecutive calendar years must reapply for admission to the university and must complete the degree and program requirements that are in place when the student is readmitted to the university.

## Transfer Credit Appeals

A transfer student who believes that the transfer policy was not implemented accurately in the evaluation of transfer credit may request reconsideration through written appeal to the Office of the Registrar. Students may be asked to provide additional information about the course(s) under appeal. Transfer appeal forms are available from the Office of Registrar and their Web site. Students dissatisfied with the appeal results may appeal the decision to the academic affairs vice president. The decision of the vice president for academic affairs may be appealed to the MnSCU Academic Affairs Office. The process is described in Subpart B. System Level Appeal in Part 7. Student Appeal of Procedure 3.21.1 Undergraduate Course Credit Transfer.

## **Grading Policy**

Metropolitan State University's grading policy offers students two grading options: traditional grades of "A/B/C/D/F" or competence(S)/no competence (NC). Students must choose their grading option by the second class session of the course or before the first major assessment for other learning opportunities. After that time, students cannot change either from a graded to an ungraded option or vice versa. Note that courses with a grade of D or F cannot be used as prerequisites or to meet major requirements. Refer to Policy 2080, Grading Policy for complete information.

## **Student Conduct Code**

Each student at Metropolitan State University has the right to an education, and it is the university's responsibility to provide an environment that promotes learning and protects the safety and well-being of the university community. Any action by a student that interferes with the education of any other student or interferes with the operations of the university in carrying out its responsibility to provide an education is considered a violation of the Student Conduct Code. Disciplinary actions are handled in an expeditious manner and reflect due process. Refer to Policy 1020, Student Conduct Code for further information.

## **Graduation Requirements**

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Students are eligible to apply for graduation when they are registered for the final requirements for their degree programs. To earn a degree from Metropolitan State University, students must complete 120-124 semester credits with a cumulative grade point average of at least 2.0. The exact credit requirements vary according to major or program. At least 40 semester credits must be completed at an upper-division level (300 or above) and at least 30 semester credits must be awarded by Metropolitan State. In addition, credits completed must be distributed to meet the applicable major and program requirements, as well as General Education and Liberal Studies (GELS) requirements.

## **Major/Program Declaration**

When students choose the major, minor or program that they wish to pursue, or decide to develop an individualized program, they must complete and submit an Undergraduate Program Declaration form for the college housing the program. All students are expected to file an undergraduate program declaration form after they have completed 45 credits and met the admission requirements for the major they plan to complete. Students must complete the undergraduate declaration form before completing 80 credits or within a year of transferring to Metropolitan State, whichever comes later.

If the declaration form is not filed on time, students may not be allowed to register until a declaration form has been submitted and approved. Advisors in the colleges and schools review the student's status and sign the declaration form if the student has completed all the requirements and steps. The signed declaration form becomes a part of each student's record and documents the approved program of study. If the requirements for a major change after a student's major declaration is approved, the student has the right to adopt the new requirements or to complete the approved major program. Students who decide to change majors, minors or programs must complete a new Undergraduate Program Declaration form and submit it to the appropriate department or program.

Policy 2020 provides more detailed information about program declaration, degree and residency requirements.

## Major/Program Requirements

Program requirements are described in the college and school sections of the catalog and in departmental program materials. Each college and school offers workshops to explain the requirements for their programs. First College offers workshops to assist students in developing interdisciplinary, individualized degree programs.

## Transfer Agreements

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Although all students can use community and technical college course work toward a Metropolitan State degree, Metropolitan State University has formal written transfer/articulation agreements with metropolitan area community and technical colleges. These agreements outline how students completing specified degrees at these colleges will be able to apply their course work toward a baccalaureate degree at Metropolitan State University.

The following list includes current agreements with state and private institutions. The approved agreements can be found in their entirety on the Minnesota Transfer Web site.

## University Information

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Accredited by The Higher Learning Commission and a member of the North Central Association, 30 North LaSalle Street, Suite 2400, Chicago, IL 60602-2504, 312-263-0456; and accredited by the Commission on College Nursing Education and the Council on Social Work Education.

## Admissions

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**Spring 2010 admissions undergraduate application & transcript deadline was November 15, 2009.**

- Please anticipate it will take approximately 3-4 weeks to hear from our office as we typically have a high volume of applicants.
- Check Online Application status
- Apply for Undergraduate Admission
- Apply for Graduate Admission

The admissions application is considered complete upon receipt of the last transcript received. Within twenty business days of receipt of the last transcript, we will begin processing the application and reviewing your record for admission eligibility. You are welcome to call Gateway Student Services to request your application status at any time at 651-793-1302.

**Please Note:** All application materials must have been received or postmarked by November 15, 2009 to be considered for spring semester 2010 admission. Application materials received after the deadline that completed an application will result in admissions consideration for Summer Semester 2010.

#### **Future Undergraduate Application Deadlines:**

- Summer Semester 2010 - March 15, 2010

#### **International Student Undergraduate Application Deadlines**

<b>Applicant</b>	<b>Term</b>	<b>Application Deadline</b>
Transfer Student	Fall Semester	June 15
Transfer Student	Spring Semester	November 15
Overseas Applicant	Fall Semester	May 1
Overseas Applicant	Spring Semester	October 1

Additional information on international student undergraduate admissions and services.

**Other Admissions Questions?** View Admissions Information in **Ask Us** or call 651-793-1302.

## **Financial Aid**

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#### **Important Dates:**

Nov 6, 2009	Priority Application Deadline for Spring 2010 Financial Aid
Jan 29, 2010	Disbursement of Spring 2010 Financial Aid Begins
Mar 1, 2010	Metropolitan State University Foundation privately funded scholarships will open for application on March 1, 2010. Please check this website and watch your student email account for notification.
Mar 22, 2010	<b>Summer Financial Aid.</b> Summer Registration begins March 22. If you were awarded financial aid for Fall 2009 and/or Spring 2010 simply register for Summer courses and you will receive your Summer 2010 Award Offer within 2 weeks. Not enough aid funds? You can drop the courses until May 16th and not be charged.

There will be no paper application this year.

The Office of Student Financial Aid at Metropolitan State University is here to assist you with the costs of your college education. Please review the types of financial assistance our office can provide. You should also complete the application for financial aid (the FAFSA) as soon as possible if you are planning to attend Metropolitan State University.

**Federal School Code:** 010374

## Creative Learning Strategies

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While courses provide students with a familiar learning environment, Metropolitan State also encourages students to seek a variety of creative learning strategies. To explore these unique ways of gaining college credit First College offers working labs for Prior Learning Assessment and Student-Directed Learning. Creative Learning Strategies include prior learning evaluation, theory seminars, independent studies, online learning, and internships.

### Getting Credit for What You Know

What you have learned in your life and work is important and, when appropriate, it may be recognized as legitimate college-level learning. To earn college credit for prior experiential learning, a number of important prior learning criteria need to be met to ensure that the learning meets quality guidelines. In many cases a diagnostic test is available to assess your theoretical and practical knowledge. The diagnostic test is a tool to help you determine which path you should take: prior, experiential learning evaluation, theory seminar, or traditional course.

Metropolitan State conducts assessment of prior learning in a way consistent with the MnSCU policy and a University policy is in development.

See the following chart for strategies in evaluating prior learning:

Strategy	Benefits	Drawbacks
ACE Credit	Free	Only training already approved by ACE is covered
Standardized Test	Inexpensive Can prepare for in advance	Not available for all subjects Not for the test-phobic
Theory Seminars	Less classroom time Gain new knowledge	Not available for all subjects Not always available
Priors	Flexible subjects, any area of knowledge	Tuition same as new course



The strategies in getting credit for what you know that are available at Metropolitan State are Prior Learning Assessment and Theory Seminars:

- **Prior Learning Assessment** is a systematic process to identify learning gained through life or work and assess it for college credit. For more information contact Marcia.Anderson@metrostate.edu
- **Working Labs** on Prior Learning Assessment (PLA) and Student-Directed Learning (SDL) for First College students will be held regularly during the academic year. Spring 2010 Labs will be held the 4th Tuesday of the month, February-April, 4:15-5:30 pm, in Library Lab 132, St. Paul Campus. Click the PLA Lab Flyer for information and the schedule, and RSVP to Marica.Anderson@metrostate.edu
- **Theory seminars** provide an alternative to the prior learning assessment process. Theory seminars are learning opportunities designed specifically for students with extensive experience and practical knowledge in a subject, but limited theoretical learning.

Traditional courses require that competence be proven with both the practical and theoretical components.

## Tuition & Fees

These rates are effective for the 2009-2010 academic year.

### General Rates

	Resident		Nonresident	
Per credit	Undergraduate	Graduate	Undergraduate	Graduate
Tuition	\$ 177.15	\$ 276.00	\$ 362.00	\$ 552.00
Fees	\$ 10.43	\$ 10.43	10.43	\$ 10.43

### Specialty Rates

	Resident		Nonresident	
Combined Tuition & Fees/credit	Undergraduate	Graduate	Undergraduate	Graduate
Online Internet Courses	\$ 252.43	\$ 373.43	\$ 252.43	\$ 373.43
Online MBA Courses	N/A	\$ 429.43	N/A	\$ 429.43
Online Nursing Courses	\$ 252.43	\$ 373.43	\$ 252.43	\$ 373.43
Standard Nursing Courses	\$ 247.43	\$ 368.43	\$ 247.43	\$ 368.43

### Specialty Program Rates

	Combined Tuition & Fees/credit
WOC Nursing Specialty Courses (Student Activity Fee not applicable)	\$ 480.43
Doctoral Courses	\$ 709.43
Law Enforcement Skills Courses (offered in Summer)	\$ 368.43

## Fees

- Activity Fee (up to 16 credits) \$4 per credit
- Computer Fee (up to 16 credits) \$6 per credit
- MSUSA Fee \$0.43 per credit

## Other Fees

- Application Fee \$20
- Graduation Fee \$20
- NSF Check Fee \$20
- **NEW** Tuition Late Fee \$30
- Lost Parking Card \$20
- Orientation Fee \$10
- Transcript Fee \$8
- Rush Transcript Fee (next day) \$13
- On-line Transcript Fee \$5
- \*Senior Citizens (62 years & older) \$20 per credit
- Additional Course and Lab Fees vary
- Noncredit Workshops Fees vary
- Payment Plan Fees vary
- Replacement ID Fees vary
- Health Insurance Fees vary

\*Minnesota residents 62 years of age or older may register for courses on a space-available basis upon payment of this per credit fee in lieu of standard tuition and fee charges. Independent studies, theory seminars, internships and priors are not available at these special rates.

## Fines

- Library Fines vary
- Parking Fines vary
- Parking Fine Late Payment Fee \$20 per ticket.

## Minnesota State Colleges & Universities Board Policies

- Chapter 5 - Administration 5.11 Tuition and Fees

For more information on tuition and payments, please contact Financial Management by phone 651-793-1880 or email [financial.management@metrostate.edu](mailto:financial.management@metrostate.edu).

# ACADEMIC PROGRAMS

## Accounting Major BS

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Knowledge of accounting concepts and accounting's way of describing economic activity has long been a necessary part of educational preparation for careers in business. In most business areas, accounting data is a fundamental information source for decision-making and control purposes in both profit-seeking and nonprofit organizations. The growing complexity and internationalization of business, as well as the need for more effective and efficient approaches to business problem solving, increases the demand for accounting knowledge.

Metropolitan State offers a comprehensive accounting curriculum that combines the core accounting disciplines-intended to develop a common body of accounting knowledge-with the flexibility to take additional courses in a particular area.

The accounting faculty has identified four objectives for the accounting curriculum:

- a conceptual approach that is decision oriented and emphasizes analytical and problem-solving skills;
- a holistic, or integrated, approach to accounting;
- integration of training in interpersonal skills, communication skills and ethics into all accounting courses; and
- utilization of a variety of teaching methods and tools.

The accounting major prepares well-educated individuals for professional careers in public accounting, managerial accounting, taxation, accounting systems, and private and public sector financial management through a rigorous program of study. Accounting is an excellent academic base for career development and for movement into corporate management. Upon completion of the accounting major, a graduate meets the academic qualifications to take the examination for Certified Management Accountant (CMA), Certified Internal Auditor (CIA) and, in Minnesota, the examination for Certified Public Accountant (CPA). The accounting degree program is also excellent preparation for students planning to study law, particularly if they intend to practice in taxation or corporate law.

### Requirements

The accounting program contains six parts:

#### 1. General Education and Liberal Studies

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

#### 2. COM Foundation Courses (22 credits)

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting

**3. Business Core Courses (24 credits)**

- MKTG 300 Marketing Principles
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of Management Information Systems
- FIN 390 Principles of Finance
- DSCI 434 Introduction to Operations Management
- MGMT 499 Case Studies in Strategic Management

**4. Accounting Required Courses (28 credits)**

- ACCT 310 Financial Reporting
- ACCT 320 Strategic Management Accounting
- ACCT 340 Accounting Information Systems
- ACCT 510 Advanced Financial Reporting
- ACCT 512 Auditing
- ACCT 520 Advanced Strategic Management Accounting
- ACCT 530 Business Taxation

**5. Noncourse Requirement**

- Accounting (bookkeeping) competence (must be completed prior to registration in Financial Reporting course.)

**6. Accounting Electives**

Accounting majors do not need to take elective courses; however, students preparing to take the professional examination in public accounting (CPA) should plan to take one of the following courses as an elective:

- ACCT 531 Individual Tax Planning
- ACCT 550 Governmental and Not-for-profit Accounting
- BLAW 310 Business Law: UCC and Contracts

Students preparing to take the professional examinations in management accounting (CMA) should plan to take one of the following courses:

- ACCT 515 Financial Statement Analysis
- ACCT 531 Individual Tax Planning
- ACCT 565 Current Topics in Accounting

Many College of Management courses are sequenced and build on previous learning. Students must complete course prerequisites before registering for a course which requires prerequisites. In addition, students must complete 30 credits of coursework, including introductory and intermediate writing before they can register for College of Management upper division courses (those numbered 300 and above). MGMT 499 Case Studies in Strategic Management is a capstone class which should be taken during the last semester of the student's program.

### Transfer of Credit

Transfer course evaluation is made by the faculty in the College of Management consistent with the requirements of MnSCU Policy 3.2 and MnSCU Procedure 3.21.1 (Undergraduate Course Credit Transfer). COM faculty will accept a course as meeting a COM major or minor requirement **if the course content is equivalent to or acceptable in place of a Metropolitan State University course** as determined by COM faculty;

- the course was taught at a similar or higher level as the comparable COM course;
- the content and level of the course are consistent with state/national-level professional, industry and licensure standards; and
- the course carries a grade of "C-" or "S" or higher.

Accounting, economics, and management information systems transfer courses must meet "sunset" policy requirements which specify the maximum time between when the course was taken and when the student was admitted to Metropolitan State. If a course is not accepted because too much time has elapsed since the course was completed, a student may demonstrate competence in some courses via exam. Formal articulation agreements between Metropolitan State and other institutions identify transfer of courses between those institutions.

### Credit and Residency Requirements

Students in each of the College of Management bachelor of science major programs must complete a minimum of 20 credit hours of their major requirements and/or major electives at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

## Advertising and Business Management Major BAS

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Only students who have graduated with an AAS degree from an approved community/technical college program may pursue this major. The Advertising and Business Management program will teach students about the planning, design, integration and implementation of marketing communication programs. Courses include understanding consumer behavior, advertising and campaign planning, graphics design and copywriting, and designing and writing on the Web. Students completing this program may be qualified for creative positions as well as for account management positions in advertising campaign planning.

### Admission Requirements

- Must have completed an approved AAS degree as stipulated in the articulation agreement

- GPA of 2.5 or higher in AAS
- Completion of an approved BAS Degree Plan

## Requirements

The degree requirements have four components:

**1. General Education and Liberal Studies**

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

**2. COM Foundation Courses (22 credits)**

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting

**3. Business Core Courses (24 credits)**

- MKTG 300 Marketing Principles
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of Management Information Systems
- FIN 390 Principles of Finance
- DSCI 434 Introduction to Operations Management

**4. Required Courses (16 credits)**

- MKTG 310 Consumer and Professional Buyer Behavior
- MKTG 343 Integrated Marketing Communications
- MKTG 348 Advertising Design, Production and Copyrighting
- An approved internship may be substituted for MKTG 348 < P >
- WRIT 373 Writing and Designing for the Web

**Choose one of the following:**

- MGMT 490 Challenges and Choices in Small Business/Entrepreneurship **or**
- MGMT 499 Case Studies in Strategic Management

## Advertising Minor

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The advertising minor is designed to educate students about the major activities involved in the planning, design, integration and implementation of marketing communication programs. Courses include understanding consumer behavior, advertising and campaign planning, graphics design and copywriting and designing and writing on the Web. Familiarity with these activities helps to prepare

students for careers in advertising agencies, marketing positions in private, nonprofit, and government organizations, as well as careers in public relations firms.

This minor **cannot** be combined with the Marketing major.

### Requirements

The advertising minor consists of the following five courses:

- MKTG 300 Marketing Principles
- MKTG 310 Consumer and Professional Buyer Behavior
- MKTG 343 Integrated Marketing Communications
- MKTG 348 Advertising Design, Production and Copywriting  
(Note: An approved internship may be substituted for MKTG 348.)
- WRIT 373 Designing and Writing on the Web

## Alcohol and Drug Counseling Major BS

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Everyday countless lives are enriched or saved because of the work carried out by alcohol and drug counselors. Competent, well-trained counselors from professional relationships and carry out strategies which help people and their families move from life-threatening addiction to life-affirming recovery.

The BS degree in alcohol and drug counseling is for students who have a variety of needs and interests related to substance abuse problems. It is designed to help students qualify for licensure, community college transfer students, people who are already licensed or certified and want to complete their undergraduate degree and for other professionals (social workers, psychologists, school counselors, nurses, law enforcement personnel and others) who want to learn more about effective responses to substance abuse problems.

This major is 60 credits, which includes 12 core courses (48 credits; and an 880-hour practicum sequence (9 credits), and 3 elective credits.

### Alcohol and Drug Counseling Requirements

Courses are listed in suggested sequence order

- HSCD 300 Chemical Dependency Concepts
- HSCD 200 Pharmacology of Drug Abuse
- HSER 355 Introduction to Human Services
- HSER 346 Counseling and Interviewing Skills
- HSER 353 Social Casework Methods
- HSER 395 Human Services and Diversity
- HSCD 303 Cultural Aspects of Chemical Dependency
- HSER 348 Group Counseling
- HSCD 309 Co-Occurring Disorders: Substance Abuse and Mental Health
- HSCD 302 Chemical Dependency Assessment & Diagnosis
- HSCD 400 Best Practices in Alcohol and Drug Counseling

- HSCD 450 Senior Seminar: Alcohol and Drug Counseling

### **Practicum Courses**

- HSCD 320 Alcohol and Drug Counseling Pre-Practicum Seminar
- HSCD 380 Alcohol and Drug Counseling Practicum I
- HSCD 390 Alcohol and Drug Counseling Practicum II

## **Licensure Requirements Track**

There is also a track for students who already have a bachelor's degree who are seeking to meet licensure requirements. This track requires the following core courses and practicum. Equivalent courses taken at other colleges or universities may also apply.

### **Core Courses**

Courses are listed in suggested sequence order

- HSCD 300 Chemical Dependency Concepts
- HSCD 200 Pharmacology of Drug Abuse
- HSER 346 Counseling and Interviewing Skills
- HSER 353 Social Casework Methods
- HSCD 303 Cultural Aspects of Chemical Dependency
- HSER 348 Group Counseling
- HSCD 309 Dual Disorders: Substance Abuse and Mental Health
- HSCD 302 Chemical Dependency Assessment & Diagnosis

### **Practicum Courses**

- HSCD 320 Alcohol and Drug Counseling Pre-Practicum Seminar
- HSCD 380 Alcohol and Drug Counseling Practicum I
- HSCD 390 Alcohol and Drug Counseling Practicum II

This degree program requires five core courses. The required core content areas insure that graduates have a sufficient complement of theoretical knowledge and practical training for entry as a professional in the field of human services.

## **Anthropology Minor**

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A minor in either anthropology, political science or sociology is particularly appropriate for students in professional programs such as psychology, law enforcement, criminal justice, human services, social work and public administration. Such a minor is also an excellent complement for liberal arts students who are majoring in history, women's studies, professional communication, economics, ethnic studies, education or philosophy.

### **Requirements (19-20 total credits)**



Social science majors may not minor in anthropology, political science or sociology.

At least half of the credits required for the minor must be completed at Metropolitan State University.

Transfer courses may be applicable to minor requirements. The university's degree audit will specify transfer courses that are directly equivalent to minor requirements; other transfer courses must be approved by the chair of the Social Science Department.

**Introductory (3-4 credits)**

- ANTH 101 Human Origins

**Survey (4 credits, select one)**

- ANTH 301 Approaches to Cultural Anthropology OR
- ANTH 302 Gender and Culture

**Upper-division Electives in Anthropology (12 credits)**

Select 300-level courses in anthropology.

Students may also take the following courses as upper-division electives for the anthropology minor:

- SSCI 311 Research Methods in Social Science and
- SSCI 501 Great Ideas: Classics of Social Science

## **Applied Mathematics Major B.S.**

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Given the impact of technology on every aspect of people's lives, mathematics is a critical discipline for the present as well as future generations of students. Technology is based on science, and the most successful science is based on mathematical ideas. In learning mathematics and its applications, students learn not only the language of nature, but the archetype of reasoning on which today's scientific and technological society is based.

The Mathematics Department offers a solid, flexible and innovative program in applied mathematics. Through the opening of bridges to other disciplines and a focus on topics and problems cutting across various subject fields, the mathematics major integrates both depth and breadth, providing the student with tools for success in the workforce and a solid basis for further studies in mathematics.

**Prerequisites**

- ☐ MATH 120 Precalculus **or** a grade of B or better in both
- ☐ MATH 115 College Algebra
- ☐ MATH 116 Trigonometry
- ☐ STAT 201 Statistics I

**Requirements (56 total credits)**

**Foundation Courses (29 credits)**

- ICS 140 Programming Fundamentals
- PHYS 211 Calculus Based Physics I
- MATH 210 Calculus I
- MATH 211 Calculus II
- MATH 251 Introduction to Probability and Statistics
- MATH 301 Introduction to Analysis
- MATH 310 Calculus III: Multivariable Calculus

**Core Courses (23 credits)**

- MATH 315 Linear Algebra and Applications
- MATH 340 Mathematical Modeling
- MATH 350 Ordinary Differential Equations
- MATH 450 Operations Research
- MATH 471 Abstract Algebra
- MATH 499 Mathematics Senior Seminar

**Electives (4 credits)**

- MATH 375 Complex Variables
- MATH 405 Partial Differential Equations
- MATH 420 Numerical Analysis
- Or other upper division mathematics course with consent of advisor

## **Applied Mathematics Minor**

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**Prerequisites**

- STAT 201 Statistics I
- MATH 120 Precalculus **or** a grade of B or better in both MATH 115 College Algebra and MATH 116 Trigonometry

**Requirements (28 total credits)****Core (20 credits)**

- MATH 210 Calculus I
- MATH 211 Calculus II
- MATH 310 Calculus III: Multivariable Calculus

**Electives (8 credits)***Two of the following*

- MATH 215 Discrete Mathematics

- MATH 251 Introduction to Probability and Statistics
- MATH 301 Introduction to Analysis
- MATH 315 Linear Algebra and Applications
- MATH 340 Mathematical Modeling
- MATH 350 Ordinary Differential Equations
- MATH 370 Modern Geometry
- MATH 375 Complex Variables
- MATH 405 Partial Differential Equations
- MATH 420 Numerical Analysis
- MATH 450 Operations Research
- MATH 471 Abstract Algebra

## Aviation Management BA

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This individualized bachelor's degree with a focus in aviation management is offered by a consortium of four state universities: Metropolitan State University, Minnesota State University-Mankato (MSU), Saint Cloud State University (SCSU) and Winona State University (WSU). Students complete Metropolitan State general education and liberal studies (GELS) requirements, and all aviation core and elective courses from the four consortium schools.

Students may receive up to 20 elective credits for their Federal Aviation Administration (FAA) pilot, flight instructor, air traffic controller, dispatcher, and airframe and power plant mechanic certificates if these certificates were not earned through a post-secondary program. Up to 40 credits may be awarded in transfer to graduates of two-year technical college programs. Aviation classes are offered in various Twin Cities locations. These courses are open to students enrolled in the Aviation Management program, as well as to other students who have a substantial aviation background. Additional information is available from the Metropolitan State Admissions Office or the First College advising center.

### Requirements

In addition to meeting Metropolitan State's GELS and graduation requirements, aviation students must complete the following program requirements. See the Aviation Management section of the online Catalog for the course descriptions.

### Core Courses

- PRSP 301 Perspectives: Educational Philosophy and Planning
- AVMA 103 Introduction to Air Transportation (SCSU)
- AVMA 317 Ethics in Aviation (SCSU)
- AVMA 388 Aviation Law/Legislative and Legal Aspects of Aviation (WSU)
- AVMA 380 Aviation Resource Management (WSU)
- MGMT 310 Management Principles and Practices
- AVMA 419 Contemporary Issues Aviation Capstone (SCSU) **or**
- PRSP 499 First College Capstone

### Electives

- ICS 120 Microcomputer Applications
- ICS 125 Understanding and Using the Internet
- BLAW 310 Business Law
- AVMA 442 Fundamentals of Air Traffic Control (MSU)
- AVMA 443 Airline Dispatch (MSU)
- AVMA 343 Airport Management (MSU)
- AVMA 333 Airline Management/Operations (MSU)
- HRM 310 Human Resources Management
- AVMA 499 Individual Study in Aviation (MSU)
- AVMA 380 Seminar Topics in Aviation Organization (WSU)
- AVMA 496 Seminar Topics (SCSU)

## **Biology Major BA**

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The biology major aims to provide students with a core knowledge of the discipline; an understanding of the scientific method; skills in analytical and quantitative reasoning; knowledge of the contributions made by scientists; and the ability to deal intelligently with biology-related aspects of their personal and professional lives. Each student must complete 49 credits in the major with grades of C- or above: at least 25 credits must be upper division and at least 25 credits must be completed at Metropolitan State.

### **Prerequisites**

- MATH 115 College Algebra **or**
- MATH 120 Precalculus
- BIOL 101 Introduction to Life Sciences **or**
- BIOL 105 Human Biology **or**
- High School Biology or equivalent within seven years

### **Requirements (49 total credits)**

#### **Foundation Courses (20 credits)**

- BIOL 111 General Biology I with laboratory
- BIOL 112 General Biology II with laboratory
- CHEM 111 General Chemistry I with laboratory
- CHEM 112 General Chemistry II with laboratory

#### **Core Courses (15 credits)**

##### **Cell Category**

- BIOL 301 Genetics **or**
- BIOL 302 Cell Biology and Histology **or**
- BIOL 304 Molecular Biology **or**
- CHEM 301 Biochemistry

##### **Ecology Category**

- BIOL 310 Ecology **or**
- BIOL 312 Evolution **or**
- BIOL 315 Limnology **or**
- BIOL 320 Ecosystem and Global Ecology

### Organism Category

- BIOL 311 Plant Physiology **or**
- BIOL 321 Comparative Vertebrate Anatomy **or**
- BIOL 322 Comparative Animal Physiology **or**
- BIOL 323 Developmental Biology **or**
- BIOL 330 Biology of Microorganisms

### Elective Courses (14 credits)

An additional 14 credits in upper-division biology courses chosen from the list of core courses above, any other 300- or 400-level biology course chosen from the list below, or other approved courses (see advisor for details).

- BIOL 325 Pollution Biology
- BIOL 406 Biology of Cancer
- BIOL 469 Seminars in Biology
- BIOL 479 Special Topics in Biology
- BIOL 489 Senior Research in Biology
- BIOL 350I Internship in Biology

## Biology Minor

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The biology minor offers a course of study that provides both breadth and some depth in the discipline of biology. A minimum of 15 of the 25 credits must be taken from Metropolitan State.

### Prerequisites

- Math 115 College Algebra **or**
- Math 120 Precalculus
- BIOL 101 Introduction to Life Sciences **or**
- BIOL 105 Human Biology **or**
- High School Biology or equivalent within seven years

### Requirements (25 total credits)

#### Foundation

- BIOL 111 General Biology I with laboratory
- BIOL 112 General Biology II with laboratory
- CHEM 111 General Chemistry I with laboratory and, optionally:
- CHEM 112 General Chemistry II with laboratory

## Upper Division Biology

Additional 300- or 400-level coursework in biology, as needed to reach the total of 25 credits.

## Business Administration Major BS

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The Business Administration major prepares students for a wide range of careers in business, government and not-for-profit organizations. It is a general management degree that features required and elective courses from all College of Management majors.

This program can be completed on campus or online, or by a combining on campus and online courses. Program requirements are the same, regardless of the delivery mode.

### Requirements

The business administration program includes courses in six areas:

#### 1. General Education and Liberal Studies

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

#### 2. COM Foundation Courses (22 credits)

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting

#### 3. Business Core Courses (24 credits)

- MKTG 300 Marketing Principles
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of Management Information Systems
- FIN 390 Principles of Finance
- DSCI 434 Introduction to Operations Management
- MGMT 499 Case Studies in Strategic Management

#### 4. Business Administration Required Courses (12 credits)

- ACCT 320 Strategic Management Accounting
- BLAW 320 Legal Environment of Organizations
- MGMT 320 Organizational Behavior

#### 5. Business Administration Elective Courses (4 credits from COM curriculum)\*

#### 6. Unrestricted electives as needed to total a minimum of 120 credits.

\*Students in the business administration major must take at least four credits of upper-division business electives. Business administration electives are selected from accounting, decision sciences, economics, finance, human resource management, international business, management, marketing, management information systems, entrepreneurship and risk management insurance.

Many College of Management courses are sequenced and build on previous learning. Students must complete course prerequisites before registering for a course which requires prerequisites. In addition, students must complete 30 credits of coursework, including introductory and intermediate writing before they can register for College of Management upper division courses (those numbered 300 and above). MGMT 499 Case Studies in Strategic Management is a capstone class which should be taken during the last semester of the student's program.

### Transfer of Credit

Transfer course evaluation is made by the faculty in the College of Management consistent with the requirements of MnSCU Policy 3.2 and MnSCU Procedure 3.21.1 (Undergraduate Course Credit Transfer). COM faculty will accept a course as meeting a COM major or minor requirement **if the course content is equivalent to or acceptable in place of a Metropolitan State University course** as determined by COM faculty;

- the course was taught at a similar or higher level as the comparable COM course;
- the content and level of the course are consistent with state/national-level professional, industry and licensure standards; and
- the course carries a grade of "C-" or "S" or higher.

Accounting, economics, and management information systems transfer courses must meet "sunset" policy requirements which specify the maximum time between when the course was taken and when the student was admitted to Metropolitan State. If a course is not accepted because too much time has elapsed since the course was completed, a student may demonstrate competence in some courses via exam. Formal articulation agreements between Metropolitan State and other institutions identify transfer of courses between those institutions.

### Credit and Residency Requirements

Students in each of the College of Management bachelor of science major programs must complete a minimum of 20 credit hours of their major requirements and/or major electives at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

## Business Administration Minor

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The College of Management offers a business administration minor to students interested in supplementing their degrees with core business courses. This minor requires courses in each of the functional business areas including management, marketing, accounting and finance. In addition, the courses in the minor incorporate legal, ethical, global and multicultural perspectives. Students completing the minor requirements will have the minor designated on their transcripts.

This program can be completed on campus, online, or by combining on campus and online courses. Program requirements are the same, regardless of the delivery mode.

**Requirements (20 credits)**

- ACCT 210 Financial Accounting
- MGMT 310 Management Principles and Practices
- FIN 390 Principles of Finance
- MKTG 300 Marketing Principles
- One upper-division business elective

## **Community Organizing and Development Minor**

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The Community Organizing and Development minor is an interdisciplinary minor available to all Metropolitan State University students with an interest in organizing, developing and sustaining community, institutional and social change.

**Overview**

The minor provides a holistic overview of the community organizing and development field including:

- a focused field experience in community organizing and development;
- an exploration of approaches to community empowerment and social justice; and
- an understanding of the impact of public policy on low-income populations and people of color.

All Community Organizing and Development minor courses are taught by faculty members with long track records in the classroom and in the field. All courses incorporate examination of both historical and current forces and strategies in the community organizing and development traditions. Students will see the field and explore movements including: mutual aid associations, settlement houses, the community organizing tradition founded by Saul Alinsky, the community development movement, and the poor peoples and working class movements. Students will explore these developments in the context of globalization and draw connections between practice here and approaches in regions around the world.

**Requirements**

The Community Organizing and Development minor requires 19 credits, including a four-credit elective course that is selected in consultation with the minor advisor.

**Required Courses**

- ETHS 309 The Color of Public Policy
- SOC 311 Community Organizing and Social Action
- POLS 343 Perspectives on Community Development
- SSCI 350I Social Science Internship
- SSCI 010 Social Science Internship Group Meetings



### **Earning the Community Development Minor**

In order to be admitted to the community organizing and development minor, students must meet with the minor advisor and complete a minor declaration form. The advisor orients students to the minor and provides consultation throughout the program. The First College notifies students' advisors when the minor is complete. The minor is recorded on students' transcripts.

## **Computer Forensics Certificate**

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The computer forensics certificate is designed for students who are interested in the field of computer forensics and includes core courses that allow for depth of study in the field. The computer forensics certificate is intended for students who have degrees in other disciplines. The certificate's required courses (see below) are supported by two courses (7 semester credits) of electives.

### **Prerequisite**

Students must have completed at least 30 college credits with an average GPA of 2.5 or better.

### **Requirements (23 credits)**

#### **Core Courses (16 credits)**

- ICS 140 Programming Fundamentals (4 credits)
- CFS 262 Computer and Operating System Fundamentals I (4 credits)
- CFS 264 Computer and Operating System Fundamentals II (4 credits)
- CFS 280 Introduction to Computer Forensics (4 credits)

#### **Elective Courses (7 credits)**

One course from

- CJS 210 Constitutional Law (3 credits) **or**
- POL 331 Law and the Legal Process (4 credits) **or**
- CFS 484 Computer Law (4 credits)

One course from

- CJS 367 Introduction to Forensic Science (3 credits) **or**
- CJS 387 White Collar Crime (3 credits) **or**
- LAWE 325 Criminal Procedures and Investigation (4 credits)

## **Computer Forensics Major BAS**

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The Bachelor of Applied Science in Computer Forensics is a four-year, 120 credits program offered through the Information and Computer Sciences (ICS) department. This program prepares students with the knowledge in information assurance, computer incident investigation, cyberspace ethics, and

computer laws. Graduates will work in the computer technology and related fields in supporting companies and organizations to protect their interests or in helping law firms to deal with civil litigations. Whenever it is needed, graduates can also assist law enforcement to fight against cyber terrorism and crimes.

### **Admission to the Major**

Students interested in pursuing a major in computer forensics must apply to the program. To be eligible for admission to the major, students must be admitted to the university and meet minimum application requirements: This includes the completion of College Algebra and two writing courses as defined to meet general education requirements and a minimum cumulative GPA of 2.5 on a 4.0 scale for CFS 262, CFS 264 and CJS 210. Students on academic probation are not admitted to the program.

### **Major Requirements**

#### **Prerequisites (29-30 major credits)**

#### **Computer Science and Technology (16 credits)**

- CFS 262 Computer and Operating System Fundamentals I (4 credits)
- CFS 264 Computer and Operating System Fundamentals II (4 credits)
- CFS 280 Introduction to Computer Forensics (4 credits)
- ICS 140 Programming Fundamentals (4 credits)

#### **Criminal Justice and Law Enforcement (6 credits)**

- CJS 210 Constitutional Law (3 credits)

and one of the following:

- CJS 101 Introduction to Criminal Justice (3 credits)
- CJS 200 Literature and Methods in Criminal Justice (3 credits)
- LAWE 220 Legal Issues in Law Enforcement (3 credits)

#### **Mathematics and Political Science (7-8 credits)**

Take one of the following:

- MATH 210 Calculus I (4 credits)
- STAT 201 Statistics (4 credits)

and one of the following:

- POL 101 Introduction to American Government and Politics (4 credits)
- POL 301 Citizenship in a Global Context (4 credits)

#### **Core courses (23 major credits)**

- CFS 380 Digital Evidence Analysis (4 credits)
- CFS 480 Introduction to Electronic Discovery (3 credits)
- CFS 499 Computer Forensics Internship/Capstone (4 credits)
- ICS 382 Computer Security (4 credits)
- LAWE 325 Criminal Procedure and Investigations (4 credits)
- POL 331 Law and the Legal Process (4 credits)

**Electives (11 credits)****Group I Criminal Justice (3 or 4 credits)**

Take one of the following:

- CJS 320 Applied Criminology (3 credits)
- CJS 367 Introduction to Forensic Science (3 credits)
- CJS 387 White Collar Crime (3 credits)

**Group II Law (4 credits)**

Take one of the following:

- BLAW 310 Business Law: UCC and Contracts (4 credits)
- ICS 484 Computer Law (4 credits)
- POL 333 Constitutional Law (4 credits)

**Group III Ethics (4 credits)**

Take one of the following:

- CJS 375/PHIL 325 Criminal Justice Ethics
- PHIL 327 Ethics in the Information Age
- PSYC 319 The Impact of Technology on Human and Org. Behavior

Students may complete the major prerequisites (see above) as part of an Associate of Science (AS) or Associate of Applied Science (AAS) degree program in fields such as System Administration, Networking, and Computer Forensics. Alternatively, they could start the program as freshmen at Metropolitan State University and take these classes with a view to major in Computer Forensics.

## Computer Forensics Minor

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The computer forensics minor is designed for students who are interested in the field of computer forensics and includes core courses that allow for depth of study in the field. The computer forensics minor is intended for students who are pursuing majors in other disciplines, or an individualized degree, and who wish to develop a minor within their program. The minor's required courses (see below) are supported by three courses (11 semester credits) of electives.

**Prerequisite**

Students must have completed at least 30 college credits with an average GPA of 2.5 or better.

**Requirements (23 credits)****Core Courses (12 credits)**

- ICS 125 Introduction to the Internet Technology (4 credits) **or**
- ICS 140 Programming Fundamentals (4 credits)
- CFS 262 Computer and Operating System Fundamentals I (4 credits)
- CFS 280 Introduction to Computer Forensics (4 credits)

**Elective Courses (11 credits)**

One course from

- ICS 311 Database Management Systems (4 credits) **or**
- ICS 321 Multimedia Programming (4 credits) **or**
- ICS 381 Societal Issues in Computing (3 credits)

One course from

- CJS 210 Constitutional Law (3 credits) **or**
- POL 331 Law and the Legal Process (4 credits) **or**
- CFS 484 Computer Law (4 credits)

One course from

- CJS 320 Applied Criminology (3 credits) **or**
- CJS 367 Introduction to Forensic Science (3 credits) **or**
- CJS 387 White Collar Crime (3 credits) **or**
- LAWE 325 Criminal Procedures and Investigation (4 credits)

## **Computer Information Systems Major BA**

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Metropolitan State's computer information systems (CIS) major prepares students to be information systems professionals. This major provides a foundation of both theoretical and practical knowledge in the many aspects of information sciences. Course work to develop effective communication as well as analytical and problem-solving skills is complemented by hands-on courses in Metropolitan State's state-of-the-art computer labs. An emphasis on Web and other Internet technologies is an integral part of the major. A minimum of 20 semester credits of major requirements must be completed at Metropolitan State.

The CIS major enables students to become developers, designers or information system analysts who can deploy appropriate technology to solve problems in businesses and organizations. Individuals with strong backgrounds of technical and analytical skills, effective communication abilities, and project development knowledge are in demand as the information needs of the world continue to grow. CIS

majors can go on to pursue careers as Web analysts, systems analysts, computer support analysts, database designers and analysts, technical managers, and application programmers.

### **Admission to the Major**

Students interested in pursuing a major in computer information systems must apply to the program. To be eligible for admission to the major, students must be admitted to the university and meet minimum application requirements. The following prerequisite courses or equivalents must be completed with a C- or better, or competency in previous work experience must be demonstrated.

Transfer credit for these courses is common.

### **Major Requirements**

#### **Prerequisites (20 credits)**

- MATH 115 College Algebra
- MATH 215 Discrete Mathematics
- ICS 140 Programming Fundamentals
- ICS 141 Programming with Objects
- ICS 240 Programming with Elementary Data Structures

To be admitted to the program, the student must complete two writing courses, as defined to meet general education requirements, moreover, ICS 141, ICS 240 and MATH 215 must be completed with a minimum cumulative GPA of 2.5 on a 4.0 scale. Students on academic probation are not admitted to the program.

Students learn to program in ICS 140 Programming Fundamentals, ICS 141 Programming with Objects and ICS 240 Programming with Elementary Data Structures using Java programming language. Mathematics courses should be taken concurrently. Students should note individual course prerequisites and enroll in the proper sequence of courses. The prerequisite courses should be completed before upper-division (300-level) classes are taken in the major.

#### **Required Core Courses (24 credits)**

These courses are common to the CIS major, and they present and synthesize material that is essential to professionals in the field. In these courses, students explore the design and development of computer and database systems, including Web-based applications. The software design, Internet and capstone classes provide students with the project management, teamwork, presentation and business writing experiences that employers have identified as keys to professional success. In addition, students address ethical issues and social responsibility in the capstone course.

The upper-division (300-level) courses should be completed in the middle of the degree, while ICS 499 ICS Capstone Project should be taken in one of the last two semesters. Typically only upper-division courses are transferred to fulfill upper-division core requirements. Exceptions may be made based on the content of the transfer course. If exceptions are made, students may be required to earn additional upper-division elective credits.

Required courses include the following:

One course in calculus or statistics and probability and:

- ICS 225 Web Design and Implementation
- ICS 311 Database Management Systems
- ICS 325 Internet Application Development
- ICS 370 Software Design Models
- ICS 499 ICS Capstone Project

### **Electives (15 credits)**

Elective courses allow concentrated work in an area of choice. Advanced areas of study include multimedia systems development, computer security, software engineering, advanced topics in computer science such as simulation, networking, and operating systems, or business courses in project management or management information systems. Students who do not have computer-related work experience are strongly encouraged to seek an internship. The elective courses should be completed toward the end of the degree. Students are encouraged to choose a set of elective courses which form a cohesive package. A maximum of six lower-division elective credits may be accepted with an advisor's permission.

Electives for the computer information systems major must be distributed as follows:

#### **Group 1. At least one of the following:**

- ICS 425 Client/Server Architectures
- ICS 460 Computer Networks
- ICS 470 Software Engineering

#### **Group 2. Any of the following:**

- Any upper-division ICS course (see Group 3 for exceptions)
- CFS 280 courses or higher (excluding CFS 499)
- One ICS internship (3 credits)
- DSCI 420 Project Management
- Selected management information systems courses\*
- Advanced mathematics courses\*
- Selected psychology courses\*
- Selected media studies courses\*

\* Consult advisor for permission to take electives offered by other departments. See suggested alternatives.

**Group 3. This area is not required; however, a maximum of one of the following can be included as an elective.**

- WRIT 271 Technical Writing

- COMM 351 Communication in Work Groups
- COMM 352 Organizational Communication
- COMM 361 Managerial Communication
- ICS 381 Societal Issues in Computing
- ICS 390 Future Trends for Computers and Technology
- PHIL 204 Introduction to Symbolic Logic
- PHIL 303 Principles of Inquiry: Ways of Knowing
- PHIL 327 Ethics in the Information Age

## Computer Science Major BS

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The computer science major is a solid, flexible program, focused on establishing a firm foundation in the theory of computing, the development of effective problem-solving and mathematical skills, and the systematic application of theory to the design and development of software. This program also provides preparation for graduate school in computer science. A minimum of 16 semester credits of major requirements must be completed at Metropolitan State.

### Program Educational Objectives

The program is designed to help graduates achieve the following career and professional objectives. The program's graduates will:

- have the flexibility, versatility and problem solving skills that can be applied to any problem domain, so they will be productively employed in the computing field in roles such as Computer Programmer, Software Developer, Software Engineer, and Software Systems Analyst;
- be successfully employed or accepted into well-established graduate schools;
- have strong writing and presentation skills; and
- have a sense of societal and ethical responsibility in their professional endeavors.

### Program Outcomes

At the time of graduation, all students will have the following skills.

- A good foundation in the field through a set of core courses in the discipline, including programming and data structures, hardware and software architecture, software system design and computing theory.
- A good foundation in essential mathematical tools such as discrete mathematics and calculus.
- The ability to work in groups and communicate well via written and oral presentations.
- Knowledge of the ethical and societal issues in computing.
- A strong knowledge in an object-oriented language and a working knowledge in at least one other language.

Competence in standard programming practices is essential to an in-depth study of the science of computing. Although many of the activities of computer professions are not programming-related, the language of computing is founded on programming. In addition, computer science has its roots in the discipline of mathematics. At a minimum, computer science students must have an understanding of discrete math and calculus in order to explore the theoretical foundations of computing. Additional

mathematical study is highly recommended. Math and programming prerequisites should be completed early in the major.

### **Admission to the Major**

Students interested in pursuing a major in computer science must apply to the program. To be eligible for admission to the major, students must be admitted to the university and meet minimum application requirements. This includes the completion of two writing courses as defined to meet general education requirements and a minimum cumulative GPA of 2.5 on a 4.0 scale for ICS 141, ICS 240 and MATH 215. Students on academic probation are not admitted to this program.

### **Major Requirements**

#### **Major Prerequisites (24 credits)**

- MATH 120 Precalculus **or** MATH 115 College Algebra
- MATH 116 Trigonometry
- MATH 210 Calculus I
- MATH 215 Discrete Mathematics
- ICS 140 Programming Fundamentals
- ICS 141 Programming with Objects
- ICS 240 Programming with Elementary Data Structures

Students learn to program in ICS 140 Programming Fundamentals, ICS 141 Programming with Objects and ICS 240 Programming with Elementary Data Structures, using the Java programming language. Mathematics courses should be taken concurrently. Students should note individual course prerequisites and enroll in the proper sequence of courses. The prerequisite courses should be completed before upper-division (300-level) classes are taken in the major. Transfer credit for the major prerequisite courses is common.

#### **Required Core Courses (28 credits)**

These courses are designed to deepen student understanding of the discipline of computer science. The study of computer hardware, operating systems and software design processes provides the understanding of the operation of the computer necessary for the development of robust, efficient systems. The capstone and software design classes provide students with the project management, teamwork, presentation and business writing experiences that employers have identified as keys to professional success. In addition, students address ethical issues and professional responsibilities in the capstone course. Courses in mathematics and computing theory provide preparation for graduate or theoretical study. The upper-division courses (300--400-level) should be completed in the middle of the degree, except for ICS 499 ICS Capstone Project, which is taken in one of the last two semesters.

Required courses include the following:

#### **Math Requirement**

Choose one of the following math courses



- MATH 211 Calculus II
- MATH 251 Introduction to Probability and Statistics
- MATH 315 Linear Algebra and Applications
- MATH 340 Mathematical Modeling
- MATH 360 Operations Research

Note: Any chosen course **cannot** also be counted as an elective.

### Computer Science Requirements

- ICS 340 Data Structures
- ICS 362 Computer Organization and Architecture
- Programming competency in C or C++.

This may be satisfied by doing appropriate course work, by taking a competency test administered by the department, or by successfully completing ICS 365 Comparative Programming Languages. ICS 365 meets the Group 1 Electives requirement as well.

- ICS 370 Software Design Models
- ICS 441 Foundations of Computing Theory
- ICS 462 Operating Systems
- ICS 499 ICS Capstone Project

### Electives (12 credits)

Elective courses allow concentrated work in an area of choice. Choices include theoretical computing topics, networking, project management, internships and advanced mathematics. Students are encouraged to choose a set of elective courses which form a cohesive package. A maximum of four lower-division elective credits may be accepted with advisor's permission. Courses taken to meet required core courses, except ICS 365 may not also count as electives.

Electives for the computer science major must be distributed as follows:

#### **Group 1. *At least one of the following:***

- ICS 365 Comparative Programming Languages
- ICS 425 Client/Server Architectures
- ICS 441 Foundations of Computing Theory
- ICS 460 Computer Networks
- ICS 470 Software Engineering
- Any upper-division (300-level or higher) math course

#### **Group 2. *Any of the following:***

- Additional Group 1 (above) electives
- Any other upper-division ICS courses or ICS 225 (see Group 3 below for exceptions)
- CFS 280 or above, other than CFS 499

- ICS internship (3 credits)
- MATH 251 Introduction to Probability and Statistics
- DSCI 420 Project Management

**Group 3. *This area is not required; however a maximum one of the following can be included as an elective.***

- ICS 381 Societal Issues in Computing
- ICS 390 Future Trends for Computers and Technology

### **Other Electives**

The contents of ICS 490 Special Topics in Information and Computer Sciences and ICS 492 Emerging Technology vary from semester to semester. These electives may be applied to Group 1 or Group 2 elective requirements only with prior advisor approval.

## **Creative Writing Minor**

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Students must complete a total of 19 credits; up to eight credits may be transferred or at the lower-division level.

### **Requirements (19 total credits)**

1. **Required Courses (13 total credits)**
  - WRIT 251 Introduction to Creative Writing
2. **Electives (16 credits)**
  - WRIT 324 Topics in Creative Writing
  - WRIT 352 Writing Memoir and Creative Nonfiction\*
  - WRIT 353 Writing Short Fiction\*
  - WRIT 354 Writing Poetry\*
  - WRIT 356 Writing Humor\*
  - WRIT 357 Writers as Readers\*
  - WRIT 355 Writing Children's Literature\*
  - WRIT 358 1000 Words or Less\*
  - WRIT 481 Advanced Creative Writing\*
  - WRIT 541 Writing for Publication and Profit

#### **Only one course from below can be counted towards Electives**

- SCRW 313 Beginning Screenwriting
- SCRW 314 Intermediate Screenwriting
- SCRW 415 Advanced Screenwriting
- THEA 400 Playwriting I
- THEA 587 Playwriting II

**\* May be repeated once for credit**

## Criminal Justice Major BA

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The B.A. in criminal justice provides students with a broad analysis of the relationship between law and society as well as a thorough examination of the interrelationships, functions and operations of the different components of the criminal justice system. Students completing a criminal justice major are well-prepared for employment and advancement in a wide range of criminal justice careers. To earn a B.A. in criminal justice, students must complete the minimum bachelor's degree requirements (120 credits), including general education, liberal studies and criminal justice course work.

### Prerequisites (6 credits)

- CJS 101 Introduction to Criminal Justice\*
- CJS 200 Literature in Criminal Justice

### Required Core Courses (36 credits)

CJS 101 Introduction to Criminal Justice and CJS 200 Literature in Criminal Justice are prerequisites for all law enforcement and criminal justice courses.

- CJS 210 Constitutional Law
- CJS 300 Corrections
- CJS 302 Juvenile Justice
- CJS 320 Applied Criminology
- LAWE 330 Critical Issues in Law Enforcement
- CJS 350 Citizenship: Community Involvement
- CJS 360 Diversity Issues in Criminal Justice\*
- CJS 375 Criminal Justice Ethics\*
- CJS 483 Research Seminar in Criminal Justice (Prerequisite for CJS 490)
- CJS 490 Criminal Justice Capstone

**\*Note:** CJS 101 Introduction to Criminal Justice, CJS 340 Comparative Criminal Justice, CJS 360 Diversity Issues in Criminal Justice, and CJS 375 Criminal Justice Ethics, may also be used to fulfill general education/liberal studies requirements.

### Directed Electives (12 credits)

Criminal justice majors must select 12 elective credits (4 course minimum) of criminal justice or law enforcement courses listed below (CJS 101 and CJS 200 or instructor consent are prerequisites for all CJS and LAWE courses). Law Enforcement required core courses may not be used if majoring in both Law Enforcement and Criminal Justice.

- CJS 110 Careers in Criminal Justice
- CJS 310 Introduction to Security Management
- CJS 315 Dynamics of Criminal Sexual Assault
- CJS 333 Gangs
- CJS 335 Murder: A Global Perspective
- CJS 339 Violent Crime Investigation

- CJS 340 Comparative Criminal Justice\*
- CJS 345 Organization and Administration in Criminal Justice
- CJS 346 Victimology
- CJS 354 Restorative Justice
- CJS 356 Urban Violence
- CJS 365 Criminal Justice and the Media
- CJS 367 Introduction to Forensic Science
- CJS 370 Probation and Parole
- CJS 377 Criminal Justice Practicum (4 credits maximum)
- CJS 382 Selected Topics in Criminal Justice
- CJS 387 White Collar Crime

**Any non-core criminal justice class is also included.**

- LAWE 104 First Responder for Law Enforcement
- LAWE 301 Community-oriented Policing
- LAWE 325 Criminal Procedure and Investigation
- LAWE 370 Assisting Families in Crisis
- LAWE 400 Managing Police Organizations
- LAWE 410 Managing Human Resources in Law Enforcement
- LAWE 431 Police Culture
- LAWE 445 Police Leadership: Contemporary Issues

### **Credit and Residency Requirements**

Students in the criminal justice major program must complete a minimum of 24 credits of their major requirements and/or major electives at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

## **Criminal Justice Minor**

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The criminal justice minor consists of 22 total credits and is designed for students who are interested in the broad field of criminal justice and includes core courses that allow for depth of study in the field. The criminal justice minor is intended for students who are pursuing majors in other disciplines, or an individualized degree, and who wish to develop a minor within their program. The minor's required courses (see below) are supported by three courses (9 semester credits) of electives.

### **Prerequisites (6 credits)**

- CJS 101 Introduction to Criminal Justice
- CJS 200 Literature in Criminal Justice

### **Required Courses (16 credits)**

CJS 101 Introduction to Criminal Justice and CJS 200 Literature in Criminal Justice are prerequisites for all law enforcement and criminal justice courses.

- CJS 300 Corrections
- CJS 320 Applied Criminology
- Directed Electives (9 semester credits, three class minimum). Law Enforcement required core courses cannot be used as directed electives for the criminal justice minor.

## **Dental Hygiene Post-Baccalaureate Certificate**

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### **Collaborative Dental Hygiene Practice**

This program provides baccalaureate educated dental hygienists, who have graduated from an accredited institution, the opportunity to complete a certificate in dental hygiene. The focus is to augment the skills and education of the dental hygienist to become a community-minded oral health care provider with the intention of enhancing the oral health of underserved and diverse populations. The certificate will also prepare students who are interested in pursuing Metropolitan State University's master's degree program in advanced dental therapy practice, the Master of Science: Oral Health Care Practitioner, by offering courses that are prerequisites for this program.

### **Program Admission Requirements**

- Official transcript from an accredited dental hygiene program
- Cumulative GPA of 3.0 (calculated from all college coursework)
- CPR Certification
- HBV series completion and other immunizations
- Successful background check
- Professional liability insurance
- Documentation of an active dental hygiene license

If the applicant's dental hygiene license does not meet Minnesota's dental hygiene requirements, specifically with regard to the administration of local anesthesia and nitrous oxide inhalation sedation, the applicant will be required to complete continuing education courses to meet these requirements.

Normandale Community College offers these pain management continuing education courses and B.S.D.H. students will be given priority admission. These requirements must be completed before enrolling in the Restorative Functions Clinic or Dental Hygiene Capstone courses. Students with questions regarding these requirements should contact the program advisor.

### **Application Process**

- Attend an Information Session
- Complete the application form for the Post-Baccalaureate Certificate Program in Dental Hygiene
- Submit \$20.00 application fee
- Submit official transcripts from all previously attended colleges or universities
- Submit a 250-300 word essay related to how the applicant's talents, experiences, opinions, and career goals will enhance the oral health of underserved and diverse populations

### **Post Baccalaureate Certificate**

A student will be required to complete 9-15 credits of dental hygiene coursework as listed below. The required certificate courses will be determined based upon the applicant's baccalaureate degree and/or career goals. Classes will be offered at the Normandale Community College campus.

### **The Dental Hygiene Certificate Courses**

- DENH 310 Collaborative and Advanced Practice Dental Hygiene (4 credits)
- DENH 320 Management of Oral Healthcare Delivery (3 credits)
- DENH 420 Restorative Functions Theory and Lab\* (3 credits)
- DENH 430P Dental Hygiene Capstone (4-5 credits) (Last course to be enrolled in)

\*Requires more campus time and a significant lab fee; must be taken before enrollment in the Dental Hygiene Capstone course.

### **Other possible courses to choose from:**

- DENH 330 Populations with Special Oral Health Needs (3 credits)
- DENH 410 Evidence-Based Dental Hygiene Practice (3 credits)
- DENH Educational Concepts in Dental Hygiene (3 credits)
- DENH 440 Restorative Functions Clinic\* (1 credit)

\*An optional one credit course leading to Restorative Functions certification by the Minnesota State Board of Dentistry is available for student enrollment the semester immediately following successful completion of the Restorative Functions Theory and Lab course. This optional course requires contractual agreement with a dentist for completion of the Minnesota Board of Dentistry Restorative Functions clinical requirements.

## **Dental Hygiene (BSDH) Baccalaureate Completion Program**

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This program provides associate degree dental hygienists from accredited institutions an opportunity to complete a Bachelor of Science in Dental Hygiene (BSDH). The program focus is to educate dental hygienist to become community-minded oral health care providers with the intention of enhancing the oral health of underserved and diverse populations. This program will also prepare students who are interested in pursuing a master's program in advanced dental therapy practice.

### **Program Admission Requirements**

The following requirements are necessary for admission to the BSDH program in the College of Nursing and Health Sciences.

- Official transcript from an accredited dental hygiene program (or letter from program director or dean if within five months of graduation).
- Official transcripts of all other college and university coursework;
- Cumulative GPA of 3.00 (4.00 scale - calculated from all college coursework);
- Diagnostic assessment in mathematics (as determined);
- Appropriate documentation of an active dental hygiene license (or letter from program director if within five months of graduation); and

- All required immunizations; successful background check; and professional liability insurance.

If an applicant's dental hygiene license does not meet Minnesota's dental hygiene requirements, specifically with regard to the administration of local anesthesia and nitrous oxide inhalation sedation, the application will be required to complete continuing education courses to meet these requirements.

Normandale Community College offers pain management continuing education courses and BSDH students will be given priority admission. These requirements must be completed before enrolling in the Restorative Functions Clinic or Dental Hygiene Capstone courses. Students with questions regarding these requirements should contact the program advisor.

### Application Process

- Attend an Information Session
- Complete the application form for Baccalaureate Completion Program in Dental Hygiene
- Submit \$20.00 application fee
- Submit official transcripts from all previously attended colleges or universities
- Submit a 250-300 word essay related to how the applicant's talents, experiences, opinions, and career goals will enhance the oral health of underserved and diverse populations

### Program Requirements

- A minimum of 120 semester credits are required to graduate
- A minimum of 40 upper-division level semester credits must be completed through Metropolitan State University

### Courses

Many courses in the dental hygiene curriculum employ web-enhanced or web supported format teaching/learning strategies. The following upper-division courses are required (21-22 total credits):

- DENH 310 Collaborative Practice Dental Hygiene (4 credits)
- DENH 320 Management of Oral Health Care Delivery (3 credits)
- DENH 330 Populations with Special Oral Health Needs (3 credits)
- DENH 410 Evidence-Based Dental Hygiene Practice(3 credits)

Choose one from the following two courses, the chosen course must be completed prior to enrollment in the Dental Hygiene Capstone course:

- DENH 420 Restorative Functions Theory and Lab (3 credits) **or**  
**Note:** Requires more campus time and a lab fee
- DENH 340 Educational Concepts in Dental Hygiene (3 credits) **and**
- DENH 430P Dental Hygiene Capstone (4-5 credits)

The Restorative Functions Theory and Lab course require significant on campus attendance for successful completion. The majority of the upper division dental "face to face" coursework takes place at Normandale Community College.

An optional one credit course leading to Restorative Functions certification by the Minnesota State Board of Dentistry is available for student enrollment the same semester as successful completion of the Restorative Functions Theory and Lab course. This optional course requires contractual agreement with a dentist for completion of the Minnesota Board of Dentistry Restorative Function Clinical requirements.

- DENH 440 Restorative Functions Clinic (1 credit)

### **Clinical Requirements**

- Evidence of malpractice insurance
- Evidence of current immunization
- Background check

### **Background Check**

Under the 1995 amendments to the Vulnerable Adults Act, individuals who provide direct contact service to patients or residents of facilities licensed by the Minnesota Department of Health must undergo a background study. Persons who participate in a clinical placement as part of an educational program are among those affected by the law.

An individual who is disqualified from having direct patient contact as a result of a negative background study is not permitted to participate in a clinical placement in a Minnesota-licensed health care facility. This could result in ineligibility to qualify for a degree.

## **Disability Studies Minor**

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The Disability Studies Minor provides a comprehensive overview of issues relevant to disabilities throughout the life span. In addition, the Disability Studies Minor is designed to address and analyze policies and societal barriers affecting persons with disabilities. The Disability Studies Minor embraces the philosophy of the Disability Rights Movement that focuses on self-determination, civil rights, and culture.

The field of disability studies is relatively new and is an outgrowth of civil rights for persons with disabilities that led to the Americans With Disabilities Act of 1990. Disability Studies represents a focus on empowerment, self-determination, and independence.

### **Subject Area Competence**

Students choosing the Minor in Disability Studies will be expected to demonstrate competence through 20 credits in Disability Studies and other relevant Human Services courses. Three four-credit courses will be required from Disability Studies courses and the remaining will be selected by students from the list below. This combination will provide a foundation in disability studies and also an opportunity for students to select material of specific interest to their careers and educational goals. The Disability Studies Minor can be taken by students in any program of study.

### **Required (20 Total Credits)**



**Required Core Courses (12 credits)**

- HSDS 304 Introduction to Disabilities
- HSDS 305 Disability Rights: History and Current Trends
- HSDS 307 Blind, Deaf Blind, and Deaf Culture, History and Resources

**Elective Courses (8 credits)**

Choose a minimum of two courses from the following:

- HSDS 306 Community Resources and Services for Persons with Disabilities
- HSDS 308 Aging and Disabilities
- HSDS 400 Current Issues and Special Topics in Disability Studies
- HSFS 399 Selected Topics (2 credits; may be taken two times)
- HSER 303 Disability Awareness

## **Early Childhood Studies Major BAS**

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This major is designed primarily for students transferring from a MnSCU institution with a child development diploma or AA, AS, or AAS. degree programs who are seeking baccalaureate degrees in early childhood studies. Many students will be seeking career enhancements in the child development field. Courses are also open to non-majors.

It is expected that all students receiving a BAS degree with a major in early childhood studies will develop knowledge and skills at the upper-division level related to:

- child development and learning;
- early childhood curriculum development and implementation;
- family and community relationships;
- assessment and evaluation of young children;
- professional and ethical issues in early childhood; and
- application of knowledge and skills within the context of an urban early childhood setting.

**Requirements (43 credits)**

All students are expected to have at least 120 credits to graduate with a degree in early childhood studies. In addition to the major requirements, students must complete the university's general education and liberal studies requirements.

**Prerequisites**

- PSYC 100 General Psychology

**Required Courses**

- PSYC 308 Child Psychology **or**
- PSYC 308T Child Psychology Theory Seminar (with advisor's permission)

- PSYC 356 Early Childhood Development within a Social, Cultural and Historical Context
- PSYC 357 Observing and Assessing Young Children: Birth through Age Five
- PSYC 359 Positive Behavior Guidance
- EDU 321 Urban Infant-Toddler Curriculum and Practicum\*
- PSYC 415 Principles of Teaching and Learning in Early Childhood
- PSYC 416 Comparative Study of Early Childhood Program Models
- PSYC 417 Language and Communication Development in Early Childhood
- PSYC 030 Early Childhood Studies Internship Meeting
- PSYC 350I Early Childhood Studies Internship
- PSYC 420 Early Childhood Studies Capstone: Professionalism and Ethical Issues

\*PSYC 356 is a prerequisite for EDU 321.

### **Guided Electives (3 credits minimum)**

- EDU 331 Physical Development, Health, and Nutrition and Effects of Drugs in Early Childhood Education
- EDU 361 The Arts in Early Childhood Education
- EDU 325 Emergent Literacy in Early Childhood Education
- PSYC 102 Dynamics of Parent/Child Relationships
- PSYC 305 Behavior Disorders in Children
- PSYC 306 Child Abuse
- PSYC 353 Selected Topics in Early Childhood
- PSYC 393 Special Education Overview
- HSA 372 Administration of Early Childhood Programs

### **Early Childhood Studies Theory Seminars**

Metropolitan State is pleased to collaborate with the Minnesota Association for the Education of Young Children (MnAEYC) by offering theory seminars for a total of 16 university credits leading to the MnAEYC's Director's Credential. The Director's Credential program is a voluntary opportunity for the career advancement and professional development of early childhood center directors and other administrators. Four competence-based theory seminars are offered for individuals who have had experience as an early childhood center director or administrator.

- PSYC 308T Child Psychology Theory Seminar
- PSYC 350T Early Childhood Programs: Management Principles and Applications
- PSYC 351T Early Childhood Programs: Regulatory, Financial and Facility Management
- PSYC 352T Early Childhood Programs: Advocacy and Communications

## **Economics Major BS**

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Economics describes and analyzes the organization and operation of an economic system. While much can be learned from the economic systems of other countries, most courses in this program focus on the western market economy. An understanding of economics is essential for all careers in management and to becoming a well-informed citizen and participant in society.

The economics program offers courses which serve all majors in the College of Management and those leading to the two tracks in the economics major. The business economics track prepares students for work in the quantitative areas of business: market research, business forecasting, financial analysis, economic modeling and simulation, operations, and quantitative decision making. The more traditional economics track prepares students for graduate study in economics and professional study in law, public administration, business and public policy.

The economics program area also offers a minor in economics that allows students to go deeper in learning how to apply the basic concepts gained from taking the principles of macroeconomics and microeconomics. The economics minor provides a balance of theory and practice in order to increase students' ability to solve problems in their fields. The economics minor is offered primarily to the following categories of students: students from business and management fields in the College of Management, students from human services and public administration, and students from the liberal arts who desire to increase their knowledge of economics.

All economics courses may be used to fulfill the university's general education/liberal studies requirements.

### **Requirements**

The economics program includes 120 credits (at least 40 upper division) distributed in general education/liberal studies, foundation courses and study in economics or business economics.

#### **1. General Education and Liberal Studies**

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

#### **2. Economics Foundation Courses (22 credits)**

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 210 Calculus I (or higher)
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics

### **Economics Track**

#### **3. Required (16 credits)**

- ECON 351 Intermediate Macroeconomics  
**Note:** This course is offered on a two-year rotation basis and through independent study.
- ECON 352 Intermediate Microeconomics  
**Note:** This course is offered on a two-year rotation basis and through independent study.
- ECON 420 Money, Banking and Financial Institutions

- ECON 497 Economic Research and Forecasting
- 4. **Electives (16 credits, choose four courses)**
  - ECON 311 Economics of the Environment
  - ECON 313 Labor Economics
  - ECON 314 International and Comparative Economics
  - ECON 315 Economics of Diversity
  - ECON 316 Health Economics
  - ECON 496 Managerial Economics

**Note:** ECON 201, 22 and STAT 201 are prerequisites for ECON 496.

## Business Economics Track

- 3. **Required (24 credits)**
  - ACCT 210 Financial Accounting
  - ECON 314 International and Comparative Economics
  - ECON 420 Money, Banking and Financial Institutions
  - ECON 496 Managerial Economics
  - ECON 497 Economic Research and Forecasting

**Note:** This course is a capstone class which should be taken near the end of a student's program.

- FIN 390 Principles of Finance
- 4. **Economics Electives (12 credits, choose three courses)**
  - ECON 311 Economics of the Environment
  - ECON 313 Labor Economics
  - ECON 315 Economics of Diversity
  - ECON 316 Health Economics
  - ECON 351 Intermediate Macroeconomics
  - ECON 352 Intermediate Microeconomics
  - DSCI 431 Managerial Problem-solving and Decision-making Methods **or**
  - DSCI 434 Introduction to Operations Management

**Note:** Only one of these may be applied toward the business economics track.

- FIN 550 International Finance
- MGMT 490 Challenges and Choices in Small Business and Entrepreneurship
- MKTG 420 Marketing Research

Many College of Management courses are sequenced and build on previous learning. Students must complete course prerequisites before registering for a course which requires prerequisites. In addition, students must complete 30 credits of coursework, including introductory and intermediate writing before they can register for College of Management upper division courses (those numbered 300 and above). MGMT 499 Case Studies in Strategic Management is a capstone class which should be taken during the last semester of the student's program.

## Transfer of Credit

Transfer course evaluation is made by the faculty in the College of Management consistent with the requirements of MnSCU Policy 3.2 and MnSCU Procedure 3.21.1 (Undergraduate Course Credit Transfer). COM faculty will accept a course as meeting a COM major or minor requirement **if the course**

**content is equivalent to or acceptable in place of a Metropolitan State University course as determined by COM faculty;**

- the course was taught at a similar or higher level as the comparable COM course;
- the content and level of the course are consistent with state/national-level professional, industry and licensure standards; and
- the course carries a grade of "C-" or "S" or higher.

Accounting, economics, and management information systems transfer courses must meet "sunset" policy requirements which specify the maximum time between when the course was taken and when the student was admitted to Metropolitan State. If a course is not accepted because too much time has elapsed since the course was completed, a student may demonstrate competence in some courses via exam. Formal articulation agreements between Metropolitan State and other institutions identify transfer of courses between those institutions.

### **Credit and Residency Requirements**

Students in each of the College of Management bachelor of science major programs must complete a minimum of 20 credit hours of their major requirements and/or major electives at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

## **Economics Minor**

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### **Requirements**

- ECON 201 Macroeconomics
- ECON 202 Microeconomics

### **Electives (three courses)**

- ECON 313 Labor Economics
- ECON 314 International and Comparative Economics
- ECON 315 Economics of Diversity
- ECON 316 Health Economics
- ECON 351 Intermediate Macroeconomics  
(Note: This course is offered on a two-year rotation basis and through independent study.)
- ECON 352 Intermediate Microeconomics  
(Note: This course is offered on a two-year rotation basis and through independent study.)
- ECON 420 Money, Banking and Financial Institutions
- ECON 496 Managerial Economics
- ECON 497 Economic Research and Forecasting

Economics lab is offered twice a week during the fall and spring semesters and once a week during the summer. The lab is designed to assist students in ECON 201 Macroeconomics and ECON 202 Microeconomics classes and independent studies. Information on lab hours and locations is distributed

at these classes and with independent study packets, and is available from the College of Management Web page at [www.metrostate.edu/com](http://www.metrostate.edu/com).

## English Major BA

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The English major helps students to examine and interpret literature in English from a variety of viewpoints, and to understand the role literature plays in human cultures. Students completing the English major develop significant analytic and interpretative abilities as well as enhanced skills in written and oral communication. Those abilities and skills help prepare English majors for careers in writing, editing, publishing, advertising, law, education and business. Students planning to complete a degree program in English should consult with a faculty member of the department before enrolling in classes.

### Requirements (36 total credits)

1. **One course from the two-semester survey of American literature (4 credits)**
  - LIT 341 American Literature: Beginnings--1870
  - LIT 342 American Literature: 1870--Present
2. **One course from the two-semester survey of English literature (4 credits)**
  - LIT 371 English Literature: Beginnings--1800
  - LIT 372 English Literature: 1800--Present
3. **One course in literature written by women (4 credits)**
  - LIT 312 Women Writers
  - LIT 315 Gender in Literature and Film
  - LIT 362 Black Women Writers
4. **One course in ethnic or world literature (4 credits)**
  - LIT 361 African-American Literature
  - LIT 362 Black Women Writers
  - LIT 363 American Indian Literature
  - LIT 367 Scandinavian Immigrants in Literature
  - HUM 310 The First Civilizations
  - HUM 311 The Classical World: Greece
  - HUM 312 The Classical World: Rome
  - HUM 313 Medieval Civilization
  - HUM 314 The Renaissance
  - HUM 315 The Enlightenment
  - HUM 316 Romanticism
  - HUM 317 Modernism
  - HUM 318 Postmodernism
  - HUM 321 Myth
  - HUM 326 Folklore
5. **One course in Shakespeare (4 credits)**
  - LIT 377 Shakespeare
6. **Electives (8 credits)**

Additional upper-division courses in literature or humanities, except LIT 334, and LIT 437. LIT 362 may apply to one requirement only. Any of the above courses can be taken as an elective, but a course can be applied to only one area of the major requirements. (No double-counting within the major.)

Please refer to our listings on the Course Descriptions Web page for other course offerings which can be taken as electives.

7. **One of the following (4 credits)**
  - LIT 501 Literary Criticism: Beginnings--1950
  - LIT 502 Literary Criticism: 1950--Present
  - LING 547 History of the English Language
8. **Capstone Seminar (4 credits)**
  - LIT 480 Literature Capstone Seminar

The department recommends that students take this course within the last two semesters prior to the graduation.

**Notes:**

- At least half of these 36 credits must be earned at Metropolitan State.
- Any course used in the English major may be applied to one major requirement only.
- With advisor approval, upper-division transfer credits may be applied to specific major requirements or electives; up to 12 semester credits at the 200-level may be applied to specific major requirements.
- With advisor approval, specific major requirements may be met by particular sections of LIT 390 authors and Topics in Literature, or LIT 590 Advanced Studies in Literature.

## English Minor

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**Requirements (20 total credits)**

**One of the following (4 credits)**

- LIT 341 American Literature: Beginnings-1870
- LIT 342 American Literature: 1870-Present
- LIT 371 English Literature: Beginnings-1800
- LIT 372 English Literature: 1800-Present

**One of the following (4 credits)**

- LING 316 The Nature of Language
- LING 547 History of the English Language

**One course in literature written by women (4 credits)**

- LIT 312 Women Writers
- LIT 315 Gender in Literature and Film
- LIT 362 Black Women Writers

**One course in ethnic or world literature (4 credits)**

- LIT 361 African-American Literature
- LIT 362 Black Women Writers\*
- LIT 363 American Indian Literature
- LIT 367 Scandinavian Immigrants in Literature
- HUM 310 The First Civilizations
- HUM 311 The Classical World: Greece
- HUM 312 The Classical World: Rome
- HUM 313 Medieval Civilization
- HUM 314 The Renaissance
- HUM 315 The Enlightenment
- HUM 316 Romanticism
- HUM 317 Modernism
- HUM 318 Postmodernism
- HUM 321 Myth
- HUM 326 Folklore

**One upper-division elective in literature or humanities** (4 credits), except LIT 334 and LIT 437.

\*May apply to one requirement area only.

## English Teaching Major BS

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(Communication Arts and Literature Licensure Grades 5-12)

Students usually enroll in the English Teaching Major as part of a larger program leading to teaching licensure in communications, arts, and literature for grades 5-12.

The English teaching major includes study in the following disciplines:

- Writing--the writing process, composition theory, and effective methods for teaching secondary students to write in different genres for a variety of purposes and audiences;
- Reading--reading theory, the nature of reading comprehension, and student responses to interpreting and evaluating texts;
- Literature--the aesthetic dimensions of literature with a focus on helping secondary students to understand literature in various historical and cultural contexts;
- Speech communication--verbal and nonverbal speech processes, listening skills, public speaking and interpersonal communication;
- Media literacy--print and nonprint media, and the effects of various electronic media on the communication process; and

### Major Requirements

#### Prerequisites

(These credits do not count toward the major)

1. COMM 103 Public Speaking



2. WRIT 121 Writing I Intensive
3. WRIT 131 Writing I **or**  
WRIT 132 Written and Visual Communication
4. WRIT 231 Writing II
5. WRIT 261 Business Writing **or**  
WRIT 271 Technical Writing

### **Content Area Courses (32 + credits)**

Completing 8 or more credits from among any of the following courses is required for admission into the Urban Teacher Program (UTP). Students may enroll in any courses prior to UTP admission.

- A. **Choose four of the following foundation courses.**
  - LIT 300 Literary Analysis
  - LIT 332 Adolescent Literatures
  - WRIT 251 Intro to Creative Writing **or**  
WRIT 331 Writing in Your Major
  - LING 316 Nature of Language **or**  
LING 326 Language and Culture
- B. **Choose one of the following in diverse literatures**
  - LIT 312 Women Writers
  - LIT 345 Urban Working-class Literature
  - LIT 361 African-American Literature
  - LIT 362 Black Women Writers
  - LIT 363 American Indian Literature
- C. **Choose two of the following in classic literatures**
  - LIT 341 American Literature (Beginnings--1870)
  - LIT 342 American Literature (1870--Present)
  - LIT 371 English Literature (Beginnings--1800)
  - LIT 372 English Literature (1800--Present)
  - LIT 377 Shakespeare
- D. **Choose one of the following in communication (3-4 credits)**
  - COMM 231 Introduction to Interpersonal Communication
  - COMM 233 Introduction to Intercultural Communication
  - COMM 333 Intermediate Intercultural Communication
  - COMM 351 Communication in Work Groups
- E. **Choose one elective:**
  - Any 300+ level course (3-4 credits) in Literature, Humanities, Reading or Writing.

### **Teaching Licensure Grades 5-12**

Completing the English Teaching Major is only part of the preparation for teaching in grades 5-12. You must also earn a teaching license. Students completing the teaching major who wish to earn Minnesota Teaching Licensure for secondary education (grades 5-12) can do so by completing additional course work through the university's Urban Teacher Program. Please note that the university's Education Department has the primary responsibility for recommending students for licensure. For more information, visit the Grades 5-12 licensure for Urban Secondary Education page in the catalog.

## Entrepreneurship Minor

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This minor is designed for College of Management majors and students who have satisfied the following prerequisites or their equivalents:

- ACCT 210 Financial Accounting
- MKTG 300 Marketing Principles

Entrepreneurship is the fastest growing segment in the economy, with small businesses representing 99 percent of all employers (SBA Office of Advocacy, 2008). This is an interesting, challenging, and rewarding time to be studying small business and entrepreneurship. Starting and operating a small business is one of the best ways to fulfill the “great American dream,” and many Americans believe this is one of the best paths to success and self-satisfaction in the United States.

The entrepreneurship minor is an excellent way to prepare for the challenges of starting and successfully operating a small business. The goal of this minor is to provide essential information needed to handle the challenges small business owners and operators face while starting and growing their ventures. The minor includes courses in the essential areas of entrepreneurship which will better prepare students for owning and operating a small business.

### Curriculum Requirements (20 credits)

#### Required Courses (12 credits)

- ENTR 352 Technology Management for Entrepreneurs (2 credits)
- ENTR 353 Financing Entrepreneurship (2 credits)
- ENTR 354 Entrepreneurship and Law (2 credits)
- ENTR 355 Entrepreneurship and Marketing (2 credits)
- MGMT 490 Challenges and Choices in Small Business (4 credits)

#### Elective Courses (8 credits)

- ACCT 320 Strategic Management Accounting (4 credits)
- DSCI 420 Project Management (4 credits)
- ENTR 356 Writing a marketing Plan (2 credits)
- MGMT 121 Topics in Supervision (2 credits)
- MKTG 430 Professional Sales (4 credits)
- MKTG 456 Professional Negotiations (4 credits)

## Environmental Communication Minor

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Environmental communication is a growing career field. The environmental communication minor provides an understanding of environmental communication trends, policies and practices to equip students in a variety of majors with the necessary knowledge and skills to become effective managers and leaders in business, and in public and nonprofit organizations. Environmental issues are complex, and every sector of society has a stake in clearly and effectively relating their messages or concerns to

the public. The courses include both theory and practice and focus on the achievement of effective environmental communication skills to assist with the ever-changing problems and issues in environmental studies. Graduates with an environmental communication minor will be able to analyze the various environmental issues, the values behind those issues, and the communication tools available for persuasion and public policy decisions.

**Required courses (20 credits):**

- WRIT 575 Environmental Communication
- HIST 333 The Greening of America: Environmental History Since WWII
- ETHS 304 Environmental Justice and Public Policy
- NATH 204 Environmental Science **OR** CHEM 151 Chemistry, Society, and the Environment
- LIT 349 American Nature Writers

At least 12 of the 20 credits required for the environmental communication minor must be completed at Metropolitan State.

Transfer courses may be applicable to minor requirements. The university's degree audit (DARS) will specify transfer courses that are directly equivalent to minor requirements; other transfer courses must be approved by the coordinator of the environmental communication minor. For more information, please contact Dr. Helen Correll at 651-999-5949, or [Helen.Correll@metrostate.edu](mailto:Helen.Correll@metrostate.edu)

## **Ethnic Studies Major BA**

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This degree program spotlights diverse ethnic communities in the United States within a globalized, transnational context. Our program centers on the experiences, voices, collective memories, and in-group diversity of ethnic and racialized communities of color, as well as their coalitions and allies. Students learn analytical and critical thinking skills through comparing and contrasting the experiences of African American, Asian American, Latina/o, and American Indian groups and individual members as well as concentrating on experiences of individuals and groups in one particular ethnic group. Situated at the heart of our program are matters of race, racism, racialization, and power; the viscous nature of ethnic identity development and performance; and interactions among groups. Resident faculty hold expertise in many aspects of ethnic studies including history, religion, visual and media culture, gender, and interdisciplinary studies. Community faculty bring their applied work experience into the classroom. In addition, the department participates in a number of community/university partnership activities which provide students with unique learning opportunities.

A degree in Ethnic Studies enables individuals to gain a significant level of knowledge and understanding of African Americans, Asian Americans, Latino/a Americans, American Indians; enables individuals to communicate cross culturally; equips individuals with skills in research, design, and data collection to benefit their community; engages individuals in critical thinking using interdisciplinary frameworks; promotes community centered, experiential, participatory, and cooperative learning; prepares individuals to make a genuine contribution to the development of a pluralistic society.

The Ethnic Studies Department resident and community faculty are committed to a culturally plural and equitable society. The faculty infuse a blend of life experience with scholarship, offering students a unique academic experience. Our coursework converges at the intersections of race, religion, gender,

class, and sexual orientation in the shaping of perspectives and life chances. Students learn the following: how to navigate among the multiple covert and overt past, present, and future discourses of race and ethnicity; how to practically apply knowledge and be cultural critics and critical consumers of popular culture; and how to be life-long learners, cultural bridges, and influential in promoting a more equitable society.

The ethnic studies major has two tracks: the cross-cultural comparative track and the individualized track. Students can choose the major track which most fits their programmatic interest. All tracks require students to complete the core courses listed below. The individualized track must be designed in consultation with the student's advisor and approved by the Ethnic Studies Department. The design of the major and minor also enables students to include credits earned at other institutions and classes offered by other departments at Metropolitan State University.

### **Requirements (36 total credits)**

#### **Core Courses (16 credits are required for all tracks)**

- ETHS 100 Introduction to Ethnic Studies
- ETHS 200 Theories of Race, Ethnicity and Culture
- ETHS 400 Applied Research for Social Change
- ETHS 499 Ethnic Studies Capstone

### **Cross-cultural Comparative Track**

This track is designed for students desiring a traditional ethnic studies major. In addition to the required core courses, the major includes three comparative courses and two ethnic specific courses.

#### **Core Courses (16 credits)**

Three of the following courses (12 credits):

- ETHS 302 Immigration and the New World
- ETHS 303 Politics of Resistance and Protest Movements
- ETHS 304 Environmental Justice and Public Policy
- ETHS 305 Major Issues in U.S. Race Relations
- ETHS 306 Politics of Mixed Racial Identity
- ETHS 309 The Color of Public Policy (overlap with POL 309)
- ETHS 311 Understanding Racial and Ethnic Groups in the United States
- ETHS 315 Color of Incarceration
- ETHS 316 Race and Religion (cross-listed with HIST 333)

Two courses in one of the following area studies (8 credits):

#### **African American Studies**

- ETHS 244 African Americans in Minnesota
- ETHS 341 African American History (overlap HIST 311)

- ETHS 342 Contemporary Perspectives on the African American Communities
- ETHS 343 Civil Rights Movement in the 1960's (overlap with HIST 315)
- ETHS 344 African American Literature (overlap with LIT 361)
- ETHS 370 Black Leadership and Intellectual Thought

Students may also take other African and African American courses offered by the Ethnic Studies Department and other departments.

### **Asian American Studies**

- ETHS 262 Asian Americans in Minnesota
- ETHS 361 History of Asian Americans (overlap with HIST 320)
- ETHS 363 Asian American Women: Myths and Realities

Students may also take other Asian and Asian American courses offered by the Ethnic Studies department and other departments.

### **American Indian Studies**

- ETHS 252 American Indians in Minnesota
- ETHS 331 American Indian History
- ETHS 332 Topics in Contemporary Native North America
- ETHS 334 American Indian Spirituality (overlap with RELS 322)
- ETHS 335 American Indian Nations: Law, Power and Persistence
- ETHS 336 American Indian Literature (overlap with LIT 363)

Students may also take American Indian courses offered by the Ethnic Studies Department and other departments.

### **Chicano/Latino Studies**

- ETHS 250 Introduction to Chicano Studies
- ETHS 252 Chicanos/Latinos in Minnesota
- ETHS 352 Chicano Culture and Borderlands
- ETHS 354 Chicana/o Gender and Sexuality

Students may also take Chicano/Latino courses offered by the Ethnic Studies Department and other departments.

### **Individualized Track**

This track is designed for students wanting an individualized learning program in the ethnic studies major. In addition to the required core courses, 20 credit hours must be upper-division level courses. Students who declare an individualized track must consult with their advisors, complete an individualized track application and submit it to the Ethnic Studies Department. The application must be submitted to the department for review and approval no later than the fourth week of the semester. Students receive notification of their application's status no later than the eighth week of the semester.

in which they are submitted. If the department recommends revisions, the student is notified in writing with a timeline for resubmission. A student's individualized track must be approved by the department prior to the end of the semester of submission.

## **Ethnic Studies Minor**

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### **Requirements (20 total credits)**

#### **Core Courses (8 credits)**

- ETHS 100 Introduction to Ethnic Studies
- ETHS 200 Theories of Race, Ethnicity and Culture

#### **Two courses from the following comparative courses (8 credits)**

- ETHS 302 Immigration and the New World
- ETHS 303 Politics of Resistance and Protest Movements
- ETHS 304 Environmental Justice and Public Policy
- ETHS 305 Major Issues in U.S. Race Relations
- ETHS 306 Politics of Mixed Racial Identity
- ETHS 309 The Color of Public Policy (overlap with POL 309)
- ETHS 310 Cross-cultural Issues in Organizations
- ETHS 311 Understanding Racial and Ethnic Groups in the United States
- ETHS 315 Color of Incarceration

#### **One course in following area studies (4 credits)**

- American Indian Studies
- African American Studies
- Asian American Studies
- Chicano/Latino Studies

#### **Elective Course Options**

- ETHS 244 African Americans in Minnesota
- ETHS 250 Introduction to Chicano Studies
- ETHS 252 American Indians in Minnesota
- ETHS 262 Asian Americans in Minnesota
- ETHS 302 Immigration and the New World
- ETHS 303 Politics of Resistance and Protest Movements
- ETHS 304 Environmental Justice and Public Policy
- ETHS 305 Major Issues in U.S. Race Relations
- ETHS 306 Politics of Mixed Racial Identity
- ETHS 309 The Color of Public Policy (overlap with POL 309)
- ETHS 310 Cross-cultural Issues in Organizations
- ETHS 311 Understanding Racial and Ethnic Groups in the United States
- ETHS 315 Color of Incarceration

- ETHS 331 American Indian History
- ETHS 332 Topics in Contemporary Native North America
- ETHS 341 African American History
- ETHS 334 American Indian Spirituality (Overlap with REL 322)
- ETHS 335 American Indian Nations: Law, Power and Persistence
- ETHS 342 Contemporary Perspectives in African American Communities
- ETHS 343 Civil Rights Movement in the 1960's
- ETHS 344 African American Literature
- ETHS 348 Sports and the African American Community
- ETHS 352 Chicano Culture and Borderlands
- ETHS 361 History of Asian Americans
- ETHS 363 Asian American Women: Myths and Realities
- ETHS 370 Black Leadership and Intellectual Thought
- ETHS 380 Special topics in Ethnic Studies
- ETHS 400 Applied Research for Social Change
- ETHS 499 Ethnic Studies Capstone

Additional courses that can fulfill ethnic studies minor requirement:

### **Anthropology**

- ANTH 321 Cultural Anthropology: Focus on Mexico and Central America (class only)
- ANTH 309 New Neighbors: The U.S. Hmong Community

### **History**

- HIST 361 Africa: From Ancient Times to 1800
- HIST 362 Africa: From Colonialism to Independence
- HIST 310 American Indian History
- HIST 311 African American History
- HIST 315 Civil Rights Movement in the 1960s
- HIST 370 Behind the Great Wall: The Real China
- HIST 371 Understanding Modern Japan
- HIST 380 Mexico, Central America and the Caribbean Literature
- LIT 361 African-American Literature
- LIT 363 American Indian Literature

### **Media Studies**

- MDST 330 Topics in Film Studies (depending on topic)

### **Philosophy**

- PHIL 362 African and African-American Philosophy
- PHIL 385 Philosophy on the Front Page: Topics on Political and Social Philosophy (depending on topic)

**Psychology**

- PSYC 328 Psychology of African Americans

**Religious Studies**

- RELS 333 Race and Religion
- RELS 322 American Indian Spirituality

**Experimental Intermedia Arts Minor**

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The study of intermedia arts combines the traditional artistic disciplines of music, dance, theater and the visual arts with creative writing and emerging media art forms such as video, film, computer-assisted multimedia and the electronic arts. Intermedia arts studies allow students to probe more deeply into the nature of their own creativity and to discover how their skills, knowledge and character might be applied to develop scholarly or creative intermedia projects. Perspectives gained through the study and practices of experimental intermedia arts can offer a range of benefits to students from the acquisition of enhanced personal creativity and self-confidence to a professional portfolio of performances and creative work.

Students in the experimental intermedia arts are able to engage materials, ideas and situations from personal perspectives and form them into original intermedia art works. They study the theories, techniques and development of the intermedia arts through historical examination of an assortment of sources from documentary to original intermedia productions, exhibitions and performances.

**Requirements (20 total credits)**

- MUSC 330 Experimental Music **or**
- MUSC 322 Topics in Music
- IMDA 340 Intermedia Arts
- IMDA 352 Creativity
- IMDA 430 Collaboration
- IMDA 459 Creative Project Capstone

**Family Studies Minor**

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A minor in family studies can serve as a support area for students majoring in one of the social or behavioral sciences such as psychology or sociology. In addition, a minor can serve as an ideal complement for students in a professional field, such as social work, nursing, education or law enforcement.

The family studies minor has three required core courses and two elective courses. There are three designated options within the family studies minor. Contact an academic advisor or the advising office for information on these options.

**Required (20 total credits)**



**Required Core Courses (12 credits)**

- HSFS 143 The Family: A Social/Psychological Exploration Students must take this course at the start of their matriculation into the program.
- HSFS 338 Family: Racial, Gender and Class Dimensions
- HSFS 339 Issues and Actions in Family Policy

**Elective Courses (8 credits)**

Students select any two elective courses from the Family Studies area below. Ideally the two courses (8 credits) will be from the same area. It is NOT required, however.

**Family Dynamics and Organization**

- COMM 341 Family Communication
- HSFS 341 Work and Family
- PSYC 102 Dynamics of Parent-Child Relationships

**Family and Youth Issues**

- HSCO 321 Juvenile Delinquency: Prevention and Intervention
- HSFS 342 Children in U.S. Society
- PSYC 306 Child Abuse

**Family and Aging Issues**

- HSER 304T Elder Abuse Theory Seminar
- HSSG 374 Aging in America: A Personal Challenge
- HSSG 378 Thanatology: The study of Death and Dying

## **Finance Major BS**

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Finance is application of tools and concepts from mathematics, statistics, and economics to financial decision making. Solid preparation in these areas should precede finance courses. When choosing courses to meet general education and liberal studies requirements, and when choosing electives, students planning to major in finance should choose courses that use mathematics and courses that sharpen writing skills.

**Requirements**

The finance program consists of six parts:

**1. General Education and Liberal Studies**

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

**2. COM Foundation Courses (22 credits)**

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting

**3. Business Core Courses (24 credits)**

- MKTG 300 Marketing Principles
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of Management Information Systems
- FIN 390 Principles of Finance
- DSCI 434 Introduction to Operations Management
- MGMT 499 Case Studies in Strategic Management

**4. Finance Intermediate Courses (12 credits, three courses, all required)**

- ACCT 310 Financial Reporting
- ECON 420 Money, Banking, and Financial Institutions
- FIN 392 Corporate Finance

**5. Finance Advanced Courses (12 credits required: any three of the following courses)**

- ACCT 515 Financial Statement Analysis
- FIN 511 Investments and Portfolio Analysis
- FIN 550 International Finance
- FIN 595 Advanced Corporate Finance (formerly titled Strategic Finance)
- *Another upper-division course approved by the finance area coordinator.*

**6. Unrestricted electives as needed to total a minimum of 120 credits.**

Many College of Management courses are sequenced and build on previous learning. Students must complete course prerequisites before registering for a course which requires prerequisites. In addition, students must complete 30 credits of coursework, including introductory and intermediate writing before they can register for College of Management upper division courses (those numbered 300 and above). MGMT 499 Case Studies in Strategic Management is a capstone class which should be taken during the last semester of the student's program.

**Transfer of Credit**

Transfer course evaluation is made by the faculty in the College of Management consistent with the requirements of MnSCU Policy 3.2 and MnSCU Procedure 3.21.1 (Undergraduate Course Credit Transfer). COM faculty will accept a course as meeting a COM major or minor requirement **if the course content is equivalent to or acceptable in place of a Metropolitan State University course** as determined by COM faculty;

- the course was taught at a similar or higher level as the comparable COM course;
- the content and level of the course are consistent with state/national-level professional, industry and licensure standards; and
- the course carries a grade of "C-" or "S" or higher.

Accounting, economics, and management information systems transfer courses must meet "sunset" policy requirements which specify the maximum time between when the course was taken and when the student was admitted to Metropolitan State. If a course is not accepted because too much time has elapsed since the course was completed, a student may demonstrate competence in some courses via exam. Formal articulation agreements between Metropolitan State and other institutions identify transfer of courses between those institutions.

### **Credit and Residency Requirements**

Students in each of the College of Management bachelor of science major programs must complete a minimum of 20 credit hours of their major requirements and/or major electives at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

## **Gender Studies Major BA**

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Gender studies is the interdisciplinary examination of the role of gender across the spectrum of human experience. The program investigates how gender functions and shapes the lives and experiences of women and men, including the institutional, social, and scientific forces that create meaning around gender, the struggles and achievements of women across cultures and time, and the study of GLBT (gay, lesbian, bisexual and transgender) identity and communities.

Courses in the gender studies program invite students to explore topics like the following: the social construction of femininity and masculinity from both historical and contemporary perspectives; the intersections of gender with race, class, religion, nationality, age, sexual orientation and other social categories; gender and the body; gender and sexual identity as organizing factors in social institutions and creative production; gender within international contexts; and feminist theory.

The gender studies program consists of a core set of courses taught by faculty from a variety of disciplines as well as electives from across the university. Students in the program build their understanding of gender through academic study as well as community-based learning and action. The curriculum as a whole enables students to develop the analytic and communication skills crucial to professional success, while at the same time deepening their understanding of the history and contemporary dynamics of gender.

### **Prerequisite (2 credits)**

- INFS 115 Information Access

### **Requirements (36 total credits)**

- At least half of the credits for the major must be completed at Metropolitan State University.
- Up to 12 lower division credits (100 and 200 level courses) may be applied to the major.
- Students should select electives in consultation with an advisor.
- Transfer courses may be applicable to major requirements. The university's degree audit will specify transfer courses that are directly equivalent to major requirements; other transfer

courses must be approved by a faculty advisor in the program or one of the coordinators of the Gender Studies Program.

### **Core Courses**

- GNDR 201 Introduction to Gender and Women's Studies
- GNDR 270 Gender, Race, and Popular Culture
- GNDR 365/PHIL 365 The Cultural Politics of GLBT Sexuality (must be taken at upper division level)
- GNDR 345 Global Perspectives on Gender (must be taken at upper division level)
- GNDR 501 Theory and Research in Gender Studies (pending development)
- GNDR 402 Gender Studies Capstone (Until further notice, students will register for the Gender Studies Capstone as a student designed independent study)

### **Electives (to reach 36 credits)**

- ANTH 302 Gender and Culture
- ANTH 325 Women, Development and Social Change
- BIOL 106 Biology of Women
- CJS 318 Women and Crime
- COMM 321 Gender, Sport and Communication in the U.S.
- ECON 315 Economics of Diversity
- ETHS 354 Chicana/o Gender and Sexuality
- ETHS 363 Asian American Women: Myths and Realities
- GNDR 270 Gender, Race and Popular Culture
- GNDR 300 Topics in Gender Studies
- GNDR 345 Global Perspectives on Gender
- GNDR 350I Gender Studies Individual Internship
- GNDR 365 The Cultural Politics of GLBT Sexuality (cross-listed with PHIL 365 The Cultural Politics of GLBT Sexuality)
- GNDR 369 GLBT Issues in Literature and Film
- GNDR 402 Gender Studies Capstone
- GNDR 501 Theory and Research in Gender Studies (pending development)
- HIST 309 Women and Public Activism
- HIST 328 Women in Modern U.S. History
- HIST 339 History of Sexuality: Modern Perspectives
- HIST 357 Women in Early Modern Europe
- HIST 394 Comparative Women's History
- HIST 451 American Women's Movements
- IDST 330 Women in Math, Science and Technology
- LING 346 Language and Gender
- LIT 312 Women Writers
- LIT 315 Gender in Literature and Film
- LIT 362 Black Women Writers
- PHIL 306 Philosophy and Sexuality
- PHIL 364 Women and Philosophy
- POL 332 Gender and the Law
- PSYC 331 Psychology of Men

- PSYC 335 Psychology of Women
- RELS 377 Women and Religion
- SOC 317 Women in Minnesota Life: Education, Politics and Social Change
- WRIT 231 Writing II: Writing about Gender

## Gender Studies Minor

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The minor in Gender Studies allows students to study gender and sexuality while pursuing a major in another area. Students majoring in psychology, human services, law enforcement and many other disciplines who minor in gender studies gain practical and theoretical knowledge that helps prepare them for a diverse workplace.

### Requirements (19-20 credits)

- At least half of the credits required for the gender studies minor must be completed at Metropolitan State including at least one core course.
- Up to 9 lower division credits (100 and 200 level courses) may be applied to the minor.
- Transfer courses may be applicable to minor requirements. The university's degree audit will specify transfer courses that are directly equivalent to minor requirements; other transfer courses must be approved by one of the coordinators of the Gender Studies Program.

### Core Courses (7-8 credits)

- GNDR 201 Introduction to Gender and Women's Studies
- GNDR 270 Gender, Race, and Popular Culture **OR**
- GNDR 365/PHIL 365 The Cultural Politics of GLBT Sexuality (must be taken at upper division level) **OR**
- GNDR 345 Global Perspectives on Gender (must be taken at upper division level)

### Electives (12 credits)

- ANTH 302 Gender and Culture
- ANTH 325 Women, Development and Social Change
- BIOL 106 Biology of Women
- CJS 318 Women and Crime
- COMM 321 Gender, Sport and Communication in the U.S.
- ECON 315 Economics of Diversity
- ETHS 354 Chicana/o Gender and Sexuality
- ETHS 363 Asian American Women: Myths and Realities
- GNDR 270 Gender, Race and Popular Culture
- GNDR 300 Topics in Gender Studies
- GNDR 345 Global Perspectives on Gender
- GNDR 350I Gender Studies Individual Internship
- GNDR 365 The Cultural Politics of GLBT Sexuality (cross-listed with PHIL 365 The Cultural Politics of GLBT Sexuality)
- GNDR 369 GLBT Issues in Literature and Film
- GNDR 402 Gender Studies Capstone

- GNDR 501 Theory and Research in Gender Studies (pending development)
- HIST 309 Women and Public Activism
- HIST 328 Women in Modern U.S. History
- HIST 339 History of Sexuality: Modern Perspectives
- HIST 357 Women in Early Modern Europe
- HIST 394 Comparative Women's History
- HIST 451 American Women's Movements
- IDST 330 Women in Math, Science and Technology
- LING 346 Language and Gender
- LIT 312 Women Writers
- LIT 315 Gender in Literature and Film
- LIT 362 Black Women Writers
- PHIL 306 Philosophy and Sexuality
- PHIL 364 Women and Philosophy
- POL 332 Gender and the Law
- PSYC 331 Psychology of Men
- PSYC 335 Psychology of Women
- RELS 377 Women and Religion
- SOC 317 Women in Minnesota Life: Education, Politics and Social Change
- WRIT 231 Writing II: Writing about Gender

## History Major BA

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The study of history helps students to develop skills, such as reading comprehension, analysis, cross-cultural comparison and written argumentation that are useful in a range of careers and avocations. The practice of law, political activity, policy studies, library science and museum work are careers that commonly follow from a collegiate study of history. However, the usefulness of historical study is far greater than that of training individuals for a small number of occupations. All citizens -- of this country and of the world -- have good reason to learn history and to learn about the nature of history. In all classes, students come to see that, as both the powerful and the powerless have learned over and over, history is not a perfectly objective chronicle of the past, but rather an interpretation of that past. It is always partial. It can be no other way. Still, these interpretations sometimes appear merely to tell the simple truth -- just the facts. Perhaps this illusion of objectivity is the source of history's power; perhaps this is why so many have concluded that so much is at stake in the question of who gets to write history and how. We are all a part of history, and in that sense, we understand ourselves only to the extent that the tellers of history allow us to do so. At the same time, historical education broadens students' knowledge and perspective, as they learn about people and places far removed from their own experiences. Thus, a goal in history classes is to empower students to develop a discerning eye on the stories about the past that are presented as the simple truth.

### Requirements (38 total credits)

Each course can meet only one major requirement.

### Introductory Level Requirements (10 credits)

- HIST 301 Historical Interpretation (4 credits)

- Introductory Level Electives (2 courses, 6 credits)
- 100- or 200-level courses or Metropolitan State courses HIST 302-309 fulfill this requirement

**Upper-division Level (24 credits)**

- Courses numbered HIST 302 and above are considered upper-division courses.
- Outside U.S. History (2 courses, 8 credits) Subject matters in this category include international or comparative history. (See list below.)
- Women's History (1 course, 4 credits) (See list below.)
- Electives (3 courses, 12 credits) Upper-division level courses in any geographical area or field are appropriate.

**Capstone Level (4 credits)**

- HIST 490 Historian as Investigator: Historical Research

**Transfer Credits:** Students can transfer up to 16 credits to meet major requirements with courses designated as history only. Students cannot transfer courses from other disciplines, including multidisciplinary programs, to meet major requirements.

**Partial Listing of Lower-division Courses**

- HIST 101 The American Past: To 1865
- HIST 102 The American Past: From 1865
- HIST 103 World History I: Patterns of Civilization to 1500
- HIST 104 World History II: The Modern World, 1500 to the Present

**Partial Listing of Courses between 302-309**

Although these courses are numbered above 302, they can be used to fulfil the introductory level elective requirement if you so choose.

- HIST 303 U.S. Economic Life: Business
- HIST 304 U.S. Economic Life: Working People
- HIST 305 U.S. Economic Life: Technology
- HIST 309 Women and Public Activism

**Partial Listing of Upper-division Topics Courses****U.S. History**

- HIST 310 American Indian History
- HIST 311 African American History
- HIST 312 Beginnings of American Society: Colonial and Revolutionary History
- HIST 313 The American Presidents
- HIST 315 The Civil Rights Movement in the 1960s
- HIST 320 History of Asian Americans

- HIST 327 American History at the Movies
- HIST 328 Women in Modern U.S. History
- HIST 329 Legacies: History of Women and the Family
- HIST 331 Religion and Politics in America
- HIST 332 Upheaval: Reform and Radicalism in Twentieth-century America
- HIST 333 The Greening of America: Environmental History Since 1900
- HIST 334 The Great Depression of the 1930s <LIHIST 335 Soldiers and Society: The Civil War and Reconstruction
- HIST 336 The American Half-century: U.S. History Since World War II
- HIST 337 U.S. Foreign Relations, World War I to the Present
- HIST 338 U.S.-Russian Relations: Revolution, Cold War and the Present
- HIST 339 History of Sexuality: Modern Perspectives
- HIST 341 The Vietnam War
- HIST 342 The Sixties Experience
- HIST 344 Controversies in Contemporary America: The 1980s and 1990s as History
- HIST 346 Minnesota History

### **Outside U.S., International and Comparative History**

- HIST 350 Europe: Creation and Conflict, 1500-1789
- HIST 351 Europe: The Global Power, 1789-Present
- HIST 354 History of the Holocaust
- HIST 355 Problems in Contemporary Europe in Historical Perspective
- HIST 357 Women in Early Modern Europe
- HIST 361 Africa: From Ancient Times to 1800
- HIST 362 Africa: From Colonialism to Independence
- HIST 363 World Environmental History
- HIST 370 Behind the Great Wall: The Real China
- HIST 371 Understanding Modern Japan
- HIST 372 History of Japanese Popular Culture
- HIST 382 Latin American History I: To 1910
- HIST 383 Latin American History II: 1910 to Present
- HIST 395 The Rise and Fall of Communism
- HIST 398 World War II: A Global History

### **Women's History**

- HIST 309 Women and Public Activism
- HIST 328 Women in Modern U.S. History
- HIST 329 Legacies: History of Women and the Family
- HIST 357 Women in Early Modern Europe
- HIST 394 Comparative Women's History

### **Faculty-designed Independent Studies**

Any upper-division course may be scheduled as a faculty-designed independent study.



## Internships

The History Department encourages serious and disciplined history majors to participate in internships which are well-designed and academically beneficial. The department will sponsor one internship per student. An internship will be counted as a 3 credit-hour history course (HIST 350I).

For further inquiries, contact the Department Chair, Doug Rossinow at [doug.rossinow@metrostate.edu](mailto:doug.rossinow@metrostate.edu) or call him at (651) 793-1468. The department address is: History Department, Metropolitan State University, 700 East Seventh Street, Saint Paul, Minnesota, 55106-5000. The fax number is (651) 793-1446. To contact the College of Arts and Sciences, please call (651) 793-1440.

## History Minor

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### Requirements (19 total credits)

Each course can meet only one major requirement.

#### Introductory Level (4 credits)

- HIST 301 Historical Interpretation

#### Introductory Level Electives (1 course, 3 credits)

- 100 or 200 level U.S. history, western civilization or world history or Metropolitan State courses: HIST 302-309

#### Upper-division Level: Women's History (1 course, 4 credits)

- One course in women's history (See the list below)

#### Upper-division Level: Electives (2 courses, 8 credits)

Upper-division level courses in any geographical area and field are appropriate. (HIST 490 is not required but students may choose to take this course in place of an upper-division course)

#### Transfer Credits:

Students can transfer up to 8 credits to meet minor requirements with courses designated as history only. Students cannot transfer courses from other disciplines, including multidisciplinary programs to meet major requirements.

#### Partial Listing of Lower-division Courses

- HIST 101 The American Past: To 1865
- HIST 102 The American Past: From 1865
- HIST 103 World History I: Patterns of Civilization to 1500
- HIST 104 World History II: The Modern World, 1500 to Present

**Partial Listing of Courses Between HIST 302 and 309**

Though they are numbered above 302, if you choose, these courses can be used to fulfill the introductory level elective requirement.

- HIST 303 U.S. Economic Life: Business
- HIST 304 U.S. Economic Life: Working People
- HIST 305 U.S. Economic Life: Technology
- HIST 309 Women and Public Activism in the United States

**Partial Listing of Upper-division Topics Courses**

- HIST 310 American Indian History
- HIST 311 African American History
- HIST 312 Beginnings of American Society: Colonial and Revolutionary History
- HIST 313 American Presidents
- HIST 315 Civil Rights Movement in the 1960s
- HIST 320 History of Asian Americans
- HIST 327 American History at the Movies
- HIST 328 Women in Modern U.S. History 1877 to the present
- HIST 329 Legacies: History of Women and the Family
- HIST 331 Religion and Politics in America
- HIST 333 The Greening of America: Environmental History Since 1900
- HIST 334 The Great Depression of the 1930s
- HIST 336 The American Half-century: U.S. History Since World War II
- HIST 337 U.S. Foreign Relations, World War I to the Present
- HIST 338 U.S.-Russian Relations: Revolution, Cold War and the Present
- HIST 341 The Vietnam War
- HIST 342 The Sixties Experience
- HIST 344 Controversies in Contemporary America: The 1980s and 1990s as History
- HIST 346 Minnesota History
- HIST 350 Europe: Creation and Conflict, 1500-1789
- HIST 351 Europe: The Global Power
- HIST 354 History of the Holocaust
- HIST 355 Problems in Contemporary Europe in Historical Perspective
- HIST 357 Women in Early Modern Europe
- HIST 361 Africa: From Ancient Times to 1800
- HIST 362 Africa: From Colonialism to Independence
- HIST 363 World Environmental History
- HIST 370 Behind the Great Wall: The Real China
- HIST 371 Understanding Modern Japan
- HIST 372 History of Japanese Popular Culture
- HIST 382 Latin American History I: to 1910
- HIST 383 Latin American History II: 1910 to Present
- HIST 394 Comparative Women's History
- HIST 395 The Rise and Fall of Communism
- HIST 398 World War II: A Global History
- HIST 490 Historian as Investigator: Historical Research

**Women's History**

- HIST 309 Women and Public Activism in the United States
- HIST 328 Women in Modern U.S. History
- HIST 329 Legacies: History of Women and the Family
- HIST 357 Women in Early Modern Europe
- HIST 394 Comparative Women's History

**Faculty-designed Independent Studies**

Any upper-division course can be offered as a faculty-designed independent study.

**Internships**

Students may make use of internships in their programs of study. The History Department encourages serious and disciplined history minors to participate in internships which are well designed and academically beneficial. The department will sponsor one internship per student. An internship will be counted as a 3 credit-hour history course (HIST 350I). For further inquiries contact the Department Chair, Doug Rossinow, at [doug.rossinow@metrostate.edu](mailto:doug.rossinow@metrostate.edu) or call him at 651-793-1468. The department address is History Department, Metropolitan State University, 700 East Seventh Street, Saint Paul, Minnesota, 55106-5000. The fax number is 651-793-1446.

## **Hospitality Management Major BAS**

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The hospitality industry is one of the fastest growing in Minnesota and in the nation, and includes not only leisure-time and vacation activities, but also the work-related travel requirements of business and government employees. The travel and tourism industry includes hotels, restaurants, planned tours and cruises, casinos, theme parks, national and state parks, convention and visitor's bureaus, and many types of specialty retail shops. Only students who have graduated with an AAS degree from an approved community/technical college program may pursue this major. The goal of this program is to educate and equip students to move from entry-level to managerial and executive positions, and to build their abilities to contribute to the profitability of an organization.

**Admission Requirements**

- Must have completed an approved AAS degree as stipulated in the articulation agreement
- GPA of 2.5 or higher in AAS
- Completion of an approved BAS Degree Plan

**Requirements**

The degree requirements have four components:

1. **General Education and Liberal Studies**

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

**2. COM Foundation Courses (22 credits)**

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting

**3. Business Core Courses (24 credits)**

- MKTG 300 Marketing Principles
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of Management Information Systems
- FIN 390 Principles of Finance
- DSCI 434 Introduction to Operations Management
- MGMT 499 Case Studies in Strategic Management

**Choose one of the following:**

- MGMT 490 Challenges and Choices in Small Business /Entrepreneurship **or**
- MGMT 499 Case Studies in Strategic Management

**4. Required Courses**

- MKTG 350I Internship
- MGMT 370 Hotel and Restaurant Chain Management
- MKTG 371 Travel and Tourism Marketing

## **Human Resource Management Major BS**

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The human resource management (HRM) major prepares students for professional career opportunities in business, government and nonprofit organizations. Current management thought and practice emphasizes the importance of human capital in the strategic management of organizations. The HRM courses incorporate this strategic management perspective into policies and programs in functional areas of HRM including staffing, compensation, benefits, employee development, employee relations, labor relations and related areas.

Many of the HRM courses are appropriate for general managers as well as HRM professionals. In addition, courses meet the needs of both degree-seeking students and those who want to continue their education for professional development purposes.

This program can be completed on campus, online, or by combining on campus and online courses. Program requirements are the same, regardless of the delivery mode.

## Requirements

The human resource management program includes courses in six areas:

### 1. General Education and Liberal Studies

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

### 2. COM Foundation Courses (22 credits)

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting

### 3. Human Resource Management Core Courses (24 credits)

- MGMT 310 Management Principles and Practices
- MGMT 320 Organizational Behavior
- MKTG 300 Marketing Principles
- MIS 310 Principles of Management Information Systems
- FIN 390 Financial Management
- MGMT 499 Case Studies in Strategic Management

### 4. Human Resource Management Required Courses (20 credits)

- HRM 310 Human Resource Management: A Strategic Framework
- HRM 520 Staffing Organizations
- HRM 530 Employee Development and Training
- HRM 540 Compensation Management
- HRM 544 Employee Benefits Management

### 5. Human Resource Management Electives (4 credits)

- ECON 313 Labor Economics
- MGMT 360 Managing a Diverse Workforce
- HSTD 393 Training Design and Instruction
- HRM 330 Personnel and Industrial Psychology
- HRM 370 Employment Law
- HRM 380 Managing Employee Health and Safety
- HRM 550 Employee/Labor Relations
- HRM 585 International Human Resource Management

### 6. Unrestricted electives as needed to total a minimum of 120 credits.

Many College of Management courses are sequenced and build on previous learning. Students must complete course prerequisites before registering for a course which requires prerequisites. In addition, students must complete 30 credits of coursework, including introductory and intermediate writing before they can register for College of Management upper division courses (those numbered 300 and

above). MGMT 499 Case Studies in Strategic Management is a capstone class which should be taken during the last semester of the student's program.

### Transfer of Credit

Transfer course evaluation is made by the faculty in the College of Management consistent with the requirements of MnSCU Policy 3.2 and MnSCU Procedure 3.21.1 (Undergraduate Course Credit Transfer). COM faculty will accept a course as meeting a COM major or minor requirement **if the course content is equivalent to or acceptable in place of a Metropolitan State University course** as determined by COM faculty;

- the course was taught at a similar or higher level as the comparable COM course;
- the content and level of the course are consistent with state/national-level professional, industry and licensure standards; and
- the course carries a grade of "C-" or "S" or higher.

Accounting, economics, and management information systems transfer courses must meet "sunset" policy requirements which specify the maximum time between when the course was taken and when the student was admitted to Metropolitan State. If a course is not accepted because too much time has elapsed since the course was completed, a student may demonstrate competence in some courses via exam. Formal articulation agreements between Metropolitan State and other institutions identify transfer of courses between those institutions.

### Credit and Residency Requirements

Students in each of the College of Management bachelor of science major programs must complete a minimum of 20 credit hours of their major requirements and/or major electives at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

## Human Resource Management Minor

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Human Resource Management (HRM) is a growing career field. Students who wish to work as HRM professionals are encouraged to major or minor in HRM. In addition, all managers and professionals in organizations benefit from an understanding of how to effectively utilize human capital. The Human Resource Management minor provides an understanding of HRM philosophy, trends, policies and practices to equip students in other majors with the necessary knowledge and skills to become effective managers and leaders in business, public and nonprofit organizations. The HRM courses include both theory and practice and focus on the achievement of organizational objectives through effective management of human resources.

This minor is designed for students with majors in diverse areas. It will be relevant to students majoring in business administration, management, marketing, accounting, finance, MIS, and international business, as well as students in law enforcement, nursing, human services administration, nonprofit administration and other related fields.

This program can be completed on campus, online, or by combining on campus and online courses. Program requirements are the same, regardless of the delivery mode.

**Total Credits: 20****Required Courses**

- MGMT 310 Management Principles and Practices
- MGMT 320 Organizational Behavior
- HRM 310 Human Resource Management: A Strategic Framework
- HRM 370 Employment Law

**Electives**

One of the following courses:

- HRM 520 Staffing Organizations
- HRM 530 Employee Development and Training
- HRM 540 Compensation Management
- HRM 544 Employee Benefits Management

## **Human Services Administration Major BHS**

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Human services administration (57 credits) focuses on preparation for various administrative positions in a range of public and private nonprofit human service organizations. This area provides knowledge and skills for people who are, or intend to be, involved in planning, organizing, monitoring, evaluating, or coordinating social service programs or agencies. The core of any administration curriculum includes basic knowledge in the areas of accounting/budgeting, communication, computer applications, public relations/marketing, supervision and personnel administration. General courses in these areas can be found under accounting, information and computer sciences, management, marketing management and communications, writing, speech communication and human resource management.

The human services administration curricula also include basic knowledge in areas unique to nonprofits, such as organizational management, volunteer management, program management, fund-raising, legal issues and governance. This program area contains courses and independent studies specifically applicable to administration in human services organizations.

This degree program requires five core human services courses. The required core content areas insure that graduates have a sufficient complement of theoretical knowledge and practical training for entry as a professional in the field of human services.

**Required Core Courses (20 credits)**

- HSER 355 Introduction to Human Services: History and Trends
- HSER 353 Social Casework Methods
- HSER 344 Counseling Theories and Techniques **or**
- HSER 346 Counseling and Interviewing Skills

- HSER 395 Human Services and Diversity
- HSER 455 Human Services Capstone Seminar

**Internship (5 credits)**

In addition to the core and competence area courses, a internship is required. Experiential (internship) experience is a vital component of the human services degree program. Every student is required to complete an internship experience.

- HSER 320 Human Services Pre-Practicum Group Seminar
- HSER 331 Human Services Group Practicum and Seminar

**Human Services Administration Requirements (32 credits)**

- HSA 366 Computer Applications in the Human Services
- HSER 354 Ethical Issues in Human Services
- ACCT 210 Financial Accounting
- HSA 362 Human Services Administration **or**
- HSA 372 Administration of Early Childhood Programs **or**
- HSA 362T Human Services Administration Theory Seminar
- HSA 363 Development, Marketing and Grant Writing
- HSA 369 Program Evaluation
- HSA 370 Supervision in Human Services **or**
- HSA 360 Health Care Management and Supervision
- HSTD 393 Training Design and Instruction

**Recommended Elective Courses**

- HSTD 389 Organizational Development and Change
- HSER 395 Human Services and Diversity
- PSYC 314 Group Dynamics and Facilitation
- PSYC 319 The Impact of Technology on Human and Organizational Behavior
- HSTD 395 Disability and Career Development
- HSER 351 Crisis Intervention Skills and Strategies

## **Human Services Administration Minor**

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The human services administration minor requires 20 credits with two main components:

- students with extensive experience in administration and supervision may receive credits through the assessment of prior learning process or take an additional elective course; and
- two courses can be selected from a series of courses that are in human services and related program areas.

**Required (20 total credits)****Core Courses (12 credits)**



Three courses are required to acquaint students with the theoretical underpinnings of supervision and administration.

- HSA 362 Human Services Administration
- HSA 369 Program Evaluation
- HSA 370 Supervision in Human Services

**Elective Courses (8 credits from the following)**

- MGMT 360 Managing a Diverse Workforce
- HSA 363 Development, Marketing and Grant Writing
- HSA 366 Computer Applications in Human Services
- HSA 372 Administration of Early Childhood Programs
- HSER 351 Crisis Intervention Skills and Strategies
- HSER 354 Ethical Issues in Human Services
- HSER 357 Behavior Modification
- HSER 395 Human Services and Diversity
- HSTD 389 Organizational Development and Change
- HSTD 390 Conflict Resolution
- HSTD 393 Training Design and Instruction
- HSTD 394 Staff Training and Development
- HSTD 397 Career Pathing
- HSTD 498 Organizational Consulting and Techniques
- PSYC 314 Group Dynamics and Facilitation
- HRM 330 Personnel and Industrial Psychology
- HSA 360 Health Care Management and Supervision

## **Human Services Corrections Major BHS**

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The concentration in human services/corrections (53 credits) is a combination of subjects designed to give students a conceptual and practical understanding of how to directly provide social services for adult and juvenile offenders in community and institutional correctional settings. The subjects specified in this individualized degree emphasize general helping skills, assessment, intervention strategies, behavior modification, case management and rehabilitation techniques. In addition, students with experience in court services, adult and juvenile corrections have the option to use prior volunteer or work experience to satisfy some of the core subjects.

Courses in corrections are appropriate for students interested in community and institutional corrections. Students concerned about the correctional system as a social or community problem can explore these concerns through studies of juvenile delinquency, criminology and the criminal justice system. Students who wish to become corrections professionals in the public and private sectors should develop knowledge and skills in the humanities, communications, political science, counseling and intervention, human services, law, management, human resource management, and psychology as well as in corrections studies. There is a great diversity in the degree of knowledge necessary for the many different careers associated with corrections.

This degree program requires five core human services courses. The required core content areas insure that graduates have a sufficient complement of theoretical knowledge and practical training for entry as a professional in the field of human services.

**Required Core Courses (20 credits)**

- HSER 355 Introduction to Human Services: History and Trends
- HSER 353 Social Casework Methods
- HSER 344 Counseling Theories and Techniques **or**
- HSER 346 Counseling and Interviewing Skills
- HSER 395 Human Services and Diversity
- HSER 455 Human Services Capstone Seminar

**Internship (5 credits)**

In addition to the core and competence area courses, a internship is required. Experiential (internship) experience is a vital component of the human services degree program. Every student is required to complete an internship experience.

- HSER 320 Human Services Pre-Practicum Group Seminar
- HSER 331 Human Services Group Practicum and Seminar

**Concentration Requirements (28 credits)**

- HSCO 321 Juvenile Delinquency: Prevention and Intervention
- HSCO 325 Institutional Corrections: History and Future Trends
- HSCO 326 Community Corrections
- HSCO 327 Women Offenders in Correctional Facilities
- HSCO 332 Rehabilitation of the Public Offender
- CJS 101 Introduction to Criminal Justice **or**
- CJS 302 Juvenile Justice
- LAWE 330 Critical Issues in Law Enforcement

**Recommended Elective Courses**

- HSA 369 Program Evaluation
- HSCD 300 Chemical Dependency Concepts
- HSFS 338 The Family: Racial, Gender and Class Dimensions
- PSYC 300 Abnormal Psychology
- HSER 351 Crisis Intervention Skills and Strategies
- HSER 358 Cross-Cultural Counseling

## **Human Services Disability Studies Major BHS**

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This concentration is for students who seek a Bachelor of Human Services Degree in Disability Studies (BHS-DS). The BHS-DS concentration (49 credits) provides a comprehensive background of issues relevant to persons with disabilities throughout the life span. In addition, the Disability Studies

curriculum is constructed to address policy issues affecting persons with disabilities. The BHS-DS concentration embraces the philosophy of the Disability Rights Movement that focuses on self-determination, civil rights, and culture.

The field of disability studies is relatively new and is an outgrowth of civil rights for persons with disabilities that led to the Americans With Disabilities Act of 1990. Disability Studies embraces similar philosophies of Women's Studies, African American Studies, as well as ethnic and GLBT programs. Disability Studies represents a focus on empowerment, self-determination, and independence.

This degree program requires five core human services courses. The required core content areas insure that graduates have a sufficient complement of theoretical knowledge and practical training for entry as a professional in the field of human services.

### **Required Core Courses (20 credits)**

- HSER 355 Introduction to Human Services: History and Trends
- HSER 353 Social Casework Methods
- HSER 344 Counseling Theories and Techniques **or**
- HSER 346 Counseling and Interviewing Skills
- HSER 395 Human Services and Diversity
- HSER 455 Human Services Capstone Seminar

### **Internship (5 credits)**

In addition to the core and competence area courses, a internship is required. Experiential (internship) experience is a vital component of the human services degree program. Every student is required to complete an internship experience.

- HSER 320 Human Services Pre-Practicum Group Seminar
- HSER 331 Human Services Group Practicum and Seminar

### **Concentration Requirements (24 credits)**

- HSDS 304 Introduction to Disabilities
- HSDS 305 Disability Rights: History and Current Trends
- HSDS 306 Community Resources and Services for Persons with Disabilities
- HSDS 307 Blind, Deaf Blind, and Deaf Culture, History, and Resources
- HSDS 308 Aging and Disabilities
- HSDS 400 Current Issues and Special Topics in Disability Studies

### **Recommended Elective Courses**

- HSER 303 Disability Awareness
- PSYC 389 Mental Retardation: Adulthood and Old Age (Independent Study)
- PSYC 390 Mental Retardation: Issues, Assessment and Intervention (Independent Study)
- PSYC 393 Special Education Overview
- PSYC 394 Vocational Rehabilitation of Persons with Disabilities (Independent Study)

- PSYC 397 Developmental Disabilities: Issues Concepts and Problem Solving (Independent Study)
- EDU 310 Teaching and Assessing Students with Disabilities in Urban 5-12 Classrooms
- HSTD 395 Disability and Career Development

## **Human Services Family Studies Major BHS**

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The human services family studies focus (49 credits) is designed to expose and engage students in a variety of topics related to family function, family structure and family dynamics. Family studies is a multidisciplinary area. It is informed by sociological, historical, anthropological, psychological and other emerging perspectives. Students learn that families are shaped by and adapt to a range of economic, political, cultural and psychological factors. A human services major with a focus in family studies appeals to those students considering working with families as their primary client group in either the public or private human service arena.

The family studies course work is also available for those students who want to understand and contextualize their own family experience.

This degree program requires five core human services courses. The required core content areas insure that graduates have a sufficient complement of theoretical knowledge and practical training for entry as a professional in the field of human services.

### **Required Core Courses (20 credits)**

- HSER 355 Introduction to Human Services: History and Trends
- HSER 353 Social Casework Methods
- HSER 344 Counseling Theories and Techniques **or**
- HSER 346 Counseling and Interviewing Skills
- HSER 395 Human Services and Diversity
- HSER 455 Human Services Capstone Seminar

### **Internship (5 credits)**

In addition to the core and competence area courses, a internship is required. Experiential (internship) experience is a vital component of the human services degree program. Every student is required to complete an internship experience.

- HSER 320 Human Services Pre-Practicum Group Seminar
- HSER 331 Human Services Group Practicum and Seminar

### **Concentration Requirements (24 credits)**

- HSFS 143 The Family: A Social/Psychological Exploration
- HSFS 338 Family: Racial, Gender and Class Dimensions
- HSFS 339 Issues and Actions in Family Policy
- HSFS 341 Work and Family
- HSFS 342 Children in U.S. Society

- HSFS 399 Selected Topics in Family Assistance

**Note:** HSFS 399 has variable 2-8 credits depending on topic and may be taken up to four times.

### **Recommended Elective Courses (16 credits)**

- HSCD 301 Chemical Dependence and the Family
- HSER 352 Family Counseling
- HSA 369 Program Evaluation

## **Human Services Major BHS**

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The BHS degree gives students the freedom and latitude to tailor their degree programs to meet professional and career development needs in a targeted area of human services as they have previously done. And, given that it has been designed with required core human services content areas and related electives, the BHS program ensures that Metropolitan State University human services graduates have a sufficient complement of theoretical knowledge and practical training for entry as a professional in the field.

### **Admission Requirements**

In addition to meeting the university's admission requirements, each student in the program is also expected to attend a special information session for human services majors, which is offered as a part of the university's new student orientation session. This information session informs students about the curriculum and provides students with information on the courses they should include in their degree programs based on previous transcribed credits.

Additionally, students are required to complete a major declaration form indicating that they are officially human services students. Until this form is completed, students may not consider themselves declared human services majors.

### **Degree Planning**

Students must attend a university orientation session and a human services program information meeting. This program planning information meeting presents curriculum content and provides a formal degree plan consultation, taking transcribed credits into consideration. Students entering the program with a large number of undergraduate credits may have more flexibility in subject matter choices.

Students should attend the university's new student orientation session before making an appointment with advisors for degree planning. Generally, degree planning is completed in HSER 355 Introduction to Human Service: History and Trends which is required for all entering human services students.

### **Prerequisites**

- PSYC 100 General Psychology **and**
  - SOC 101 Introduction to Sociology (or their equivalents)
- In addition to the human services major requirements, students must complete the university's
- General education and liberal studies requirements

## Human Services Degree Requirements

The degree programs consist of a minimum of 120 credits with at least 48 credits in human services, of which 40 credits must be upper division Metropolitan State University course work or competency demonstration. The degree programs have the following components:

- General education and liberal studies (including general psychology and introduction to sociology as prerequisites for program admission)
- Required five core courses or twenty credits
- Other required human services coursework
- Practica in human services organization(s)
- Minor course (if desired); and
- Other electives

## Concentrations

Students acquire a more specialized professional education because the degree program incorporates concentration areas, which emphasize specific areas of service in the following areas:

- Corrections
- Disability Studies
- Family Studies
- Human Services Administration
- Social Gerontology
- Training and Adult Development
- Violence Prevention and Intervention

## Human Services Major BS

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Bachelor of Science (BS), Human Services major (53 credits) is for students interested in a career as a helping professional, broadly trained to provide direct service, advocacy and coordination of services.

The following curriculum leads to the human services major. Students pursuing the human services major must demonstrate competence or complete at least one four-credit course in each of the following required core competence areas, which include the five required core human services courses that all human services students must complete:

### Required Core Courses (20 credits)

- HSER 355 Introduction to Human Service: History and Trends
- HSER 353 Social Casework Methods
- HSER 344 Counseling Theories and Techniques **or**
- HSER 346 Counseling and Interviewing Skills
- HSER 395 Human Services and Diversity
- HSER 455 Capstone Seminars in Human Services

### Competence Areas (28 credits)

The Human Services degree requires a selection from each of the following areas:

**Governmental Relations and Public Policies**

- HSER 300 Violence: Origins and Explanations
- HSER 301 Violence: Individual, Community and Global Responses
- HSFS 339 Issues and Actions in Family Policy
- POL 304 Social Movements in Global Perspective
- PSYC 508 Mental Health and the Law

**Chemical Dependency Prevention and Intervention**

- HSCD 300 Chemical Dependency Concepts
- HSCD 306 Chemical Dependency Prevention and Intervention

**Human Growth and Social Development**

- PSYC 300 Abnormal Psychology
- PSYC 308 Child Psychology
- PSYC 332 Psychology of Personality
- PSYC 336 Social Psychology
- PSYC 363 Community Psychology

**Research Methodology**

- SSCI 311 Research Methods in Social Science
- PSYC 307 Data/Statistical Analysis for the Behavioral Sciences
- ETHS 400 Applied Research for Social Change
- HSA 369 Program Evaluation

**Family Dynamics**

- HSER 352 Family Counseling
- HSCD 301 Chemical Dependency and the Family
- HSFS 338 Family: Racial, Gender and Class Dimensions
- HSFS 143 Social Psychological Explorations of The Family
- PSYC 313 Family Systems

**Group Dynamics**

- HSER 348 Group Counseling
- HSTD 389 Organizational Development and Change
- PSYC 314 Group Dynamics and Facilitation

**Human Services Program Planning and Management**

- HSA 362T Human Services Administration Theory Seminar **or**

- HSA 362 Human Services Administration
- HSA 370 Supervision in Human Services

**Practica (5 credits)**

In addition to the core and competence area courses, a practica is required. Experiential (practicum) experience is a vital component of the human services degree program. Every student is required to complete a practicum experience.

- HSER 320 Human Services Pre-Practicum Group Seminar
- HSER 331 Human Services Group Practicum and Seminar

## **Human Services Social Gerontology Major BHS**

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Metropolitan State has responded to the need for education in the field of social gerontology (53 credits) by developing courses, independent studies and internships covering the social, psychological and physical aspects of aging. Students interested in social gerontology as a career should also take courses in sociology, psychology, counseling, group work and grant writing, and complete an internship to gain practical experience. Other related areas are human resource development and the social sciences.

Interpersonal sensitivity-knowing one's value system and cultural and sexual identity and how they affect interactions with people of different cultures, gender, lifestyles and age levels-is necessary for students selecting social gerontology as a vocational area.

This degree program requires five core courses. The required core content areas insure that graduates have a sufficient complement of theoretical knowledge and practical training for entry as a professional in the field of human services.

This degree program requires five core human services courses. The required core content areas insure that graduates have a sufficient complement of theoretical knowledge and practical training for entry as a professional in the field of human services.

**Pre or Co-requisites**

- PSYC 100 General Psychology
- SOC 101 Introduction to Sociology

**Required Core Courses (20 credits)**

- HSER 355 Introduction to Human Services: History and Trends
- HSER 346 Counseling and Interviewing Skills **or**
- HSER 344 Counseling Theories and Techniques
- HSER 353 Social Casework Methods
- HSER 395 Human Services and Diversity
- HSER 455 Human Services Capstone Seminar



**Concentration Requirements (28 credits)**

- HSA 369 Program Evaluation
- HSSG 374 Aging in America: A Personal Challenge
- HSSG 376 Mental Health and Aging
- HSSG 377 Physical Health and Aging
- HSSG 378 Thanatology: The Study of Death and Dying
- HSSG 380 Aging: Planning and Policy Making
- HSSG 383 Selected Topics in Social Gerontology **or**
- HSSG 384 Civic Engagement: Focus in Later Life

**Practica (5 credits)**

In addition to the core and competence area courses, a practica is required. Experiential (practica) experience is a vital component of the human services degree program. Every student is required to complete a internship experience. Students are also required to complete an internship evaluative process to determine the number of internship credits required for each major program.

- HSER 320 Human Services Pre-Practicum Group Seminar
- HSER 331 Human Services Group Practicum and Seminar

**Recommended Elective Courses**

- HRM 310 Human Resource Management
- HSA 362 Human Services Administration
- HSA 363 Development, Marketing and Grant Writing
- HSER 351 Crisis Intervention Skills and Strategies
- HSFS 399 Selected Topics in Family Assistance
- HSTD 389 Organizational Development and Change
- HSTD 393 Training Design and Instruction
- PSYC 314 Group Dynamics and Facilitation

## **Human Services Training and Adult Development Major BHS**

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Training and adult development (53 credits) focuses on preparing individuals to assess employees' training needs, plan and coordinate training activities, and evaluate the effectiveness of training programs and activities within public and private organizations. The training and adult development major increases one's ability to work in any type of organization. The major is especially useful for a variety of fields, including corrections, human resources, law enforcement, general human services, nursing, psychology, social work and communications. Any student may take training and adult development courses without completing the entire major.

This degree program requires five core human services courses. The required core content areas insure that graduates have a sufficient complement of theoretical knowledge and practical training for entry as a professional in the field of human services.

**Required Core Courses (20 credits)**

- HSER 355 Introduction to Human Services: History and Trends
- HSER 353 Social Casework Methods
- HSER 344 Counseling Theories and Techniques **or**
- HSER 346 Counseling and Interviewing Skills
- HSER 395 Human Services and Diversity
- HSER 455 Human Services Capstone Seminar

### **Internship (5 credits)**

In addition to the core and competence area courses, a internship is required. Experiential (internship) experience is a vital component of the human services degree program. Every student is required to complete an internship experience.

- HSER 320 Human Services Pre-Practicum Group Seminar
- HSER 331 Human Services Group Practicum and Seminar

### **Human Services Training and Adult Development Courses (28 credits)**

- HSTD 386 Creative Problem-solving Concepts and Methods
- HSTD 389 Organizational Development and Change
- HSTD 390 Conflict Resolution
- HSTD 393 Training Design and Instruction **or**
- HSTD 393T Training Design and Instruction
- HSTD 394 Staff Training and Adult Development **or**
- HSTD 394T Staff Training and Adult Development
- HSA 369 Program Evaluation **or**
- HRM 310 Human Resource Management
- MDST 484 Media in the Corporation **or**
- MDST 583 Online Education and Training

### **Recommended Elective Courses**

- HSTD 498 Human Services Organization Consulting Approaches and Techniques **or**
- HSTD 498T Human Services Organization Consulting Approaches and Techniques Theory Seminar
- HSTD 397 Career Pathing **or**
- HSTD 397T Career Pathing Theory Seminar
- HSTD 399 The Changing Workplace **or**
- HSTD 399T The Changing Workplace Theory Seminar
- HSER 395 Human Services and Diversity
- PSYC 302 Adult Development and Lifelong Learning
- PSYC 314 Group Dynamics and Facilitation
- PSYC 385 Educational Psychology
- PSYC 327 Psychological Testing

## **Human Services Violence Prevention and Intervention BHS**

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The human services violence prevention and intervention (VPI) concentration (49 credits) is a multidisciplinary curriculum focusing on violence prevention and intervention. It is comprised of 32 required credits and 12 credits in one of three tracks. It is designed to meet the needs of students preparing for a career in the human services field:

- those working in the human services who want additional knowledge;
- those working in another field where course work in the human services will enhance their professional competence; and
- those interested in broadening their world view, as lifelong learning.

The VPI concentration increases students' competence in a variety of fields, including corrections, general human services, law enforcement, nursing, psychology and social work to work together across disciplines to promote effective intervention in violence and abuse at the individual, family and community levels.

This degree program requires five core human services courses. The required core content areas insure that graduates have a sufficient complement of theoretical knowledge and practical training for entry as a professional in the field of human services.

### **Required Core Courses (20 credits)**

- HSER 355 Introduction to Human Services: History and Trends
- HSER 353 Social Casework Methods
- HSER 344 Counseling Theories and Techniques **or**
- HSER 346 Counseling and Interviewing Skills
- HSER 395 Human Services and Diversity
- HSER 455 Human Services Capstone Seminar

### **Practica (5 credits)**

In addition to the core and competence area courses, a practica is required. Experiential (practica) experience is a vital component of the human services degree program. Every student is required to complete a practicum experience.

- HSER 320 Human Services Pre-Practicum Group Seminar
- HSER 305 Community Violence Prevention Group Practicum

### **Concentration Requirements (12 credits)**

- HSER 300 Violence: Origins and Explanations
- HSER 301 Violence: Individual, Community and Global Responses

and one of the following

- STAT 201 Statistics I

- SSCI 311 Research Methods in Social Science
- PSYC 312 Research Methods

**Elective courses from one of the three tracks (12 credits)**

**Track #1 Family Violence**

- COMM 341 Family Communication
- HSCO 321 Juvenile Delinquency: Prevention and Intervention
- HSFS 338 Family: Race, Gender and Class Dimensions
- PSYC 304 Battered Women: Historical and Social Perspective
- PSYC 306 Child Abuse
- PSYC 313 Family Systems
- PSYC 333 Psychology of Victims
- SOC 309 Homelessness: Critical Issues for Policy and Practice

**Track #2 Intervention and Prevention**

- HSCO 321 Juvenile Delinquency: Prevention and Intervention
- HSCO 332 Rehabilitation of the Public Offender
- HSER 344 Counseling Theories and Techniques
- HSER 346 Counseling and Interviewing Skills
- HSER 351 Crisis Intervention Skills and Strategies
- HSTD 390 Conflict Resolution
- POL 331 Law and the Legal Process
- PSYC 300 Abnormal Psychology
- SOC 309 Homelessness: Critical Issues for Policy and Practice

**Track #3 Law and Corrections**

- CJS 375 Criminal Justice Ethics
- HSER 351 Crisis Intervention Skills and Strategies
- HSCO 321 Juvenile Delinquency: Prevention and Intervention
- HSCO 325 Institutional Corrections: History and Future Trends
- HSCO 326 Community Corrections
- HSCO 327 Women Offenders in Correctional Facilities
- HSCO 332 Rehabilitation of the Public Offender
- HSCO 336 Selected Topics in Corrections
- SOC 306 Deviance and Social Control

## **Individualized BA Degree**

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The First College replicates the origins of Metropolitan State University. There are not specific majors in the college, rather students design their own individualized degree plans, which can be interdisciplinary, combining courses in other colleges, or they can be in new areas, not offered elsewhere at the university. Examples of programs students have designed include combinations of study from two

different colleges such as political science and business administration. Or a student might focus on a broad general theme such as the environmental movement, international development, and Third World tourism or community development. Contact the First College advising center for more information. To earn an individualized BA degree, students must complete a total of 120 credits, including the following:

- General Education/Liberal Studies Requirements (48 total credits)
- Upper Division Credits (40 credits)
- Residency Requirements:
  - 30 credits from Metropolitan State University; and
  - 20 credits while enrolled in First College, including the following First College courses.
    - PRSP 301 Perspectives: Educational Philosophy and Planning
    - PRSP 499 First College CapstoneAnother capstone course may be substituted with an advisor's approval.

### **Individualized Focus (32-48 credits)**

This focus is student-designed and developed in the course, PRSP 301 Perspectives: Educational Philosophy and Planning

### **Electives. (Credit number varies to meet total degree requirements.)**

Except for the residency requirements, students can use transferred credits to meet any of the requirements listed above. If students meet all of the requirements, but have not reached the 120 credit total, they may use electives to reach that total.

First College students are encouraged to include a variety of learning strategies in their programs (faculty- and student-designed independent studies, internships, theory seminars and regular and online courses) and to use the prior learning assessment process to seek credits for learning gained outside the classroom. The college encourages students to design their degree programs within a framework that includes communication skills, vocational interests, critical thinking, responsible citizenship, multicultural perspectives and lifelong learning. Each student is assigned an academic advisor who assists him or her progress toward completion of an academic program. The individualized BA is also available as a degree-at-a-distance.

### **Courses for Individualized BA Degree Program Students**

In order to assist students with developing individualized degree programs that reflect a foundation in thoughtful educational decision making, the faculty of First College offers the following required courses:

- PRSP 301 Perspectives: Educational Philosophy and Planning
- PRSP 499 First College Capstone

### **Courses and Workshops for All Students**

In addition to its two required courses (PRSP 301 and PRSP 499), First College offers a variety of courses and workshops for all students entering or returning to higher education, wishing to use learning gained outside the formal classroom toward college credit, or wanting to include interdisciplinary studies in their degree programs.

- METR 100 Getting Credit for What You Know
- METR 101 Your Academic Journey
- PRSP 302T Self Directed Learning Theory Seminar
- METR 001 Transition to College Workshop
- PRSP 001 Creative Learning Strategies Workshop
- PRSP 002 First College Degree Plan Updating Workshop
- IDST 321 Human Rights and the Educated Citizen
- IDST 330 Women in Math, Science and Technology
- IDST 332 Conversations on Contemporary China
- IDST 350 The Art of Freshwater Fishing
- IDST 352 Nature and Human Development
- IDST 401 Interdisciplinary Topics in Educational Perspectives

## Industrial Management Major BAS

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Metropolitan State University in collaboration with technical colleges offers a Bachelor of Applied Science degree in industrial management. Only students who have graduated with an AAS degree from an approved community/technical college program may pursue this major. The goal of the Industrial Management program is to educate and to train prospective and current employees from entry-level to managerial and leadership positions in order to build their abilities to contribute to the prosperity and well-being of their industries. Students completing this program are prepared to work as managers and leaders in operations environment of an industry. More specifically, they will be trained in project planning and design, modern concepts in operations management, product development, quality control, purchasing management, materials management, logistics and supply chain management.

### Admission Requirements

- Must have completed an approved AAS degree as stipulated in the articulation agreement
- GPA of 2.5 or higher in AAS
- Completion of an approved BAS Degree Plan

### Requirements

The degree requirements have four components:

#### 1. General Education and Liberal Studies

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

#### 2. COM Foundation Courses (22 credits)

- MATH 115 College Algebra
- STAT 201 Statistics I
- ACCT 210 Financial Accounting
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- MIS 100 Fundamentals of Information Technology in Organizations

**3. Business Core Courses (24 credits)**

- \*\*DSCI 434 Introduction to Operations Management
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of Management Information Systems
- FIN 390 Principles of Finance
- DSCI 434 Introduction to Operations Management
- MGMT 499 Case Studies in Strategic Management

**4. Required Courses (16 credits)**

- DSCI 420 Project Management
- DSCI 421 Project Planning and Budgeting
- MKTG 455 Supply Chain Management
- \*\*\*DSCI 350I Internship or Integrative Project

\* Free waiver examinations are available for "testing out" of these courses. Contact your advisor or the College of Management Advising Center for information.

\*\* Students awarded certificates in both the "Certified in Production and Inventory Management" (CPIM) and "Certified in Integrated Resource Management" (CIRM) have met the DSCI 434 course requirement. Students must submit official documentation to verify these certifications..

\*\*\*Contact the Decision Science coordinator Hameed Nezhad by email at [hameed.nezhad@metrostate.edu](mailto:hameed.nezhad@metrostate.edu)

## **Information Assurance Major BAS**

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Metropolitan State University offers a Bachelor of Applied Science degree in information assurance (IA). Only students who have graduated with an AAS degree from an approved community/technical college program may pursue this major. Metropolitan State University has had its curriculum certified by the National Security Agency (NSA) in pursuit of a designation as an Academic Center of Excellence. The Centers of Academic Excellence in Information Assurance Education Programs are intended to promote higher education opportunities in information assurance to produce more professionals with information assurance expertise in various disciplines.

Under the Information Assurance program, four-year colleges and graduate-level universities apply to the NSA to be designated as Centers of Academic Excellence in IA Education. Each applicant institution passes a rigorous review demonstrating its commitment to academic excellence in IA education. Applicants are evaluated against stringent criteria for measurement based on IA training standards set by the Committee on National Security Systems.

### **Admission Requirements**

- Must have completed an approved AAS degree as stipulated in the articulation agreement
- GPA of 2.5 or higher in AAS
- Completion of an approved BAS Degree Plan

## Requirements

The degree requirements have four components:

### 1. General Education and Liberal Studies

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

The following three courses are recommended GELS courses to be used towards Goal V or Liberal studies.

- PSYC 303 Artificial Intelligence
  - PSYC 317 Human Factors
  - PSYC 319 The Impact of Technology on Human and Organizational Behavior
- ### 2. COM Foundation Courses (16 credits)
- \*MIS 100 Fundamentals of Information Technology in Organizations (FITO)
  - MATH 115 College Algebra (or higher)
  - STAT 201 Statistics I
  - \*ACCT 210 Financial Accounting
- ### 3. Business Core Courses (12 credits)
- MGMT 310 Management Principles and Practices
  - MIS 310 Principles of MIS
  - MKTG 455 Supply Chain Management
- ### 4. Required Upper-division Courses(28 credits)
- MIS 320 Information Systems Analysis and Design
  - MIS 335 Management and Use of Databases
  - MIS 412 Administration of the MIS Function
  - MIS 450 MIS Auditing, Security Controls and Incident Management
  - MIS 462 Distributed Computing
  - MIS 467 Telecom and Internet Management
  - MIS 498 Telecom Economics and Policy Capstone

\* Free waiver examinations are available for "testing out" of these courses. Contact your advisor or the College of Management Advising Center for information.

## International Business Major BS

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The international business program responds to the increasing interactions of American companies with worldwide marketing, purchasing, financial dealings and other business activities. Larger U.S. companies have historically had a presence or strategic relationship in other countries, and this is becoming increasingly true of small and medium-sized companies. Also, many types of intermediaries have



emerged to find markets and/or suppliers around the world for U.S. companies of all sizes and in almost every industry.

Virtually every business organization should at least explore the possibilities of developing relationships with companies in other countries, either directly or through intermediaries. The global economy is too interdependent and too competitive for any domestic business to ignore the international marketing, sourcing and investing possibilities.

The international business program offers three required courses that help students understand the different political and economic environments that affect the ways in which business is conducted in other countries. Building on these foundation courses are more specialized courses focusing on marketing, sourcing and investment opportunities in overseas business. Finally, there are practically-oriented "Doing Business in . . ." courses that apply what has been learned in core and elective courses to selected nations or world regions in the design of strategies for the achievement of business objectives.

For the highly focused individual, independent studies may be designed and internships may be made available.

## **Requirements**

The international business program consists of six parts:

### **1. General Education and Liberal Studies**

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

### **2. COM Foundation Courses (22 credits)**

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting

### **3. Business Core Courses (24 credits)**

- MKTG 300 Marketing Principles
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of Management Information Systems
- FIN 390 Principles of Finance
- DSCI 434 Introduction to Operations Management
- MGMT 499 Case Studies in Strategic Management

### **4. International Business Required Courses (12 credits)**

- ECON 314 International and Comparative Economics  
(NOTE: The following two courses have these prerequisites: MATH 115, ECON 201, ECON 202 and Intermediate Writing)
  - IBUS 311 International Business Environment and Operations
  - IBUS 312 International Political Economy
5. **International Business Electives (16 credits, of which four credits must be from \* courses listed below.)**
- IBUS 450 Legal Aspects of International Business
  - MKTG 455 Supply Chain Management
  - MKTG 480 International Marketing
  - FIN 550 International Finance
  - HRM 585 International Human Resource Management

\* Choose one of the following

- \*IBUS 491 Doing Business in China, Hong Kong, Taiwan
  - \*IBUS 492 Doing Business in Japan, South Korea, S and SE Asia
  - \*IBUS 493 Doing Business in Europe
  - \*IBUS 495 Doing Business in Latin America
6. **Unrestricted electives as needed to total a minimum of 120 credits.**

Many College of Management courses are sequenced and build on previous learning. Students must complete course prerequisites before registering for a course which requires prerequisites. In addition, students must complete 30 credits of coursework, including introductory and intermediate writing before they can register for College of Management upper division courses (those numbered 300 and above). MGMT 499 Case Studies in Strategic Management is a capstone class which should be taken during the last semester of the student's program.

### Transfer of Credit

Transfer course evaluation is made by the faculty in the College of Management consistent with the requirements of MnSCU Policy 3.2 and MnSCU Procedure 3.21.1 (Undergraduate Course Credit Transfer). COM faculty will accept a course as meeting a COM major or minor requirement **if the course content is equivalent to or acceptable in place of a Metropolitan State University course** as determined by COM faculty;

- the course was taught at a similar or higher level as the comparable COM course;
- the content and level of the course are consistent with state/national-level professional, industry and licensure standards; and
- the course carries a grade of "C-" or "S" or higher.

Accounting, economics, and management information systems transfer courses must meet "sunset" policy requirements which specify the maximum time between when the course was taken and when the student was admitted to Metropolitan State. If a course is not accepted because too much time has elapsed since the course was completed, a student may demonstrate competence in some courses via exam. Formal articulation agreements between Metropolitan State and other institutions identify transfer of courses between those institutions.

### **Credit and Residency Requirements**

Students in each of the College of Management bachelor of science major programs must complete a minimum of 20 credit hours of their major requirements and/or major electives at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

## **International Business Minor**

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This minor is highly suitable for students with majors in languages, liberal arts, and business and management fields who are interested in broadening their career opportunities. The program offers a solid background in the ways in which firms operate in the global economy. The courses taken will enhance students' employment prospects with international companies by providing a structured minor in International Business theory and practice. This minor will also provide the basic knowledge and skills needed by managers in companies doing business internationally.

Students who take this minor will be able to increase their knowledge of the global economy, and open up additional career prospects, by:

- Understanding the theoretical principles and day-to-day practices of international business, and their implications for a firm's various domestic functions
- Understanding the political, technological, market and other competitive drivers that are pushing international firms to globalize their operations
- Understanding the U.S. position in world trade and the impact of international political and economic events on the country
- Recognizing the different management issues associated with a company's stage of development in its international market entry planning, evaluating international business management practices, and designing effective global business strategies
- Knowing the principles and processes of international business well enough to explore concepts of gender, ethnicity, ethics, and religion, and their relationships to intercultural business transactions
- Understanding the career tracks and opportunities in the industry

**Total Credits: 20**

### **Required Courses (12 credits)**

- IBUS 311: International Business Operations and Environment (Prerequisites: MATH 115, ECON 201, ECON 202 and Intermediate Writing)
- IBUS 312: International Political Economy (Prerequisites: MATH 115, ECON 201, ECON 202 and Intermediate Writing)
- ECON 314: International and Comparative Economics (Prerequisites: MATH 115, ECON 201, ECON 202 and Intermediate Writing)

### **Elective Courses (8 credits)**

**Choose one of the following**

- IBUS 450 Legal Aspects of International Business
- MKTG 480 International Marketing
- FIN 550 International Finance
- HRM 585 International Human Resource Management

**Choose one of the following**

- IBUS 491 Doing Business in China, Hong Kong and Taiwan
- IBUS 492 Doing Business in Japan, S. Korea, S and SE Asia
- IBUS 493 Doing Business in Europe
- IBUS 495 Doing Business in Latin America

## **International Commerce Major BAS**

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Only students who have graduated with an AAS degree from an approved community/technical college program may pursue this major. The goal of this program is to prepare students to work in an international commerce environment of a manufacturing or services company. More specifically, they will be educated in the theoretical principles and day-to-day practices of international commerce, the implications of globalization for a firm's domestic operations, the U.S. position in the global economy, international trade theory and practice, international market entry planning, international product development, international business management practices, global business strategies, intercultural business transaction management, and career tracks and opportunities in the industry.

International commerce is a significant and growing 'sector' of Minnesota's economy, with exports of goods, services and raw materials to other countries contributing about \$16 billion to the Gross State Product (GSP) and imports contributing about \$21 billion in 2008. The average annual growth rate of international imports and exports in Minnesota has been between 5 and 10 percent for the last decade--about double the GSP rate--and each \$1 billion in international commerce means more than 15,000 jobs.

### **Admission Requirements**

- Must have completed an approved AAS degree as stipulated in the articulation agreement
- GPA of 2.5 or higher in AAS
- Completion of an approved BAS Degree Plan

### **Program Requirements**

The degree requirements have five components:

- 1. General Education and Liberal Studies**

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

- 2. COM Foundation Courses (22 credits)**

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting
- 3. **Business Core Courses (24 credits)**
  - MKTG 300 Marketing Principles
  - MGMT 310 Management Principles and Practices
  - MIS 310 Principles of Management Information Systems
  - FIN 390 Principles of Finance
  - \*\*DSCI 434 Introduction to Operations Management
- 4. **International Commerce Core Courses (8 credits)**
  - IBUS 312 International Political Economy
  - ECON 314 International and Comparative Economics
- 5. **International Commerce Elective Courses (8 credits, including at least one of the "Doing Business in..." courses)**
  - IBUS 450 Legal Aspects of International Business
  - MKTG 480 International Marketing
  - IBUS 491 Doing Business in China, Hong Kong, and Taiwan
  - IBUS 492 Doing Business in Japan, South Korea, S and SE Asia
  - IBUS 493 Doing Business in Europe
  - IBUS 495 Doing Business in Latin America

\* Free waiver examinations are available for "testing out" of these courses. Contact your advisor or the College of Management Advising Center for information.

\*\* Students awarded certificates in both the "Certified in Production and Inventory Management" (CPIM) and "Certified in Integrated Resource Management" (CIRM) have met the DSCI 434 course requirement. Students must submit official documentation to verify these certifications.

## **Interpersonal Communication Minor**

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Note: This minor cannot be combined with the professional communication major.

### **Requirements (21 total credits)**

#### **Required Courses (13 credits)**

- COMM 103 Public Speaking\* or equivalent
- COMM 171 Desktop Computer Designing for Communication or equivalent
- COMM 331 Intermediate Interpersonal Communication
- COMM 333 Intermediate Intercultural Communication

#### **Electives ( 2 courses from the following)**

- COMM 320 Individual Rights & Public Discourse

- COMM 332 Negotiation and Mediation Skills
- COMM 341 Family Communication\*
- COMM 351 Communication in Work Groups\*
- COMM 352 Organizational Communication\*
- COMM 361 Managerial Communication\*
- COMM 431 Advanced Interpersonal Communication
- COMM 433 Advanced Intercultural Communication
- COMM 499 Topics in Communication
- MDST 583 Online Education and Training

## Law Enforcement Licensing Certificate

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The Law Enforcement Licensing Certificate is designed to prepare individuals who have already completed a bachelor's degree (or higher) in any discipline from an accredited college/university for entry into the law enforcement profession in Minnesota. The certificate program meets all Minnesota Peace Officer Standards and Training (POST) learning objectives. Students must meet POST minimum selection standards and complete the following course work.

**NOTE:** The course work for the Law Enforcement Licensing Certificate is changing effective Fall Semester 2010. The core courses shown below reflect requirements for current students. Individuals seeking admission to the program in the 2010-2011 academic year can find further information here.

### Prerequisites (6 credits)

- CJS 101 Introduction to Criminal Justice
- CJS 302 Juvenile Justice (must be completed at Minnesota POST-certified college or university)

### Core Courses (30 credits)

- LAWE 220 Legal Issues in Law Enforcement
- LAWE 230 Patrol Operations
- LAWE 240 Minnesota Criminal and Traffic Codes
- LAWE 325 Criminal Procedure and Investigation
- LAWE 330 Critical Issues in Law Enforcement
- LAWE 370 Assisting Families in Crisis
- Law Enforcement skills (registration by permission only)

### Required for POST sign-off (4 credits)

- LAWE 104 First Responder for Law Enforcement (required for POST exam).

## Law Enforcement Major BS

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To earn a BS in law enforcement, all students must complete the minimum bachelor's degree requirements (120 credits), including general education, liberal studies and law enforcement course work. There are three tracks in the Law Enforcement Major:

- Track 1 is designed for students interested in becoming licensed peace officers in Minnesota.
- Track 2 is designed for students who want to major in law enforcement, but are not seeking licensure in Minnesota.
- Track 3 is designed for current Minnesota peace officers who want to complete the BS degree with a major in Law Enforcement.

### **Credit and Residency Requirements**

Students in all law enforcement majors must complete a minimum of 24 credits of their major requirements at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

### **Track 1: Minnesota Peace Officer Licensure Track (61 semester credits)**

Grounded in the liberal arts and sciences, this degree program helps individuals develop the knowledge, perspectives and skills for successful law enforcement careers in state, county and municipal law enforcement agencies. Students who successfully complete either the BS or the Law Enforcement Licensing Certificate program are eligible to take the Minnesota Peace Officer Standards and Training (POST) Board licensing examination, required for entry into the law enforcement profession in Minnesota.

### **Licensure Requirements**

Students interested in becoming a licensed peace officer in Minnesota should be aware of the following minimum selection standards established by the POST Board. An applicant must:

- be a citizen of the United States;
- possess a valid Minnesota driver's license;
- complete a comprehensive written application;
- never have been convicted of a felony, assault or theft;
- submit to a thorough background investigation;
- be fingerprinted for a background check;
- undergo an evaluation by a licensed psychologist;
- pass job-related physical strength and agility exams;
- successfully complete an oral exam demonstrating communication skills; and
- be license-eligible by completing an associate or bachelor's degree and passing the POST licensing exam.

Detailed, current information regarding the POST minimum selection standards is available on the POST Board web site and through the SLC Advising Center.

### **Prerequisites (6 credits)**

- CJS 101 Introduction to Criminal Justice
- CJS 200 Literature in Criminal Justice

### **Required Core Courses (55 credits)**

CJS 101 Introduction to Criminal Justice and CJS 200 Literature in Criminal Justice are prerequisites for all law enforcement and criminal justice courses.

- LAWE 220 Legal Issues in Law Enforcement
- LAWE 230 Patrol Operations
- LAWE 240 Minnesota Criminal and Traffic Codes
- LAWE 301 Community-oriented Policing
- CJS 302 Juvenile Justice
- CJS 320 Applied Criminology
- LAWE 325 Criminal Procedure and Investigation
- CJS 350 Citizenship: Community Involvement
- CJS 360 Diversity Issues in Criminal Justice\*
- LAWE 370 Assisting Families in Crisis
- CJS 375 Criminal Justice Ethics\*
- CJS 483 Research Seminar in Criminal Justice
- CJS 490 Criminal Justice Capstone
- Law Enforcement Skills (9 lower-division credits; registration by permission only)

**Required for POST sign-off (4 credits)**

- LAWE 104 First Responder for Law Enforcement

**Note:** CJS 101 Introduction to Criminal Justice, CJS 340 Comparative Criminal Justice, CJS 360 Diversity Issues in Criminal Justice and CJS 375 Criminal Justice Ethics may also be used to fulfill general education/liberal studies requirements.

**Track 2: Non-Licensure Track (55 semester credits)**

Grounded in the liberal arts and sciences, this degree program helps individuals develop the knowledge, and perspectives for understanding the law enforcement profession. This track is designed for students not intending to be a licensed Minnesota peace officer.

**Prerequisites (6 credits)**

- CJS 101 Introduction to Criminal Justice\*
- CJS 200 Literature in Criminal Justice

**Required Core Courses (40 credits)**

CJS 101 Introduction to Criminal Justice and CJS 200 Literature in Criminal Justice are prerequisites for all law enforcement and criminal justice courses.

- CJS 210 Constitutional Law
- LAWE 301 Community-oriented Policing
- LAWE 330 Critical Issues in Law Enforcement
- CJS 302 Juvenile Justice
- CJS 320 Applied Criminology



- LAWE 325 Criminal Procedure and Investigation
- CJS 350 Citizenship: Community Involvement
- CJS 360 Diversity Issues in Criminal Justice\*
- CJS 375 Criminal Justice Ethics\*
- CJS 483 Research Seminar in Criminal Justice
- CJS 490 Criminal Justice Capstone

**Directed Electives (9 credits)**

- 3 LAWE/CJS Electives (minimum 9 credits)

**Note:** CJS 101 Introduction to Criminal Justice, CJS 340 Comparative Criminal Justice, CJS 360 Diversity Issues in Criminal Justice and CJS 375 Criminal Justice Ethics may also be used to fulfill general education/liberal studies requirements.

**Track 3: Peace Officer Completion Track (48 semester credits)**

This program is designed for licensed peace officers interested in completing a bachelor's degree in law enforcement on campus. Students interested in enrolling in the online program should go to <http://www.metrostate.edu/msweb/explore/slc/peaceofficers/programreqs.html>.

**Program Admission Requirements**

- Must be a licensed peace officer (active or inactive) with a two-year degree from an accredited college or university;
- Must have completed 30 general education semester credits, including two writing courses, with a minimum GPA of 2.25 on a 4.0 scale;
- Must be admitted to Metropolitan State University.

**Required Courses (26 credits)**

- CJS 200 Literature in Criminal Justice (prerequisite for all criminal justice and law enforcement courses)
- LAWE 301 Community-oriented Policing
- CJS 320 Applied Criminology
- CJS 360 Diversity Issues in Criminal Justice
- CJS 375 Criminal Justice Ethics
- CJS 483 Research Seminar in Criminal Justice
- CJS 490 Criminal Justice Capstone

**Major Electives (22 credits)**

Electives are selected in consultation with the student's faculty advisor. In general, electives may include law enforcement or criminal justice courses, courses in other disciplines focusing on professional development, course requirements for a minor or certificate, and/or evaluation of prior learning.

## Law Enforcement Major Completion Program for Licensed Peace Officers

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This program is designed for licensed peace officers interested in completing a bachelor's degree in law enforcement on campus. Students interested in enrolling in the online program should go to <http://www.metrostate.edu/msweb/explore/slc/peaceofficers/programreqs.html>.

### Program Admission Requirements

- Must be a licensed peace officer (active or inactive) with a two-year degree from an accredited college or university;
- Must have completed 30 general education semester credits, including two writing courses, with a minimum GPA of 2.25 on a 4.0 scale;
- Must be admitted to Metropolitan State University.

### Required Courses (26 credits)

- CJS 200 Literature in Criminal Justice (prerequisite for all criminal justice and law enforcement courses)
- LAWE 301 Community-oriented Policing
- CJS 320 Applied Criminology
- CJS 360 Diversity Issues in Criminal Justice
- CJS 375 Criminal Justice Ethics
- CJS 483 Research Seminar in Criminal Justice
- CJS 490 Criminal Justice Capstone

### Major Electives (22 credits)

Electives are selected in consultation with the student's faculty advisor. In general, electives may include law enforcement or criminal justice courses, courses in other disciplines focusing on professional development, course requirements for a minor or certificate, and/or evaluation of prior learning.

### Credit and Residency Requirements

Students in the criminal justice major program must complete a minimum of 24 credits of their major requirements and/or major electives at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

## Liberal Arts Major BA

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### Requirements (32 upper-division credits)

Students who wish to pursue an individualized major within the College of Arts and Sciences should select the liberal arts major (LAM). This major provides an opportunity for students to customize their degree programs based on individual interests and educational goals.

The liberal arts major consists of at least 32 upper-division credits for which the student can articulate a rationale of coherence in writing. Usually all 32 credits would be in courses offered by the College of Arts and Sciences; however, with approval, as many as 8 credits in disciplines outside the college may be included. At least half of the LAM credits must be earned at Metropolitan State.

The major program should not be a scattering of courses across the college, but a coherent program with a significant component of advanced-level work demonstrating mastery of the chosen subject. It should not closely resemble an existing degree program within the college.

To declare a liberal arts major, the student, in consultation with an arts and sciences advisor, designs a plan of study, selecting at least 32 upper-division semester credits and writing a rationale of coherence for the choices. A committee of arts and sciences faculty reviews the proposed plan, judging the persuasiveness of its rationale and its academic integrity. This committee either approves a plan or returns it to the student with suggestions for improvement.

Minor plan changes (8 or fewer credits) may be made in consultation with the advisor. Major changes require resubmission to the review committee.

**Contact Information**

Professor Shannon Skarphol-Kaml, (651) 999-5946, Shannon.SkarpholKaml@metrostate.edu

## **Life Sciences Teaching Major BS**

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**(Life Sciences Licensure Grades 5-12 )**

The life sciences teaching major helps students obtain the Minnesota Science Teaching License with Life Science Specialty. This license provides certification to teach life science classes, such as biology, environmental science and integrated science in grades 9-12, plus all science areas in grades 5-8 including earth science and physical science. Students gain a foundation in the biological, physical and earth sciences; engage in active hands-on scientific inquiry through lab experiments, field study and computerized analysis of data; explore methods of teaching science that actively engage students through inquiry activities, experimentation, projects, the exploration of issues and the use of technology; and develop skills in planning instruction, guiding learning and assessing the performance of science students.

**Major Requirements****Prerequisites**

- MATH 115 College Algebra **or**
- MATH 120 Precalculus

**Requirements (46-56 total credits)****Foundation Courses (20 credits)**

- BIOL 111 General Biology I

- BIOL 112 General Biology II
- CHEM 111 General Chemistry I
- CHEM 112 General Chemistry II

**Core Courses (18-28 credits)****(Choose one)**

- GEOL 110 Introduction to Earth Sciences\*\* **or**
- GEOL 101 Introduction to Geology\* **and**
- PHYS 101 Introduction to Astronomy\*

**(Choose one)**

- PHYS 110 Introduction to Physics\* **or**
- PHYS 111 General Physics I **and**
- PHYS 112 General Physics II\*\* **or**
- PHYS 211 Calculus-Based Physics I **and**
- PHYS 212 Calculus-Based Physics II\*\*

\* Recommended courses for student who plan to teach middle school science: GEOL 101, PHYS 101, and PHYS 110.

\*\* Recommended courses for students who plan to teach high school biology: GEOL 110, PHYS 111 and PHYS 112, or PHYS 211 and PHYS 212. Teaching Licensure Grades 5-12

**(Choose one)**

- BIOL 310 Ecology **or**
- BIOL 312 Evolution **or**
- BIOL 315 Limnology, **or**
- BIOL 320 Ecosystem and Global Ecology

**(Choose one)**

- BIOL 301 Genetics, **or**
- BIOL 302 Cell Biology and Histology, **or**
- BIOL 304 Molecular Biology.

**Teaching Methods (8 credits)**

- SCED 445 The Practice of Science
- SCED 450 Science Methods for Urban Grades 5-12 Classrooms and Lab

Students completing the teaching major who wish to earn Minnesota Teaching Licensure for secondary education (grades 5-12) can do so by completing additional course work through the university's Urban Teacher Program. Please note that the university's Education Department has the primary responsibility

for recommending students for licensure. For more information, visit the Grades 5-12 licensure for Urban Secondary Education page.

## **Management Information Systems Major BS**

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The management and application of information to decision making in organizations represents a critically important challenge for managers in every function in every organization. This major provides undergraduate courses in management information systems (MIS) related to the management of technology and information.

The MIS major provides the basic knowledge to help students succeed in a professional environment. The courses enable students to develop a basic understanding of the entire process of designing and managing/using information technology (IT). Students not only learn theory, but also attain a working knowledge of IT. This balance of theory and practice increases a student's awareness of, appreciation for, and insight into IT planning and decision making in real-life situations.

### **Requirements**

The management information systems program includes courses in six areas:

#### **1. General Education/Liberal Studies (GELS)**

Within the context of university GELS requirements, the MIS program area recommends that students complete a PSYC 100 General Psychology and a social science research methods course to fulfill the social and behavioral sciences course requirements within GELS.

In addition, the following three courses from the psychology program area are recommended as electives towards GELS requirements:

- PSYC 303 Artificial Intelligence
- PSYC 317 Human Factors
- PSYC 319 The Impact of Technology on Human Organizational Behavior

#### **2. COM Foundation Courses (22 credits)**

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting

#### **3. Business Core Courses (24 credits)**

- MKTG 300 Marketing Principles
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of Management Information Systems
- FIN 390 Principles of Finance

- DSCI 434 Introduction to Operations Management
- MGMT 499 Case Studies in Strategic Management
- 4. **MIS Required Courses (24 credits)**
  - MIS 320 Information Systems Analysis and Design
  - MIS 328 Applications Development I
  - MIS 329 Applications Development II
  - MIS 335 Management and Use of Databases
  - MIS 467 Telecommunications and Internet Management
  - MIS 499 MIS Capstone
- 5. **MIS Electives (4 credits at the upper-division, 300-, 400- or 500-level)**
  - MIS 412 Administration for the Management Information Systems Function
  - MIS 450 MIS Auditing and Security Controls
  - MIS 456 Supply Chain Information Systems
  - MIS 462 Management of Distributed Computing
  - MIS 498 Telecommunications Economics and Policy
  - MIS 350 MIS Internship

The following electives are offered intermittently:

- MIS 463 Strategic Management of Technology and Innovation
- MIS 533 Special Topics: Emerging Technologies
- 6. **Unrestricted electives as needed to total a minimum of 120 credits.**

In addition, MIS faculty strongly recommend DSCI 420 Project Management as a supplemental unrestricted COM elective, though this course is no longer being accepted for MIS elective credit. **Note:** Students who intend to major in MIS must receive a grade of at least B- or its equivalent in MIS 100 and MIS 310 before they can register for MIS required or elective courses.

Many College of Management courses are sequenced and build on previous learning. Students must complete course prerequisites before registering for a course which requires prerequisites. In addition, students must complete 30 credits of coursework, including introductory and intermediate writing before they can register for College of Management upper division courses (those numbered 300 and above). MGMT 499 Case Studies in Strategic Management is a capstone class which should be taken during the last semester of the student's program.

### Transfer of Credit

Transfer course evaluation is made by the faculty in the College of Management consistent with the requirements of MnSCU Policy 3.2 and MnSCU Procedure 3.21.1 (Undergraduate Course Credit Transfer). COM faculty will accept a course as meeting a COM major or minor requirement **if the course content is equivalent to or acceptable in place of a Metropolitan State University course** as determined by COM faculty;

- the course was taught at a similar or higher level as the comparable COM course;
- the content and level of the course are consistent with state/national-level professional, industry and licensure standards; and
- the course carries a grade of "C-" or "S" or higher.

Accounting, economics, and management information systems transfer courses must meet "sunset" policy requirements which specify the maximum time between when the course was taken and when the student was admitted to Metropolitan State. If a course is not accepted because too much time has elapsed since the course was completed, a student may demonstrate competence in some courses via exam. Formal articulation agreements between Metropolitan State and other institutions identify transfer of courses between those institutions.

### **Credit and Residency Requirements**

Students in each of the College of Management bachelor of science major programs must complete a minimum of 20 credit hours of their major requirements and/or major electives at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

## **Management Information Systems Minor**

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The management information systems faculty also offer a minor in management information systems (formerly known as the minor in information and knowledge administration). This minor consists of up to four prerequisite credits and 20 credits of course work as defined below.

### **Prerequisite**

- MIS 100 Fundamentals of Information Technology in Organizations (4 credits)

This course is for students who do not have any background in basic computer concepts and user-level personal productivity tools. Equivalent course or passing the waiver exam is accepted in lieu of the course.

### **Required Courses**

- MIS 310 Principles of Management Information Systems
- MIS 320 Information Systems Analysis and Design
- MIS 335 Management and Use of Databases
- 8 credits (2 required elective courses) from the MIS courses numbered 300 or above
- MIS 467 Telecommunications and Internet Management is highly recommended

**Total credits:** 20 credits plus MIS 100 (or equivalent or waiver)

## **Management Major BS**

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The management program area offers a major in management. The management major prepares students for professional opportunities in management in a variety of organizations. Students in this major develop the skills, knowledge and behaviors that lead to effective managerial performance. They learn about the functional areas of organizations, how external influences affect managerial decisions and about the increasingly diverse business environments in which management decisions are made.

This program can be completed on campus, online, or by combining on campus and online courses. Program requirements are the same, regardless of the delivery mode.

## **Requirements**

The management program includes courses in six areas:

### **1. General Education and Liberal Studies**

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

### **2. COM Foundation Courses (22 credits)**

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting

### **3. Business Core Courses (24 credits)**

- MKTG 300 Marketing Principles
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of Management Information Systems
- FIN 390 Principles of Finance
- DSCI 434 Introduction to Operations Management
- MGMT 499 Case Studies in Strategic Management

### **4. Management Required Courses (28 credits)**

- MGMT 320 Organizational Behavior
- MGMT 340 Managing Quality
- MGMT 360 Managing a Diverse Workforce
- ACCT 320 Strategic Management Accounting
- BLAW 320 Legal Environment of Organizations
- HRM 310 Human Resource Management
- DSCI 420 Project Management

### **5. Capstone (4 credits)**

- MGMT 499 Case Studies in Strategic Management

### **6. Unrestricted electives as needed to total a minimum of 120 credits.**

Many College of Management courses are sequenced and build on previous learning. Students must complete course prerequisites before registering for a course which requires prerequisites. In addition, students must complete 30 credits of coursework, including introductory and intermediate writing before they can register for College of Management upper division courses (those numbered 300 and



above). MGMT 499 Case Studies in Strategic Management is a capstone class which should be taken during the last semester of the student's program.

### Transfer of Credit

Transfer course evaluation is made by the faculty in the College of Management consistent with the requirements of MnSCU Policy 3.2 and MnSCU Procedure 3.21.1 (Undergraduate Course Credit Transfer). COM faculty will accept a course as meeting a COM major or minor requirement **if the course content is equivalent to or acceptable in place of a Metropolitan State University course** as determined by COM faculty;

- the course was taught at a similar or higher level as the comparable COM course;
- the content and level of the course are consistent with state/national-level professional, industry and licensure standards; and
- the course carries a grade of "C-" or "S" or higher.

Accounting, economics, and management information systems transfer courses must meet "sunset" policy requirements which specify the maximum time between when the course was taken and when the student was admitted to Metropolitan State. If a course is not accepted because too much time has elapsed since the course was completed, a student may demonstrate competence in some courses via exam. Formal articulation agreements between Metropolitan State and other institutions identify transfer of courses between those institutions.

### Credit and Residency Requirements

Students in each of the College of Management bachelor of science major programs must complete a minimum of 20 credit hours of their major requirements and/or major electives at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

## Marketing Major BS

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Marketing activities play a critical role in the achievement of an organization's missions and objectives. Students in the marketing major will study the demographic, psychographic, social, economic, technological, environmental and cultural factors that influence the demands for consumer and industrial goods and services. This program offers courses such as marketing principles, buyer behavior, marketing research, marketing communications, international marketing, and others. All of the courses in this major are designed to enhance students' understanding of marketing as a multifaceted and cross-functional discipline that plays a key role in an organization's vitality.

This program can be completed on campus, online, or by combining on campus and online courses. Program requirements are the same, regardless of the delivery mode.

### Requirements

The marketing program includes courses in six areas:

**1. General Education and Liberal Studies**

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

**2. COM Foundation Courses (22 credits)**

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra
- STAT 201 Statistics I
- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting

**3. Business Core Courses (24 credits)**

- MKTG 300 Marketing Principles
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of Management Information Systems
- FIN 390 Principles of Finance
- DSCI 434 Introduction to Operations Management
- MGMT 499 Case Studies in Strategic Management

**4. Marketing Required Courses (20 credits)**

- MKTG 310 Consumer and Professional Buying Behavior
- MKTG 343 Integrated Marketing Communications
- MKTG 420 Marketing Research
- MKTG 480 International Marketing
- MKTG 490 Issues in Marketing

**5. Marketing Electives (4 credits)**

- BLAW 430 Marketing and Advertising Law
- MKTG 371 Travel and Tourism Marketing
- MKTG 435 Sales and Sales Management
- MKTG 438 Sports and Entertainment Marketing
- MKTG 455 Supply Chain Management

**6. Unrestricted electives as needed to total a minimum of 120 credits.**

Many College of Management courses are sequenced and build on previous learning. Students must complete course prerequisites before registering for a course which requires prerequisites. In addition, students must complete 30 credits of coursework, including introductory and intermediate writing before they can register for College of Management upper division courses (those numbered 300 and above). MGMT 499 Case Studies in Strategic Management is a capstone class which should be taken during the last semester of the student's program.

**Transfer of Credit**

Transfer course evaluation is made by the faculty in the College of Management consistent with the requirements of MnSCU Policy 3.2 and MnSCU Procedure 3.21.1 (Undergraduate Course Credit Transfer). COM faculty will accept a course as meeting a COM major or minor requirement **if the course content is equivalent to or acceptable in place of a Metropolitan State University course** as determined by COM faculty;

- the course was taught at a similar or higher level as the comparable COM course;
- the content and level of the course are consistent with state/national-level professional, industry and licensure standards; and
- the course carries a grade of "C-" or "S" or higher.

Accounting, economics, and management information systems transfer courses must meet "sunset" policy requirements which specify the maximum time between when the course was taken and when the student was admitted to Metropolitan State. If a course is not accepted because too much time has elapsed since the course was completed, a student may demonstrate competence in some courses via exam. Formal articulation agreements between Metropolitan State and other institutions identify transfer of courses between those institutions.

### **Credit and Residency Requirements**

Students in each of the College of Management bachelor of science major programs must complete a minimum of 20 credit hours of their major requirements and/or major electives at Metropolitan State University. In addition, students must complete at least 30 credits at Metropolitan State University in order to graduate.

## **Mathematics Teaching Major BS**

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### **(Mathematics Teaching Licensure Grades 5-12 )**

Students who have a passion for mathematics and want to teach middle and high school students how to solve real-world problems through mathematical reasoning, should consider the mathematics teaching major. Mathematics teaching candidates gain a solid grounding in the areas of statistics, calculus, analysis, geometry, modeling and abstract algebra. Several teaching methods courses give prospective teachers the tools to transmit that knowledge and serve the diverse needs of a classroom in an urban setting.

### **Major Requirements**

#### **Prerequisites**

- STAT 201 Statistics and one of the following
- MATH 120 Precalculus  
or a grade of B or better in both
- MATH 115 College Algebra and MATH 116 Trigonometry

### **Foundation Courses (8 credits)**

- MATH 210 Calculus I
- MATH 211 Calculus II

**Core Courses (28 credits)**

- MATH 215 Discrete Mathematics
- MATH 301 Introduction to Analysis
- MATH 310 Calculus III: Multivariable Calculus
- MATH 315 Linear Algebra and Applications
- MATH 340 Mathematical Modeling
- MATH 370 Modern Geometry
- MATH 471 Abstract Algebra
- MAED 440 Teaching Mathematics to Urban Learners in Grades 4-8
- MAED 450 Teaching High School Mathematics to Urban Learners in Grades 9-12

The courses MAED 440 and MAED 450 require that the student be admitted to the university's Urban Teacher Program; they have several prerequisites taught through that program.

**Teaching Licensure Grades 5-12**

Students completing the teaching major who wish to earn Minnesota Teaching Licensure for secondary education (grades 5-12) can do so by completing additional course work and student teaching through the university's Urban Teacher Program. Please note that the university's Education Department has the primary responsibility for recommending students for licensure. For more information, visit the Grades 5-12 licensure for Urban Secondary Education page in the catalog.

## **Media Literacy Minor**

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**Requirements (20 total credits)**

- MDST 361 Visual Communication
  - MDST 363 Children and the Media
  - MDST 580 Issues in Communication Technology
  - MDST 371 American Film: Traditions and Trends **or**
  - COMM 321 Gender, Sport and Communication
- You may choose only one of the following**
- INFS 315 Searching Information
  - INFS 316 Evaluating Information
  - INFS 338 Craft and Commerce of Book Publishing
  - INFS 518 Information Issues

## **Nursing: Licensed Practical Nurse to Bachelor of Science in Nursing**

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This program is designed for licensed LPNs who would like to earn a BSN. The program is a full-time four semester accelerated curriculum which will prepare graduates to take the NCLEX-RN exam.

## Admission Requirements

The following requirements are necessary for consideration for admission to the Fall, 2010 LPN-BSN program in the Department of Nursing:

- A valid Minnesota LPN license
- Completion of general education prerequisites with a cumulative GPA of 3.0
- A grade of C or better in all prerequisite courses
- A cumulative GPA of 3.0 on a 4.0 scale for all college coursework
- Minimum computer competencies
- Write a 300-500 word essay, typed and double-spaced:

One part of the Metropolitan State University Department of Nursing's mission is "to enhance the health of under-served and diverse populations. Describe how your diverse talents, experiences, and cultural background have prepared you to provide nursing care to under-served and diverse populations. Additionally, describe how attaining registered nurse licensure and a baccalaureate degree will enhance your ability to provide nursing care to under-served and/or diverse populations. Essays must include your name, contact information (email is best), Metropolitan State University student ID number, and "LPN to BSN" on each page.

Send essays before February 15, 2010 to:

Lynda Zimmerman  
College of Nursing and Health Sciences  
St Johns Hall  
Metropolitan State University  
700 E 7th Street, St Paul, MN 55106

## Prerequisite Coursework

Prior to applying to the program the following general education prerequisites must be completed at an accredited college or university.

- Communication/Speech (3 credits)
- English/Composition (3 credits)
- General Biology (4 credits)
- Health Care Ethics (3 credits)
- Human Anatomy and Physiology (8 credits)
- Lifespan Growth and Development (4 credits)
- Microbiology (4 credits)
- Statistics (4 credits)
- Choice of Goal 5 course in discipline other than Psychology (3 credits)

The science courses must include labs. All courses must be at least three semester credits. Courses taken under the quarter system must be at least four quarter credits. The prerequisite course grades are heavily weighted in the admission process. Although there is no age limit for prerequisite courses,

prerequisites contain content needed for nursing courses so students with very old courses may wish to consider retaking them if appropriate.

Not all of the prerequisite courses are available at Metropolitan State University. Students may take applicable courses at any accredited college or university. Some colleges may offer a sequence of courses rather than a single course (such as Anatomy and Physiology I and II or Child and Adolescent Development and Adulthood and Aging).

Students with questions about the applicability of a course to meet one of the prerequisites should contact the Nursing undergraduate advisor. Some courses may need to be approved by petition. Petitions are obtained by contacting the College of Nursing.

Four additional general education courses may be taken either prior to or after admission to the nursing program:

- Human Diversity (3 credits)
- People and Environment (3 or 4 credits)
- Writing II (4 credits)
- Global Awareness (3 or 4 credits)

**Note:** Either the People and Environment or the Global Awareness course must be taken for four credits.

### **Program Courses**

In addition to the prerequisites, the LPN-BSN program requires students to complete 40 credits of nursing coursework. This requires full-time commitment of three semesters including one summer.

- NURS 403 Foundations for Professional Nursing
- NURS 301 Theoretical Foundations for Nursing Practice (4 credits)
- NURS 309 Nursing in Acute and Chronic Illness (3 credits)
- NURS 325 Health Assessment (3 credits)
- NURS 335 Nursing Research (3 credits)
- NURS 410 Applied Pathophysiology (4 credits)
- NURS 414 Geriatric Nursing (2 credits)
- NURS 446 Nursing Informatics (2 credits)
- NURS 456 Community Health Nursing (3 credits)
- NURS 465 Leadership and Care Management (4 credits)
- NURS 495 Synthesis Capstone (2 credits)
- Intensive Practicum I (4 credits)
- Intensive Practicum II (5 credits)

Courses will be taught on five campuses: Metropolitan State University (Saint Paul Campus), Anoka Technical College, Dakota County Technical College, Hennepin Technical College, and Saint Paul College on a rotating basis.

### **Background Check**

Under the 1995 amendments to the Vulnerable Adults Act, individuals who provide direct contact service to patients or residents of facilities licensed by the Minnesota Department of Health must undergo a background check. Persons who participate in the clinical placement as part of an educational program are among those affected by the law.

An individual who is disqualified from having direct patient contact as a result of a negative background study is not permitted to participate in a clinical placement in a Minnesota-licensed health care facility. This could result in ineligibility to qualify for a degree in the BSN program.

## **Nursing: Post-baccalaureate Bachelor of Science in Nursing**

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(formerly known as the Accelerated B.S.N. Program)

This program is designed for those who hold a bachelor's degree in a non-nursing field and would now like to go into nursing and earn their B.S.N.

Note: This program is being suspended. Students will apply to the proposed Entry Level M.S.N. program. See the Web site for the College of Nursing and Health Services about the proposed program, particularly the Admission Requirements and the Prerequisites Courses.

### **Admission Requirements**

For the Post-bac B.S.N. program, the following requirements are necessary for admission to the Department of Nursing.

- Official transcript indicating B.A./B.S. degree
- Official transcripts of all college coursework
- Cumulative GPA of 3.0 (4.00 scale) calculated from all college coursework
- Completion of program prerequisites

### **Prerequisite Courses**

Before applying to the Post-bac nursing program, seven prerequisite courses must be completed at any accredited college or university (cumulative GPA of 3.0).

- Statistics
- Chemistry (with laboratory component)
- Human Anatomy (with laboratory component)
- Human Physiology (with laboratory component)
- Microbiology (with laboratory component)
- Nutrition
- Life span growth and development (must cover the entire life span)

The science courses must include labs. All courses must be at least three (3) semester credits. Courses taken under the quarter system must be at least four (4) quarter credits.

All prerequisites must be completed with a grade of C or better. The prerequisite course grades are heavily weighted in the admission process. Although there is no age limit at this time on prerequisite courses, they contain prerequisite content needed for nursing courses so students with very old courses may wish to consider retaking them if appropriate.

Not all of the prerequisite courses are available at Metropolitan State University. Students may take applicable courses at any accredited college or university. Some colleges may offer a sequence of courses rather than a single course (such as Anatomy and Physiology I and II or Child and Adolescent Development and Adulthood and Aging).

Students with questions about the applicability of a course to meet one of the prerequisites should contact the Nursing undergraduate advisor. Some courses may need to be approved by petition. Petitions are obtained by contacting the College of Nursing.

### **Program Courses**

After being accepted into the program, students will successfully complete 60 credits of nursing coursework. This program will require a full-time commitment for four semesters (fall/spring). Some courses may be available during summer terms to lighten the fall/spring credit loads.

- NURS 304 Fundamental Concepts of Professional Nursing (8 credits)
- NURS 305 Theoretical Foundations of Nursing I (3 credits)
- NURS 306 Principles of Pharmacology for Nursing (3 credits)
- NURS 309 Nursing Care During Illness (8 credits)
- NURS 315 Theoretical Foundation of Nursing II (3 credits)
- NURS 335 Nursing Research (3 credits)
- NURS 402 Ethical Dimensions for Nursing Practice (2 credits)\*
- NURS 407 Family Health Nursing (3 credits)\*
- NURS 408 Maternal Child Health Nursing (6 credits)
- NURS 456 Community Health Nursing (4 credits)
- NURS 456P Community Health Nursing Practicum (2 credits)
- NURS 458 Leadership and Management in Nursing (6 credits)
- NURS 460 Mental Health Nursing (4 credits)
- NURS 461 Nursing Care in Complex Situations (5 credits)

If a student qualifies NURS 407 may be taken for graduate credit as NURS 607.

### **Background Check**

Under the 1995 amendments to the Vulnerable Adults Act, individuals who provide direct contact service to patients or residents of facilities licensed by the Minnesota Department of Health must undergo a background check. Persons who participate in a clinical placement as part of an educational program are among those affected by the law.

An individual who is disqualified from having direct patient contact as a result of a negative background study is not permitted to participate in a clinical placement in a Minnesota-licensed health care facility. This could result in ineligibility to qualify for a degree in either the B.S.N or M.S.N. programs.



## **Nursing: Registered Nurse to Bachelor of Science in Nursing**

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This program is designed for RNs with an associate degree or a diploma in nursing who would like to earn their BSN. The BSN builds on science, liberal arts and nursing course work.

### **Admission Requirements**

The following requirements are necessary for admission to the RN-BSN program in the Department of Nursing:

- Associate degree or diploma in registered nursing
- Current RN licensure
- Cumulative GPA of 2.50 (4.00 scale)

Prior to enrollment in the first nursing course, students must complete an official Degree Plan with a Department of Nursing undergraduate advisor.

Students who are graduates of diploma programs and non-accredited associate degree programs are required to validate their lower-division nursing through completion of the National League for Nursing's Comprehensive Nursing Achievement Test (NLN-CNAT). Information about this requirement may be obtained from the College of Nursing and Health Sciences. Upon successful completion of this requirement, students are awarded up to 30 semester credits in nursing.

### **Transfer Agreements**

Metropolitan State University has articulation agreements with nursing programs from all Minnesota community colleges and the College of St. Catherine, enabling a seamless transfer of general education and nursing prerequisite credits from a two-year nursing program to Metropolitan State University's RN-BSN program.

### **Program Requirements**

- A minimum of 120 semester credits are required to graduate.
- A minimum of 40 semester credits must be at the upper-division level.
- 48 semester credits of general education/liberal studies goal areas are required, at least eight semester credits of which must be upper-division liberal studies.

### **Background Check**

Under the 1995 amendments to the Vulnerable Adults Act, individuals who provide direct contact service to patients or residents of facilities licensed by the Minnesota Department of Health must undergo a background study. Persons who participate in a clinical placement as part of an educational program are among those affected by the law.

An individual who is disqualified from having direct patient contact as a result of a negative background study is not permitted to participate in a clinical placement in a Minnesota-licensed health care facility. This could result in ineligibility to qualify for a degree.

**Prerequisites**

Up to 16 of these semester credits must include the following courses, which must be completed with a 3.0 cumulative GPA prior to entering the major:

- STAT 201 Statistics I or the equivalent
- WRIT 331 Writing in your Major
- PHIL 321 Medical Ethics
- A course from the humanities and the fine arts general education goal (Goal VI)

**Upper Division Courses**

32 upper-division semester credits are obtained through the nursing major. See the "Requirements" that follow.

**Program Courses**

Many courses in the nursing curriculum employ online teaching/learning strategies.

**Requirements (32 total credits)**

- NURS 301 Theoretical Foundation for Nursing Practice (4 credits)
- NURS 325 Health Assessment (3 credits)
- NURS 335 Nursing Research (3 credits)
- NURS 407 Family Health Nursing (3 credits)
- NURS 410 Applied Pathophysiology (4 credits)
- NURS 414 Geriatric Nursing (2 credits)
- NURS 446 Introduction to Nursing Informatics (2 credits)
- NURS 456 Community Health Nursing (3 credits)
- \*NURS 456P Community Health Nursing Practicum (2 credits)
- NURS 465 Leadership and Management in Nursing (4 credits)
- NURS 495 Nursing Capstone Seminar (2 credits)

\*Practicum requirements for NURS 456P are, but not limited to, the following:

- Evidence of malpractice insurance
- Evidence of current immunization
- Successful background check
- Evidence of current CPR certification

## **Organizational Administration Major BAS**

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Metropolitan State University offers a Bachelor of Applied Science degree in organizational administration. Only students who have graduated with an AAS degree from an approved community/technical college program may pursue this major. The goal of this program is to educate and to train prospective and current employees who wishes to build upon the technical strength of their

associate degree training in order to take on greater responsibilities and seek advancement beyond their technical training.

Metropolitan State University organizational administration graduates can expect a dynamic and challenging career in ever-changing economic and global conditions. They can expect to be better positioned for employment opportunities and for promotions. They can expect to acquire the organizational, communication and critical thinking skills necessary for anyone accepting management positions in technical and nontechnical fields. Graduating students are prepared for positions such as supervisor, department manager and agency director in business, business owner, nonprofit organizations and government.

This program can be completed on campus, online, or by combining on campus and online courses. Program requirements are the same, regardless of the delivery mode.

### **Admission Requirements**

- Must have completed an approved AAS degree as stipulated in the articulation agreement
- GPA of 2.5 or higher in AAS
- Completion of an approved BAS Degree Plan

### **Requirements**

The degree requirements have four components:

#### **1. General Education and Liberal Studies**

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

#### **2. Foundation Courses (22 credits)**

- MATH 115 College Algebra (or higher)
- STAT 201 Statistics I
- \*ACCT 210 Financial Accounting
- \*ECON 201 Macroeconomics
- \*ECON 202 Microeconomics
- \*MIS 100 Fundamentals of Information Technology in Organizations

#### **3. Business Core Courses (12 credits)**

- \*\*DSCI 434 Introduction to Operations Management
- FIN 390 Principles of Finance
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of MIS
- MKTG 300 Marketing Principles

**Choose one of the following:**

- MGMT 499 Case Studies in Strategic Management **or**
  - MGMT 490 Challenges and Choices in Small Business /Entrepreneurship
4. **Elective Courses (4 upper-division credits from College of Management curriculum or equivalent)**

\* Free waiver examinations are available for "testing out" of these courses. Contact your advisor or the College of Management Advising Center for information.

\*\*Students awarded certificates in both the "Certified in Production and Inventory Management" (CPIM) and "Certified in Integrated Resource Management" (CIRM) have met the DSCI 434 course requirement. Students must submit official documentation to verify these certifications.

## **Organizational Communication Minor**

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**Note:** This minor cannot be combined with the professional communication major.

### **Requirements (17 total credits)**

#### **Required Courses (13 credits)**

- COMM 103 Public Speaking\* or equivalent
- COMM 171 Desktop Computer Designing for Communication **or** equivalent
- COMM 351 Communication in Work Groups\*
- COMM 352 Organizational Communication\*

#### **Electives (4 credits from the following)**

- COMM 333 Intermediate Intercultural Communication
- COMM 350I Communication Internship
- COMM 361 Managerial Communication\*
- COMM 452 Advanced Organizational Communication
- MDST 484 Media in the Corporation
- MDST 583 Online Education and Training

## **Philosophy Major BA**

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The Philosophy major allows you to design your own individualized course of study in philosophy. Your major in philosophy will consist of 36 credits of coursework, at least 32 of which must be taught by the philosophy department. Typically, after taking a course or two, you will declare your major and then meet with a member of the philosophy faculty in order to devise a plan for your course of study. In addition to proposing a set of courses, that plan will also include a written rationale explaining the coherence of the set of courses you propose to take. Your plan of study must be approved by the philosophy faculty.

Recognizing that students choosing to major in philosophy may have a variety of goals and backgrounds, the philosophy faculty does not require a specific set of courses. However, we are unlikely to approve a

plan that does not include some study of the history of philosophy and some attention to the philosophically oriented study of diversity. In addition, philosophy majors are required to complete the senior seminar in practical philosophy. Please see the catalog for a description of the seminar.

## Political Science Minor

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A minor in either anthropology, political science or sociology is particularly appropriate for students in professional programs such as psychology, law enforcement, criminal justice, human services, social work and public administration. Such a minor is also an excellent complement for liberal arts students who are majoring in history, women's studies, professional communication, economics, ethnic studies, education or philosophy.

### Requirements (19-20 total credits)

Social science majors may not minor in anthropology, political science or sociology.

At least half of the credits required for the minor must be completed at Metropolitan State University.

Transfer courses may be applicable to minor requirements. The university's degree audit will specify transfer courses that are directly equivalent to minor requirements; other transfer courses must be approved by the chair of the Social Science Department.

### Introductory (3-4 credits)

- POL 101 Introduction to American Government and Politics

### Survey (4 credits, select one)

- POL 301 Citizenship in a Global Context **or**
- POL 321 World Politics,

### Upper-division Electives in Political Science (12 credits)

Select 300-level courses in political science.

Students may also take the following courses as upper-division electives for the political science minor:

- SSCI 311 Research Methods in Social Science
- SSCI 501 Great Ideas: Classics of Social Science

## Practical Ethics Minor

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The practical ethics minor is designed to familiarize students with the nature and varieties of moral reasoning that are applied to areas of everyday experience, such as: business, marketing, management and sales; medicine and the delivery of health care; law enforcement; media and public relations; social service careers; civic life; and intimate life in the roles of friend, lover, partner, parent, child, man or

woman, and racialized person. Practical ethics is a 20-credit minor meant to complement a degree in any professional field, such as marketing, management, counseling, nursing or human services.

### **Requirements (20 total credits)**

#### **1. Introductory Ethics**

*One course in ethics such as:*

- PHIL 301 Ethical Inquiry
- PHIL 352 Ethics Beyond Borders
- PHIL 354 Theories of Justice and Caring
- PHIL 355 Moral Theory

#### **2. Philosophical Perspectives on Diversity**

*One course from among the following:*

- PHIL 306 Philosophy and Sexuality
- PHIL 362 African and African-American Philosophy
- PHIL 364 Women and Philosophy
- PHIL 365 An Introduction to Gay, Lesbian, Bisexual and Transgender Studies
- PHIL 366 Race and Racism: Philosophical Problems

#### **3. Professional Ethics**

*Two courses from the following:*

- PHIL 320 Business Ethics
- PHIL 321 Medical Ethics
- PHIL 325 Criminal Justice Ethics
- PHIL 326 Communication Ethics
- PHIL 327 Ethics in an Information Age

#### **4. Electives in Ethics**

One additional course, chosen in consultation with a faculty advisor in the Practical Philosophy and Ethics Department.

## **Professional Communication Major BA**

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There are three different tracks that lead to a major in professional communication. The Media Studies track is no longer available.

Up to nine credits of any major track may be lower division. At least 17 credits must be completed at Metropolitan State University.

Students seeking admission to the professional communication major must have an overall 2.5 grade point average. The admission process requires the completion of an admissions essay describing the student's background and motivations for seeking this degree. Essays are reviewed three times a year,

January 30, May 30 and September 30, and are evaluated both for content and writing skill. Students are contacted within one month with their admission status. Contact the department chair to obtain the admissions essay.

After acceptance to the program, students must maintain a 3.0 GPA in their major course work. Students who do not receive a passing evaluation on the admissions essay may reapply after completing a plan submitted to the admissions committee addressing content or writing deficiencies identified. Suggestions for improving writing include taking a writing class or working with a tutor in the Writing Center. For further information, contact LisaAnn McMahon at 651-999-5940.

Students should complete prerequisites and initial courses (100-200) before intermediate courses (300) and intermediate courses before advanced courses (400-500). Electives can be taken alongside either intermediate or advanced courses.

**Note:** In the lists of requirements, an asterisk (\*) denotes a course or workshop that has a theory seminar option (see Creative Learning Strategies section of this Catalog) for those students with extensive life or work experience.

## **Intercultural and Interpersonal Communication Track**

Interpersonal communication professionals focus on interpersonal, intercultural, presentational and organizational issues. The diverse occupations leading from this career track involve searching, organizing, synthesizing, presenting and analyzing information and audiences. Many employers rate oral communication as the most important career skill.

### **Prerequisites (5 credits)**

- COMM 103 Public Speaking\* or equivalent
- COMM 171 Desktop Computer Design for Communication or equivalent

### **Required Courses (31-32 total credits)**

- Initial Courses
  - COMM 301 Connections: Introduction to Communication Studies
  - INFS 315 Searching for Information
- Intermediate Courses
  - COMM 331 Intermediate Interpersonal Communication
  - COMM 332 Negotiation and Mediation Skills
  - COMM 333 Intermediate Intercultural Communication
  - COMM 341 Family Communication\*
  - COMM 351 Communication in Work Groups\*
- Advanced Courses
  - COMM 431 Advanced Interpersonal Communication **or**
  - COMM 433 Advanced Intercultural Communication
  - COMM 482 Applied Communication Research Capstone

### **Electives (4 credits from the following)**

- COMM 320 Individual Rights and Public Discourse **or**
- COMM 350 Communication Internship (1-4 credits vary)
- COMM 352 Organizational Communication\*
- COMM 361 Managerial Communication\*
- COMM 499 Topics in Communication (1-4 credits vary)
- MDST 583 Online Education and Training

**Total Credits for the major, not including prerequisites (38 credits)**

## **Organizational Communication Track**

Organizational communication specialists understand how internal communication can be improved through building teams, training, coordinating efforts, analyzing information flow and resolving conflicts.

### **Prerequisites (5 credits)**

- COMM 103 Public Speaking\* or equivalent
- COMM 171 Desktop Computer Designing for Communication or equivalent

### **Required Courses (28 total credits)**

- Initial Courses
  - COMM 301 Connections: Introduction to Communication Studies
  - INFS 315 Searching for Information
- Intermediate Courses
  - COMM 333 Intermediate Intercultural Communication **or**
  - COMM 361 Managerial Communication\*
  - COMM 351 Communication in Work Groups\*
  - COMM 352 Organizational Communication
- Advanced Courses
  - COMM 452 Advanced Organizational Communication
  - MDST 484 Media in the Corporation
  - COMM 482 Applied Communication Research Capstone

### **Electives (8 credits from the following)**

- COMM 320 Individual Rights and Public Discourse
- COMM 350I Communication Internship (1-4 credits vary)
- COMM 381 Public Relations Principles\*
- COMM 499 Topics in Communication (1-4 credits vary)
- HSTD 393 Training Design and Instruction
- MDST 583 Online Education and Training

**Total Credits for the major, not including prerequisites (36 credits)**

## **Public Relations Track**



Public relations practitioners require outstanding communication skills and knowledge to accomplish responsibilities of planning and research, promotion, media relations, lobbying, special events, publications production and customer relations.

**Prerequisites**

- COMM 103 Public Speaking\* or equivalent
- COMM 171 Desktop Computer Design for Communication or equivalent

**Required Courses (32 total credits)**

- Initial Courses
  - COMM 301 Connections: Introduction to Communication Studies (must be taken before Public Relations Principles)
  - INFS 315 Searching for Information
  - MDST 361 Visual Communication
- Intermediate Courses
  - COMM 320 Individual Rights and Public Discourse
  - COMM 380 Public Relations Writing
  - COMM 381 Public Relations Principles\*
  - COMM 383 Employee Communication
- Advanced Courses
  - COMM 385 Media Relations
  - COMM 481 Advanced Public Relations
  - COMM 482 Applied Communication Research Capstone"  
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**Electives (4 credits from the following)**

- COMM 351 Communication in Work Groups\*
- COMM 352 Organizational Communication
- COMM 361 Managerial Communication\*
- COMM 350 Communication Internship
- COMM 499 Topics in Communication (1-4 credits vary)

**Total Credits for the major, not including prerequisites (38 credits)**

## **Project Management Minor**

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This minor is designed for College of Management majors and students who have satisfied the following prerequisites or their equivalents.

- **COM Foundation Courses (22 credits)**
  - MIS 100 Fundamentals of Information Technology in Organizations
  - MATH 115 College Algebra
  - STAT 201 Statistics I

- ECON 201 Macroeconomics
- ECON 202 Microeconomics
- ACCT 210 Financial Accounting
- **Business Core Courses (24 credits)**
  - MKTG 300 Marketing Principles
  - MGMT 310 Management Principles and Practices
  - MIS 310 Principles of Management Information Systems
  - FIN 390 Principles of Finance
  - DSCI 434 Introduction to Operations Management
  - MGMT 499 Case Studies in Strategic Management

Project management is concerned with the overall planning and coordination of a particular project from inception to completion. It is the application of knowledge, skills, tools and techniques to a broad range of activities in order to meet the requirements of the project and ensure completion on time, within budget and to the required quality standards. The goal of project management is to implement projects successfully with systematic integration of technical, human and financial resources as well as the knowledge of legal issues and limitations. Project management is now one of the fastest growing career fields in business. The goal of the Project Management minor is to prepare students for such a dynamic and exciting field.

#### **Requirements (20 credits)**

- DSCI 420 Project Management
- DSCI 421 Project Planning and Budgeting
- DSCI 431 Managerial Problem-solving and Decision-making Methods
- BLAW 310 Business Law: UCC and Contracts
- MKTG 456 Professional Negotiations **or**
- COMM 332 Negotiation

## **Psychology Major BA**

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It is expected that all students receiving a BA degree with a psychology major will:

- demonstrate mastery of a basic core of psychological knowledge and theory;
- demonstrate an understanding of scientific methodology;
- enhance their development of interpersonal and intercultural sensitivity;
- demonstrate their ability to appropriately apply knowledge;
- understand the ethical issues and standards of psychology; and
- be able to integrate learning in psychology with the needs of a pluralistic urban society.

#### **Requirements (40 total credits)**

All students are expected to have at least 40 credits in psychology during the course of their BA studies. This includes transfer credits as well as academic work completed at Metropolitan State. At least 24 credits in the major must be taken at Metropolitan State; and at least 30 credits must be 300-level or above.

**Pre- or co-requisites**

- PSYC 100 General Psychology
- PSYC 212 Introduction to Diversity and Ethics in Psychology
- PSYC 250 Academic and Career Pathways in Psychology

In addition to psychology major requirements, students must complete the university's general education and liberal studies requirements.

**Required Courses**

- PSYC 312 Research Methods
- PSYC 405 History and Systems of Psychology

PSYC 405 is an integrative capstone course; students are encouraged to delay this course until near the completion of their degree plan.

**Core Content Areas**

Select one course from each of three of the four areas below.

**Area I**

- PSYC 336 Social Psychology
- PSYC 363 Community Psychology

**Area II**

- PSYC 309 Cognitive Psychology
- PSYC 317 Human Factors
- PSYC 330 Psychology of Learning: Contemporary Theories and Applications
- PSYC 345 Biopsychology

**Area III**

- PSYC 300 Abnormal Psychology
- PSYC 332 Psychology of Personality

**Area IV**

- PSYC 301 Adolescent Psychology
- PSYC 302 Adult Development and Lifelong Learning
- PSYC 308 Child Psychology
- PSYC 339 Working with Children in the Middle Years

**Psychology Electives (10 credits minimum)**

Additional learning in psychology should be selected to form a coherent pattern appropriate to the student's goals and interests. Learning opportunities may include approved psychology-related courses, internships, faculty- or student-designed independent studies, prior learning assessments or theory seminars. With advisors' approval, students may select elective courses from among the following non-Psychology Department offerings.

- HSFS 338 Family: Racial, Gender and Class Dimensions
- HSER 344 Counseling Theories and Techniques
- HSER 351 Crisis Intervention Skills and Strategies
- MGMT 320 Organizational Behavior
- MKTG 310 Consumer and Professional Buyer Behavior
- SOC 305 Race and Ethnicity: Sociological Perspectives
- SOC 306 Deviance and Social Control
- ANTH 309 New Neighbors: The U.S. Hmong Community

### **Application of Knowledge (3 credits minimum)**

All students are expected to demonstrate the ability to apply knowledge in their chosen area of psychology through an internship and its accompanying seminar, or through past work or community involvement.

Internships are expected for students entering psychology as a new field of study, and for students exploring a new area of psychology. Examples of possible internship settings include research laboratories, child care agencies, group homes, mental health agencies, and community centers working with children, teens and families, or the elderly. This requirement can also be met through departmental teaching assistantships or through research assistantships associated with the psychology laboratory. Students with experience in psychology-related areas may elect to apply for credit through the assessment of prior learning or theory seminars, or incorporate this learning into a student-designed independent study.

## **Psychology Minors**

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To complete a psychology minor, students are required to take a minimum of 20 credits of psychology. Twelve of these 20 credits must be taken at Metropolitan State and 12 credits must be upper division. According to university general education policy, 12 credits of the minor may overlap with general education/liberal studies credits.

### **1. Required Courses (8 credits)**

- PSYC 100 General Psychology
- One of the following:
- STAT 201 Statistics I\* **or**
- PSYC 307 Data Analysis **or**
- PSYC 312 Research Methods **or**
- PSYC 317 Human Factors

### **2. Guided Electives (Select 8 credits from two or more categories below)**

- Developmental Psychology\*\* (see below\*\*) **or**
- PSYC 300 Abnormal Psychology **or**

- PSYC 332 Psychology of Personality **or**
- PSYC 336 Social Psychology **or** PSYC 363 Community Psychology

### **Additional Electives**

- Students are to select 4 or more credits to reach all credit requirements noted above.
  - \* Students taking STAT 201 are required to have only 12 upper division psychology credits.
  - \*\* Developmental area courses at Metropolitan State include: PSYC 301, PSYC 302, PSYC 308, PSYC 308T, PSYC 339.

## **Child Psychology Minor**

The child psychology minor is designed for students who are interested in the theory and application of psychology to children. Such students might be interested in working with quality child care programming, education, prevention/early intervention work or in areas of social services in which a working knowledge of children's development and emotional needs is essential. The minor fits well with other majors including social work and human services.

### **Requirements (20 credits)**

1. **Required Courses (8 credits from the following)**
  - PSYC 100 General Psychology
  - PSYC 308 Child Psychology
2. **Guided Electives (4 credits)**
  - PSYC 330 Psychology of Learning: Contemporary Theories and Applications
  - PSYC 327 Psychological Testing
  - PSYC 385 Educational Psychology
  - PSYC 356 Early Childhood Development within a Social, Cultural and Historical Context
3. **Additional Electives (8 credits from the following)**
  - PSYC 339 Working with Children in the Middle Years
  - PSYC 102 Dynamics of Parent/Child Relationships
  - PSYC 305 Behavior Disorders in Children
  - PSYC 390 Mental Retardation: Issues, Assessment and Intervention
  - PSYC 393 Special Education Overview
  - PSYC 306 Child Abuse
  - PSYC 212 Introduction to Diversity and Ethics in Psychology
  - PSYC 313 Family Systems
  - HSFS 342 Children in U.S. Society
  - PSYC 360 Friday Forum Topics relevant to child psychology (.5 semester credits per forum)

## **Educational Psychology Minor**

The educational psychology minor is designed for those students who are interested in the theory and application of psychology in education. Such students might be interested in working with early

childhood development programming, education, prevention/early intervention work or in areas of training and education within an organizational setting. The minor fits well with other majors including social work, human services and human resources.

### **Requirements (20 credits)**

**1. Required Courses (8 credits)**

- PSYC 100 General Psychology
- PSYC 385 Educational Psychology

**2. Guided Electives (4 credits from the following)**

- PSYC 330 Psychology of Learning: Contemporary Theories and Applications
- PSYC 327 Psychological Testing
- PSYC 384 Educational Futures
- PSYC 324 Practical Behavior Analysis and Modification

**3. Additional Electives (8 credits from the following)**

- PSYC 339 Working with Children in the Middle Years
- PSYC 392 Psychology and Education of the Gifted
- PSYC 305 Behavior Disorders in Children
- PSYC 390 Mental Retardation: Issues, Assessment and Intervention
- PSYC 393 Special Education Overview
- PSYC 301 Adolescent Psychology
- PSYC 212 Introduction to Diversity and Ethics in Psychology
- PSYC 313 Family Systems
- PSYC 357 Observing and Assessing Young Children: Birth through Age Five
- PSYC 415 Principles of Teaching and Learning in Early Childhood
- PSYC 360 Friday Forum Topics relevant to educational psychology (.5 credits per forum)

## **Industrial and Organizational Psychology Minor**

### **Requirements (20 credits)**

The industrial and organizational psychology minor is designed for students who are interested in the application of psychology in an organizational setting. The minor involves that application of the methods, facts and principles of psychology to people at work. This minor may be of particular interest to students in human resource management or human services administration and to students who are working or aspire to work in public or private organizational settings.

**1. Required Courses (8 credits)**

- PSYC 100 General Psychology
- PSYC 344 Personnel and Industrial Psychology (also listed as HRM 330 Personnel and Industrial Psychology)

**2. Guided Elective Courses (4 credits from the following)**

- PSYC 317 Human Factors
- PSYC 327 Psychological Testing
- PSYC 303 Artificial Intelligence
- PSYC 307 Data/Statistical Analysis for the Behavioral Sciences or STAT 201 Statistics I

**3. Other Elective Courses (8 credits from the following)**

- PSYC 314 Group Dynamics and Facilitation
- PSYC 323 The Nature of Creativity: A Psychological Perspective
- HSTD 394 Staff Training and Adult Development
- PSYC 319 The Impact of Technology on Human and Organizational Behavior
- PSYC 212 Introduction to Diversity and Ethnicity in Psychology
- PSYC 107 Career Planning and Development
- HSTD 389 Organizational Development and Change
- PSYC 360 Friday Forum Topics relevant to organizational and industrial psychology (.5 credits per forum)

## **Psychology Minor for Law Enforcement Major**

### **Requirements (20 credits):**

1. **Required Courses (8 credits)**
  - PSYC 100 General Psychology
  - STAT 201 Statistics I or
  - PSYC 307 Data/Statistical Analysis for the Behavioral Sciences
  - PSYC 333 Psychology of Victims
2. **Guided Electives (8 credits)**
  - A developmental psychology course
  - PSYC 300 Abnormal Psychology
  - PSYC 336 Social Psychology or
  - PSYC 363 Community Psychology
3. **Other Electives (4 credits or more)**

Students are to select at least one additional elective learning opportunity in psychology. Send comments, questions, etc., to Gary.Starr@metrostate.edu

## **Mental Health Psychology Minor**

The mental health and psychology minor is designed for students who are interested in the theory and application of mental health issues. Such students might be interested in working with chronically mentally ill, wellness efforts, chemical dependency (with dual diagnosis), in social work positions or in areas of social services in which a working knowledge of mental health is essential. The minor fits well with other majors including social work and human services.

### **Requirements (20 credits)**

1. **Required Courses (8 credits)**
  - PSYC 100 General Psychology
  - PSYC 300 Abnormal Psychology
2. **Guided Electives (4 credits from the following)**
  - PSYC 327 Psychological Testing
  - PSYC 345 Biopsychology
  - PSYC 400 Advanced Abnormal Psychology
  - PSYC 508 Mental Health and the Law

**3. Other Elective Courses (8 credits from the following)**

- PSYC 102 Dynamics of Parent/Child Relationships
- PSYC 305 Behavior Disorders in Children
- PSYC 390 Mental Retardation: Issues, Assessment and Intervention
- PSYC 406 Introduction to Clinical Psychology
- PSYC 212 Introduction to Diversity and Ethics in Psychology
- PSYC 313 Family Systems
- PSYC 360 Friday Forum Topics relevant to mental health and psychology (.5 credits per forum)
- PSYC 330 Psychology of Learning
- PSYC 343 Drugs and Behavior: An Introduction

## **Religious Studies Minor**

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Religion is a central part of all cultures. From an academic perspective, the study of religion offers powerful insights into human behavior and cultures. Religious beliefs inform what people value and how they act. Religious differences are often used for political purposes, such as those seen in international conflicts and in American politics. On a personal level, many students have grown up with religious beliefs that sometimes sustain, and sometimes restrain, their development. Studying religion provides students, no matter what their upbringing, opportunities to expand both their personal perspectives and their analytical, critical thinking skills.

Sometimes students fear a conflict between the academic study of religion and personal faith. The teachers of the religious studies courses believe the study of religion can strengthen both thinking abilities and personal beliefs. These courses in religious studies present a diversity of traditions and offer students an opportunity to study religion in a supportive academic atmosphere. The courses incorporate multicultural perspectives, especially issues of race, gender, class, sexuality, disabilities and other differences.

**Requirements (19-21 total credits)**

- RELS 301 Introduction to Religious Studies

This required course may be waived with faculty approval given comparable previous study.

**Elective courses (16 credits)**

Students may choose any four courses in Religious Studies. If students wish, they may substitute one course from related courses in the College of Arts and Sciences for one of the Religious Studies elective courses. Religious Studies Worksheets are available from the College of Arts and Sciences for approved related courses.

- RELS 301 Introduction to Religious Studies
- RELS 302 Introduction to the Hebrew Bible (the Old Testament)
- RELS 303 Introduction to the Christian Scriptures (the New Testament)
- RELS 304 Introduction to World Religions
- RELS 305 Jewish-Christian Encounter



- RELS 306 The Spiritual Journey
- RELS 308 World of Islam
- REL 333 Race and Religion
- RELS 344 Religion and Psychology
- RELS 355 Religion and Politics in America
- RELS 366 Religion, Morality and Contemporary U.S. Society
- RELS 377 Women and Religion
- RELS 390 Zen Buddhism in American Culture
- RELS 555 Religion and Politics in America

## **Research and Information Studies Minor**

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The study of information touches on many current issues, first amendment rights, privacy, censorship, ethical issues in communication, the evaluation of arguments, the publishing industry and the joy of intellectual curiosity. This is a useful minor for students interested in continuing their post-B.A. studies in the fields of library science, law, writing and professional communication.

### **Requirements (20 total credits)**

#### **Required Courses (16 credits)**

- INFS 315 Searching for Information
- INFS 316 Evaluating Information
- INFS 338 The Craft and Commerce of Book Publishing
- INFS 518 Information Issues

#### **Electives (4 credits)**

Choose one of the following:

- INFS 335 Best Books for Young Adults Internship
- INFS Field Experience in Library Services or a Museum
- MDST 580 Issues in Communication Technology
- ARTS 302 Exhibition Practices: Group Internship

## **Sales Management Major BAS**

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The sales management major is designed to acquaint students with the major activities involved with this key management function. Only students who have graduated with an AAS degree from an approved community/technical college program may pursue this major. The sales management program will focus on developing an understanding of an organization's sales activities in order to contribute to its profitability. Courses will look at sales activities in an array of settings including industrial, retailing and information technology organizations.

### **Admission Requirements**

- Must have completed an approved AAS degree as stipulated in the articulation agreement
- GPA of 2.5 or higher in AAS
- Completion of an approved BAS Degree Plan

## Requirements

The degree requirements have four components:

### 1. General Education and Liberal Studies

Students in degree programs at Metropolitan State University must complete while at the university, or transfer to the university, a number of courses to meet general education and liberal studies requirements. View General Education and Liberal Studies (GELS) for Metropolitan State University.

### 2. COM Foundation Courses (22 credits)

- MIS 100 Fundamentals of Information Technology in Organizations
- MATH 115 College Algebra (or higher)
- STAT 201 Statistics I
- ECON 201 Macroeconomics (3 credits)
- ECON 202 Microeconomics (3 credits)
- ACCT 210 Financial Accounting

### 3. Business Core Courses (24 credits)

- MKTG 300 Marketing Principles
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of Management Information Systems
- FIN 390 Principles of Finance
- DSCI 434 Introduction to Operations Management

Choose one of the following:

- MGMT 490 Challenges and Choices in Small Business /Entrepreneurship **or**
- MGMT 499 Case Studies in Strategic Management

### 4. Required Courses (20 credits)

- MKTG 310 Consumer and Professional Buyer Behavior
- MKTG 350I Internship
- MKTG 435 Sales and Sales Management
- MKTG 456 Professional Negotiations

## Screenwriting Major BA

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Film is an international language, a celebrated art form and a multibillion-dollar industry. To make the most of this dynamic fusion of art and commerce requires sophisticated and specialized preparation. The screenwriting program provides a creative and practical foundation for a career in writing for film and television, as well as preparation for graduate level study. The program offers the high-end skills that help students shape their own futures.

Screenwriting techniques and principles are explored and practiced through a core curriculum of writing. This curriculum provides the opportunity to develop an original voice, to reflect and grow as an individual creative screenwriter, and to apply this combination of skill and knowledge to the marketplace. It examines screenwriting and filmmaking from both historical and critical perspectives.

**Required Courses (35-36 total credits)**

- SCRW 313 Beginning Screenwriting
- SCRW 314 Intermediate Screenwriting
- SCRW 415 Advanced Screenwriting
- MDST 370 Contemporary Cinema
- MDST 371 American Film: Traditions and Trends
- THEA 400 Playwriting **or**
- THEA 345 Acting III **or**
- THEA 387 Theater History II
- WRIT 353 Writing Short Fiction **or**
- WRIT 251 Introduction to Creative Writing
- MDST 560 Writing for Television **or**
- SCRW 410 Digital Film Production
- SCRW 416 Senior Project in Screenwriting or Internship

**Recommended Electives**

- Any courses in media studies, theater, writing, or experimental intermedia arts.
- A minor in theater or creative writing or experimental intermedia arts is highly recommended.
- Internships are available both locally and in Los Angeles and New York.

## **Social Gerontology Minor**

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The social gerontology minor has four required core courses and one course elective. Students without experience in this area are strongly urged to do an internship for their elective. Students may use alternative learning strategies to satisfy up to eight required credits. Four credits in general education/liberal studies may be used to meet minor requirements. This minor fits well with other majors including social work and psychology.

**Required (20 total credits)****Required Core Courses (16 credits)**

- HSSG 374 Aging in America: A Personal Challenge
- HSSG 376 Mental Health and Aging
- HSSG 377 Physical Health and Aging
- HSSG 380 Aging: Planning and Policy Making

**Elective Courses (4 credits from the following)**

- HSA 362 Human Services Administration

- HSA 369 Program Evaluation
- HSDS 308 Aging and Disabilities
- HSER 346 Counseling and Interviewing Skills
- HSER 351 Crisis Intervention Skills and Strategies
- HSER 352 Family Counseling
- HSER 354 Ethical Issues in Human Services
- HSFS 399 Selected Topics in Family Assistance
- HSSG 378 Thanatology: The Study of Death and Dying
- HSSG 383 Selected Topics in Social Gerontology
- HSTD 393 Training Design and Instruction

## **Social Science Major BA**

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As a social science major, students may choose from five program options--generalist, global studies or any one of three disciplinary tracks--each of which prepares students for a variety of careers in an increasingly diverse world.

The generalist track provides a solid foundation for graduate work in anthropology, political science or sociology and gives students strong academic preparation for careers in public agencies, nonprofit organizations and the business world. This program is also appropriate preparation for professional study in fields such as law, public affairs and international relations.

A growing number of students are seeking an education that prepares them for careers in the global economy. The global studies track is designed to meet this need. This academic background offers students the theoretical and practical training needed for careers with government agencies, transnational businesses and nonprofit organizations. It also provides appropriate training for professional study in fields such as law, public affairs and international relations.

The disciplinary track enables students to focus on either anthropology, political science or sociology, and it provides strong academic preparation for careers in public agencies, nonprofit organizations and the business world. This program is also appropriate preparation for graduate study in anthropology, political science or sociology. In consultation with the social science faculty, students may tailor a program within one of these disciplines to fit their particular academic needs.

The learning outcomes for a social science major are:

- to know and understand the essential concepts of social science;
- to comprehend the historical foundations and theoretical approaches of social science;
- to plan and carry out social science research; to develop higher order thinking skills by analyzing and interpreting social science literature;
- to write analytically in a style that is informed, well-reasoned and literate;
- to recognize and understand the social significance of gender and sexual orientation, race and ethnicity, religion, social class and physical ability;
- to understand and utilize a global perspective; and
- to develop civic skills and ethical awareness by participating in community-based learning and program internships.

**Requirements (36 total credits)**

- At least half of the credits required for the major must be completed at Metropolitan State University.
- Student should select lower division electives and upper division electives in consultation with an advisor.
- Transfer courses may be applicable to major requirements. The university's degree audit will specify transfer courses that are directly equivalent to major requirements; other transfer courses must be approved by a faculty advisor in the department.
- Students may not apply transfer credits in criminology to the major.

**Generalist Track****Lower-division Electives (up to 9 credits)**

Students may select courses in anthropology, geography, political science, social science, and sociology. Students may not apply more than 6 credits in any one discipline.

**Survey Courses (12 credits, select one course from each of the three disciplines)**

- ANTH 301 Approaches to Cultural Anthropology **or**
- ANTH 302 Gender and Culture
- POL 301 Citizenship in a Global Context **or**
- POL 321 World Politics
- SOC 301 Contemporary Sociology **or**
- SOC 302 Interpersonal and Social Power: A View from Below

**Core Courses (15-16 credits)**

- SSCI 365 Social Science Group Internship: Civic Engagement and Public Life
- SSCI 311 Research Methods in Social Science
- SSCI 501 Great Ideas: Classics of Social Science
- SSCI 451 Social Science Capstone: Thesis Seminar **or**
- SSCI 452 Social Science Capstone: Integrative Seminar

**Note:** Sequencing: SSCI 311, SSCI 501 and SSCI 451 or SSCI 452 must be taken in three separate semesters in the order listed above.

**Upper-division Electives (to reach 36 credits)**

Students may select 300-level courses in anthropology, geography, political science, social science, and sociology.

**Global Studies Track****Lower-division Electives (up to 9 credits)**

Students may select courses in anthropology, geography, political science, social science, and sociology. Students may not apply more than 6 credits in any one discipline.

**Lower-division Required Courses (6 credits)**

- SSCI 100 Introduction to Social Science
- GEOG 201 Introduction to Geography

**Survey Courses (8 credits, select two courses from two different disciplines)**

- ANTH 302 Gender and Culture **or**
- ANTH 325 Women, Development and Social Change
- POL 301 Citizenship in a Global Context **or**
- POL 321 World Politics
- SOC 303 Ethnic Conflict in Global Perspective **or**
- SOC 304 Social Movements in Global Perspective

**Core Courses (15-16 credits)**

- SSCI 365 Social Science Group Internship: Civic Engagement and Public Life (3-4 credits)
- SSCI 311 Research Methods in Social Science
- SSCI 501 Great Ideas: Classics of Social Science
- SSCI 451 Social Science Capstone: Thesis Seminar **or**
- SSCI 452 Social Science Capstone: Integrative Seminar

**Note:** Sequencing: SSCI 311, SSCI 501 and SSCI 451 or SSCI 452 must be taken in three separate semesters in the order listed above.

**Upper-division Electives (to reach 36 credits)**

Students may select courses from the following list:

- ANTH 301 Approaches to Cultural Anthropology
- ANTH 302 Gender and Culture
- ANTH 320 Anthropology in the Global Age
- ANTH 321 Cultural Anthropology: Focus on Mexico and Central America
- ANTH 325 Women, Development and Social Change
- GEOG 323/POL 323 The Middle East: Conflict and Change
- POL 301 Citizenship in the Global Context
- POL 321 World Politics
- POL 303/SOC 303 Ethnic Conflict in Global Perspective
- POL 304/SOC 304 Social Movements in Global Perspective
- SSCI 301 Politics, Markets and Society
- SSCI 396T Travel and Culture Theory Seminar

**Anthropology Track**

**Lower-division Electives in Anthropology (up to 9 credits)**

Students may also take SSCI 100 Introduction to Social Science.

**Survey Course (4 credits, select one course)**

- ANTH 301 Approaches to Cultural Anthropology **or**
- ANTH 302 Gender and Culture

**Core Courses (15-16 credits)**

- SSCI 365 Social Science Group Internship: Civic Engagement and Public Life (3-4 credits)
- SSCI 311 Research Methods in Social Science
- SSCI 501 Great Ideas: Classics of Social Science
- SSCI 451 Social Science Capstone: Thesis Seminar **or**
- SSCI 452 Social Science Capstone: Integrative Seminar

**Note:** Sequencing: SSCI 311, SSCI 501 and SSCI 451 or SSCI 452 must be taken in three separate semesters in the order listed above.

**Upper-division Electives in Anthropology (to reach 36 credits)**

Select 300-level courses in anthropology.

**Political Science Track****Lower-division Electives in Political Science (up to 9 credits)**

Students may also take SSCI 100 Introduction to Social Science.

**Survey Course (4 credits, select one course)**

- POL 301 Citizenship in a Global Context **or**
- POL 321 World Politics

**Core Courses (15-16 credits)**

- SSCI 365 Social Science Group Internship: Civic Engagement and Public Life (3-4 credits)
- SSCI 311 Research Methods in Social Science
- SSCI 501 Great Ideas: Classics of Social Science
- SSCI 451 Social Science Capstone: Thesis Seminar **or**
- SSCI 452 Social Science Capstone: Integrative Seminar

**Note:** Sequencing: SSCI 311, SSCI 501 and SSCI 451 or SSCI 452 must be taken in three separate semesters in the order listed above.

**Upper-division Electives in Political Science (to reach 36 credits)**

Select 300-level courses in political science. Students may also take SSCI 301 Politics, Markets and Society.

## **Sociology Track**

### **Lower-division Electives in Sociology (up to 9 credits)**

Students may also take SSCI 100 Introduction to Social Science.

### **Survey Course (4 credits, select one course)**

- SOC 301 Contemporary Sociology **or**
- SOC 302 Interpersonal and Social Power: A View from Below

### **Core Courses (15-16 credits)**

- SSCI 365 Social Science Group Internship: Civic Engagement and Public Life (3-4 credits)
- SSCI 311 Research Methods in Social Science
- SSCI 501 Great Ideas: Classics of Social Science
- SSCI 451 Social Science Capstone: Thesis Seminar **or**
- SSCI 452 Social Science Capstone: Integrative Seminar

**Note:** Sequencing: SSCI 311, SSCI 501 and SSCI 451 or SSCI 452 must be taken in three separate semesters in the order listed above.

### **Upper-division Electives in Sociology (to reach 36 credits)**

Select 300-level courses in sociology.

## **Social Studies Teaching Major BS**

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### **(Social Studies Licensure Grades 5-12 )**

The B.S. in Social Studies Teaching Option is designed to provide students with both a strong foundation in social science disciplines and the intellectual skills necessary for excellence as an urban school teacher, grades 5 through 12. The major meets the Minnesota Board of Teaching standards for social studies and combined with the program offered through the university's Urban Education Program, provides a path to licensure as a social studies teacher, grades 5-12.

The Social Studies Major (Urban Teacher Program) begins with several basic assumptions about the attributes of an effective social science teacher:

- Effective social studies teachers share with other liberally educated people the ability to think critically and communicate fluently.
- Effective social studies teachers care deeply about their subject and are able to convey that passion and interest to their students.



- Effective social studies teachers are interdisciplinary; they can synthesize and apply core concepts from a variety of social science fields to enhance their own and their students understanding of a topic or subject area.
- Effective social studies teachers have developed a *sociological imagination*: they are able to link personal experience with larger socioeconomic forces and help their students do the same.
- Effective social studies teachers are culturally reflective and aware; they are willing to engage in an ongoing process of reflection and analysis of the social and cultural roots of their own values, behaviors and beliefs, and those of the students and community they will be working with.
- Effective social studies teachers are empowered; they are able to think realistically and hopefully about ways citizens can act positively to change their communities.
- Effective social studies teachers have acquired the passion and tools for life long learning.

**Requirements (43-46 total credits)****Foundation Courses (21-22 credits)**

Students are required to complete 9 credits from at least two disciplines in the foundation area for admission to the Urban Teacher Program.

The following three courses are required:

- GEOG 201 Introduction to Geography
- POL 101 Introduction to American Government and Politics
- SSCI 100 Introduction to Social Science

Choose three of the following history courses:

- HIST 101 The American Past: To 1865
- HIST 102 The American Past: From 1865
- HIST 103 World History I: Patterns of Civilization to 1500
- HIST 104 World History II: The Modern World, 1500 to the Present

Choose one of the following courses:

- ECON 201 Macroeconomics or
- SSCI 301 Politics, Markets and Society

**Core Courses (22-24 credits)**

Choose one of the following courses:

- ANTH 302 Gender and Culture or
- HIST 394 Comparative Women's History

Choose one of the following courses:

- ETHS 302 Immigration and the New World

- ETHS 309 The Color of Public Policy
- ETHS 311 Understanding Racial and Ethnic Groups in the United States

Choose one of the following courses:

- ETHS 232 American Indians in Minnesota
- ETHS 332 Topics in Contemporary Native North America

Both of the following courses are required:

- HIST 301 Historical Interpretation
- POL 321 World Politics

NOTE: Students should complete at least two lower division history courses before taking HIST 301

### **Capstone Course (4 credits)**

Students are required to complete at least 30 credits in the major before taking the following required course:

- SSCI 401 Social Studies Capstone

### **Teaching Licensure Grades 5-12**

Students completing the teaching major who wish to earn Minnesota Teaching Licensure for secondary education (grades 5-12) can do so by completing additional course work and student teaching through the university's Urban Teacher Program. Please note that the university's Education Department has the primary responsibility for recommending students for licensure. For more information, visit the Grades 5-12 licensure for Urban Secondary Education page in the catalog.

## **Social Work Major BSW**

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Metropolitan State's social work program helps students acquire the values, knowledge and skills necessary to work with individuals and families to maintain their cultural identities while increasing their capacity to live and function successfully in two or more cultural environments. Students learn to work with communities to serve and nurture their members and to achieve a viable balance between community needs and available resources.

### **Requirements:**

The social work program has four main components.

- 60 semester credits, including 40 general education and semester credits with a minimum of three credits in each of the following: psychology, sociology, anthropology, political science, human biology and racial/ethnic awareness, completed at Metropolitan State or another postsecondary institution prior to admission to the social work major;

- 32 credits (includes the prerequisite course, SOWK 109 Introduction to Social Work) in core curriculum required courses in addition to statistics;
- 14 credits of field practica including five credits in a community learning center in a community of color, five credits in a mainstream social work setting and four credits in field practice seminars;
- four credits in statistics;
- eight credits in liberal studies; and
- two credits in other electives.

### **Social Work Core Courses**

1. **Social Work Practice (10 credits)**
  - SOWK 321 Social Work Practice I
  - SOWK 522 Social Work Practice II
2. **Racial/Ethnic Analysis (4 credits)**
  - SOWK 341 Comparative Racial/Ethnic Analysis I
  - SOWK 542 Comparative Racial/Ethnic Analysis II
3. **Social Policy (6 credits)**
  - SOWK 109 Introduction to Social Work
  - SOWK 360 Social Welfare History and Policy
4. **Research (6 credits)**
  - SOWK 351 Social Research
  - SOWK 552 Community Research and Advocacy
5. **Human Behavior in Social Environment (6 credits)**
  - SOWK 331 Human Behavior in the Social Environment I
  - SOWK 332 Human Behavior in the Social Environment II
6. **Social Work Field Courses (14 credits)**
  - Field Practicum
  - SOWK 391 Community Learning Center Practicum
  - SOWK 591 Social Work Senior Practicum
  - Field Seminar
  - SOWK 381 Community Learning Center Seminar
  - SOWK 582 Social Work Capstone Seminar

## **Sociology Minor**

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A minor in either anthropology, political science or sociology is particularly appropriate for students in professional programs such as psychology, law enforcement, criminal justice, human services, social work and public administration. Such a minor is also an excellent complement for liberal arts students who are majoring in history, women's studies, professional communication, economics, ethnic studies, education or philosophy.

### **Requirements (19-20 total credits)**

Social science majors may not minor in anthropology, political science or sociology.

At least half of the credits required for the minor must be completed at Metropolitan State University.

Transfer courses may be applicable to minor requirements. The university's degree audit will specify transfer courses that are directly equivalent to minor requirements; other transfer courses must be approved by the chair of the Social Science Department.

Students may not apply transfer credits in criminology to the minor.

**Introductory (3-4 credits)**

- SOC 101 Introduction to Sociology

**Survey (4 credits, select one)**

- SOC 301 Contemporary Sociology **or**
- SOC 302 Interpersonal and Social Power: A View from Below

**Upper-division Electives in Sociology (12 credits)**

Select 300-level courses in sociology.

Select one of the following two courses:

- SOC 309 Homelessness: Critical Issues for Policy and Practice **or**
- SOC 310 City Life: Space, Places and Community

Students may also take the following courses as upper-division electives for the sociology minor:

- SSCI 311 Research Methods in Social Science **and**
- SSCI 501 Great Ideas: Classics of Social Science

## **Studio Arts Minor**

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Since the beginning of human history, people have had a need to create images and objects. These impulses emerge for different reasons--communication, commerce, an act of devotion, a necessity for utilitarian wares, personal expression, decoration, therapy and so on. Courses offered in studio arts allow students of various skill levels to examine the history of art and craft, sharpen critical thinking skills, and explore the possibilities of the sometimes instinctive and elusive creative process. A minor is offered in studio arts.

**Requirements (20 total credits)****Required Course (4 credits)**

- ARTS 106 Introduction to Drawing

**Electives (16 credits from the following)**

- ARTS 300 Museum and Galleries
- ARTS 302 Exhibition Practices: Group Internship
- ARTS 304 Topics in Fiber (such as papermaking, quilting, wearable art, surface design)
- ARTS 306 Intermediate Drawing
- ARTS 307 Painting
- ARTS 414 Advanced Projects in Studio Arts

## **Technical Communication Major BA**

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Technical communication is a growing field that has become an increasingly important mediator between technologies and the people who use them.

The major, offered by the Communication, Writing and the Arts Department, consists of an interdisciplinary curriculum that provides both depth and breadth, both theory and practice. A strong focus on communication skills--particularly written communication in various forms--is the program's centerpiece. However, the major helps students develop skills in a variety of other areas, including:

- an introduction to user-centered design for digital and print environments;
- strategies for solving communication problems;
- relevant workplace experience through internships and service-based learning;
- an understanding of training principles, particularly for online learning environments; and
- theoretical and practical knowledge of document design, including opportunities to use professional software tools.

### **Major Requirements**

The Bachelor of Arts in Technical Communication requires 40-41 credits (internship credits are either 3 or 4 credits). Courses fall into two categories: prerequisites (courses taken before required courses) and required course work. Up to 12 credits may be transferred or taken at the lower-division level (articulation agreements superceded this limit).

### **Prerequisites (6 credits)**

- COMM 171 Desktop Computer Design for Communication (2 credits)
- INFS 115 Information Access (2 credits)
- WRIT 301 Introduction to Professional and Technical Writing (2 credits)

### **Required Courses (34-35 credits)**

- WRIT 271 Technical Writing (3 credits)
- WRIT 350I Writing Internship (1-4 credits)
- WRIT 371 Editing (4 credits)
- WRIT 372 Document and Information Design (4 credits)
- WRIT 373 Writing and Designing for the Web I
- WRIT 461 Writing and Technical Communication Capstone (4 credits)
- MDST 580 Issues in Communication Technology (4 credits)
- MDST 583 Online Education and Training (4 credits)

Choose ONE of the five courses listed below:

- WRIT 531 Advanced Writing (4 credits)
- WRIT 532 Writing About Place (4 credits)
- WRIT 541 Writing for Publication or Profit (4 credits)
- WRIT 575 Environmental Communication (4 credits)
- WRIT 599 Topics in Technical Communication (4 credits)

All 500 level courses are considered advanced and students should check all prerequisites and for greater success at this level.

## Technology Management Major BAS

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Technical college graduates can pursue a bachelor of applied science in technology management through a joint program offered in the Minneapolis and Saint Paul metropolitan area by Bemidji State and Metropolitan State universities. The bachelor's degree is awarded by Bemidji State University. The program is for students who desire employment in the technical fields of industry; however it is not applicable to a licensure program.

### Requirements

- General Education (42 credits)
- Technical courses (26 credits)
- Professional courses (18 credits)
- Electives (12 credits or more as necessary to meet total degree requirements)

Students who transfer from a technical college are awarded 26 semester hours toward the technical core courses. Up to 30 additional technical credits could be used to count toward free electives; and 128 credits are required for graduation including 64 credits from a four-year institution; and 30 credits completed through Bemidji State University. Contact the First College Advising Center for more information.

### Required Technical Courses (Core): 26 minimum credits

Students who already have technical college credits from articulated programs will not have to complete the following courses:

- IT 1100 Orientation to Industrial Programs (2credits)\
- IT 1210 Materials & Processes - Forming (4 credits)
- IT 1220 Materials & Processes - Separating (4 credits)
- IT 1310 Mechanical Power (2 credits)
- IT 1350 Electronic Technology (4 credits)
- IT 1410 Communication Technology (3 credits)
- IT 1460 Technical Graphics (3 credits)
- IT 1600 Modeling Communications (2 credits)
- IT 2250 Construction Technology (2 credits)
- IT 2370 Automation Technology (3 credits)

- IT 3310 Fluid Power (3 credits)
- IT 4537 Industrial Design (3 credits)

**Required Professional Courses (Core): 17 minimum credits**

Taken by all students in the program, offered by Bemidji State University.

- IT 3870 Technical Sales/Presentations (2 credits)
- IT 3880 Human Resource Development (2 credits)
- IT 3890 Material Handling and Plant Layout (2 credits)
- IT 4877 Industrial Maintenance and Safety (3 credits)
- IT 4878 Quality Assurance (3 credits)
- IT 4890 Industrial Organization & Leadership (3 credits)
- IT 4897 Project Management (3 credits)

Electives: Students must take another thirteen (13) semester credits from Bemidji State University to complete residency requirement. Some suggested electives are:

- IT 4537 Industrial Design (3 credits)
- IT 3100 Orientation (2 credits)

Twenty-six block credits transfer from the technical college system. Students may earn 17 additional credits as electives depending on previous technical college work.

## Theater Major BA

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The theater program is designed to provide students with a basic understanding of and critical appreciation for the basic elements of theater, including acting, directing and playwriting. Among the hallmarks of the theater degree is an emphasis on students creating original works, allowing valuable insight into the creative process and its practical applications. Additionally, a study of the great traditions of theater and the development of skills can empower students toward their own clear and original voice.

The program also encourages the integration of theater skills within other disciplines. The ability to communicate effectively and to better understand human motivation is important in one's business and life as they are onstage.

Metropolitan State University employs a variety of resident faculty and local professional artists and organizations to offer a rich variety of perspectives. The program also encourages experiential internships with Twin Cities area theaters and offers credit for prior learning experience. ABA in theater is offered through university collaboration with the Minneapolis Community and Technical College (MCTC), and classes are integrated from the existing curricula of the two institutions. Students may also transfer similar credits from two year colleges.

**Note:** It is highly recommended that theater majors and minors take one of the following two courses before proceeding to the major or minor.

- THTR 1131 Introduction to Theater (MCTC) or
- THEA 321 Directed Readings in Theater (Metro)

**Requirements (35-37 total credits)****Minneapolis Community and Technical College or equivalent two-year college (minimum 16 credits)**

- THTR 1104 Introduction to Acting (3 credits) **or**
- THTR 1160 Multicultural Acting (3 credits) **or**
- THTR 2105 Introduction to Acting II (3 credits)
- THTR 2150 Theater History I (3 credits)
- THTR 1145 Stagecraft: Design and Lighting (3 credits)
- THTR 1161-69 Theatre Topics (1-2 credits) **or**
- Any THEA course (2-4 credits MSU)
- THTR 2145 Introduction to Directing (3 credits)

**Metropolitan State University (22 credits)**

Metropolitan State University courses are listed in suggested order.

- THEA 321 Directed Readings in Theater
- \*THEA 345 Acting III
- THEA 351 Production/Performance Lab
- THEA 387 Theater History II
- THEA 400 Playwriting I
- \*THEA 540 Directing and Creating Theater

\*The required courses, THEA 345 and 540 include one credit of practicum each. The major and minor degree program requires a minimum of four practicum credits throughout the course of study. Students gain the additional two credits through THEA 351 Production/Performance Lab, where students work in a department shop (scenery, props, marketing, and costumes), or perform as actors, running crew, board operation, set-up strike crew, house management, etc. for the run of a production. A maximum of two of these credits may be in the area of performance/acting.

**Electives**

Theater majors are encouraged to enhance their degree programs by completing elective courses in some of the following areas: Shakespeare, creative writing, studio arts, music, experimental intermedia arts, media studies, literature and storytelling.

Recognizing that there may be transfer students from other two-year institutions, students should work with theater faculty advisors to make sure that equivalent classes can count toward the major.

## **Theater Minor**

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Skills and insights acquired through the study of theater can be life enhancing. The ability to communicate effectively and to better understand human character is as important in one's business



and life as they are onstage. Specifically, in the minor, students acquire a basic understanding of, and critical appreciation for, contemporary theater art. Opportunities to provide for integration with other major programs of study include an emphasis on the process of creating original work.

The theater minor should be supported by courses in: Shakespeare, creative writing, screenwriting, studio arts, music, experimental intermedia arts, media studies, literature and storytelling.

### **Requirements (22 total credits)**

Courses are listed in suggested order.

- THEA 321 Directed Readings in Theater
- THEA 331 Voice: Speaking from Experience or
- \*THEA 345 Acting III
- THEA 351 Production/Performance Lab (2 credits)
- THEA 387 Theater History II
- THEA 400 Playwriting I
- \*THEA 540 Directing and Creating Theater
- THEA 587 Playwriting II (not as an independent study or an internship) or
- THEA 459 Public Performance Events or
- Internship or independent study (instructor's permission needed)

\*The required courses, THEA 345 and 540 include one credit of practicum each. The major and minor degree program requires a minimum of four practicum credits throughout the course of study. Students gain the additional two credits through THEA 351 Production/Performance Lab, where students work in a department shop (scenery, props, marketing, and costumes), or perform as actors, running crew, board operation, set-up strike crew, house management, etc. for the run of a production. A maximum of two of these credits may be in the area of performance /acting.

## **Training and Adult Development Minor**

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The training and adult development minor focuses on employee/staff training and adult development and examines the training roles and functions within human services organizations. Attention is given to identifying training needs, strategies for meeting those needs, information on adult learning and the overall purpose of employee development and training. Students learn how to develop and design complete training programs and are prepared to work in organizations as trainers, managers or directors.

The training and adult development minor is a 20-credit curriculum option with two main components:

- Three required four-credit courses intended to acquaint students with theoretical and practical components of adult learning and theory, training design and instruction, and the overall purpose of training and adult development;
- Two elective four-credit courses are selected from a series of courses; and
- Students who have not worked in training and adult development are advised to complete a pre-practicum and practicum internship in training and adult development. Students with

extensive experience in training and adult development may receive credits through the assessment of prior learning process or take an additional elective course.

**Requirements (20 Credits)****Required Core Courses (12 credits)**

- HSTD 394 Staff Training and Adult Development
- HSTD 393 Training Design and Instruction
- HSTD 389 Organizational Development and Change

**Elective Courses (4-8 credits from the following)**

Students may select at least two courses from this following list as electives:

- HSA 369 Program Evaluation
- HSER 331 Human Services Group Practicum and Seminar (prerequisite HSER 320)
- HSER 395 Human Services and Diversity
- HSTD 386 Creative Problem-solving Concepts and Methods
- HSTD 390 Conflict Resolution
- HSTD 397 Career Pathing
- HSTD 498 Organization Consulting Approaches and Techniques
- HRM 310 Human Resource Management
- MDST 484 Media in the Corporation
- MDST 583 Online Education and Training
- PSYC 302 Adult Development and Lifelong Learning
- PSYC 327 Psychological Testing
- PSYC 385 Educational Psychology

## **Urban Teacher Program**

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The Urban Teacher Program (UTP) is designed to meet the needs of urban schools for teachers who can improve students' educational achievement. The UTP prepares prospective teachers who can build on the talents and resiliency of diverse urban learners for success in school and life. Our approach to teacher education focuses on preparing diverse, reflective and resilient teachers who are outstanding in their commitment to teaching urban youth and providing equal educational opportunity. By attracting teachers of color and low-income or "first generation" college students into teaching careers, the UTP provides urban schools with competent educators who can relate to the experiences of culturally and linguistically diverse youth and their communities.

The mission of the UTP is twofold: 1) To increase the number of well-prepared teachers of color in Minneapolis, St. Paul and inner-ring suburbs so that the teaching workforce reflects the ethnically diverse population of students and their communities; and 2) To empower urban teachers with the content knowledge, pedagogical skills, urban field experiences, and professional dispositions needed to improve the educational achievement of historically and currently underserved urban learners and to advocate for their right to receive a high quality education.

**Pre-Professional Education Courses (6 credits)**

The following courses are open to all students and are required for admission to the Urban Teacher Program along with other admission requirements. Contact the UTP Academic Advisor for more information about program Admission requirements.

- EDU 200 Introduction to Urban Education and Reflective Teaching
- EDU 203 Multicultural Education

**Standards-Based Program Integrating Field Experience with Coursework**

Teacher candidates are required to complete a well-planned sequence of courses and experiences in general, content, and pedagogical studies that help them develop competence in meeting the Minnesota Board of Teaching's Standards of Effective Practice for Beginning Teachers. All required coursework is aligned with various standards expected of beginning teachers, and teacher candidates complete their program by demonstrating standards competence during student teaching, as well as in a portfolio, and by passing standardized tests mandated by the state.

The Urban Teacher Program integrates theory and practice by requiring teacher candidates to spend time with youth in urban schools and communities at each stage of the program. These experiences in child care centers, urban schools and classrooms add to teacher candidates' knowledge base and give them the opportunity to practice and demonstrate effective instruction. While some of these field experiences occur outside of the typical public school day, many of these opportunities are only offered between 8am-4pm.

In order to be admitted to the Urban Teacher Program, students must be able to document at least 40 hours working with youth in an urban context. After admission, various required coursework throughout the program involves some field experience ranging from 5-20 hours or more per course totaling at least 100 hours prior to student teaching in various age or grade levels of the license being sought. A unique feature of the Urban Teacher Program is that an Individual Student Teaching Plan is developed for each teacher candidate that addresses their goals and needs in demonstrating teaching competence to complete a minimum of 15 full-time of weeks student teaching in an urban setting.

**Program Admissions Requirements**

Admission to the Urban Teacher Program (UTP) is required to take 300 & 400 level courses in the Education Department. Before being admitted to the UTP, students will need to meet several requirements and criteria including, but not limited to, demonstrating a commitment to urban teaching, completing certain coursework with at least a 2.5 cumulative GPA, completing at least 40 hours of field experience with urban youth, completing the Praxis I: Pre-Professional Skills Test (PPST) in reading, writing and math, submitting an application essay, and interviewing with UTP faculty and staff. Application deadlines are April 1st (Fall semester), October 1st (Spring semester) and February 1st (Summer semester). For more information about admission requirements and criteria, visit the UTP Web site or contact the Urban Teacher Program at (612) 659-7180.

**Urban Early Childhood Education BS**

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**Requirements (78 total credits)****2. Professional Education (35 credits)**

All 300-400 level EDU courses require admission to the Urban Teacher Program or department approval in order to enroll.

- EDU 321 Urban Infant-Toddler Curriculum & Practicum
- EDU 323 Urban Pre-K & Kindergarten Curriculum and Practicum
- EDU 325 Emergent Literacy in ECE
- EDU 331 Physical Development, Health, Nutrition, Effects of Drugs in ECE
- EDU 333 Assessment of Learning in Primary Grades
- EDU 341 The Child and the Family in an Urban Setting
- EDU 361 The Arts in ECE
- EDU 383 Information Technology in K-12 Education
- EDU 481 Urban Primary Grades 1-3 Curriculum & Practicum
- EDU 482 Beginning Reading
- EDU 484 Teaching Children with Disabilities

**3. Supporting Courses (28 credits total)****Required Psychology Courses (20 credits)**

- PSYC 308 Child Psychology
- PSYC 330 Psychology of Learning
- PSYC 356 Early Childhood Education within a Historical, Social, and Cultural Context
- PSYC 357 Observing and Assessing Young Children
- PSYC 359 Positive Behavior Guidance
- PSYC 417 Language and Communication Development in ECE

**Elective Courses (8 credits)**

- HSA 372 Administration of ECE Programs
- HSFS 338 Family: Racial, Gender and Class Dimensions
- HSFS 399 Topics in Family Care/with consent of advisor
- PSYC 416 Comparative Study of ECE Programs
- RDNG 331 Tutoring Reading in the Urban Setting
- Any course in Ethnic Studies

**4. Student Teaching (9 credits total, 15 weeks full-time)**

Teacher Candidates must notify the UTP Field Experience Coordinator two semesters before the intended student teaching semester and submit a student teaching application packet.

- EDU 475 Student Teaching in the Urban Infant -Toddler Classroom (2-4 credits)
- EDU 485 Student Teaching in Urban Pre-K & Kindergarten Classroom (2-4 credits)
- EDU 490 Student Teaching in Urban Primary Grades 1-3 Classroom (2-4 credits)

## Urban Elementary Education BS

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### Requirements ( total credits)

#### Cluster 1: Pre-Professional Education Courses (6 credits)

The following courses are open to all students and are required for admission to the Urban Teacher Program along with other admission requirements. Contact the UTP Academic Advisor for more information about program Admission requirements.

- EDU 200 Introduction to Urban Education and Reflective Teaching
- EDU 203 Multicultural Education

#### Cluster 2: Pre-Requisite for Core Professional Methods Courses (8 courses)

UTP admission is not required to take the following courses. However, these courses can be used to partially fulfill university General Education or MN Transfer curriculum requirements.

- PSYC 308 Child Psychology
- PSYC 357 Observing and Assessing Young Children
- PSYC 359 Positive Behavior Guidance

#### Cluster 3: Pre-Requisite for Core Professional Methods Courses (6 courses)

UTP admission is not required to take the following courses. However, the following courses are required before taking Cluster 6 Professional Methods Courses Group II. Students should take these subject area courses to fulfill university General Education or MN Transfer curriculum requirements.

#### Mathematics (2 courses)

- ☐ MATH 106 Math for Elementary Teachers, **and one of the**
- ☐ **following:** MATH 110 Math for Liberal Arts,
- ☐ MATH 115 College Algebra, **or**
- ☐ STATS 201 Statistics I

#### Science (2 courses)

Courses must be from any two sciences such as Astronomy, Biology, Chemistry, Earth Science, Environmental Science, Geology, Natural History, or Physics.

Suggested Science Courses:

BIOL 101, BIOL 111 CHEM 111 GEOL 101, GEOL 110, NATH 201, NATH 203, NATH 204, PHYS 110, or PHYS 111

#### Social Studies (2 courses)

One Courses must be from the following areas: Geography, American Government of U.S. History or World History. Some suggested courses are:

- GEOG 201 Introduction to Geography
- POL 101 Introduction to American Government and Politics
- HIST 101 The American Past: To 1865
- HIST 102 The American Past: From 1865
- HIST 103 World History I: Patterns of Civilization to 1500
- HIST 104 World History II: The Modern World, 1500 to the Present

#### **Cluster 4: Core Professional Education Courses (26 credits)**

All 300-400 level EDU courses require admission to the Urban Teacher Program or department approval in order to enroll.

- EDU 323 Urban Pre K-Kindergarten Curriculum and Practicum
- EDU 331 Physical Development, Health and Nutrition and Effects of Drugs in ECE
- EDU 333 Assessment of Learning in Urban Primary Grades1-3
- EDU 341 The Child and the Family in the Urban Setting
- EDU 361 The Arts in Early Childhood Education
- EDU 383 Informational Technology for K-12 Education
- EDU 430 Historical and Cultural Foundations of Education
- EDU 435 Teaching and Assessing English Language Learners
- EDU 484 Teaching and Assessing Young Children with Disabilities

#### **Cluster 5: Professional Methods Courses Group I (14 credits)**

- EDU 481 Urban Primary Grades 1-3 Curriculum and Practicum (co-requisite EDU 311 Urban Teaching Practicum)
- EDU 325 Emergent Literacy
- EDU 482 Beginning Reading

#### **Cluster 6: Professional Methods Courses Group II (17 credits)**

Completion of courses in clusters 3 and 5 are required to take the following courses.

- LAED 440 Differentiated Methods of Teaching Language Arts in Urban Grades 4-6
- MAED 440 Differentiated Methods of Teaching Mathematics in Urban Grades 4-8
- SCED 440 Science Curriculum and Differentiated Instruction in Urban Grades K-6
- SSSED 440 Social Studies Curriculum and Differentiated Instruction in Urban Grades K-6
- EDU 445 Service-Learning and Integrating K-6 Curriculum in Urban Settings

#### **Cluster 7: Student Teaching (8 credits total, 12 weeks full-time)**

Teacher Candidates must notify the UTP Field Experience Coordinator two semesters before the intended student teaching semester and submit a student teaching application packet.

EDU 495 Student Teaching in the Urban Elementary School

## Urban Secondary Education - Course Requirements for Teaching Licensure

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**(38 credits, not including content methods coursework)**

### 1. Pre-Professional Education Courses (6 credits)

The following courses are open to all students and are required for admission to the Urban Teacher Program along with other admission requirements. Contact the UTP Academic Advisor for more information about program Admission requirements.

- EDU 200 Introduction to Urban Education and Reflective Teaching (3 credits)
- EDU 203 Multicultural Education (3 credits)

### 2. Professional Education Courses (24 credits)

The following courses are open to students who are admitted to the Urban Teacher Program. Field experiences in an urban middle school and an urban high school are required while completing the following Professional Education courses prior to student teaching.

- EDU 300 Assessment of Learning and Teaching in Diverse Urban Classrooms
- EDU 306 Urban Middle School & High School Teaching Methods
- EDU 310 Teaching and Assessing Students with Disabilities
- EDU 311 Urban Teaching Practicum and Seminar
- EDU 383 Information Technology for K-12 Learning and Teaching
- EDU 400 Literacy Education in Urban Schools
- EDU 415 Managing Learning in Diverse Urban Classrooms
- EDU 430 Historical and Cultural Foundations of Urban Education
- EDU 435 Teaching ELL Students in Content Area Classrooms
- EDU 450 Advanced Urban Teaching Practicum and Seminar

### 3. Content Methods Courses (4-8 credits depending on the licensure area)

Note: Additional Content- Specific Methods coursework is required if not already part of requirements for the major.

- **For English Teaching Major only:**
- LAED 445 Teaching Writing and Communications in Urban Grades 5-12 and
- LAED 450 Teaching Language Arts in Urban Middle and High Schools (4credits)
- **For Social Studies Teaching Major only:**
- SSSED 450 Social Studies Methods for Urban Classrooms grades 5-12 (4credits)

### 4. Student Teaching (8 credits total, 12 weeks full-time)

Teacher Candidates must notify the UTP Field Experience Coordinator two semesters before the intended student teaching semester and submit a student teaching application packet.

- EDU 460 Student Teaching Urban Middle School or
- EDU 470 Student Teaching Urban High School

## Violence Prevention and Intervention Minor

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The violence prevention and intervention (VPI) minor is a multidisciplinary 20-credit curriculum focusing on violence prevention and intervention. It is comprised of three required core courses and two elective courses. It is designed to meet the needs of students preparing for a career in the human services field:

- those working in the human services who want additional knowledge;
- those working in another field where course work in the human services will enhance their professional competence; and
- those interested in broadening their world view, as lifelong learning.

Any student may take VPI courses without completing the entire minor.

The VPI minor increases a student's competence in a variety of fields, including corrections, general human services, law enforcement, nursing, psychology and social work to work together across disciplines to promote effective intervention in violence and abuse at the individual, family and community levels.

### Prerequisite (4 credits)

Students must complete at least one lower-division course in one of the following disciplines: sociology, political science, anthropology or psychology. Students must also complete one course related to multiculturalism.

### Required Core Courses (12 credits)

The three core courses must be taken in sequence, with the internship following completion of the first two courses.

- HSER 300 Violence: Origins and Explanations
- HSER 301 Violence: Individual, Community and Global Responses
- HSER 305 Community Violence Prevention Internship

### Electives (8 credits from the following)

- HIST 315 Civil Rights Movement in the 1960s
- HIST 341 The Vietnam War
- HIST 335 Soldiers and Society: The Civil War and Reconstruction
- HIST 354 History of the Holocaust
- HSCD 300 Chemical Dependency Concepts
- HSCO 321 Juvenile Delinquency: Prevention and Intervention
- HSCO 325. Institutional Corrections: History and Future Trends
- HSCO 326 Community Corrections
- HSER 302 Advocacy in Violence Prevention
- HSER 351 Crisis Intervention Skills and Strategies
- HSTD 390 Conflict Resolution
- PSYC 304 Battered Women: An Historical and Social Perspective



- PSYC 304T Violence Against Women Theory Seminar
- PSYC 306 Child Abuse
- PSYC 333 Psychology of Victims
- PSYC 333T Victimization Theory Seminar
- PSYC 334 Psychology of War
- PSYC 341 Violence and the Media: Psychological Effects of Film and Popular Music
- PSYC 363 Community Psychology
- SOC 306 Deviance and Social Control

## Women's Studies Major BA

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The Women's Studies BA will no longer be admitting new students after December, 2009. Please refer to the Gender Studies BA catalog page that will begin admitting new students in January, 2010.

Students must complete 34-35 total credits for a major in women's studies. Note that some women's studies courses are cross-listed with courses from other programs. If the cross-listed course has a prerequisite, the same prerequisite applies to the women's studies course.

### Requirements (must equal 34-35 total credits)

1. **Required Courses (12 credits)**
  - WmnS 201 Introduction to Women's Studies
  - WmnS 401 Feminist Theory
  - WmnS 402 Women's Studies Capstone
2. **Core Courses (22-23 credits)**

(at least one course from each area)

#### *Literature, Language, Writing, and Media Studies*

- WmnS 231 Gender and Writing
- WmnS 312 Women Writers
- WmnS: 315 Accounting for Gender in Literature and Film
- WmnS 369 GLBT Issues in Literature and Film
- WmnS 430 Women in Film
- WmnS 370 Women Writers in Literature and Film
- MdSt 330 Topics in Film Studies
- Ling 346 Language and Gender

#### *Sciences*

- Biol 106 Biology of Women
- WmnS 340 Women's Health
- Psyc 335 Psychology of Women

#### *Philosophy*

- Phil 306 Philosophy and Sexuality
- Phil 364 Women and Philosophy
- Wmns 365 An Introduction to GLBT Studies

### *Social Sciences*

- Hist 328 Women in Modern U.S. History, 1870-1970
- Hist 329 Legacies: A History of Women and the Family
- Hist 357 Women in Early Modern Europe
- Hist 394 Comparative Women's History
- Hist 451 American Women's Movements
- Anth 302 Gender and Culture
- Anth 325 Women, Development and Social Change
- Pol 332 Women and the Law
- Rel 377 Gender, Religion, and Social Change

### *Special Topics: Wmns 300*

- Women and the Environment, Black Women Writers, Gender and Technology, or other approved special topics course

## **Women's Studies Minor**

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### **Requirements (19-20 total credits)**

- WMNS 201 Introduction to Women's Studies
- WMNS 401 Issues and Inquiries in Women's Studies
- WMNS 402 Women's Studies Capstone

Plus two courses from women's studies major course list

Note that some women's studies courses are cross-listed with courses from other programs. If the cross-listed course has a prerequisite, the same prerequisite applies to the women's studies course.

## **Writing Major BA**

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The Bachelor of Arts in writing at Metropolitan State University gives students the opportunity to develop creativity, craft and flexibility as writers. Under the guidance of professional and creative writers with extensive publishing and teaching experience, students are introduced to a core set of genres, audiences and writing situations.

Students choose one of two tracks for the writing major: a creative writing track (including fiction, poetry, creative nonfiction and children's writing) or a professional writing track (including journalism and writing for corporations and nonprofits).

Although students take most of their courses within the writing curriculum, they are invited to include limited course work in other closely related areas, including screenwriting, playwriting, communication, literature, linguistics and media studies. All students are required to produce a portfolio before they graduate.

Students who pursue the professional writing track can explore a range of career opportunities. Relevant fields include editing, publishing, some forms of journalism, public relations, grant writing, employee communications, script writing, Web content development, community relations, marketing communications speech writing and other forms of corporate or nonprofit writing and editing.

### **Creative Writing Track (37-39 credits, not including prerequisites)**

Up to 8 credits of the Writing Major may be taken at the lower division

#### **Prerequisites (2 credits)**

COMM 171 Desktop Computer Design for Communication or equivalent

#### **Required (21-23 credits)**

- INFS 115 Information Access **or**
- INFS 315 Searching Information
- WRIT 251 Introduction to Creative Writing
- WRIT 357 Writers as Readers\*
- WRIT 371 Editing
- WRIT 531 Advanced Writing **or**
- WRIT 532 Writing About Place
- WRIT 481 Advanced Creative Writing (capstone)

#### **Electives (16 credits)**

- WRIT 324 Topics in Writing
- WRIT 352 Writing Memoir and Creative Nonfiction\*
- WRIT 353 Writing Short Fiction\*
- WRIT 354 Writing Poetry\*
- WRIT 355 Writing Children's Literature\*
- WRIT 356 Writing Humor\*
- WRIT 358 1000 Words or Less\*
- WRIT 481 Advanced Creative Writing
- WRIT 531 Advanced Writing
- WRIT 532 Writing About Place
- WRIT 541 Writing for Publication and Profit
- WRIT 583 Writing Major Projects
- WRIT 599 Topics in Technical Communication
- INFS 338 The Craft and Commerce of Book Publishing
- Four credits in professional writing (see list below under Professional Writing Track), screenwriting, playwriting, literature or linguistics.

\* May be repeated once for credit

## **Professional Writing Track (38 credits, not including prerequisites)**

### **Prerequisites (2 credits)**

COMM 171 Desktop Computer Design for Communication or equivalent

### **Required (26 credits)**

- INFS 315 Searching Information
- WRIT 301 Introduction to Professional and Technical Writing
- WRIT 341 Newswriting and Reporting **or**
- WRIT 342 Writing for Magazines
- WRIT 371 Editing
- WRIT 461 Writing and Technical Communication Capstone
- WRIT 531 Advanced Writing **or**
- WRIT 532 Writing About Place
- WRIT 372 Document and Information Design

### **Electives (12 credits)**

- WRIT 261 Business Writing **or**
- WRIT 271 Technical Writing
- WRIT 324 Topics in Writing
- WRIT 350I Writing Internship
- WRIT 373 Writing and Designing for the Web I
- WRIT 541 Writing for Publication and Profit
- WRIT 571 Advanced Editing
- WRIT 575 Environmental Communication
- WRIT 583 Writing Major Projects
- COMM 361 Managerial Communication
- COMM 380 Public Relations Writing
- HSA 363 Development, Marketing and Grant Writing
- INFS 338 The Craft and Commerce of Book Publishing
- MKTG 347 Advertising Copywriting
- Four credits in creative writing, screenwriting, playwriting, literature or linguistics.

## Undergraduate Requirements and GELS Course List (for students admitted before spring 2003)

This document includes the graduation requirements and the official list of Metropolitan State GELS courses for students admitted to the university before spring 2003.

### General Education Requirements

#### 40 semester credits

All students must complete 40 semester credits distributed in the categories described below.

### Liberal Studies Requirements

#### 8 semester credits

All students must complete eight upper-division semester credits (the equivalent of 300-level or higher) selected from the general education core areas described below.

### Summary of Credit Requirements

General education	40
Liberal studies	8
Major requirements	36–63*
Minimum free electives	13

#### Minimum total credits to graduate 120 to 124\*

\*Depends on major.

Minimum upper-division credits	40
Minimum credits completed at Metropolitan State	30

### Core Areas

Only courses numbered 399 or below and bearing three or more semester or quarter credits may be used to meet Core Area General Education requirements.

### Communication

#### Writing (two courses)

For approved courses, see Goal I under 2003 GELS List.

#### Oral and Visual Communication (one course)

For approved courses, see Goal I under 2003 GELS List. In addition, the following courses can be used:

FREN all 100 and 200-level courses  
HMNG all 100 and 200-level courses  
SPAN all 100 and 200-level courses

### Mathematics

For approved courses, see Goal IV under 2003 GELS List.

### Natural and Physical Sciences

(one course)

BIOL all courses  
CHEM all courses  
GEOL all courses  
NATH/NSCI†: all courses  
PHYS all courses  
PSYC 312 Research Methods  
PSYC 343 Drugs and Behavior: An Introduction to Behavioral Pharmacology

### Social and Behavioral Science

(two courses from two different disciplines)

For approved courses, see Goal V under 2003 GELS List. However, students fulfilling the 1998 GELS may not use history to meet this requirement.

### Humanities

(two courses from two different disciplines)

For approved courses, see Goal VI under 2003 GELS List. In addition, students fulfilling the 1998 GELS may use history to meet this requirement.

### General Education and Liberal Studies Electives

Students who have completed the general education core areas and liberal studies may still need additional credits to bring the total to 48. Any course listed on the 2003 GELS list (*courses with asterisk (\*) excluded*) may be used as electives.

### Cultural Diversity and Global Awareness

Note: Students must complete one course in cultural diversity and a different course in global awareness. Only courses bearing three or more semester or quarter credits may be used to fulfill these two requirements. Courses meeting either of these requirements may also be used to fulfill other general education or major requirements. *Courses marked with an asterisk (\*) do not fulfill general education or liberal studies requirements.*

#### Cultural Diversity in the United States (one course)

For approved courses, see Goal VII under 2003 GELS List. In addition, the following courses may be used:  
HMNG all courses  
SPAN all courses

### Global Awareness (one course)

For approved courses, see Goal VIII under 2003 GELS List. In addition, the following courses may be used:

FREN all courses  
HMNG all courses  
SPAN all courses

### Notes

- Students who have completed the Minnesota Transfer Curriculum since fall 1995, or who have earned an associate of arts (A.A.) degree from a Minnesota community college or state university since 1985, do not have to complete the general education requirements at Metropolitan State. However, students with this general education exemption must still meet the university's liberal studies requirements. This exemption does not apply to the A.S., A.A.S., or any other associate degrees.
- GELS requirements may be met by transfer courses or courses completed at Metropolitan State.
- Courses must be a minimum of three semester or quarter credits to meet the core area, cultural diversity, global awareness and liberal studies requirements. This restriction does not apply to general education electives.
- Students with fewer than 16 credits must take METR 101 Your Academic Journey; all students transferring fewer than 30 semester credits will benefit from taking this course.
- Up to 12 credits used to meet major requirements or prerequisites may also be used to meet general education and liberal studies requirements.
- Liberal studies requirements may not be used to fulfill any other GELS requirements.
- Core area requirements may also be used to fulfill either cultural diversity or global awareness requirements.
- Some courses may be used as GELS electives but cannot be used to meet the core areas, liberal studies, cultural diversity and global awareness (see 2003 GELS course list).

# General Education/Liberal Studies/ Minnesota Transfer Curriculum Requirements

## Requirements for new students admitted spring 2003 or later.

Students admitted to Metropolitan State University must attend New Student Orientation. New students also must complete assessments in reading, writing and math before they can register for classes. Students who do not agree with the transfer evaluation of their general education course credits may appeal to the Admissions Office, in consultation with their advisors.

### General Education/Liberal Studies/

#### Minnesota Transfer Curriculum (MnTC)—48 credits

The university's general education/liberal studies (GELS) requirements address the 10 goal areas of the Minnesota Transfer Curriculum. To complete general education, students must complete 40 credits addressing the 10 goal areas outlined below. To complete liberal studies, students must complete eight additional credits at the upper-division level (300-level or higher).

### General Education Goals/MnTC (40 or more credits)

For additional information on each of the goal areas, go to [http://www.mntransfer.org/students/plan/s\\_mntc.php/](http://www.mntransfer.org/students/plan/s_mntc.php/).

**Goal I: Communication**—Two writing courses—introductory and intermediate writing (6 or more credits).  
One oral or visual communication course (3 or more credits).

*Note: Students placing at the intermediate level on the university's writing assessment are required to complete intermediate-level writing only.*

**Goal II: Higher Order Thinking**—Students who complete the university's general education requirements will have met this goal.

**Goal III: Natural Sciences**—At least one course including a laboratory, simulation or field experience (3 or more credits).

**Goal IV: Mathematical/Logical Reasoning**—see GELS course list (3 or more credits).

*Note: This requirement is waived for students placing above the college algebra level on the university's higher level math assessment.*

**Goal V: History and the Social and Behavioral Sciences**—At least two courses from two different disciplines (6 or more credits).

**Goal VI: Humanities and the Fine Arts**—At least two courses from two different disciplines (6 or more credits).

**Goal VII: Human Diversity in the U.S.** (3 or more credits).

**Goal VIII: Global Awareness** (3 or more credits).

**Goal IX: Ethical and Civic Responsibility** (3 or more credits).

**Goal X: People and the Environment** (3 or more credits).

### Liberal Studies (8 or more credits)

All students must complete eight upper-division semester credits (300-level or higher) from the approved GELS course list. Courses marked with an asterisk (\*) do not fulfill liberal studies requirements.

### GELS Electives

Students who have completed the general education goal areas and liberal studies requirements may still need additional credits to bring the total to 48. Any course listed for Goals I–X (courses marked with an asterisk [\*] are excluded) may be used as electives.

### Overlap

A single course may be used to meet a maximum of two goal areas; this rule does not apply to the Liberal Studies requirement where courses may overlap with one or two goal areas.

### Summary of Graduation Requirements

General education	40
Liberal studies	8
Major requirements	36–63 *
Minimum free electives	13
<b>Minimum total credits to graduate</b>	<b>120–124 *</b>

\*Depends on major

Minimum upper-division credits	40
Minimum credits completed at Metropolitan State	30

### Notes

- Students who have completed the Minnesota Transfer Curriculum since fall 1995, or who have earned an associate of arts (A.A.) degree from a Minnesota community college or state university, do not need to complete general education requirements at Metropolitan State. However, these students must meet the university's liberal studies requirement. This exemption does not apply to the A.S., A.A.S. or other associate degrees.
- GELS requirements may be met by transfer courses or by courses completed at Metropolitan State.
- Courses approved for a goal area at another MnSCU institution will apply to the same goal area at Metropolitan State.
- Students with fewer than 16 credits must take METR 101: Your Academic Journey; all students with fewer than 30 credits may benefit from this course as well.

# 2003 General Education and Liberal Studies Course List

## Spring 2003 GELS

This is the official list of Metropolitan State University courses that meet the General Education and Liberal Studies (GELS) requirements for all students admitted to the university spring 2003 and after. To meet General Education requirements, students must complete each of the ten Goal Areas and complete 48 unduplicated credits. Eight of the 48 credits must be upper division to fulfill Liberal Studies requirements.

### Notes:

1. Courses meeting Goals I–IV must be numbered 399 or below.
2. Only courses worth two or more semester credits can be used to meet any general education requirements.
3. Asterisked (\*) courses can be used to meet general education Goal Area requirements, but cannot be used as electives or liberal studies.
4. After fulfilling the requirements for the ten goal areas, students who have not yet completed 48 credits may use any of the courses listed (except those asterisked) as electives.
5. If listed in two goal areas, a general education course may be used to meet both goal areas. These credits will be counted only once toward meeting the total credit requirement of 48 credits.
6. An unlimited number of credits can be used to meet both GELS and major requirements. For purposes of meeting overall graduation requirements, these credits will be counted only once.

## Goal I: Communication

**Writing** (two courses, six or more credits. Students placing at the intermediate level are exempt from the first course requirement.)

**First course—one of the following:**

WRIT 121 Writing I Intensive  
WRIT 131 Writing I  
WRIT 132 Written and Visual Communication

**Second course—one of the following:**

WRIT 231 Writing II  
WMNS/GNDR‡ 231 Writing II: Gender and Writing  
WRIT 261 Business Writing  
WRIT 271 Technical Writing  
WRIT 331 Writing in your Major

## Oral and Visual Communication

(three or more credits)

COMM 103 Public Speaking  
COMM 231 Intro. to Interpersonal Communication  
COMM 321 Gender, Sport and Communication in the U.S.  
COMM 331 Intermediate Interpersonal Communication  
COMM 341 Family Communication  
COMM 351 Communication in Work Groups  
COMM 352 Organizational Communication  
COMM 361 Managerial Communication  
LING 111 Vocabulary Study  
MDST 361 Visual Communication  
MDST 363 Children and the Media  
PSYC 314 Group Dynamics and Facilitation  
RDNG 112 The Educated Reader: Analytical Reading  
THEA 201 Storytelling

THEA 246 Topics in Performance  
THEA 331 Voice: Speaking from Experience  
THEA 345 Theater Arts: Acting Off Stage and On

## Goal II: Higher Order Thinking

Students who complete the university's general education requirements will have met this goal.

## Goal III: Natural Sciences

(three or more credits including a laboratory; all classes on this list include a laboratory)

BIOL 101 Introduction to Life Sciences  
BIOL 105 Human Biology  
BIOL 106 Biology of Women  
BIOL 111 General Biology I  
BIOL 112 General Biology II  
CHEM 102 Introduction to Chemistry  
CHEM 111 General Chemistry I  
CHEM 112 General Chemistry II  
CHEM 151 Chemistry, Society and the Environment  
GEOL 101 Introduction to Geology  
GEOL 110 Introduction to Earth Sciences  
NATH/NSCI‡ 201 Nature Study  
NATH/NSCI‡ 202 Minnesota Lake Ecology  
NATH/NSCI‡ 203 Plants and Human Affairs  
NATH/NSCI‡ 204 Environmental Science  
PHYS 101 Introduction to Astronomy  
PHYS 105 Introduction to Atmospheric Science  
PHYS 110 Introduction to Physics  
PHYS 111 General Physics I  
PHYS 211 Calculus Based Physics 1  
PSYC 312 Research Methods  
PSYC 345 Biopsychology

## Goal IV: Mathematical/Logical Reasoning

(three or more credits)

MATH 110 Math for the Liberal Arts  
MATH 115 College Algebra  
MATH 120 Precalculus  
MATH any course, 200-level or higher  
PHIL 204 Introduction to Symbolic Logic  
STAT 201 Statistics I

## Goal V: History and the Social and Behavioral Sciences

(from two or more disciplines, six or more credits)

ANTH all courses 100–399  
ANTH 325/WMNS (GNDR)‡ 325 Women, Development and Social Change  
CJS 101 Introduction to Criminal Justice  
CJS 340 Comparative Criminal Justice  
CJS 360 Diversity Issues in Criminal Justice  
ECON all courses 100–399  
ETHS 303 Politics of Resistance and Protest Movements  
ETHS 305 Major Issues in U.S. Race Relations  
ETHS 306 Politics of Mixed Racial Identity  
ETHS 309 The Color of Public Policy  
ETHS 310 Cross-cultural Issues in Organizations  
ETHS 313 Theories of International Development  
ETHS 332 Topics in Contemporary Native North America  
ETHS 342 Contemporary Perspectives on African-American Community  
ETHS 352 Chicano Culture and Values  
GEOG all courses 100–399  
HIST all courses 100–399  
HSER 300 Violence: Origins and Explanations  
HSER 301 Violence: Individual, Community and Global Responses

HSFS 143 The Family: A Social/Psychological Exploration  
HSFS 338 Family: Racial, Gender and Class Dimensions  
HSFS 339 Issues and Actions in Family Policy  
HSFS 341 Work and Family  
HSFS 342 Children in U.S. Society  
HSSG 374 Aging in America: A Personal Challenge  
IDST 330 Women in Math, Science and Technology  
LING 316 The Nature of Language  
LING 326 Language and Culture  
LING 327 Language and Society  
LING 346 Language and Gender  
POL all courses 100–399  
PSYC PSYC 100 General Psychology and all courses 200–399, except PSYC 312 Research Methods, PSYC 314 Group Dynamics and Facilitation, PSYC 345 Biopsychology  
SSCI: all courses 100–399  
SOC all courses 100–399  
WMNS/GNDR‡ 340 Women's Health

## Goal VI: Humanities and the Fine Arts

(from two or more disciplines, six or more credits)

ARTS all courses 100–399  
COMM 200 Creating Change Through CWA  
CJS 375 Criminal Justice Ethics  
ETHS 100 Introduction to Ethnic Studies  
ETHS 200 Theories of Race, Ethnicity and Culture  
ETHS 250 Introduction to Chicano Studies  
ETHS 302 Immigration and the New World  
ETHS 311 Understanding Racial and Ethnic Groups in the United States  
ETHS 361 History of Asian Americans  
HUM all courses 100–399  
IMDA all courses 100–399  
LIT all courses 100–399  
MDST 330 Topics in Film Studies  
MDST 370 Contemporary Cinema  
MDST 371 American Films: Traditions and Trends  
MUSC all courses 100–399  
PHIL all courses 100–399, except PHIL 204 Introduction to Symbolic Logic  
RELS all courses 100–399  
SCRW 313 Beginning Screenwriting  
THEA all courses except THEA 331 Voice: Speaking From Experience, THEA 345 Acting Off Stage and On, THEA 346 Topics in Performance  
WMNS/GNDR‡ 201 Intro. to Women's Studies  
WMNS/GNDR‡ 270 Gender, Race/Popular Culture  
WMNS/GNDR‡ 312 Women Writers

## Goal VII: Human Diversity in the United States

(three or more credits)

ANTH 308 Archeology: Explaining the Past  
ANTH 309 New Neighbors: The U.S. Among Community  
COMM 233 Introduction to Intercultural Communication  
CJS 360 Diversity Issues in Criminal Justice  
ECON 315 Economics of Diversity  
ETHS all courses except ETHS 309 The Color of Public Policy; ETHS 313: Theories of International Development; ETHS 380: Special Topics in Ethnic Studies; and ETHS 400: Applied Research for Social Change



HIST 304 U.S. Economic Life: Working People  
 HIST 309 Women and Public Activism  
 HIST 310 American Indian History  
 HIST 311 African-American History  
 HIST 312 Beginnings of American Society: Colonial and Revolutionary History  
 HIST 315 Civil Rights Movement in the 1960s  
 HIST 320 History of Asian Americans  
 HIST 328 Women in Modern U.S. History, 1870–1970  
 HIST 329 Legacies: A History of Women and the Family  
 HIST 334 The Great Depression of the 1930s  
 HIST 336 The American Half Century  
 HIST 342 The Sixties Experience  
 HSFS 341 Work and Family  
 HSFS 342 Children in U.S. Society  
 IDST 330 Women in Math, Science and Technology  
 LING 327 Language and Society  
 LING 346 Language and Gender  
 LIT 312 Women Writers  
 LIT 313 Minnesota Women in Literature and the Arts  
 LIT 314 Women Writers and a Feminist Critique  
 LIT 342 American Literature II: 1870–Present  
 LIT 361 African-American Literature  
 LIT 362 Black Women Writers  
 LIT 363 American Indian Literature  
 LIT 367 Scandinavian Immigrants in Literature  
 MGMT 360 Managing a Diverse Workforce \*  
 PHIL 306 Philosophy and Sexuality  
 PHIL 362 African and African-American Philosophy  
 PHIL 365 An Introduction to Gay, Lesbian, Bisexual and Transgender Studies  
 PHIL 366 Race and Racism: Philosophical Problems  
 POL 309 Color of Public Policy  
 POL 332 Women and the Law  
 POL 343 Perspectives on Community Development  
 PSYC 212 Introduction to Diversity and Ethics in Psychology  
 PSYC 328 Psychology of African Americans  
 PSYC 356 Early Childhood Development within a Social, Cultural and Historical Context  
 RDNG 331 Tutoring Reading in the Urban Setting  
 RELS 306 The Spiritual Journey  
 RELS 322 American Indian Spirituality  
 RELS 333 Race and Religion  
 RELS 377 Women and Religion  
 RELS 390 Zen Buddhism in American Culture  
 SOC 101 Introduction to Sociology  
 SOC 301 Contemporary Sociology  
 SOC 305 Race and Ethnicity: Sociological Perspectives  
 SOC 306 Deviance and Social Control  
 SOC 307 Working in America  
 SOC 308 Women and Work in the United States  
 SOC 317 Women in Minnesota Life: Education, Politics and Social Change  
 SSCI 100 Introduction to Social Science  
 WMNS/GNDR‡ all courses, except WMNS/GNDR‡ 101, 340 and 401

### Goal VIII: Global Awareness

(three or more credits)

ANTH 301 Approaches to Cultural Anthropology  
 ANTH 302 Gender and Culture  
 ANTH 304 Anthropology of Religion  
 ANTH 320 Anthropology in the Global Age  
 ANTH 321 Cultural Anthropology: Focus on Mexico and Central America

ANTH 325/WMNS (GNDR) 325 Women, Development and Social Change  
 CJS 340 Comparative Criminal Justice  
 COMM 333 Intermediate Intercultural Communication  
 ECON 314 International and Comparative Economics  
 FREN all 300-level courses  
 HIST 120 The Chinese World  
 HIST 121 Modern Asia  
 HIST 341 The Vietnam War  
 HIST 351 Europe: the Global Power, 1789–Present  
 HIST 354 History of the Holocaust  
 HIST 362 Africa: From Colonialism to Independence  
 HIST 370 Behind the Great Wall: The Real China  
 HIST 371 Understanding Japan Today  
 HIST 372 History of Japanese Popular Culture  
 HIST 380 Mexico, Central America and the Caribbean  
 HIST 382 Latin American History I  
 HIST 394 Comparative Women's History  
 HRM 585 International Human Resource Management\*  
 HUM 316 Romanticism  
 HUM 317 Modernism  
 IBUS 311 International Business\*  
 IDST 332 Conversations on Contemporary China  
 LING 316 The Nature of Language  
 LING 326 Language and Culture  
 LIT 372 English Literature: 1800–Present  
 MKTG 480 International Marketing\*  
 PHIL 361 Eastern Philosophy  
 POL 303 Ethnic Conflict in Global Perspective  
 POL 304 Social Movements in Global Perspective  
 POL 321 World Politics  
 RELS 304 Introduction to World Religions  
 RELS 305 The Jewish/Christian Encounter  
 RELS 308 World of Islam  
 SOC 303 Ethnic Conflict in Global Perspective  
 SOC 304 Social Movements in Global Perspective  
 SPAN 101 Beginning Spanish I  
 SPAN 102 Beginning Spanish II  
 SPAN all 300-level courses  
 WMNS/GNDR‡ 340 Women's Health  
 WMNS/GNDR‡ 401 Feminist Theory

### Goal IX: Ethical and Civic Responsibility (three or more credits)

ARTS 200 Creating Change Through CWA  
 COMM 200 Creating Change Through CWA  
 ETHS 309 The Color of Public Policy  
 ETHS 335 American Indian Nations: Law, Power, and Persistence  
 HIST 331 Religion and Politics in America  
 IDST 321 Human Rights and the Educated Citizen  
 PHIL 102 Philosophy, Film and the Meaning of Life  
 PHIL 301 Ethical Inquiry  
 PHIL 320 Business Ethics  
 PHIL 321 Medical Ethics  
 PHIL 325/CJS 375 Criminal Justice Ethics  
 PHIL 327 Ethics in the Information Age  
 PHIL 352 Ethics Beyond Borders  
 PHIL 385 Philosophy on the Front Page  
 POL 101 Introduction to American Government and Politics  
 POL 301 Citizenship in Global Context  
 POL 302 Political Ideas  
 POL 305 Elections and Political Parties  
 POL 311 Community Organizing and Social Action

POL 333 Constitutional Law: Civil Rights and Civil Liberties  
 POL 342 Lobbying: A Citizen's Guide to the Legislative Process  
 POL 381T Community Leadership Theory Seminar  
 SOC 302 Interpersonal and Social Power: A View from Below  
 SOC 309 Homelessness: Critical Issues for Policy and Practice  
 SOC 310 City Life: Sociological Perspectives on Urban Community  
 SOC 311 Community Organizing and Social Action

### Goal X: People and the Environment (three or more credits)

ANTH 101 Human Origins  
 BIO 320 Ecosystem and Global Ecology  
 CHEM 151 Chemistry, Society and the Environment  
 ECON 311 Economics of the Environment  
 ETHS 304 Environmental Justice and Public Policy  
 GEOG 201 Introduction to Geography  
 HIST 333 The Greening of America: Environmental History Since WW II  
 HIST 363 World Environmental History  
 IDST 350 The Art of Freshwater Fishing  
 LIT 349 American Nature Writers  
 MATH 102 Mathematics of Sustainability  
 NATH/NSCI‡ 201 Nature Study  
 NATH/NSCI‡ 202 Minnesota Lake Ecology  
 NATH/NSCI‡ 203 Plants and Human Affairs  
 NATH/NSCI‡ 204 Environmental Science  
 PHYS 105 Introduction to Atmospheric Science  
 WRIT 575 Environmental Communications

### General Education and Liberal Studies Electives

*The following courses will not meet Goal Area requirements, but can be used as General Education electives to meet the 48 credit requirement. Courses numbered 300 or above may be used for the Liberal Studies requirement.*

Any course listed for Goals I–X (courses with an asterisk [\*] are excluded) may be used as electives. Additionally, the following list of courses may also be used:

COMM 481 Communication Ethics  
 FREN all 100-level courses  
 HMNG all 100-level courses  
 ICS 100 Computer Literacy  
 ICS 120 Microcomputer Applications  
 ICS 125 Understanding and Using the Internet  
 INFS 115 Information Access  
 INFS 315 Searching for Information  
 INFS 316 Evaluating Information  
 INFS 335 Best Books for Young Adult Internship  
 INFS 338 The Craft and Commerce of Book Publishing  
 LING 547 History of English Language  
 MDST 580 Issues in Communication Technology  
 METR 101 Your Academic Journey  
 MIS 100 Fundamentals of Information Technology in Organizations  
 PRSP 301 Perspectives: Educational Philosophy and Planning  
 SCRW: all courses  
 SPAN all 100-level courses  
 WRIT all courses

‡ NATH becomes NSCI in spring 2010

‡ WMNS becomes GNDR in spring 2010