

*Where life and learning meet.<sup>SM</sup>*



# Undergraduate Catalog

## 2007–2008

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

Metropolitan State offers a variety of high-quality graduate programs. Fields of study include a wide range of professional and technical programs, as well as programs in the liberal arts. Metropolitan State offers degree programs at the master's and applied doctorate levels.

All programs share a commitment to quality and accessibility, and most degrees may be earned through evening and weekend classes. See the links below for information on specific programs, including program and admission requirements.

## **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 *2010-2011 Graduate 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 Graduate Catalog is available in alternative formats for people with disabilities. For more information, call Disabilities Services at 651-793-1549 (voice); 651-772-7687 (TTY).



Welcome to the undergraduate catalog 2007-2008

The Metropolitan State Undergraduate Catalog contains information about academic programs and requirements for 2006-2007. It is subject to change without notice. Whenever possible, additions and changes to the printed catalog will be made available on this Web site.

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.

## University Information

Accredited by The Higher Learning Commission and a member of the North Central Association (30 North LaSalle Street, Suite 2400, Chicago, IL 60602-2504, 800-621-7440); and accredited by the Commission on College Nursing Education and the Council on Social Work Education.

- [Introduction to the University](#)
- [Academic Calendar](#)
- [Academic Policies and Procedures](#)
- [Administration & Staff Directory](#)
- [Admission Information](#)
- [Faculty Directory](#)
- [Financial Aid](#)
- [Learning Strategies](#)
- [Student Handbook](#)
- [Tuition and Fees](#)
- [Transfer Agreements](#)

## **Introduction to the University**

- Vision, Mission and Goals
- Educational Tenets
- Minnesota Manifesto
- Learning Outcomes

## **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 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.

### **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.

### **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. In particular, the university emphasizes outcomes related to:

- higher order thinking,
- global understanding,
- scientific and quantitative literacy,
- readiness for work and career,
- responsible citizenship in a democracy,
- oral and written communication, and
- in-depth knowledge of a specific discipline or subject area, or interdisciplinary knowledge.

## Academic Policies and Procedures

A 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 academic policies and procedures are posted on the university's Web site at [www.metrostate.edu/policies/](http://www.metrostate.edu/policies/). Student policies are posted in the Student Handbook at [www.metrostate.edu/handbook/](http://www.metrostate.edu/handbook/).

### 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 undergraduate student academic standing is reviewed after each semester. New academic standing standards go into effect fall semester, 2007. To remain in good academic standing at Metropolitan State University under the new standards, 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 in a semester will receive an **academic warning**. A student who continues to fall below standards will be put on **academic probation**, and potentially, **dismissed** for academic reasons. Students on Academic



Probation must attend an Academic Success Workshop (see [www.metrostate.edu/studentaff/workshop.html](http://www.metrostate.edu/studentaff/workshop.html) for additional information) and 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, available from the Internet at <http://www.metrostate.edu/policies/pdf/Policy2050.pdf> for further information.

Students receiving financial aid must meet additional criteria to remain eligible to receive aid and should contact the Financial Aid Office for current information about satisfactory academic standing. 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 or go to [www.metrostate.edu/studentaff/int.html](http://www.metrostate.edu/studentaff/int.html) for more information.

### **Academic Appeal Procedures**

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). For complete information regarding academic appeals go to [www.metrostate.edu/policies/](http://www.metrostate.edu/policies/) and click on Procedure 300.

### **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 Admissions Appeal Committee. Students may be asked to provide additional information about the course(s) under appeal. Transfer appeal forms are available from the Admissions Office 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. For complete information on the university grading policy, go to [www.metrostate.edu/policies/](http://www.metrostate.edu/policies/) and click on Policy 2080.

### **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. For further information go to [www.metrostate.edu/policies/](http://www.metrostate.edu/policies/) and click on Policy 1020.

## General Information

### Tuition and Fees

Metropolitan State University is a member of the Minnesota State Colleges and Universities (MnSCU) system and complies with MnSCU's tuition policies and procedures. The following tuition information will enhance your ability to move through administrative activities quickly so that you can focus on your education.

Your account must be paid in full by the tuition payment deadline to prevent registration cancellation of your classes for non-payment. Deferments are granted automatically to students who:

- ▶ have submitted a financial aid application. Check your financial aid status at [www.metrostate.edu/aid/status.html](http://www.metrostate.edu/aid/status.html)
- ▶ have an official 3rd party authorization which has been processed by the Financial Management. You can see this as a transfer of charges on your student account. Check your account at [www.metrostate.edu/tuition/online.html](http://www.metrostate.edu/tuition/online.html)
- ▶ have a Nelnet/FACTS payment plan covering their full balance in place. For more information about the Nelnet/FACTS tuition payment plan, visit [www.metrostate.edu/tuition/facts.html](http://www.metrostate.edu/tuition/facts.html)

**NOTE:** Students should not rely on the registration cancellation process to remove them from any class they do not intend to attend. Students are liable for charges sustained from any classes not officially dropped.

See [www.metrostate.edu/registration](http://www.metrostate.edu/registration) for more information.

### Contact Us



**Financial Management**  
St. Paul Campus, FH 329  
700 East Seventh Street  
Saint Paul, MN 55106

Tel: 651-793-1880  
Fax: 651-793-1877  
TTY: 651-772-1687  
Email:  
[Financial.Management@metrostate.edu](mailto:Financial.Management@metrostate.edu)

**Regular Hours:**  
Monday-Friday  
8:30-5:00 p.m.

## General Tuition Information

### Tuition Payment Deadlines

Semester	Term	Tuition Due Date
Summer 2008	First Term & Full Term	April 16, 2008
Summer 2008	Second Term	June 18, 2008
Fall 2008	Full Term	August 6, 2008
Spring 2009	Full Term	December 17, 2008
Summer 2009	First Term & Full Term	April 15, 2009 (Tentative)

Students are financially responsible for all courses for which they are registered. Tuition and fees must be paid in full or payment arrangements must be made by the payment deadline. The university will drop students from their courses for non-payment of tuition by the payment deadline.

### Registered Prior to Payment Deadline

Students who receive a financial aid award letter prior to the payment deadline will not be dropped from their courses. Students who do not receive an award letter or whose financial aid does not fully cover tuition and fees must pay or make arrangements to pay the balance on their account.

To check your financial aid status or to review your awards, follow the steps below.

Visit the Web Registration  
Enter student ID and PIN, then click login now  
Select the student tab at the top of the page

Select the financial aid option on the left.

Students receiving third-party authorizations for tuition and fees (e.g., from employers, city, county, state, and federal programs) are liable for tuition and fees not covered by the third-party payment. The student is responsible for verifying that authorization has been received by the Accounts Receivable Office (651-793-1883) prior to the tuition payment deadline. Students without current authorizations for the semester will be dropped from their courses unless they have either paid in full or made arrangements to pay by the tuition deadline.

Students who mail in their payments early enough that the payment is received in the cashier's office by the payment deadline. Students will be dropped from their courses for non-payment if payment is not received by payment deadline.

### **Student with FACTS Payment Plans**

Students who enroll in the FACTS payment plan by the tuition payment deadline will not be dropped from their classes. **Students with FACTS Tuition Payment plans who have been making payments on time without any Non-sufficient Fund (NSF) transactions for the current semester will be allowed to register for the next semester's courses.** For more information about the FACTS payment plan, students may call 651-793-1881.

### **Registered After Payment Deadline**

After the payment deadline, the university will drop students from their courses for non-payment of tuition. Students who register after the tuition deadline are required to have their payment received by the cashier within 24 hours of registration. Students must pay online or in person.

### **Past Due Balances and Holds**

All outstanding amounts due for prior terms must be paid before registration or official transcripts are permitted. No one will be allowed to register for classes or receive an official transcript until all past due amounts have been satisfied. Holds are released when final payment is received.

## Tuition Costs and Fees

### Rates effective Summer Session 2008

Approval of these tuition rates is pending with MnSCU's Board. Based on the final Board action, your account will be adjusted accordingly.

	Resident		Nonresident	
Credits	Undergraduate	Graduate	Undergraduate	Graduate
tuition/credit	\$ 172.00	\$ 262.00	\$ 344.00	\$ 524.00
fees/credit	\$ 10.43	\$ 10.43	\$ 10.43	\$ 10.43
1 Cr.	\$ 182.43	\$ 272.43	\$ 354.43	\$ 534.43
2 Cr.	\$ 364.86	\$ 544.86	\$ 708.86	\$ 1,068.86
3 Cr.	\$ 547.29	\$ 817.29	\$ 1,063.29	\$ 1,603.29
4 Cr.	\$ 729.72	\$ 1,089.72	\$ 1,417.72	\$ 2,137.72
5 Cr.	\$ 912.15	\$ 1,362.15	\$ 1,772.15	\$ 2,672.15
6 Cr.	\$ 1,094.58	\$ 1,634.58	\$ 2,126.58	\$ 3,206.58
7 Cr.	\$ 1,277.01	\$ 1,907.01	\$ 2,481.01	\$ 3,741.01
8 Cr.	\$ 1,459.44	\$ 2,179.44	\$ 2,835.44	\$ 4,275.44
9 Cr.	\$ 1,641.87	\$ 2,451.87	\$ 3,189.87	\$ 4,809.87
10 Cr.	\$ 1,824.30	\$ 2,724.30	\$ 3,544.30	\$ 5,344.30
11 Cr.	\$ 2,006.73	\$ 2,996.73	\$ 3,898.73	\$ 5,878.73
12 Cr.	\$ 2,189.16	\$ 3,269.16	\$ 4,253.16	\$ 6,413.16
13 Cr.	\$ 2,371.59	\$ 3,541.59	\$ 4,607.59	\$ 6,947.59
14 Cr.	\$ 2,554.02	\$ 3,814.02	\$ 4,962.02	\$ 7,482.02
15 Cr.	\$ 2,736.45	\$ 4,086.45	\$ 5,316.45	\$ 8,016.45
16 Cr.	\$ 2,918.88	\$ 4,358.88	\$ 5,670.88	\$ 8,550.88
Online Internet Courses				
Per Cr.	\$ 240.43	\$ 355.43	\$ 240.43	\$ 355.43
Online MBA Courses				
Per Cr.		\$ 408.43		\$ 408.43
Standard Nursing Courses				
Per Cr.	\$ 235.43	\$ 350.43	\$ 235.43	\$ 350.43
Online Nursing Courses				
Per Cr.	\$ 240.43	\$ 355.43	\$ 240.43	\$ 355.43
WOC Nursing Specialty Courses (Student Activity Fee not applicable)				
\$ 456.43 Per Credit				
Doctoral Courses				



\$679.93 Per Credit
Law Enforcement Skills Courses (offered in Summer)
\$ 350.43 Per Credit (subject to change)
All amounts are subject to change without notice.

## 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  
Lost Parking Card \$10  
Orientation Fee \$10  
Transcript Fee \$8  
Rush Transcript Fee (next day) \$13  
On-line Transcript Fee \$5  
Senior Citizens (per credit)\*\* \$20  
Additional Course and Lab Fees vary  
Noncredit Workshops Fees vary  
Payment Plan Fees\*\*\* Fees vary  
Replacement ID Fees vary  
Health Insurance Fees vary

\* Audited courses are charged standard tuition and fee rates.

\*\*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.

\*\*\*Payment plans are available.

## Fines

Library Fines vary

Parking Fines vary

Parking Fine Late Payment Fee \$20.00 per ticket.

## **Minnesota State Colleges & Universities Board Policies**

Chapter 5 - Administration 5.11 Tuition and Fees



## Graduation Requirements

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 at least 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 will 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. Go to <http://www.metrostate.edu/policies/> and click on Policy 2020 for more detailed information about program declaration, degree and residency requirements.

### Major/Program Requirements

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

## Undergraduate Requirements and GELS Course List (for students admitted before 2002)

This document includes the graduation requirements and the official list of Metropolitan State GELS courses for students admitted to the university from fall 1998 through fall 2002.

### 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*
* <i>Depends on major.</i>	
Minimum upper-division credits (one third of total)	40–41
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: all courses  
Phys: all courses  
Psys 312 Research Methods  
Psys 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/MnTC/MNTC\\_Generic.html](http://www.mntransfer.org/MnTC/MNTC_Generic.html).

**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

- Only eight credits may be used to meet both GELS and major requirements; an unlimited number of GELS courses may be used to meet major prerequisites and minor requirements.
- Courses may be used to meet a maximum of two general education goals.
- 300-level or higher courses used to meet the liberal studies requirement may overlap with only one goal area.

### 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 (300-level or higher; one-third of total)	40–41
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Minimum credits completed at Metropolitan State	30
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### 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. However, courses used to meet the Liberal Studies requirement can be used to meet only one of the ten goal areas.
6. Up to 8 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)

First course—one of the following:

- Writ 131 Writing I  
Writ 132 Written and Visual Communication

Second course—one of the following:

- Writ 231 Writing II  
WmnS 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 201 Storytelling  
Comm 231 Interpersonal Communication  
Comm 302 Advanced Public Speaking  
Comm 331 Interpersonal Communication for the Helping Professions  
Comm 332 Negotiation  
Comm 341 Family Communication  
Comm 342 Conflict Mediation  
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 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 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 201 Nature Study  
NatH 202 Minnesota Lake Ecology  
NatH 203 Plants and Human Affairs  
NatH 204 Environmental Science  
Phys 101 Introduction to Astronomy  
Phys 105 Introduction to Atmospheric Science  
Phys 110 Introduction to Physical Science  
Phys 111 General Physics I  
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  
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 304 Race and Ethnicity: 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  
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 340 Women's Health  
WmnS 345 Economics of Diversity

### 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 200 Theories of Race, Ethnicity and Culture  
EthS 250 Introduction to Chicano Studies  
EthS 100 Introduction to Ethnic 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 201 Introduction to Women's Studies  
WmnS 270 Gender, Race and Popular Culture  
WmnS 312 Women Writers  
WmnS 370 Women Writers in Literature and Film

### 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. Hmong Community

Comm 233	Introduction to Intercultural Communication
CJS 360	Diversity Issues in Criminal Justice
Econ 315	Economics of Diversity
EthS:	all courses except 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:	all courses, except WmnS 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 321	Cultural Anthropology: Focus on Mexico and Central America
Anth 325	Women, Development and Social Change
CJS 340	Comparative Criminal Justice
Comm 333	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 301	Citizenship in Global Context
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:	all 300-level courses
WmnS 340	Women's Health
WmnS 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
Hist 331	Religion and Politics in America
Phil 301	Ethical Inquiry
Phil 320	Business Ethics
Phil 321	Medical 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
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
Chem 151	Chemistry for the Nonscientist
Econ 311	Economics of the Environment
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
NatH 201	Nature Study
NatH 202	Minnesota Lake Ecology
NatH 203	Plants and Human Affairs
NatH 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
WmnS 401	Theories of Feminism
WmnS 451	American Women's Movements
Writ:	all courses

Select the letter from the list below.

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Certificates || Licensure || Transfer Agreements

<b>A</b>	
<b>Majors</b>	
▸ <u>Accounting (B.S.)</u>	▸ <u>Applied Mathematics (B.S.)</u>
▸ <u>Alcohol and Drug Counseling (B.S.)</u>	▸ <u>Aviation Management (B.A.)</u>
<b>Minors</b>	
▸ <u>Advertising</u>	▸ <u>Anthropology</u>
▸ <u>Applied Mathematics</u>	
<b>B</b>	
<b>Majors</b>	
▸ <u>Biology (B.A.)</u>	▸ <u>Business Administration (B.S.)</u> (on campus & online)
<b>Minors</b>	
▸ <u>Biology</u>	▸ <u>Business Administration</u>
<b>C</b>	
<b>Majors</b>	
▸ <u>Computer Forensics (B.A.S.)</u>	▸ <u>Computer Science (B.S.)</u>
▸ <u>Computer Information System (B.A.)</u>	▸ <u>Criminal Justice (B.A.)</u>
<b>Minors</b>	
▸ <u>Child Psychology</u>	▸ <u>Creative Writing</u>
▸ <u>Community Organizing and Development</u>	▸ <u>Criminal Justice</u>
<b>E</b>	
<b>Majors</b>	
▸ <u>Early Childhood Studies (B.A.S.)</u>	▸ <u>English Teaching (B.S.)</u>



▸ <a href="#">Economics (B.S.)</a>	▸ <a href="#">Ethnic Studies (B.A.)</a>
▸ <a href="#">English (B.A.)</a>	
<b>Minors</b>	
▸ <a href="#">Economics</a>	▸ <a href="#">Ethnic Studies</a>
▸ <a href="#">Educational Psychology</a>	▸ <a href="#">Experimental Intermedia Arts</a>
▸ <a href="#">English</a>	
<b>F</b>	
<b>Majors</b>	
▸ <a href="#">Finance (B.S.)</a>	
<b>Minors</b>	
▸ <a href="#">Family Studies</a>	
<b>H</b>	
<b>Majors</b>	
▸ <a href="#">History (B.A.)</a>	▸ <a href="#">Human Services (B.S.)</a>
▸ <a href="#">Hospitality Management (B.A.S.)</a>	▸ <a href="#">Human Services (B.H.S.)</a> <ul style="list-style-type: none"> <li>• <a href="#">Corrections</a></li> <li>• <a href="#">Disability Studies</a></li> <li>• <a href="#">Family Studies</a></li> <li>• <a href="#">Human Services Administration</a></li> <li>• <a href="#">Social Gerontology</a></li> <li>• <a href="#">Training and Adult Development</a></li> <li>• <a href="#">Violence Prevention and Intervention</a></li> </ul>
▸ <a href="#">Human Resource Management (B.S.)</a> (on campus & online)	
<b>Minors</b>	
▸ <a href="#">History</a>	▸ <a href="#">Human Services Administration</a>
▸ <a href="#">Human Resource Management</a>	
<b>I</b>	
<b>Majors</b>	

▸ <u>International Commerce (B.A.S.)</u>	▸ <u>Information Assurance (B.A.S.)</u>
▸ <u>Individualized Degree (B.A.)</u>	▸ <u>International Business (B.S.)</u>
▸ <u>Industrial Management (B.A.S.)</u>	
<b>Minors</b>	
▸ <u>Industrial and Organizational Psychology</u>	▸ <u>International Business</u>
▸ <u>Information and Knowledge Administration</u>	▸ <u>Interpersonal Communication</u>
<b>L</b>	
<b>Majors</b>	
▸ <u>Law Enforcement (B.S.)</u>	▸ <u>Liberal Arts (B.A.)</u>
▸ <u>Law Enforcement Major Completion Program for Licensed Peace Officers</u>	▸ <u>Life Sciences Teaching (B.S.)</u>
<b>Minors</b>	
No Minors with this letter	
<b>M</b>	
<b>Majors</b>	
▸ <u>Management (B.S.)</u> (on campus & online)	▸ <u>Marketing (B.S.)</u> (on campus & online)
▸ <u>Management Information Systems (B.S.)</u>	▸ <u>Mathematics Teaching (B.S.)</u>
<b>Minors</b>	
▸ <u>Media Literacy</u>	▸ <u>Mental Health Psychology</u>
<b>N</b>	
<b>Majors</b>	
▸ <u>Nursing (RN-BSN)</u>	▸ <u>Nursing (Post-bac BSN)</u>
<b>Minors</b>	
No Minors with this letter	
<b>O</b>	
<b>Majors</b>	
▸ <u>Organizational Administration (B.A.S.)</u>	



<b>Minors</b>	
• <u>Organizational Communication</u>	
<b>P</b>	
<b>Majors</b>	
• <u>Philosophy (B.A.)</u>	• <u>Psychology (B.A.)</u>
• <u>Professional Communication (B.A.)</u>	
<b>Minors</b>	
• <u>Political Science</u>	• <u>Project Management</u>
• <u>Practical Ethics</u>	• <u>Psychology</u>
<b>R</b>	
<b>Majors</b>	
No Majors with this letter	
<b>Minors</b>	
• <u>Religious Studies</u>	• <u>Research and Information Studies</u>
<b>S</b>	
<b>Majors</b>	
• <u>Sales Management (B.A.S.)</u>	• <u>Social Studies Teaching (B.S.)</u>
• <u>Screenwriting (B.A.)</u>	• <u>Social Work (B.S.W.)</u>
• <u>Social Science (B.A.)</u>	
<b>Minors</b>	
• <u>Social Gerontology</u>	• <u>Studio Arts</u>
• <u>Sociology</u>	
<b>T</b>	
<b>Majors</b>	
• <u>Teaching Majors &amp; Licensures (see <u>Urban Teacher Program</u>)</u>	• <u>Technology Management (B.A.S.)</u>
• <u>Technical Communication (B.A.)</u>	• <u>Theater (B.A.)</u>
<b>Minors</b>	



▸ <u>Theater</u>	▸ <u>Training and Adult Development</u>
<b>U</b>	
<b>Majors</b>	
▸ <u>Urban Early Childhood Education (B.S.) for Birth-Grade 3 Licensure</u>	▸ <u>Urban Elementary Education (B.S.) for PreK-Grade 6 Licensure</u>
<b>Minors</b>	
No Minors with this letter	
<b>V</b>	
<b>Majors</b>	
▸ <u>Visual Communication (B.A.S.)</u>	
<b>Minors</b>	
▸ <u>Violence Prevention and Intervention</u>	
<b>W</b>	
<b>Majors</b>	
▸ <u>Women's Studies (B.A.)</u>	▸ <u>Writing (B.A.)</u>
<b>Minors</b>	
▸ <u>Women's Studies</u>	
<b>Certificates</b>	
▸ <u>Law Enforcement Licensing</u>	
<b>Licensure programs</b>	
▸ <u>Urban Secondary Education for <u>Grades 5-12 Licensure</u></u>	

## FY08 Academic Calendar

### Summer Session 2007 - FY08

May	7	Summer session classes begin
May	26-28	Memorial Day holiday
June	23	First summer session classes end
July	4	Independence Day holiday
July	5	Second summer session classes begin
Aug.	18	Last day for any summer session class

### Fall Semester 2007 - FY08

Aug.	20	Faculty begin fall duty days
Aug.	25	Fall semester classes begin
Sept.	1-3	Labor Day holiday
Nov.	21	No evening classes
Nov.	22-25	Thanksgiving holiday
Dec.	15	Fall semester classes end
Dec.	18	Commencement
Dec.	18	Last fall faculty duty day
Dec.	24-26	Holiday

### Spring Semester 2008 - FY08

Jan.	1	Holiday
Jan.	2	Faculty begin spring duty days
Jan.	7	Spring semester classes begin
Jan.	21	Martin Luther King, Jr. holiday/no classes/offices closed
Feb.	5	Precinct Caucus/no evening classes
Feb.	18	President's Day/classes held/offices open
Mar.	2-8	Spring Break/Non duty days/no classes/offices open
Apr.	29	Spring semester classes end
May	1	Commencement
May	7	Last spring faculty duty day

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

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.

### **Prerequisite**

Completion of MATH 120 Precalculus or a grade of B or better in both of MATH 115 College Algebra and MATH 116 Trigonometry or the equivalent.

### **1. 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

### **2. 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 315 Linear Algebra and Applications

#### **Core Courses (23 credits)**

- MATH 310 Calculus III: Multivariable Calculus
- 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), which can include the following courses or other upper-division mathematics courses with advisor approval.**

- MATH 375 Complex Variables
- MATH 405 Partial Differential Equations
- MATH 420 Numerical Analysis

## **Biology Major B.A.**

The biology major aims to provide students with a core knowledge of the discipline; an understanding of the scientific method; skills in analytical and inductive reasoning; knowledge of the contributions made by scientists; and the ability to deal intelligently with biology-related aspects of their personal and professional lives. All majors must complete 49 credits: 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  
High School Biology **or** equivalent, for example BIOL 101 Introduction to Life Sciences

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

#### **1. Foundation (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

### **Minimum of 5 credits upper-division in each category (15 credits)**

**Cell related:** BIOL 301 Genetics, or BIOL 302 Cell Biology and Histology, or BIOL 304 Molecular Biology, or CHEM 301 Biochemistry

**Ecology related:** BIOL 310 Ecology, or BIOL 312 Evolution, or BIOL 315 Limnology, or BIOL 320 Ecosystem and Global Ecology

**Organism related:** 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, or BIOL 345 Biopsychology, or BIOL 406 Biology of Cancer

**An additional 14 credits (10 must be in upper-division biology)** - courses chosen from the above list or any other 300- or 400-level biology course or other approved courses (see advisor for details).

### **Computer Forensics Major B.A.S.**

The Bachelor of Applied Science in Computer Forensics is a four-year, 124 credits program offered through the Information and Computer Sciences (ICS) department. This program prepares students with the knowledge in computer science, 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 Requirements**

- ▶ Admitted to the university
- ▶ Completed at least 60 credits of undergraduate study where general education credits are 16 to 30 credits and major credits are at least 30 to 44 credits, including the following:
  - Computer science and information technology 4 courses
  - Criminal justice/law enforcement 2 courses
  - Political science 1 course
  - Mathematics (college algebra or above) 1 course

### **Curriculum Requirements**

1. **Pre-Major Requirements (29--30 major credits in addition to 30 general education credits)**
2. **Computer Science and Technology (16 credits)**
  - CFS 262 Computer and Operating System Fundamentals I
  - CFS 264 Computer and Operating System Fundamentals II
  - CFS 280 Introduction to Computer Forensics
  - ICS 140 Programming Fundamentals

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

- CJS 210 Constitutional Law
- Take one of the following courses:
  - CJS 101 Introduction to Criminal Justice
  - CJS 200 Literature and Methods in Criminal Justice
  - LAWE 220 Legal Issues in Law Enforcement

#### **Mathematics and Political Science (7-8 credits, at least one from Political Science and one from either Mathematics or Statistics)**

- MATH 210 Calculus I
- POL 101 Introduction to American Government and Politics
- POL 301 Citizenship in a Global Context
- STAT 201 Statistics

### **3. Major requirements (34 major credits)**

**Core courses** (23 credits)

- CFS 380 Digital Evidence Analysis
- CFS 499 Computer Forensics Internship/Capstone
- ICS 382 Computer Security
- ICS 461 Data and Voice Communication
- LAWE 325 Criminal Procedure and Investigations
- POL 331 Law and the Legal Process

4. **Electives (11 credits)**

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

- CJS 320 Applied Criminology
- CJS 367 Introduction to Forensic Science
- CJS 387 White Collar Crime

**Group II Law** (4 credits)

- BLAW 310 Business Law: UCC and Contracts
- ICS 484 Computer Law
- POL 333 Constitutional Law

**Group III Ethics** (4 credits)

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

Note: To meet the requirements for graduation, students need to take additional 20 to 30 credits in general education and/or some additional elective credits.

A recommended four-year curriculum plan

For students who would like to start the program from Metropolitan State University as a freshman, a recommended first four-semester plan is provided as follows:

<b>Semester</b>	<b>Course</b>	<b>Credit</b>
Semester 1	MATH 115 - College Algebra (Goal IV)	4
	WRIT 131 - Writing I (Goal I)	3
	ICS 140 - Programming Fundamentals	4
	General Education (Goal I: Communication)	
	Example: COMM 103 - Public Speaking	3
	<b>Total semester credits</b>	<b>14</b>
Semester 2	WRIT 231 Writing II (Goal I)	3
	CFS 262* - Computer and Operating	4
	System Fundamentals I (Goal I)	
	CJS 101 - Introduction to Criminal Justice (Goal IV)	3
	General Education (Goal III)	



	Example: PHYS 111 - General Physics I (algebra based)	5
	<b>Total semester credits</b>	<b>15</b>
Semester 3	CFS 264* - Computer and Operating System Fundamentals II	4
	CJS 210 - Constitutional Law	3
	STAT 201 - Statistics (Goal IV)	4
	Free electives	4-6
	<b>Total semester credits</b>	<b>15-17</b>
Semester 4	CFS 280* - Introduction to Computer Forensics	4
	POL 301 - Citizenship in a Global Context (Goals V and IX)	4
	General Education (Goal X)	4
	Example: NATH 201 - Nature Study	
	Free electives	3-5
	<b>Total semester credits</b>	<b>15-17</b>
<b>Total Credit</b>	At least 16 credits in GE, 30 in major, and up to 14 free electives	<b>59-63</b>

\* CFS: Computer Forensic Science, new courses Note: General education goals covered are I, III, IV, V, IX and X.

For students who completed the first two-year of the program at a two-year college or at Metropolitan State University, the next four-semester study plan is recommended as follow:

Semester	Course	Credit
Semester 5	ICS 382 - Computer Security	4
	POL 331 - Law and Legal Process (Goal V)	4
	LAW 325 - Criminal Procedure and Investigation	4
	General Education (Goal VII)	
	Example: ANTH 301 - Approaches to Cultural Anthropology	4
	<b>Total semester credits</b>	<b>16</b>
Semester 6	CFS 380* - Computer Crime Scene Investigation	4
	ICS 461 - Data and Voice Communication	4
	CJS 387 - White Collar Crime	4
	General Education (Goal VIII)	
	CJS 340 Comparative Criminal Justice	3
	<b>Total semester credits</b>	<b>15</b>
Semester 7	POL 333 - Constitutional Law: Civil rights and Civil Liberties (Goal IX)	4
	PHIL 325 - Criminal Justice Ethics (Goal VI)	4
	General Education (The first upper-division library art course)	4
	Example: COMM 302 Advanced Public Speaking	
	Free electives	3-5

	<b>Total semester credits</b>	<b>15-17</b>
Semester 8	CFS 499* - Computer Forensics	3
	Internship/Capstone Project	4
	General Education	7-9
	(the second upper-division library art course)	
	EX: SOC 301 Contemporary Sociology	
	Free electives	
	<b>Total semester credits</b>	<b>14-16</b>
<b>Total Credits</b>	At least 16 credits in GE, 30 in major, and up to 14 free electives	<b>60-64</b>

Note: General education goals covered are VI, VII, VII, and two upper division liberal art courses.

### **Computer Information Systems Major B.A.**

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 either 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.

#### **1. Major Prerequisites (26--30 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

Two writing courses, as defined to meet general education requirements

ICS 141, ICS 240 and MATH 215 must be completed with a minimum cumulative GPA of 2.5 on a 4.0 scale. Students may apply for provisional admission to the programs while concurrently enrolled in ICS 240 (and/or MATH 210 for CS majors). 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.

#### **2. 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. Transfer credit and prior experience equivalent to these courses is less common. 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:**

CIS Major Upper-division Requirements (PDF 69k)

- One course in calculus or statistics and probability
- 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

**3. 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 461 Voice and Data Communications
- ICS 470 Software Engineering

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

- Any upper-division ICS course (see Group 3 for exceptions)
- Any CFS course (see course descriptions)
- 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 Web page for complete list of 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 B.S.**

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.

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.

Students are expected to demonstrate programming competency in C or C++. This may be satisfied by doing appropriate course work, or by taking a competency test administered by the department, or by successfully completing ICS 365 Comparative Programming Languages. ICS 365 meets the Group I Elective requirement as well.

### **Admission to the Major**

Students interested in pursuing a major in computer science must apply to the program. To be eligible for admission to either 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.

#### **1. Major Prerequisites (26-30 credits)**

- MATH 120 Precalculus **OR**
- MATH 115 College Algebra **and** MATH 116 Trigonometry
- MATH 210 Calculus I (for CS majors)
- MATH 215 Discrete Mathematics
- ICS 140 Programming Fundamentals
- ICS 141 Programming with Objects
- ICS 240 Programming with Elementary Data Structures

Two writing courses, as defined to meet general education requirements

ICS 141, ICS 240 and MATH 215 must be completed with a minimum cumulative g.p.a. of 2.5 on a 4.0 scale. Students may apply for provisional admission to the programs while concurrently enrolled in ICS 240 (and/or MATH 210 for CS majors). 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.

## 2. **Required Core Courses (32 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 parallel or sequential algorithm analysis and computing theory provide preparation for graduate or theoretical study. Key topics, including networking and distributed systems, are threaded throughout the core.

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:**

CS Major Upper-Division Requirements (PDF 69k)

*Choose one of the following math courses:* **Note:** This chosen course cannot also be counted as an elective.

- 
- 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
- ICS 340 Data Structures
- ICS 362 Computer Organization and Architecture
- ICS 365 Comparative Programming Languages or a course in C or C++ programming
- ICS 370 Software Design Models
- ICS 441 Foundations of Computing Theory
- ICS 462 Operating Systems
- ICS 499 ICS Capstone Project

## 3. **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 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 (see Group 3 below for exceptions)
- Any CFS course (see course descriptions)
- 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.



## English Major B.A.

The English major helps students to examine and interpret literature in English from a variety of viewpoints, and to understand the role of literature as a central expression of 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, 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)**
  - o LIT 341 American Literature: Beginnings--1870
  - o LIT 342 American Literature: 1870--Present
2. **One course from the two-semester survey of English literature (4 credits)**
  - o LIT 371 English Literature: Beginnings--1800
  - o LIT 372 English Literature: 1800--Present
3. **One of the following (4 credits)**
  - o LIT 501 Literary Criticism: Beginnings--1950
  - o LIT 502 Literary Criticism: 1950--Present
  - o LING 547 History of the English Language
4. **One course in literature written by women (4 credits)**
  - o LIT 312 Women Writers
  - o LIT 313 Minnesota Women in Literature and Arts
  - o LIT 314 Women Writers and a Feminist Critique
  - o LIT 315 Accounting for Gender in Literature and Film
  - o LIT 362 Black Women Writers
5. **One course in ethnic or world literature (4 credits)**
  - o LIT 361 African-American Literature
  - o LIT 362 Black Women Writers
  - o LIT 363 American Indian Literature
  - o LIT 367 Scandinavian Immigrants in Literature
  - o HUM 310 The First Civilizations
  - o HUM 311 The Classical World: Greece
  - o HUM 312 The Classical World: Rome
  - o HUM 313 Medieval Civilization
  - o HUM 314 The Renaissance
  - o HUM 315 The Enlightenment
  - o HUM 316 Romanticism
  - o HUM 317 Modernism
  - o HUM 321 Myth
6. **One course in Shakespeare (4 credits)**
  - o LIT 377 Shakespeare
7. **Capstone Seminar (4 credits)**
  - o LIT 480 Literature Capstone Seminar
8. **Electives (8 credits)**

Additional upper-division courses in literature or humanities, except LIT 334, LIT 437 or HUM 326. LIT 362 may apply to one requirement area only.

## **English Teaching Major B.S. (Communication Arts and Literature Licensure Grades 5-12 )**

The English teaching major includes studying 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
- ▶ **Teaching theory**--the integration of communication arts and literature knowledge with an understanding of teaching theory (that is, applying instructional strategies that truly meet student needs).

### **Major Requirements**

**1. Prerequisites (credits do not count toward major)**

- COMM 103
- WRIT 121, 131 or 132
- WRIT 231, 261, 271 or WMNS 231

**2. 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.

- 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

**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

**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

**Choose one of the following in communication (3-4credits)**

- COMM 231 Interpersonal Communication
- COMM 333 Intercultural Communication
- COMM 351 Communication in Work Groups
- Choose one elective: Any 300+ level course (3-4 credits) in Literature, Humanities, Reading or Writing.

**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 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.

### **Ethnic Studies Major B.A.**

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.

1. **Core Courses (20 credits)**
2. **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 (cross-listed with Political Science)
  - ETHS 310 Cross-cultural Conflicts in Organizations
  - ETHS 311 Understanding Racial and Ethnic Groups in the United States
  - ETHS 315 Color of Incarceration
3. **Two courses in one of the following area studies (8 credits):**

#### *African American Studies*

- ETHS 342 Contemporary Perspectives on the African American Communities
- ETHS 348 Sports and the African American Community
- ETHS 344: African American History (*Cross-listed with HIST 311 African American History*)

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

*Asian American Studies*

- ETHS 361 History of Asian Americans (*Cross-listed with HIST 320 History of Asian Americans*)
- ETHS 380: Special topics: 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.

*Native Studies*

- ETHS 332 Topics in Contemporary Native North America (*Cross-listed with RELS 322 American Indian Spirituality*)
- ETHS 336 American Indian Literature (*also listed as LIT 363 American Indian Literature*)

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

*Chicano/Latino Studies*

- ETHS 250 Introduction to Chicano Studies
- ETHS 352 Chicano Culture and Borderlands

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.

## **History Major B.A.**

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. Everyone is a part of history, and in that sense, understand themselves only to the extent that the tellers of history allow them 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. A goal in history classes is to empower students to turn a discerning eye on the stories about the past that are presented as the simple truth, and maybe to make some history of their own.

### **Requirements (38-40 total credits)**

#### **1. Introductory Level (9-11 credits)**

History 301 Historical Interpretation and  
6-8 credits from lower division offerings

#### **2. Advanced Level (24 upper-division credits)**

Courses numbered HIST 302 and above have been developed for study at this level. Students must meet the following provisions: *a minimum of two courses or other study must be in subjects outside U.S. history.*

#### **3. Women's History**

All history majors must take one course in women's history at any level (courses on the history of women offered by the History Department only). This course may also count as one of the required introductory-level or advanced-level courses.

#### **4. Capstone Level (4 credits)**

Complete the capstone course, History 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 Upper-division Topics Courses**

*Social History*

- HIST 304 U.S. Economic Life: Working People
- HIST 310 American Indian History
- HIST 311 African American History
- HIST 312 Beginnings of American Society: Colonial and Revolutionary History
- HIST 327 American History at the Movies
- HIST 328 Women in Modern U.S. History 1877 to the present
- HIST 333 The Greening of America: Environmental History Since 1900
- HIST 336 The American Half-century: U.S. History Since World War II
- HIST 341 The Vietnam War
- HIST 342 The Sixties Experience
- HIST 354 History of the Holocaust
- HIST 361 Africa: From Ancient Times to 1800
- HIST 370 Behind the Great Wall: The Real China

*Political History*

- HIST 309 Women and Public Activism in the United States
- HIST 331/531 Religion and Politics in America
- 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

*Cross-cultural American History*

- 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

*Comparative History*

- HIST 390 Business History: An International Perspective
- HIST 392 History of Modern Technology: An International Perspective
- HIST 394 Comparative Women's History
- HIST 395 The Rise and Fall of Communism

*Faculty-designed Independent Studies*



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

Students may make use of internships in their programs of study.

**Liberal Arts Major B.A.**

**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. 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 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 eight credits in disciplines outside the college may be included. At least 16 of these 32 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 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 may be made in consultation with the advisor. Major changes require resubmission to the review committee.

**Life Sciences Teaching Major B.S.  
(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**

**1. Prerequisites**

- MATH 115 College Algebra or MATH 120 Precalculus

**Requirements (45 total credits)**

**2. Foundation Courses (10 credits)**

- BIOL 111 General Biology I and Lab
- BIOL 112 General Biology II and Lab

**3. Core Courses (27 credits)**

- CHEM 111 General Chemistry I and Lab
- GEOL 110 Introduction to Earth Sciences
- PHYS 101 Introduction to Astronomy
- PHYS 110 Introduction to Physical Science

**(Choose one)**

- BIOL 310 Ecology, **or**
- BIOL 315 Limnology, **or**
- BIOL 320 Ecosystem/Global Ecology

**(Choose one)**

- BIOL 301 Genetics, **or**
- BIOL 303 Cell Biology and Histology, **or**
- BIOL 304 Molecular Biology, **or**
- BIOL 311 Plant Physiology, **or**
- BIOL 330 Biology of Microorganisms, **or**
- CHEM 301 Biochemistry

**4. Teaching Methods (8 credits)**

- SCED 445 The Practice of Science

SCED 450 Middle/High School Science Methods for Urban Schools

**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 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.

**Mathematics Teaching Major B.S.  
(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**

**1. Prerequisites**

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

**2. Required Courses (44 total credits)**

- MATH 210 Calculus I
- MATH 211 Calculus II
- 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 444 Teaching High School Mathematics to Urban Learners in Grades 9-12

For licensure you must also complete Education courses and student teaching.

**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 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.

## **Philosophy Major B.A.**

The Practical Philosophy and Ethics Department offers a major in philosophy with both an individualized track, and more specialized tracks in social philosophy and philosophy and letters . The department also offers a practical ethics minor.

The social philosophy track is a multidisciplinary program designed for students who have a deep interest in social and political issues and who wish to sharpen the analytical abilities they bring to bear on questions regarding justice and fairness. Social philosophy provides students with the skills and intellectual foundations required for well-informed, reflective and effective participation in political and community life. This track also prepares students for graduate studies in philosophy, law, and, with supplements, in political science and economics.

The philosophy and letters track is designed for students who desire broad historical preparation in the liberal arts with an emphasis on the philosophical analysis of ideas and concepts found primarily in the Western tradition. It is similar in design to traditional philosophy majors offered by most universities. The track also prepares students for graduate studies in philosophy, law and other graduate-level programs that focus on the ability to think carefully, and in an organized fashion, about ideas and concepts and their application.

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

The philosophy major consists of a 20-credit core and one of the 16-credit tracks.

#### **1. Core Courses (20 credits)**

##### *Ethics*

One course in ethics or distributive justice, such as:

- PHIL 301 Ethical Inquiry
- PHIL 320 Business Ethics
- PHIL 321 Medical Ethics
- PHIL 325 Criminal Justice Ethics
- PHIL 326 Communication Ethics
- PHIL 327 Ethics in an Information Age
- PHIL 352 Ethics Beyond Borders
- PHIL 354 Theories of Justice and Caring
- PHIL 355 Moral Theory

##### *Logic of Inquiry*

One course in epistemology or the philosophy of science, such as:

- PHIL 303 Principles of Inquiry: Ways of Knowing

##### *History of Philosophy*

Two courses in the history of philosophy, such as:

- PHIL 375 Ancient Greek Philosophy
- PHIL 376 Early Modern European Philosophy
- PHIL 378 Contemporary Analytic Philosophy
- PHIL 501 Greats: Major Figures and Works in the History of Thought
- Medieval Philosophy (University of Minnesota)

*Philosophy and Diversity*

One course in the philosophically oriented study of diversity, such as:

- 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
2. **In addition to the core, students must complete 16 credits in one of the following tracks:**

**Social Philosophy Track (16 credits)**

1. **Social Theory**

One upper-division course in the history of social thought or in economic, political or social theory offered by the Social Science Department. This course is to be chosen in consultation with a Practical Philosophy and Ethics Department faculty advisor.

2. **Global Perspectives**

One upper-division course on international or global issues, chosen in consultation with a Practical Philosophy and Ethics Department faculty advisor.

3. **National and Local Community**

One upper-division course that bears on national or community issues, such as the topics of health and welfare, education, civil rights, community development or homelessness, and so forth, chosen in consultation with a Practical Ethics and Philosophy Department faculty advisor.

4. **Theory into Action**

One upper-division course on citizen involvement in lawmaking, or community planning and organizing, or a student-designed independent study involving the integration of theory and practice regarding social policy, chosen in consultation with a Practical Philosophy and Ethics Department faculty advisor.

**Philosophy and Letters Track (16 credits)**

**1. Religious Studies**

One upper-division course on the philosophy or history of religion, chosen in consultation with a Practical Philosophy and Ethics Department faculty advisor.

**2. Interdisciplinary Humanities**

At least one 300-level humanities course (see Literature).

**3. Studies in Literature and History**

Two upper-division courses offered in the departments of Literature and Language, or History, Religious and Studies, or Women's Studies. These courses should be broad and should survey major periods, movements, and figures. They are to be chosen in consultation with a faculty advisor in the Practical Philosophy and Ethics Department.

**Individualized Track**

Four courses, 300-level or above, chosen in consultation with a faculty advisor in the Practical Philosophy and Ethics Department.



### **Professional Communication Major B.A.**

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 twice a year, Sept. 30 and Jan. 30, and are evaluated both for content and writing skill. Students are contacted within one month with their admission status. Contact the department chair, [suzanne.walfoort@metrostate.edu](mailto:suzanne.walfoort@metrostate.edu) 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 651-999-5941 or Suzanne Walfoort at 651-999-5947.

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 that has a theory seminar option (see Creative Learning Strategies section of this Catalog) for those students with extensive life or work experience.

### **Interpersonal Communication Track**

Interpersonal communication professionals focus on interpersonal, intercultural and presentational 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.

1. **Prerequisites**
  - COMM 103 Public Speaking\* or equivalent
  - COMM 171 Desktop Computer Designing for Communication or equivalent
2. **Requirements (35-36 total credits)**

#### **Initial Courses**

- COMM 231 Interpersonal Communication\* or
- COMM 331 Interpersonal Communication for the Helping Professions
- COMM 301 Connections: Introduction to Communication Studies
- INFS 315 Searching for Information

#### **Intermediate Courses**

- COMM 332 Negotiation and Mediation Skills
- COMM 333 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
3. **Electives (4 credits from the following)**
- COMM 320 Individual Rights and Public Discourse or
  - WRIT 585 Rhetorical Theory
  - COMM 350 Communication Internship (credits vary)
  - COMM 352 Organizational Communication\*
  - COMM 361 Managerial Communication\*
  - COMM 382/582 Communication Issues and Trends
  - COMM 499 Topics in Communication
  - MDST 583 Online Education and Training

#### **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.

1. **Prerequisites**
  - COMM 103 Public Speaking\* or equivalent
  - COMM 171 Desktop Computer Designing for Communication or equivalent
2. **Requirements (36 total credits)**

#### **Initial Course**

- COMM 301 Connections: Introduction to Communication Studies

#### **Intermediate Courses**

- INFS 315 Searching for Information
- 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

*One of the following*

- COMM 333 Intercultural Communication
- COMM 361 Managerial Communication\*
- 3. **Electives (8 credits from the following)**
  - COMM 320 Individual Rights and Public Discourse or Writ 585 Rhetorical Theory
  - COMM 350 Communication Internship (credits vary)
  - COMM 381 Principles of Public Relations\*
  - COMM 499 Topics in Communication
  - HSTD 393 Training Design and Instruction
  - MDST 583 Online Education and Training

#### 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.

1. **Prerequisites**
  - COMM 103 Public Speaking\* or equivalent
  - COMM 171 Desktop Computer Designing for Communication or equivalent
2. **Requirements (36 total credits)**

#### **Initial Courses**

- COMM 301 Connections: Introduction to Communication Studies (must be taken before Public Relations Principles)
- MDST 361 Visual Communication
- INFS 315 Searching for Information

#### **Intermediate Courses**

- COMM 320 Individual Rights and Public Discourse
- COMM 380 Public Relations Writing
- COMM 381 Public Relations Principles\*
- COMM 383 Employee Communication
- COMM 385/585 Media Relations

#### **Advanced Courses**

- COMM 481 Advanced Public Relations
- COMM 482 Applied Communication Research Capstone

3. **Electives (4 credits from the following)**
  - COMM 351 Communication in Work Groups\*

- COMM 352 Organizational Communication\*
- COMM 361 Managerial Communication\*
- COMM 350 Communication Internship (credits vary)
- COMM 499 Topics in Communication

### **Screenwriting Major B.A.**

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.

#### **1. Prerequisite**

Students must have successfully completed WRIT 101 Introduction to College Writing or WRIT 121 Writing I Intensive or have placed at WRIT 131 Writing I or higher on the writing assessment offered by Diagnostic Services.

#### **2. Requirements (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

#### **3. 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.

## **Social Science Major B.A.**

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As a social science major, students may choose from three program options--generalist, global studies and disciplinary--each of which prepares students for a variety of careers in an increasingly diverse world.

The generalist option 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 option 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 option 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 ensure that students have the knowledge, skills and abilities for employment and citizenship in the 21st century:

- ▶ 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.

### **Prerequisite**

Before formal acceptance into the major, students must complete an advising session with a social science faculty member.

### **Transfer Credits**

Students can apply toward the major requirements up to nine transfer credits of work in introductory, lower-division courses in anthropology, geography, political science, social science and sociology. At least one-half of all credits for the major (including SSCI 311 Research Methods in Social Science, SSCI 501 Great Ideas: Classics of Social Science and SSCI 451 Social Science Capstone Seminar) must be completed at Metropolitan State University. **Requirements (36 total credits)**

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

### **Generalist Option**

1. **Survey (12 credits, one from each discipline)**
  - 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
2. **Research (4 credits)**
  - SSCI 311 Research Methods in Social Science
3. **Theory (4 credits)**
  - SSCI 501 Great Ideas: Classics of Social Science
4. **Capstone (4 credits)**
  - SSCI 451 Social Science Capstone: Thesis Seminar or
  - SSCI 452 Social Science Capstone: Integrative Seminar
5. **Internship (3-4 credits)**
6. **Social Science Electives (4-8 upper-division credits, including an internship)**

### **Global Studies Option**

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

1. **Required (6 credits)**
  - SSCI 100 Introduction to Social Science
  - GEOG 201 Physical and Human Geography
2. **Survey (8 credits, two courses from different disciplines)**
  - ANTH 302 Gender and Culture
  - ANTH 325 Women, Development and Social Change
  - POL 301 Citizenship in a Global Context
  - POL 321 World Politics
  - SOC 303 Ethnic Conflict in Global Perspective
  - SOC 304 Social Movements in Global Perspective
3. **Research (4 credits)**
  - SSCI 311 Research Methods in Social Science
4. **Theory (4 credits)**
  - SSCI 501 Great Ideas: Classics of Social Science
5. **Capstone (4 credits)**
  - SSCI 451 Social Science Capstone: Thesis Seminar or
  - SSCI 452 Social Science Capstone: Integrative Seminar

6. **Internship (3-4 credits)**
7. **Social Science Electives** (4-8 upper-division credits, including an internship)

## Disciplinary Option

### Requirements (36 credits)

1. **Survey (4 credits), one course from one discipline**
  - 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: View from Below
2. **Research (4 credits)**
  - SSCI 311 Research Methods in Social Science
3. **Theory (4 credits)**
  - SSCI 501 Great Ideas: Classics of Social Science
4. **Capstone (4 credits)**
  - SSCI 451 Social Science Capstone: Thesis Seminar or
  - SSCI 452 Social Science Capstone: Integrative Seminar
5. **Internship (3-4 credits)**
6. **Social Science Electives** (12 to 16 upper-division credits in one discipline, including an internship)



## **Social Studies Teaching Major B.S. (Social Studies Licensure Grades 5-12 )**

**Requirements (43-45 total credits)** 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.

### **Major Requirements**

#### **Foundation Courses (21-22 credits)**

Students are required to complete at least 12 credits in the foundation area (including two history and two non-history courses) 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 two courses:**

ECON 201 Macroeconomics **or**  
SSCI 301 Politics, Markets and Society

**Core Courses for the Major (22-24 credits)**

**Choose one of the following two courses:**

ANTH 302 Gender and Culture **or**  
HIST 394 Comparative Women's History

**Choose one of the following courses:**

ETHS 302 Immigration in 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 Contemporary Native North America

**Both of the following courses are required:**

HIST 301 Historical Interpretation  
POL 321 World Politics

**Capstone Course**

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 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.

### **Technical Communication Major B.A.**

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 design for online and other digital 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.

### **Careers**

Once confined to the production of manuals and specifications, the field of technical communication has changed dramatically. Technical communicators, employed in industry, government, education and nonprofit organizations, hold a wide variety of job titles, but they bring a significant skill set to their organizations. These include:

- ▶ audience analysis and information organization;
- ▶ writing, revising, and editing;
- ▶ multicomunication project management;
- ▶ information product usability design and testing;
- ▶ collaborative teamwork; and
- ▶ research skills.

Technical communication is a field with flexible career opportunities: some professionals work as full-time or part-time employees; others work as consultants or independent contractors.

### **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.

#### **1. Prerequisites (6 credits)**

- COMM 171 Desktop Computer Designing for Communication (2 credits)
- INFS 115 Information Access (2 credits)
- WRIT 301 Introduction to Professional and Technical Writing (2 credits)

#### **2. Required Courses (34-35 total credits)**

- WRIT 271 Technical Writing (3 credits)

- WRIT 371 Editing (4 credits)
- WRIT 350I Writing Internship (3-4 credits)
- WRIT 461 Writing and Technical Communication Capstone (4 credits)
- WRIT 572 Document Design (4 credits)
- MDST 580 Issues in Communication Technology (4 credits)
- MDST 583 Online Education and Training (4 credits)

3. **Requirements in addition to the courses above:**

Choose **one** of the two courses listed below:

- ▶ MDST 382 Multimedia: The Digital Age (4 credits) **OR**
- ▶ WRIT 573 Writing and Designing for the Web (4 credits)

Choose **one** of the five courses listed below:

- ▶ WRIT 531 Advanced Writing (4 credits) **OR**
- ▶ WRIT 532 Writing About Place (4 credits) **OR**
- ▶ WRIT 541 Writing for Publication or Profit (4 credits) **OR**
- ▶ WRIT 575 Environmental Communication (4 credits) **OR**
- ▶ 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.

**Technical Communication Graduate Program**

The Communication, Writing and the Arts Department offers a master of science (M.S.) in technical communication designed to help students succeed in this rapidly evolving profession. It prepares students for upper-level positions as managers, supervisors or consultants. This program may be useful for people in a variety of fields including education, graphic design, job training, marketing and multimedia. For information about the program, call the program coordinator at 651-999-5958 or visit the MSTC Web site at [www.metrostate.edu/cas/cwa/master.html](http://www.metrostate.edu/cas/cwa/master.html).

### **Theater Major B.A.**

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 and mystery character are as 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. A B.A. 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 (MSU)

### **Requirements (40 total credits)**

#### **1. Minneapolis Community and Technical College or equivalent two-year college (minimum 16 credits)**

All MCTC classes are three credits unless otherwise noted.

- THTR 1104 Introduction to Acting **OR**
- THTR 1160 Multicultural Acting
- THTR 2150 Theater History I
- THTR 1145 Stagecraft: Design and Lighting
- THTR 1161-69 Theatre Topics (1-2 credits) **OR**
- THEA 346 Topics in Performance (2-4 credits MSU)
- THTR 2105 Introduction to Acting II
- THTR 2145 Introduction to Directing

#### **2. 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 387 Theater History II

- THEA 400 Playwriting I
- THEA 540 Directing and Creating Theater
- THEA 351 Production/Performance Lab (2 credits)

**3. Majors and Minors: Practicum and THEA 351**

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 Performance/Production 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.

**4. 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, 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.

## **Women's Studies Major B.A.**

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

## Writing Programs

The ability to put complex thoughts into written form, to communicate in writing to a range of audiences, and to use writing to learn is a cornerstone of success both in college and in the workplace. The writing curriculum offers these skills to students across the university through courses in general writing, business and technical writing, journalism, and creative writing. For students who wish to specialize in writing, the Communication, Writing and the Arts Department offer a number of programs: undergraduate majors in writing and in technical communication, an undergraduate minor in creative writing, and an M.S. in technical communication.

### Writing Major B.A.

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 between two tracks for the writing major: a creative writing track (including fiction, poetry, creative nonfiction and children's writing) and 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, journalism, public relations, grant writing, employee communications, script writing, Web content development, community relations, marketing communications and speech writing.

Up to 12 credits of the writing major may be taken at the lower division.

### Creative Writing Track (38 credits)

1. **Prerequisites (2 credits)**
  - o COMM 171 Desktop Computer Designing for Communication or equivalent
2. **Required (22 credits)**
  - o INFS 115 Information Access
  - o WRIT 251 Introduction to Creative Writing
  - o WRIT 357 Writers as Readers
  - o WRIT 371 Editing
  - o WRIT 531 Advanced Writing or WRIT 532 Writing About Place
  - o WRIT 481 Advanced Creative Writing
3. **Electives (12-16 credits)** Note: WRIT 352, 353, 354, 355, 358 and 481 may be repeated once for credit.
  - o WRIT 324 Topics in Writing
  - o 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 357 Writers as Readers
- WRIT 358 1000 Words or Less
- WRIT 481 Advanced Creative Writing
- WRIT 532 Writing About Place
- WRIT 541 Writing for Publication and Profit
- WRIT 583 Writing Major Projects
- INFS 315 Searching Information
- INFS 334 The Craft and Commerce of Book Publishing

**Optional (0-4 credits)**

One course in professional writing (see list below under Professional Writing Track), screenwriting, playwriting, literature or linguistics.

**Professional Writing Track (38 credits)**

1. **Prerequisites (2 credits)**
  - COMM 171 Desktop Computer Designing for Communication or equivalent
2. **Required (26 credits)**
  - INFS 315 Searching Information or
  - INFS 316 Evaluating Information
  - WRIT 301 Introduction to Professional and Technical Writing
  - WRIT 341 Newswriting and Reporting
  - WRIT 371 Editing (4 credits)
  - WRIT 461 Writing and Technical Communication Capstone
  - WRIT 531 Advanced Writing or
  - WRIT 532 Writing About Place
  - WRIT 572 Document Design
3. **Electives (8-12 credits)**
  - WRIT 261 Business Writing or
  - WRIT 271 Technical Writing
  - WRIT 324 Topics in Writing
  - WRIT 332 Writing about Place
  - WRIT 341 Newswriting and Reporting
  - WRIT 343 Writing Social Commentary
  - WRIT 541 Writing for Publication and Profit
  - WRIT 571 Advanced Editing
  - WRIT 573 Writing and Designing for the Web
  - WRIT 583 Writing Major Projects
  - WRIT 350I Writing Internship
  - COMM 361 Managerial Communication
  - COMM 380 Public Relations Writing
  - COMM 385 Media Relations
  - HSA 363 Development, Marketing and Grant Writing



- MDST 361 Visual Communication
- INFS 334 The Craft and Commerce of Book Publishing
- MDST 487 Writing and Producing for Radio/Audio
- MKTG 347 Advertising Copywriting
- WRIT 575 Environmental Communication
- WRIT 585 Rhetorical Theory

**Optional (0-4 credits)**

One course in creative writing, screenwriting, playwriting, literature or linguistics.

## **Anthropology Minor**

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.

**Note:** Social science majors may not minor in the sub disciplines of anthropology, political science or sociology.

## ***Transfer Credits***

Students can apply up to nine transfer credits of work in upper-division courses in anthropology, political science and sociology toward the minor requirements. At least one-half of all credits for the minor (including SSCI 311 Research Methods in Social Science and SSCI 501 Great Ideas: Classics of Social Science) must be completed at Metropolitan State University. With departmental approval, a student may substitute an equivalent research methods course for SSCI 311 and complete an additional disciplinary elective.

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

**1. Survey (4 credits) Select one:**

- ANTH 301 Approaches to Cultural Anthropology or
- ANTH 321 Cultural Anthropology: Focus on Mexico and Central America

**2. Research (4 credits)**

- SSCI 311 Research Methods in Social Science

**3. Theory (4 credits)**

- SSCI 501 Great Ideas: Classics of Social Science

**4. Electives (8 credits)**

- Two 300-level courses in anthropology

## **Applied Mathematics Minor**

### **1. 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

### **2. Requirements (28 total credits)**

#### **Core (20 credits)**

- MATH 210 Calculus I
- MATH 211 Calculus II
- MATH 251 Introduction to Probability and Statistics
- MATH 315 Linear Algebra and Applications
- MATH 340 Mathematical Modeling

#### **Electives (8 credits)**

*Two of the following*

- MATH 215 Discrete Mathematics
- MATH 301 Introduction to Analysis
- MATH 310 Calculus III: Multivariable Calculus
- MATH 350 Ordinary Differential Equations
- MATH 405 Partial Differential Equations
- MATH 420 Numerical Analysis
- MATH 450 Operations Research
- MATH 471 Abstract Algebra

## **Biology Minor**

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.

### **Requirements (25 total credits)**

#### **Foundation (15 credits)**

BIOL 111 General Biology I and Lab  
BIOL 112 General Biology II and Lab  
CHEM 111 General Chemistry I and Lab

#### **Upper Division Biology (10 credits)**

10 credits of 300- or 400-level courses in biology

### **Natural Sciences Departmental Policy on Student-Designed Independent Studies (SDIS)**

Most courses in the natural sciences have an essential laboratory component which must, for safety reasons, be done in a classroom or laboratory setting. For this reason, student-designed independent study in these disciplines is rare and takes place only under the following conditions: The student must have completed the science foundation, and at least one upper division science course at Metropolitan State with a grade of B or above.

- ▶ The student must be an admitted Metropolitan State student.
- ▶ The SDIS proposal must be approved by the department chair before the student registers.
- ▶ The SDIS instructor must be a member of the Natural Sciences Department faculty.
- ▶ Note also that:
- ▶ An SDIS cannot be used to meet the General Education Goal III Natural Sciences requirement.
- ▶ Students are reminded that an SDIS is intended to be truly independent study and not a tutorial.

### **Natural Sciences Departmental Policy on Gaining Credit for Prior Learning (prior)**

The conditions under which credit for prior learning in the natural sciences can be earned are as follows:

- ▶ The course for which credit is being sought must correspond in its content to a course that is currently offered by the Natural Sciences Department or one that is normally offered within a college of liberal arts. Credit for prior learning cannot be earned for subjects that are normally taught only within specialized degree or certificate program in applied fields such as engineering or the health professions.

- ▶ Competence is demonstrated by passing the final examination of the corresponding course. If there is a laboratory component to the course, laboratory competence is evaluated by practical examination.
- ▶ The student must be an admitted Metropolitan State student.
- ▶ The prior proposal must be approved by department head before the student registers.
- ▶ The prior evaluator must be member of Natural Sciences Department faculty, resident or community; and be approved by the department chair.

**Note also that:**

Credit for prior learning cannot be used to meet the General Education Goal III Natural Sciences requirement.

**Internships BIOL 350I**

**The conditions for an internship in the natural sciences are as follows:**

- ▶ Students must have finished the science foundation and at least one upper division science course.
- ▶ No more than 5 credits of internship may count towards the major, and only 2 credits towards the minor.
- ▶ A presentation of activities must be submitted to the department at the end of the internship.



## **Creative Writing Minor**

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

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

- Introductory course
- WRIT 251 Introduction to Creative Writing or equivalent

### **2. Other Creative Writing Courses (12 credits)**

- 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

### **3. Electives (4 credits)**

- Related writing program course
- SCRW 313 Beginning Screenwriting
- SCRW 314 Intermediate Screenwriting
- SCRW 415 Advanced Screenwriting
- THEA 400 Playwriting I: The Dramatic Moment
- THEA 587 Playwriting II

## English Minor

### 1. Requirements (20 total credits)

At least one course in literature written before 1800.

### 2. 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

### 3. One of the following (4 credits)

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

### 4. One course in literature written by women (4 credits)

### 5. One course in ethnic or world literature (4 credits)

### 6. One upper-division elective in literature or humanities (4 credits), except LIT 334, LIT 437 or HUM 326. LIT 362 may apply to one requirement area only.

## **Ethnic Studies Minor**

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

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

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

#### **2. 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 (cross listed with Political Science)
- ETHS 310 Cross-cultural Issues in Organizations
- ETHS 311 Understanding Racial and Ethnic Groups in the United States
- ETHS 315 Color of Incarceration

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

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

## **Courses**

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 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 (cross listed with Political Science)  
ETHS 310 Cross-cultural Conflicts in Organizations  
ETHS 311 Understanding Racial and Ethnic Groups in the United States  
ETHS 315 Color of Incarceration  
ETHS 332 Topics in Contemporary Native North America  
ETHS 342 Contemporary Perspectives in African American Communities  
ETHS 348 Sports and the African American Community  
ETHS 352 Chicano Culture and Borderlands  
ETHS 361 History of Asian Americans  
ETHS 380: Special topics: Asian American Women: Myths and Realities.  
ETHS 400 Applied Research for Social Change  
ETHS 410 Indigenous Peoples and Grassroots Development  
ETHS 499 Ethnic Studies Capstone

**Additional courses that can fulfill ethnic studies minor requirement number 3:**

*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 120 The Chinese World  
HIST 121 Modern Asia  
HIST 310 American Indian History  
HIST 311 African American History  
HIST 314 Pioneers and American Indians in the American West  
HIST 316 Prejudice in America  
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

*Media Studies*

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

*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**

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)**

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

## History Minor

### Requirements (19-20 total credits)

**1. Introductory Level (7-8 credits)**

- HIST 301 Historical Interpretation and  
3-4 credits from a lower-division course

**2. Advanced Level (12 credits)**

- Courses numbered HIST 302 and above have been developed for study at this level.

**3. Women's History**

All history minors must take one course in women's history--courses on the history of women offered by the history department only. This course may also count as one of the required introductory-level or advanced-level courses.

Students are not required to complete the capstone course for a minor, but they may choose to take the course, History 490 Historian as Investigator: Historical Research, in place of an advanced-level course.

### Partial Listing of Upper-division Topics Courses

#### *Social History*

- HIST 304 U.S. Economic Life: Working People
- HIST 310 American Indian History
- HIST 311 African American History
- HIST 312 Beginnings of American Society: Colonial and Revolutionary History
- HIST 327 American History at the Movies
- HIST 328 Women in Modern U.S. History 1877 to the present
- HIST 333 The Greening of America: Environmental History Since 1900
- HIST 336 The American Half-century: U.S. History Since World War II
- HIST 341 The Vietnam War
- HIST 342 The Sixties Experience
- HIST 354 History of the Holocaust
- HIST 361 Africa: From Ancient Times to 1800
- HIST 370 Behind the Great Wall: The Real China
  
- HIST 309 Women and Public Activism in the United States
- HIST 331/531 Religion and Politics in America
- 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

*Cross-cultural American History*

- 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

*Comparative History*

- HIST 390 Business History: An International Perspective
- HIST 392 History of Modern Technology: An International Perspective
- HIST 394 Comparative Women's History
- HIST 395 The Rise and Fall of Communism

*Faculty-designed Independent Studies*

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

Students may make use of internships in their programs of study.

**Interpersonal Communication Minor**

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

**1. Requirements (19-21 total credits)**

- COMM 103 Public Speaking\* or equivalent
- COMM 171 Desktop Computer Designing for Communication or equivalent
- COMM 231 Interpersonal Communication\* **or**
- COMM 331 Interpersonal Communication for the Helping Professions
- COMM 333 Intercultural Communication

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

- COMM 201 Storytelling
- 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 5 83 Online Education and Training



**Media Literacy Minor**

**Requirements (20 total credits)**

- MDST 361 Visual Communication
- MDST 363 Children and the Media
- MDST 382 Multimedia: The Digital Age **or**
- MDST 383 Online Education and Training
- MDST 580 Issues in Communication Technology
- INFS 315 Searching Information **or**
- INFS 316 Evaluating Information

## **Organizational Communication Minor**

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

### **1. Requirements (17 total 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\*

### **2. Electives (4 credits from the following)**

- COMM 333 Intercultural Communication
- COMM 361 Managerial Communication \*
- COMM 452 Advanced Organizational Communication
- COMM 350 Communication Internship (credits vary)
- MDST 484 Media in the Corporation
- MDST 583 Online Education and Training

## **Political Science Minor**

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.

**Note:** Social science majors may not minor in the sub disciplines of anthropology, political science or sociology.

## ***Transfer Credits***

Students can apply up to nine transfer credits of work in upper-division courses in anthropology, political science and sociology toward the minor requirements. At least one-half of all credits for the minor (including SSCI 311 Research Methods in Social Science and SSCI 501 Great Ideas: Classics of Social Science) must be completed at Metropolitan State University. With departmental approval, a student may substitute an equivalent research methods course for SSCI 311 and complete an additional disciplinary elective.

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

- 1. Survey (4 credits) select one:**
  - POL 301 Citizenship in a Global Context or
  - POL 321 World Politics
- 2. Research (4 credits)**
  - SSCI 311 Research Methods in Social Science
- 3. Theory (4 credits)**
  - SSCI 501 Great Ideas: Classics of Social Science
- 4. Electives (8 credits)**

Two 300-level courses in political science

## **Practical Ethics Minor**

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: the functions of business, marketing, management and sales; medicine and the delivery of health care; law enforcement; media and public relations; helping relationships and careers; social service roles; civic life; and intimate life in the roles of friend, lover, partner, parent, child, man and woman, and racialized person. Practical ethics is a 20-credit minor meant to complement a degree in any professional field, for example 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

### **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

#### **3. Electives in Ethics**

One additional course, chosen in consultation with a faculty advisor in the Practical Philosophy and Ethics Department.

## **Religious Studies Minor**

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)**

#### **1. RELS 301 Introduction to Religious Studies**

- This required course may be waived with faculty approval given comparable previous study.

#### **2. 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.

### **Research and Information Studies Minor**

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 credits)**

#### **1. Required Courses (16 total credits)**

- INFS 315 Searching for Information
- INFS 316 Evaluating Information
- INFS 338 The Craft and Commerce of Book and Publishing
- INFS 518 Information Issues

#### **2. Choose one of the following electives(4 credits):**

- INFS 335 Best Books for Young Adults Internship
- MDST 580 Issues in Communication Technology
- INFS Field Experience in Library Services or a Museum
- ARTS 302 Exhibition Practices: Group Internship

## **Sociology Minor**

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.

**Note:** Social science majors may not minor in the sub disciplines of anthropology, political science or sociology.

## ***Transfer Credits***

Students can apply up to nine transfer credits of work in upper-division courses in anthropology, political science and sociology toward the minor requirements. At least one-half of all credits for the minor (including SSCI 311 Research Methods in Social Science and SSCI 501 Great Ideas: Classics of Social Science) must be completed at Metropolitan State University. With departmental approval, a student may substitute an equivalent research methods course for SSCI 311 and complete an additional disciplinary elective.

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

- 1. Survey (4 credits) select one:**
  - SOC 301 Contemporary Sociology or
  - SOC 302 Interpersonal and Social Power: A View from Below
- 2. Research (4 credits)**
  - SSCI 311 Research Methods in Social Science
- 3. Theory (4 credits)**
  - SSCI 501 Great Ideas: Classics of Social Science
- 4. Electives (8 credits)**

Two 300-level courses in sociology

### **Studio Arts Minor**

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 credits)**

1. **Required Course (4 credits)**
  - ARTS 106 Introduction to Drawing
2. **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, Women and Textiles)
  - ARTS 306 Intermediate Drawing
  - ARTS 307 Painting
  - ARTS 414 Advanced Projects in Studio Arts



### Theater Minor

Skills and insights acquired through the study of theater can be life enhancing. The ability to communicate effectively and to better understand human motivation and character are 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.

**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

The theater minor should be supported by courses in: Shakespeare, creative writing, studio arts, music, intermedia arts, media studies, literature and storytelling.

**Majors and Minors:** PRACTICUM and THEA 351

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 Performance/Production 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.

**Women's Studies Minor**

**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.

### **Criminal Justice Major B.A.**

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, including 53 semester credits of criminal justice course work.

#### **Required Core Courses (41 credits)**

- ▶ CJS 101 Introduction to Criminal Justice (prerequisite for all criminal justice and law enforcement courses)
- ▶ CJS 200 Literature in Criminal Justice (prerequisite for all criminal justice and law enforcement courses)
- ▶ CJS 210 Constitutional Law (a, b)
- ▶ CJS 300 Corrections (a, b)
- ▶ CJS 302 Juvenile Justice (a, b)
- ▶ CJS 320 Applied Criminology (a, b)
- ▶ LAWE 330 Critical Issues in Law Enforcement (a, b)
- ▶ CJS 350 Citizenship: Community Involvement (a, b)
- ▶ CJS 360 Diversity Issues in Criminal Justice (a, b)
- ▶ CJS 375 Criminal Justice Ethics (a, b)
- ▶ CJS 483 Research Seminar in Criminal Justice (a, b)
- ▶ CJS 490 Criminal Justice Capstone (a, b, c)

#### **Prerequisites:**

- a. CJS 101 Introduction to Criminal Justice
- b. CJS 200 Literature in Criminal Justice
- c. CJS 483 Research Seminar in Criminal Justice.

#### **Directed Electives (12 credits)**

1. **Criminal justice majors must select 12 elective credits (4 course minimum) of criminal justice or law enforcement courses listed below:**
  - 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
2. **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

## **Law Enforcement Major B.S.**

There are two 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 1: Minnesota Peace Officer Licensure Track**

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 B.S. or the Law Enforcement Licensure 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.

#### **1. 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 finger printed 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 at [www.dps.state.mn.us/newpost/license.asp](http://www.dps.state.mn.us/newpost/license.asp) and through the SLC Advising Center.

To earn a B.S. in law enforcement, students must complete the minimum bachelor's degree requirements, including 60 semester credits of law enforcement course work.

#### **2. Required Core Courses (60 credits)**

- CJS 101 Introduction to Criminal Justice (prerequisite for all criminal justice courses)
- CJS 200 Literature in Criminal Justice (prerequisite for all criminal justice courses)
- LAWE 220 Legal Issues in Law Enforcement (a, b)
- LAWE 230 Patrol Operations (a, b)
- LAWE 240 Minnesota Criminal and Traffic Codes (a, b)

- LAWE 301 Community-oriented Policing (a, b)
- CJS 302 Juvenile Justice (a, b)
- CJS 320 Applied Criminology (a, b)
- LAWE 325 Criminal Procedure and Investigation (a, b)
- CJS 350 Citizenship: Community Involvement (a, b)
- CJS 360 Diversity Issues in Criminal Justice (a, b)
- LAWE 370 Assisting Families in Crisis (a, b)
- CJS 375 Criminal Justice Ethics (a, b)
- CJS 483 Research Seminar in Criminal Justice (a, b)
- CJS 490 Criminal Justice Capstone (a, b, c)
- Law Enforcement Skills (lower-division credit; registration by permission only)

**3. Prerequisites:**

- a. CJS 101 Introduction to Criminal Justice
- b. CJS 200 Literature in Criminal Justice
- c. CJS 483 Research Seminar in Criminal Justice

**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**

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.

**1. Required Core Courses (45 credits)**

- CJS 101 Introduction to Criminal Justice
- CJS 200 Literature in Criminal Justice
- CJS 210 Constitutional Law (a, b)
- LAWE 301 Community-oriented Policing (a, b)
- LAWE 330 Critical Issues in Law Enforcement (a, b)
- CJS 302 Juvenile Justice (a, b)
- CJS 320 Applied Criminology (a, b)
- LAWE 325 Criminal Procedure and Investigation (a, b)
- CJS 350 Citizenship: Community Involvement (a, b)
- CJS 360 Diversity Issues in Criminal Justice (a, b)
- CJS 375 Criminal Justice Ethics (a, b)
- CJS 483 Research Seminar in Criminal Justice (a, b)
- CJS 490 Criminal Justice-Capstone (a, b, c)

**2. Directed Electives (9 credits)**

- 3 LE/CJS Electives (minimum 9 credits)

**3. Prerequisites:**

- a. CJS 101 Introduction to Criminal Justice
- b. CJS 200 Literature in Criminal Justice
- c. CJS 483 Research Seminar in Criminal Justice

**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.

## **Law Enforcement Major Completion Program for Licensed Peace Officers**

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 our online program click here <http://www.metrostate.edu/slc/peaceofficers/programreqs.html>.

### **1. Required Courses (25 credits)**

- CJS 200 Literature in Criminal Justice
- LAWE 301 Community-oriented Policing (a, b)
- CJS 320 Applied Criminology (a, b)
- CJS 360 Diversity Issues in Criminal Justice (a, b)
- CJS 375 Criminal Justice Ethics (a, b)
- CJS 483 Research Seminar in Criminal Justice (a, b)
- CJS 490 Criminal Justice Capstone (a, b, c)

### **Prerequisites:**

- h. CJS 101 Introduction to Criminal Justice
  - i. CJS 200 Literature in Criminal Justice
  - j. CJS 483 Research Seminar in Criminal Justice

### **2. 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.

### **3. 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.



### **Criminal Justice Minor**

The criminal justice minor 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.

#### **Required Courses (21 credits)**

- ▶ CJS 101 Introduction to Criminal Justice (prerequisite for all criminal justice and law enforcement courses)
- ▶ CJS 200 Literature in Criminal Justice (prerequisite for all criminal justice and law enforcement courses)
- ▶ CJS 300 Corrections
- ▶ CJS 320 Applied Criminology
- ▶ Directed Electives (9 semester credits, three class minimum)

### **Law Enforcement Licensing Certificate**

The Law Enforcement Licensing Certificate is designed to prepare individuals who have already completed a bachelor's or higher degree in any discipline for entry into the law enforcement profession in Minnesota. The certificate program meets all Minnesota Peace Officer Standards and Training (POST) learning objectives ([www.dps.state.mn.us/newpost/PDFs/LearningObjectives.pdf](http://www.dps.state.mn.us/newpost/PDFs/LearningObjectives.pdf)). Students must meet POST minimum selection standards ([www.dps.state.mn.us/newpost/license.asp](http://www.dps.state.mn.us/newpost/license.asp)) and complete the following course work.

**1. Prerequisites**

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

**2. Core Courses**

- 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)

**3. Required for POST sign-off**

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

## Accounting Major BS

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 Accounting (CMA), Certified Internal Auditing (CIA) and, in Minnesota, the examination for Certified Public Accounting (CPA). The accounting degree program is also excellent preparation for students planning to study law, particularly if they intend to practice in taxation or corporation law.

### Requirements:

The accounting program contains six parts:

#### 1. General Education/Liberal Studies

#### 2. COM Foundation Courses

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

#### 3. Business Core Courses

- 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**

(Students should refer to course descriptions for prerequisites)

- 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 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 near the end of a student's program.

#### **Transfer of Credit**

Transfer course evaluation is made by the faculty in the College of Management. Students may be granted credit for courses of similar content and level (such as lower or upper

division) taken at regionally accredited colleges and universities. Students cannot meet major required or elective course requirements with lower-division courses or with any courses from an institution that is not regionally accredited. In addition, courses being transferred into the accounting, economics and management information systems areas must meet respective sunsetting policy requirements. Sunsetting policies specify the acceptable time between when a course is taken and when the course is evaluated to meet a major requirement. 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. Currently, waiver exams are available for Financial Accounting, Strategic Management Accounting, Macroeconomics, Microeconomics and Fundamentals of Information Technology in Organizations.

### **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. Students must have a minimum of 124 credits to graduate for all majors except economics and finance which require 120 credits to graduate.

## **Business Administration Major B.S.**

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, online, or by 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/Liberal Studies**

#### **2. COM Foundation Courses**

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

#### **3. Business Core Courses**

- 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**

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

#### **5. Business Administration Elective Courses (8 credits from COM curriculum)\***

#### **6. Unrestricted electives as needed to total a minimum of 124 credits.**

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

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 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 near the end of a student's program.



### **Transfer of Credit**

Transfer course evaluation is made by the faculty in the College of Management. Students may be granted credit for courses of similar content and level (such as lower or upper division) taken at regionally accredited colleges and universities. Students cannot meet major required or elective course requirements with lower-division courses or with any courses from an institution that is not regionally accredited. In addition, courses being transferred into the accounting, economics and management information systems areas must meet respective sunseting policy requirements. Sunseting policies specify the acceptable time between when a course is taken and when the course is evaluated to meet a major requirement. 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. Currently, waiver exams are available for Financial Accounting, Strategic Management Accounting, Macroeconomics, Microeconomics and Fundamentals of Information Technology in Organizations.

### **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. Students must have a minimum of 124 credits to graduate for all majors except economics and finance which require 120 credits to graduate.

## **Economics Major B.S.**

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 at least 120 credits distributed in general education/liberal studies, foundation courses and study in economics or business economics.

- 1. General Education/Liberal Studies**
- 2. Foundation Courses**

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

### **Economics Track**

#### **1. Required**

- 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
- 2. Electives (four courses required from the courses below)**
  - 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

### **Business Economics Track**

- 1. Required**
  - ACCT 210 Financial Accounting (Foundation)
  - ECON 314 International and Comparative Economics
  - ECON 420 Money, Banking and Financial Institutions
  - ECON 496 Managerial Economics
  - ECON 497 Economic Research and Forecasting
  - FIN 390 Principles of Finance
- 2. Economics Electives (three courses)**
  - ECON 311 Economics of the Environment
  - ECON 313 Labor Economics
  - ECON 315 Economics of Diversity
  - ECON 316 Health Economics
  - DSCI 431 Managerial Problem-solving and Decision-making Methods or
  - DSCI 434 Introduction to Operations Management (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 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 near the end of a student's program.

### **Transfer of Credit**

Transfer course evaluation is made by the faculty in the College of Management. Students may be granted credit for courses of similar content and level (such as lower or upper division) taken at regionally accredited colleges and universities. Students cannot meet major required or elective course requirements with lower-division courses or with any courses from an institution that is not regionally accredited. In addition, courses being transferred into the accounting, economics and management information systems areas must meet respective sunset policy requirements. Sunset policies specify the acceptable time between when a course is taken and when the course is evaluated to meet a major requirement. 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. Currently, waiver exams

are available for Financial Accounting, Strategic Management Accounting, Macroeconomics, Microeconomics and Fundamentals of Information Technology in Organizations.

### **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. Students must have a minimum of 124 credits to graduate for all majors except economics and finance which require 120 credits to graduate.

## **Finance Major B.S.**

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/Liberal Studies**

#### **2. COM Foundation Courses**

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

#### **3. Business Core Courses**

- 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 (three courses, all required)**

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

#### **5. Finance Advanced Courses (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 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 near the end of a student's program.

### **Transfer of Credit**

Transfer course evaluation is made by the faculty in the College of Management. Students may be granted credit for courses of similar content and level (such as lower or upper division) taken at regionally accredited colleges and universities. Students cannot meet major required or elective course requirements with lower-division courses or with any courses from an institution that is not regionally accredited. In addition, courses being transferred into the accounting, economics and management information systems areas must meet respective sunset policy requirements. Sunset policies specify the acceptable time between when a course is taken and when the course is evaluated to meet a major requirement. 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. Currently, waiver exams are available for Financial Accounting, Strategic Management Accounting, Macroeconomics, Microeconomics and Fundamentals of Information Technology in Organizations.

### **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. Students must have a minimum of 124 credits to graduate for all majors except economics and finance which require 120 credits to graduate.

## **Hospitality Management Major B.A.S.**

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. 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 A.A.S. degree as stipulated in the articulation agreement
- ▶ GPA of 2.5 or higher in A.A.S.
- ▶ Completion of an approved B.A.S. Degree Plan

### **Requirements**

The degree requirements have four components:

- ▶ **General education and liberal studies courses**
- ▶ **Foundation courses**
- ▶ **Business core courses**
- ▶ **Required courses**

#### **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.

#### **Foundation Courses (22 credits)**

- ▶ Math 115 College Algebra (or higher)
- ▶ Stat 201 Statistics I
- ▶ \*Acct 210 Financial Accounting
- ▶ \*Econ 201 Macroeconomics (3 credits)
- ▶ \*Econ 202 Microeconomics (3 credits)
- ▶ \*MIS 100 Fundamentals of Information Technology in Organizations

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

- ▶ \*\*DSCI 434 Introduction to Operations Management
- ▶ FIN 390 Principles of Finance
- ▶ MGMT 310 Management Principles and Practices
- ▶ MIS 310 Principles of Management Information Systems
- ▶ 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

**Required Courses (12 credits)**

- ▶ MGMT 370 Hotel and Restaurant Chain Management
- ▶ MKTG371 Travel and Tourism Marketing
- ▶ MKTG 350I Internship

\* 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.

## **Human Resource Management Major B.S.**

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/Liberal Studies**

#### **2. COM Foundation Courses**

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

#### **3. Human Resource Management Core (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 **or** HRM 315 Public Sector 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 (four credits)**

- HRM 585 International Human Resource Management
- MGMT 360 Managing a Diverse Workforce
- HRM 550 Employee/Labor Relations

- HRM 370 Employment Law
- HRM 330 Personnel and Industrial Psychology
- HRM 380 Managing Employee Health and Safety
- ECON 313 Labor Economics
- HSTD 393 Training Design and Instruction

**6. Unrestricted electives as needed to total a minimum of 124 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 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 near the end of a student's program.

**Transfer of Credit**

Transfer course evaluation is made by the faculty in the College of Management. Students may be granted credit for courses of similar content and level (such as lower or upper division) taken at regionally accredited colleges and universities. Students cannot meet major required or elective course requirements with lower-division courses or with any courses from an institution that is not regionally accredited. In addition, courses being transferred into the accounting, economics and management information systems areas must meet respective sunseting policy requirements. Sunseting policies specify the acceptable time between when a course is taken and when the course is evaluated to meet a major requirement. 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. Currently, waiver exams are available for Financial Accounting, Strategic Management Accounting, Macroeconomics, Microeconomics and Fundamentals of Information Technology in Organizations.

**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. Students must have a minimum of 124 credits to graduate for all majors except economics and finance which require 120 credits to graduate.



## **International Commerce Major B.A.S.**

Metropolitan State University offers a Bachelor of Applied Science degree in international commerce. The goal of the 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 \$15 billion to the Gross State Product (GSP) and imports contributing about \$20 billion in 2006. 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. The forecasts for the next decade indicate a continuation of past trends, with international business-related job growth at 7-8 percent per year.

### **Admission Requirements**

- ▶ Must have completed an approved A.A.S. degree as stipulated in the articulation agreement
- ▶ GPA of 2.5 or higher in A.A.S.
- ▶ Completion of an approved B.A.S. Degree Plan

### **Requirements**

The degree requirements have four components:

- ▶ **General education and liberal studies courses**
- ▶ **Foundation courses**
- ▶ **Business core courses**
- ▶ **Major elective courses**

### **General Education and Liberal Studies**

Students in degree programs at Metropolitan State University must complete while at the university, or transfer into 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.

### **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

**Business Core Courses (24 credits)**

- \*\*DSCI 434 Introduction to Operations Management
- FIN 390 Principles of Finance
- MGMT 310 Management Principles and Practices
- MIS 310 Principles of MIS
- MKT 300 Marketing Principles
- IBUS 311 International Business

**International Commerce Core Courses (8 credits)**

IBUS 312 International Political Economy  
ECON 314 International and Comparative Economics

**International Commerce Elective Courses (8 credits, including at least one of the "Doing Business in . . ." courses)**

IBUS 450 Legal Aspects of International Business  
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  
MKTG 480 International Marketing

\* 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.

## **Industrial Management Major B.A.S.**

Metropolitan State University in collaboration with Technical Colleges offers a Bachelor of Applied Science degree in industrial management. The goal of this 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 the A.A.S. degree in Operations and Manufacturing Management or closely related area
- ▶ GPA of 2.5 in A.A.S.
- ▶ Completion of an approved B.A.S. Degree Plan

### **Requirements**

The degree requirements have four components:

- ▶ **General education and liberal studies courses**
- ▶ **Foundation courses**
- ▶ **Business core courses**
- ▶ **Required courses**

#### **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.

#### **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

#### **Business Core Courses**

- ▶ \*\*DSCI 434 Introduction to Operations Management
- ▶ FIN 390 Principles of Finance



- ▶ MGMT 310 Management Principles and Practices
- ▶ MIS 310 Principles of Management Information Systems
- ▶ MKTG 300 Marketing Principles

**Required Courses (20 credits)**

- ▶ DSCI 420 Project Management
- ▶ DSCI 421 Project Planning & 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@metrostate.edu](mailto:hameed.nezhad@metrostate.edu)

## **Information Assurance Major B.A.S.**

Metropolitan State University offers a Bachelor of Applied Science degree in information assurance (IA). The Centers of Academic Excellence in Information Assurance Education Program is intended to reduce vulnerabilities in the national information infrastructure by promoting higher education in information assurance and producing a growing number of professionals with information assurance expertise in various disciplines.

Under the Information Assurance program, 4-year colleges and graduate-level universities apply to the NSA to be designated as Centers of Academic Excellence in IA Education. Each applicant 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 A.A.S. degree or diploma as stipulated in the articulation agreement
- ▶ GPA of 2.5 or higher
- ▶ Completion of an approved B.A.S. Degree Plan

### **Requirements**

The degree requirements have four components:

- ▶ **General education and liberal studies courses**
- ▶ **Foundation courses**
- ▶ **Business core courses**
- ▶ **Required courses**

### **General Education and Liberal Studies**

Students in degree programs at Metropolitan State University must complete while at the university, or transfer into 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

### **Foundation Courses (16 credits)**

- MATH 115 College Algebra (or higher)
- STAT 201 Statistics I
- \*ACCT 210 Financial Accounting

- \*MIS 100 Fundamentals of Information Technology in Organizations (FITO)

**Business Core Courses (12 credits)**

- MGMT 310 Management Principles and Practices
- MIS 310 Principles of MIS
- MKTG 455 Supply Chain Management

**Required Upper-division Courses**

- MIS 312 Administration of the MIS Function
- MIS 320 Information Systems Analysis and Design
- MIS 335 Management and Use of Databases
- 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 B.S.**

The international business program responds to the increasing interactions of American companies with worldwide marketing, purchasing, financial dealings and other business activities. While larger U.S. companies have historically had a presence or strategic relationship in other countries, this is becoming increasingly true of small and medium-sized companies. Also, many types of intermediaries have emerged to find markets and/or suppliers for U.S. companies of all sizes and in almost every industry around the world.

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 the implementation of marketing, sourcing and investment functions 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/Liberal Studies**

#### **2. COM Foundation Courses**

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

#### **3. Business Core Courses**

- 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**

- IBUS 311 International Business Environment and Operations

- IBUS 312 International Political Economy
- ECON 314 International and Comparative Economics
- 5. International Business Electives (16 credits, of which four credits must be from \* courses below).**
  - IBUS 450 Legal Aspects of International Business
  - MKTG 454 Current Trends and Issues in Purchasing/Logistics Management (2 credits)
  - MKTG 455 Supply Chain Management
  - MKTG 480 International Marketing
  - FIN 550 International Financial Management
  - 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 124 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 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 near the end of a student's program.

**Transfer of Credit**

Transfer course evaluation is made by the faculty in the College of Management. Students may be granted credit for courses of similar content and level (such as lower or upper division) taken at regionally accredited colleges and universities. Students cannot meet major required or elective course requirements with lower-division courses or with any courses from an institution that is not regionally accredited. In addition, courses being transferred into the accounting, economics and management information systems areas must meet respective sunset policy requirements. Sunset policies specify the acceptable time between when a course is taken and when the course is evaluated to meet a major requirement. 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. Currently, waiver exams are available for Financial Accounting, Strategic Management Accounting, Macroeconomics, Microeconomics and Fundamentals of Information Technology in Organizations.

**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. Students must have a minimum of 124 credits to graduate for all majors except economics and finance which require 120 credits to graduate.



## **Management Major B.S.**

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.

The management program includes courses in six areas:

### **Requirements:**

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

#### **2. COM Foundation Courses**

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

#### **3. Business Core Courses**

- 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**

- 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

#### **5. Management Electives (eight upper-division credits from COM curriculum)**

#### **6. Unrestricted electives as needed to total a minimum of 124 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 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 near the end of a student's program.

### **Transfer of Credit**

Transfer course evaluation is made by the faculty in the College of Management. Students may be granted credit for courses of similar content and level (such as lower or upper division) taken at regionally accredited colleges and universities. Students cannot meet major required or elective course requirements with lower-division courses or with any courses from an institution that is not regionally accredited. In addition, courses being transferred into the accounting, economics and management information systems areas must meet respective sunseting policy requirements. Sunseting policies specify the acceptable time between when a course is taken and when the course is evaluated to meet a major requirement. 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. Currently, waiver exams are available for Financial Accounting, Strategic Management Accounting, Macroeconomics, Microeconomics and Fundamentals of Information Technology in Organizations.

### **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. Students must have a minimum of 124 credits to graduate for all majors except economics and finance which require 120 credits to graduate.

## **Management Information Systems Major B.S.**

The management of information and its application to decision making in organizations represents a critically important area for modern managers. This program area provides undergraduate courses in management information systems (MIS) and the management of technology.

The MIS major provides the basic knowledge of MIS 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**

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**

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

#### **3. Business Core Courses**

- 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**

- 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 (8 credits at the upper-division, 300-, 400- or 500-level)**

- MIS 456 Supply Chain Information Systems
- MIS 462 Management of Distributed Computing
- MIS 498 Telecommunications Economics and Policy
- MIS 350 MIS Internship
- DSCI 420 Project Management

The following electives are offered intermittently:

- MIS 312 Administration of the Management Information Systems Function
- MIS 463 Strategic Management of Technology and Innovation
- MIS 533 Special Topics: Emerging Technologies

**6. Unrestricted electives as needed to total a minimum of 124 credits.**

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 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 near the end of a student's program.

**Transfer of Credit**

Transfer course evaluation is made by the faculty in the College of Management. Students may be granted credit for courses of similar content and level (such as lower or upper division) taken at regionally accredited colleges and universities. Students cannot meet major required or elective course requirements with lower-division courses or with any courses from an institution that is not regionally accredited. In addition, courses being transferred into the accounting, economics and management information systems areas must meet respective sunset policy requirements. Sunset policies specify the acceptable time between when a course is taken and when the course is evaluated to meet a major requirement. 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. Currently, waiver exams are available for Financial Accounting, Strategic Management Accounting, Macroeconomics, Microeconomics and Fundamentals of Information Technology in Organizations.

**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. Students must have a minimum of 124 credits to graduate for all majors except economics and finance which require 120 credits to graduate.



## **Marketing Major B.S.**

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 in marketing principles, buyer behavior, marketing research and supply chain management, to name a few. All of these courses 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/Liberal Studies**

#### **2. COM Foundation Courses**

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

#### **3. Business Core Courses**

- 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**

- MKTG 310 Consumer and Professional Buying Behavior
- BLAW 430 Marketing and Advertising Law
- MKTG 420 Marketing Research
- MKTG 455 Supply Chain Management
- MKTG 490 Issues in Marketing

#### **5. Marketing Electives (8 Credits)**

- MKTG 340 Advertising Practices and Procedures
- MKTG 347 Advertising Copywriting
- MKTG 348 Advertising Design and Production
- MKTG 371 Travel & Tourism Marketing
- MKTG 435 Sales and Sales Management
- MKTG 438 Sports and Entertainment Marketing
- MKTG 442 Advertising Campaign Planning and Management

- MKTG 449 Fundamentals of Purchasing
- MKTG 450 Advanced Purchasing Management
- MKTG 451 Materials Management
- MKTG 470 Business to Business Marketing
- MKTG 480 International Marketing
- MGMT 370 Hotel & Restaurant Chain Management

**6. Unrestricted electives as needed to total a minimum of 124 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 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 near the end of a student's program.

**Transfer of Credit**

Transfer course evaluation is made by the faculty in the College of Management. Students may be granted credit for courses of similar content and level (such as lower or upper division) taken at regionally accredited colleges and universities. Students cannot meet major required or elective course requirements with lower-division courses or with any courses from an institution that is not regionally accredited. In addition, courses being transferred into the accounting, economics and management information systems areas must meet respective sunsetting policy requirements. Sunsetting policies specify the acceptable time between when a course is taken and when the course is evaluated to meet a major requirement. 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. Currently, waiver exams are available for Financial Accounting, Strategic Management Accounting, Macroeconomics, Microeconomics and Fundamentals of Information Technology in Organizations.

**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. Students must have a minimum of 124 credits to graduate for all majors except economics and finance which require 120 credits to graduate.

## **Organizational Administration Major B.A.S.**

Metropolitan State University offers a Bachelor of Applied Science degree in organizational administration. The goal of this program is to educate and to train prospective and current employees who wish to build upon the technical strength of their associate 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, 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**

- ▶ Completed an approved A.A.S. degree from an accredited institution
- ▶ GPA of 2.5 in A.A.S.
- ▶ Completion of an approved B.A.S. Degree Plan

### **Requirements**

The degree requirements have four components:

- ▶ **General education and liberal studies courses**
- ▶ **Foundation courses**
- ▶ **Business core courses**
- ▶ **Elective Courses**

### **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.

### **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



**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  
credit)

**Elective Courses** (8 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.

## **Sales Management Major B.A.S.**

The sales management major is designed to acquaint students with the major activities involved with this key management function. 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**

- ▶ Completed an approved A.A.S. degree from an accredited institution
- ▶ GPA of 2.5 in A.A.S.
- ▶ Completion of an approved B.A.S. Degree Plan

### **Requirements**

The degree requirements have four components:

- ▶ **General education and liberal studies courses**
- ▶ **Foundation courses**
- ▶ **Business core courses**
- ▶ **Required Courses**

### **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.

### **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

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

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

**Choose one of the following:**

MGMT 499 Case Studies in Strategic Management **OR**  
MGMT 490 Challenges... Small Business Entrepreneurship (4 credits)

**Required Courses**

- MKTG 310 Consumer and Professional Buyer Behavior
- MKTG 435 Sales and Sales Management
- MKTG 456 Professional Negotiations
- MKTG 350I Internship

\* 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 Introduction to Operations Management course requirement. Students must submit official documentation to verify these certifications.

## **Visual Communication Major B.A.S.**

The Visual Communication program will teach students about the planning, design and implementation of marketing communication programs. Courses will focus primarily advertising, campaign planning, graphics design and copywriting. Students completing this program may be qualified for creative positions as well as for account management positions of advertising campaign planning.

### **Admission Requirements**

- ▶ Completed an approved A.A.S. degree from an accredited institution
- ▶ GPA of 2.5 in A.A.S.
- ▶ Completion of an approved B.A.S. Degree Plan

### **Requirements**

The degree requirements have four components:

- ▶ **General education and liberal studies courses**
- ▶ **Foundation courses**
- ▶ **Business core courses**
- ▶ **Required courses**

### **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.

### **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

### **Business Core Courses (20 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

**Required Courses**

- MKTG 340 Advertising Practices and Procedures
- MKTG 347 Advertising Copywriting \*\*\*
- MKTG 348 Advertising Design and Production \*\*\*
- MKTG 442 Advertising Campaign Planning and Management

\* 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 Introduction to Operations Management course requirement. Students must submit official documentation to verify these certifications.

\*\*\*Students may substitute an internship for this course.

## **Advertising Minor**

The advertising minor is designed to educate students about the major activities involved in the planning, design and implementation of marketing communication programs. Courses include advertising, campaign planning, graphics design and copywriting. Familiarity with these activities helps to prepare students for careers with advertising agencies, marketing program areas of organizations in the private, nonprofit, and government sectors of the economy, public relations firms and mass media corporations.

### **Requirements:**

The advertising minor consists of the following five courses:

- MKTG 300 Marketing Principles
- MKTG 340 Advertising Practices and Procedures
- MKTG 347 Advertising Copywriting
- MKTG 348 Advertising Design and Production
- MKTG 442 Advertising Campaign Planning and Management

Only the MKTG 300 Marketing Principles course may be double counted in both the marketing major and the advertising minor.

If a student is not intending to take the advertising minor, the advertising courses listed above may be used as electives in the marketing major.

### **Business Administration Minor**

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

**Economics Minor**

**1. Requirements**

- ECON 201 Macroeconomics
- ECON 202 Microeconomics

**2. Electives (three 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 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).



## **Human Resource Management Minor**

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

#### **Elective course: One of the following courses:**

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

HRM 544 Employee Benefits Management



## **Information and Knowledge Administration Minor**

(formerly known as the Management Information Systems Minor)

The management information systems curriculum unit offers a minor in information and knowledge administration. This minor (formerly known as the MIS minor) consists of up to four credits of prerequisite 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)

## **International Business Minor**

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: ECON 201, ECON 202)
- ▶ IBUS 312: International Political Economy (Prerequisites: ECON 201, ECON 202)
- ▶ ECON 314: International and Comparative Economics (Prerequisites: ECON 201, ECON 202)

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

#### **Choose one of the following**

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

#### **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

## **Project Management Minor**

Project management provides an organization with tools and techniques to plan and implement projects successfully while, at the same time, making more efficient use of its resources. Project management is one of the fastest growing career fields in business. Project success requires a systematic integration of technical, human and financial resources as well as the knowledge of legal rights and limitations. The purpose of the project management minor is to provide students with the necessary skills to become an effective project team member and project manager.

### **1. 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

## **Decision Sciences**

Decision sciences courses are focused on developing decision-making, problem-solving and analytical skills essential for being a successful leader in business, industry or government. These skills are applied across all functions of business. In particular, the courses offered cover broad areas of operations management, project management, statistical and data analysis, and management science. They are designed to facilitate application of tools to address the quantitative and management aspects of business problems. All courses have a practical orientation to accompany the theoretical aspects of the subject matter and emphasize the use of technology to manage and solve organizational problems. Decision sciences programs include a B.A.S. degree in industrial management and a minor in project management.

## **Psychology Minors**

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.

### **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)

## **Psychology Minors**

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.

### **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)

## Family Studies Minor

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 two designated options within the family studies minor. The first is for students interested in professional work with families, and the second is for students interested in pursuing graduate course work in family studies. Contact an academic advisor or the advising office for information on these two options.

### Required (20 total credits)

#### 1. 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

#### 2. Elective Courses (8 credits)

Students select two electives for the family studies minor from the list below:

- HSFS 350I Human Services Individual Internship
- HSFS 341 Work and Family
- HSFS 342 Children in U.S. Society
- HSER 352 Family Counseling
- HSCO 321 Juvenile Delinquency: Prevention and Intervention
- HSCD 301 Chemical Dependency and the Family
- HSSG 376 Mental Health and Aging
- HSSG 380 Aging: Planning and Policy Making
- ANTH 302 Gender and Culture
- ANTH 306 Kinship and Diversity
- COMM 341 Family Communication
- HIST 329 Legacies: A History of Women and the Family
- PSYC 102 Dynamics of Parent-Child Relationships
- PSYC 103 Human Sexuality
- PSYC 305 Behavior Disorders in Children
- PSYC 306 Child Abuse
- PSYC 313 Family Systems
- PSYC339 Working with Children in the Middle Years
- PSYC 340 Understanding Death and Dying
- PSYC 388 Marriage and Family Relations



## **Psychology Minors**

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.

### **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)

## Human Services Administration Minor

The human services administration minor requires 20 credits with three 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)

#### 1. Core Courses (8 credits)

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

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

#### 2. Internship (4 credits)

A four-credit internship allows students to have a direct application experience in administration,

- HSA 350I Human Services Administration Individualized Internship.

#### 3. Elective Courses (8 credits from the following)

- ACCT 210 Financial Accounting
- HSA 369 Program Evaluation
- HSA 360 Health Care Management and Supervision
- HSA 363 Development, Marketing and Grant Writing
- HSA 372 Administration of Early Childhood Programs
- HSA 366 Computer Applications in Human Services
- HSER 395 Human Services and Diversity
- HSER 455 Capstone Seminar in Human Services
- HSER 351 Crisis Intervention Skills and Strategies
- HSER 354 Ethical Issues in Human Services
- HSER 357 Behavior Modification
- HSTD 393 Training Design and Instruction
- HSTD 397 Career Pathing
- HSTD 498 Organizational Consulting and Techniques
- HSTD 394 Staff Training and Development
- HSTD 389 Organizational Development and Change
- HSTD 390 Conflict Resolution
- PSYC319 The Impact of Technology on Human and Organizational Behavior
- PSYC 314 Group Dynamics and Facilitation
- HRM 330 Personnel and Industrial Psychology
- MGMT 360 Managing a Diverse Workforce

## **Psychology Minors**

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.

### **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)**
  - o PSYC 100 General Psychology
  - o PSYC 300 Abnormal Psychology
2. **Guided Electives (4 credits from the following)**
  - o PSYC 327 Psychological Testing
  - o PSYC 345 Biopsychology
  - o PSYC 400 Advanced Abnormal Psychology
  - o PSYC 508 Mental Health and the Law
3. **Other Elective Courses (8 credits from the following)**
  - o PSYC 102 Dynamics of Parent/Child Relationships
  - o PSYC 305 Behavior Disorders in Children
  - o PSYC 390 Mental Retardation: Issues, Assessment and Intervention
  - o PSYC 406 Introduction to Clinical Psychology
  - o PSYC 212 Introduction to Diversity and Ethics in Psychology
  - o PSYC 313 Family Systems
  - o PSYC 360 Friday Forum Topics relevant to mental health and psychology (.5 credits per forum)
  - o PSYC 330 Psychology of Learning
  - o PSYC 343 Drugs and Behavior: An Introduction

## **Psychology Minors**

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.

### **Individualized Psychology Minor**

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

1. **Required Courses (8 credits)**
  - PSYC 100 General Psychology
  - PSYC 312 Research Methods or
  - PSYC 317 Human Factors or
  - STAT 201 Statistics I
2. **Guided Electives (8 credits from the following)**

Students are to select two courses from the following list:

#### **A developmental psychology course**

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

#### **Other Electives**

- Students are to select at least one additional elective learning opportunity in psychology.

## Social Gerontology Minor

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 transfer up to eight semester credits from another college or university into the social gerontology minor; these credits may be lower division. Twelve of the 20 required credits must be taken at Metropolitan State, and they must be at the upper-division level. 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)

#### 1. Required Core Courses (16 credits)

- HSSG 374 Aging in America: A Personal Challenge -- students must take this course at the start of their matriculation into the program.
- HSSG 376 Mental Health and Aging
- HSSG 377 Physical Health and Aging
- HSSG 380 Aging: Planning and Policy Making

#### 2. Elective Courses (4 credits from the following)

- HSSG 350I Social Gerontology Individualized Internship
- HSER 346 Counseling and Interviewing Skills
- HSER 352 Family Counseling
- HSER 353 Social Casework Methods
- HSER 354 Ethical Issues in Human Services
- HSER 395 Human Services and Diversity
- HSCD 306 Chemical Dependency Prevention and Intervention
- HSA 362 Human Services Administration
- HSSG 383 Selected Topics in Social Gerontology
- HSSG 378 Thanatology: The Study of Death and Dying

## Training and Adult Development Minor

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 three 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;
- ▶ One to two elective four-credit courses are selected from a series of courses; and
- ▶ A four-credit internship or third elective -- students who have not worked in training and adult development -- are advised to complete an 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. Students must submit a resume to the lead faculty coordinator of this program before any student is allowed exemption from taking an internship.

### Requirements (20 Credits)

1. **Required Core Courses (12 credits)**
  - HSTD 394 Staff Training and Adult Development
  - HSTD 393 Training Design and Instruction
  - HSTD 389 Organizational Development and Change
2. **Elective Courses (4-8 credits from the following)**

Students may select one to two courses from this following list as electives:

- PSYC 302 Adult Development and Lifelong Learning
- HSTD 397 Career Pathing
- HSTD 390 Conflict Resolution
- HSTD 498 Organization Consulting Approaches and Techniques
- HSTD 399 The Changing Workplace
- HSTD 399T The Changing Workplace Theory Seminar
- HSTD 386 Creative Problem-solving Concepts and Methods
- HSER 395 Human Services and Diversity
- HSA 369 Program Evaluation
- HRM 310 Human Resource Management
- PSYC 385 Educational Psychology
- PSYC 327 Psychological Testing
- PSYC 314 Group Dynamics and Facilitation



- MDST 383 Use of Media in Education and Training or
  - MDST 484 Media in the Corporation
  - HSA 366 Computer Applications in Human Services
  - HSER 455 Capstone Seminar in Human Services
  - PSYC 319 The Impact of Technology on Human and Organizational Behavior
  - MGMT 360 Managing a Diverse Workforce
  - HRM 330 Personnel and Industrial Psychology
3. **Internship in Training and Adult Development (1-4 credits)**

## Violence Prevention and Intervention Minor

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.

### Required (20 total credits)

#### 1. 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.

#### 2. 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

#### 3. Electives (8 credits from the following)

- PSYC 304 Battered Women: An Historical and Social Perspective
- HSCO 325. Institutional Corrections: History and Future Trends
- PSYC 306 Child Abuse
- HIST 315 Civil Rights Movement in the 1960s
- COMM 342 Conflict Mediation
- PSYC 341 Violence and the Media: Psychological Effects of Film and Popular Music
- HSCD 300 Chemical Dependency Concepts
- HSCO 326 Community Corrections
- PSYC 520 Community Psychology
- HSTD 390 Conflict Resolution





- HSER 351 Crisis Intervention Skills and Strategies
- HSER 351T Crisis Intervention Theory Seminar
- SOC 306 Deviance and Social Control
- HIST 354 History of the Holocaust
- HSCO 321 Juvenile Delinquency: Prevention and Intervention
- PSYC 333 Psychology of Victims
- PSYC 334 Psychology of War
- HIST 335 Soldiers and Society: The Civil War and Reconstruction
- HIST 341 The Vietnam War
- PSYC 333T Victimization Theory Seminar
- PSYC 304T Violence Against Women Theory Seminar

## **Grades 5-12 licensure for Urban Secondary Education**

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.

Visit the UTP website at [www.metrostate.edu/cps/ut](http://www.metrostate.edu/cps/ut) or call 612-659-7180 for more information.

### **Content Area Majors for Grades 5-12 Licensure**

In addition to required education courses for licensure, teacher candidates must complete required course work in the specific content area they will be licensed to teach. See information within the College of Arts and Sciences that represent the teacher candidates' majors and bachelor's degrees:

- ▶ B.S. in Life Sciences Teaching major requirements for students pursuing life sciences with general science licensure;
- ▶ B.S. in English Teaching major requirements for students pursuing communication arts and literature licensure;
- ▶ for B.S. in Mathematics Teaching major requirements for students pursuing mathematics licensure; and
- ▶ B.S. in Social Studies Teaching major requirements for students pursuing social studies licensure.

### **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 [www.metrostate.edu/cps/ut](http://www.metrostate.edu/cps/ut) or contact the Urban Teacher Program at 612-659-7180.

### **Course Requirements for Teaching Licensure - Urban Secondary Education** (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:** SSED 450 Social Studies Methods for Urban Classrooms grades 5-12 (4credits)

4. **Student Teaching (8cr 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

## **Alcohol and Drug Counseling Major BS**

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

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

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.

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

- ▶ HSER 255/355 Introduction to Human Service: History, Trends and Prof Issues
- ▶ 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

### **Internships**

In addition to the five core courses, an internship and its concurrent internship seminar are required. Experiential (Internship) Experience (HSER 350I) is a vital component of the human services degree program. Every student is required to complete an 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 350I Human Services Individual Internship
- ▶ HSER 330 Human Services Internship Seminar
- ▶ HSER 320 Human Services Pre-internship Seminar

Students must consult with their human services faculty advisor to determine which internship seminar is appropriate for them to take before going to the internship office.

### **Previous Internship Experience**

- ▶ Students with prior internship experience are required to take HSER 330 Human Services Internship Seminar at the same time as their internship experience; they must register for HSER 350I and HSER 330 during the same semester. A reflective paper and course attendance are required for HSER 330. Each course is one credit.

- ▶ For students with little or no prior internship experience, HSER 320 Human Services Pre-internship Seminar is required. Each course is one credit.

**1. Alcohol and Drug Counseling Required Course**

- HSCD 300 Chemical Dependency Concepts
- HSCD 200 Pharmacology of Drug Abuse
- HSCD 303 Cultural Aspects of Chemical Dependency
- HSER 348 Group Counseling
- HSCD 309 Dual Disorders: Substance Abuse and Mental Health
- HSER 353 Social Casework Methods
- HSCD 302 Chemical Dependency Assessment & Diagnosis
- HSCD 400 Best Practices in Alcohol and Drug Counseling
- HSCD 450 Senior Seminar: Alcohol and Drug Counseling

**2. Internships:**

An 880-hour internship is required to be completed for this major. The alcohol and drug counseling internship is intended to provide students with the opportunity to transfer the knowledge, skills, and attitudes gained from their academic course work into clinical settings. Internship requires students to demonstrate competence in the 12 core functions of alcohol and drug counseling and may take place at a variety of agencies or programs.

- HSER 320 Pre-Internship Seminar (1 credit)
- HSCD 350I Alcohol and Drug Counseling Internship (10 credits)
- HSER 330 Internship Seminar (1 credit)

### **Early Childhood Studies Major B.A.S.**

This major is designed primarily for students transferring from a MnSCU institution with a child development diploma or A.A., A.S., or A.A.S. 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 nonmajors.

It is expected that all students receiving a B.A.S. 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 124 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.

#### **1. Prerequisites**

- PSYC 100 General Psychology
- PSYC 212 Introduction to Diversity and Ethics in Psychology

#### **2. Required Courses**

- PSYC 308 Child Psychology or
- PSYC 308T Child Psychology Theory Seminar (with advisor's permission)
- PSYC 355 Theoretical Foundations of Child Development
- 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 (Prerequisites PSYC 212 & PSYC 356)
- PSYC 415 Principles of Teaching and Learning in Early Childhood
- PSYC 416 Comparative Study of Early Childhood Program Models
- PSYC 030 Early Childhood Studies Internship Meeting
- PSYC 350I Early Childhood Studies Internship
- PSYC 420 Early Childhood Studies Capstone: Professionalism and Ethical Issues

#### **3. Guided Electives (4 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 324 Practical Behavior Analysis and Modification
- PSYC 330 Psychology of Learning
- PSYC 385 Educational Psychology
- PSYC 393 Special Education Overview
- PSYC 417 Language and Communication Development in Early Childhood
- 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



## **Human Services Major BHS**

The B.H.S. 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 B.H.S. 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 sessions before making an appointment with advisors for degree planning. Generally, degree planning is completed in the HSER 255/355 Introduction to Humans Services: History and Trends course, 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/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
- ▶ Internship in human services organization(s)
- ▶ Minor course (if desired); and
- ▶ Other electives

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

## **Human Services/Corrections Major BHS**

The concentration in human services/corrections 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 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 255/355 Introduction to Human Service: History, Trends and Prof Issues
- ▶ 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

### **Internships**

In addition to the five core courses, an internship and its concurrent internship seminar are required. Experiential (Internship) Experience (HSER 350I) is a vital component of the human services degree program. Every student is required to complete an 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 350I Human Services Individual Internship
- ▶ HSER 330 Human Services Internship Seminar
- ▶ HSER 320 Human Services Pre-internship Seminar

Students must consult with their human services faculty advisor to determine which internship seminar is appropriate for them to take before going to the internship office.

### **Previous Internship Experience**

- ▶ Students with prior internship experience are required to take HSER 330 Human Services Internship Seminar at the same time as their internship experience; they must register for HSER 350I and HSER 330 during the same semester. A reflective paper and course attendance are required for HSER 330. Each course is one credit.
- ▶ For students with little or no prior internship experience, HSER 320 Human Services Pre-internship Seminar is required. Each course is one credit.

#### **1. Human Services/Corrections 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

#### **2. Internships (1–8 credits)**

- HSCO 350I Corrections Internship
- HSER 320 Human Services Pre-internship Seminar (1 credit)
- HSER 330 Human Services Internship Seminar (1 credit)

#### **3. 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**

This concentration is for students who seek a Bachelor of Human Services Degree in Disability Studies (BHS-DS). The BHS-DS concentration 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 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 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 255/355 Introduction to Human Service: History, Trends and Prof Issues
- ▶ 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

### **Internships**

In addition to the five core courses, an internship and its concurrent internship seminar are required. Experiential (Internship) Experience (HSER 350I) is a vital component of the human services degree program. Every student is required to complete an 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 350I Human Services Individual Internship
- ▶ HSER 330 Human Services Internship Seminar
- ▶ HSER 320 Human Services Pre-internship Seminar

Students must consult with their human services faculty advisor to determine which internship seminar is appropriate for them to take before going to the internship office.

### **Previous Internship Experience**

- ▶ Students with prior internship experience are required to take HSER 330 Human Services Internship Seminar at the same time as their internship experience; they must register for HSER 350I and HSER 330 during the same semester. A reflective paper and course attendance are required for HSER 330. Each course is one credit.
- ▶ For students with little or no prior internship experience, HSER 320 Human Services Pre-internship Seminar is required. Each course is one credit.

**1. Human Services/Disability Studies 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

**2. Internships (5-8 credits)**

- HSCO 350I Disability Studies Internship
- HSER 320 Human Services Pre-internship Seminar (1 credit)
- HSER 330 Human Services Internship Seminar (1 credit)

**3. Recommended Elective Courses**

- HSER 303 Disability Awareness for the Helping Professions
- PSYC 389 Mental Retardation: Adulthood and Old Age (Ind. Study)
- PSYC 390 Mental Retardation: Issues, Assessment and Intervention (Ind. Study)
- PSY 393 Special Education Overview
- PSYC 394 Vocational Rehabilitation of Persons with Disabilities (Ind. Study)
- PSYC 397 Developmental Disabilities: Issues Concepts and Problem Solving (Ind. Study)
- EDU 310 Teaching and Assessing Students with Disabilities
- HSTD 95 Disability and Career Development

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

The human services family studies focus 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 individualized 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 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 255/355 Introduction to Human Service: History, Trends and Prof Issues
- ▶ 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

### **Internships**

In addition to the five core courses, an internship and its concurrent internship seminar are required. Experiential (Internship) Experience (HSER 350I) is a vital component of the human services degree program. Every student is required to complete an 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 350I Human Services Individual Internship
- ▶ HSER 330 Human Services Internship Seminar
- ▶ HSER 320 Human Services Pre-internship Seminar

Students must consult with their human services faculty advisor to determine which internship seminar is appropriate for them to take before going to the internship office.

### **Previous Internship Experience**

- ▶ Students with prior internship experience are required to take HSER 330 Human Services Internship Seminar at the same time as their internship experience; they must register for HSER 350I and HSER 330 during the same semester. A reflective paper and course attendance are required for HSER 330. Each course is one credit.

- For students with little or no prior internship experience, HSER 320 Human Services Pre-internship Seminar is required. Each course is one credit.

**1. Human Services/Family Studies Requirements (24 credits)**

- HSFS 143 A Social Psychological Exploration of the Family
- 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: 2-8 credits may be taken up to four times

**2. Internships (1-8 credits)**

- HSFS 350I Family Studies Internship
- HSFS 320 Human Services Pre-internship Human Services Seminar (1 credit)
- HSFS 330 Human Services Internship Seminar (1 credit)

**3. Recommended Elective Courses (16 credits)**

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



## **Human Services/Human Services Administration Major BHS**

Human services administration 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 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 255/355 Introduction to Human Service: History, Trends and Prof Issues
- ▶ 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

### **Internships**

In addition to the five core courses, an internship and its concurrent internship seminar are required. Experiential (Internship) Experience (HSER 350I) is a vital component of the human services degree program. Every student is required to complete an 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 350I Human Services Individual Internship
- ▶ HSER 330 Human Services Internship Seminar
- ▶ HSER 320 Human Services Pre-internship Seminar

Students must consult with their human services faculty advisor to determine which internship seminar is appropriate for them to take before going to the internship office.

### **Previous Internship Experience**

- ▶ Students with prior internship experience are required to take HSER 330 Human Services Internship Seminar at the same time as their internship experience; they must register for HSER 350I and HSER 330 during the same semester. A reflective paper and course attendance are required for HSER 330. Each course is one credit.
- ▶ For students with little or no prior internship experience, HSER 320 Human Services Pre-internship Seminar is required. Each course is one credit.

**1. Human Services/Administration Requirements (28 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
- HSA 372 Administration of Early Childhood Programs
- HSTD 394 Staff Training and Adult Development

**2. Internships (1-8 credits)**

- HSA 350I Administrative Internship
- HSER 320 Human Services Pre-internship Seminar (1 credit)
- HSER 330 Human Services Internship Seminar (1 credit)

**3. Recommended Elective Courses**

- HSTD 389 Organizational Development and Change
- HSTD 393 Training Design and Instruction
- HSER 395 Human Services and Diversity
- HSER 354 Ethical Issues in Human Services
- 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/Social Gerontology Major BHS**

Metropolitan State has responded to the need for education in the field of social gerontology 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.

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

- ▶ HSER 255/355 Introduction to Human Service: History, Trends and Prof Issues
- ▶ 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

### **Internships**

In addition to the five core courses, an internship and its concurrent internship seminar are required. Experiential (Internship) Experience (HSER 350I) is a vital component of the human services degree program. Every student is required to complete an 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 350I Human Services Individual Internship
- ▶ HSER 330 Human Services Internship Seminar
- ▶ HSER 320 Human Services Pre-internship Seminar

Students must consult with their human services faculty advisor to determine which internship seminar is appropriate for them to take before going to the internship office.

### **Previous Internship Experience**

- ▶ Students with prior internship experience are required to take HSER 330 Human Services Internship Seminar at the same time as their internship experience; they must register for HSER 350I and HSER 330 during the same semester. A reflective paper and course attendance are required for HSER 330. Each course is one credit.

- For students with little or no prior internship experience, HSER 320 Human Services Pre-internship Seminar is required. Each course is one credit.

**1. Human Services/Social Gerontology Requirements (28 credits)**

- HSSG 374 Aging in America: A Personal Challenge
- HSSG 378 Thanatology: The Study of Death and Dying
- HSSG 376 Mental Health and Aging
- HSSG 377 Physical Health and Aging
- HSSG 380 Aging: Planning and Policy Making
- Faculty-designed Independent Study
- HSSG 383 Selected Topics in Social Gerontology
- HSA 369 Program Evaluation

**2. Internships (1–8 credits)**

- HSSG 350I Social Gerontology Internship
- HSER 320 Pre-internship Seminar (1 credit)
- HSER 330 Human Services Internship Seminar (1 credit)

**3. Recommended Elective Courses**

- HSFS 399 Selected Topics in Family Assistance
- HSTD 389 Organizational Development and Change
- HSTD 394 Staff Training and Adult Development
- HSA 363 Development, Marketing and Grant Writing
- HSA 362 Human Services Administration
- PSYC 314 Group Dynamics and Facilitation
- HSER 344 Counseling Theories and Techniques
- HSER 346 Counseling and Interviewing Skills
- HSER 351 Crisis Intervention and Skills and Strategies
- HRM 310 Human Resource Management

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

Training and adult development 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 minor increases one's ability to work in any type of organization. The minor 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 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 255/355 Introduction to Human Service: History, Trends and Prof Issues
- ▶ 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

### **Internships**

In addition to the five core courses, an internship and its concurrent internship seminar are required. Experiential (Internship) Experience (HSER 350I) is a vital component of the human services degree program. Every student is required to complete an 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 350I Human Services Individual Internship
- ▶ HSER 330 Human Services Internship Seminar
- ▶ HSER 320 Human Services Pre-internship Seminar

Students must consult with their human services faculty advisor to determine which internship seminar is appropriate for them to take before going to the internship office.

### **Previous Internship Experience**

- ▶ Students with prior internship experience are required to take HSER 330 Human Services Internship Seminar at the same time as their internship experience; they must register for HSER 350I and HSER 330 during the same semester. A reflective paper and course attendance are required for HSER 330. Each course is one credit.
- ▶ For students with little or no prior internship experience, HSER 320 Human Services Pre-internship Seminar is required. Each course is one credit.

**1. Human Services/Training and Adult Development Courses (28 credits)**

- HSTD 393 Training Design and Instruction
- HSTD 394 Staff Training and Adult Development
- HSTD 389 Organizational Development and Change
- HSA 369 Program Evaluation OR
- HRM 310 Human Resource Management
- HSTD 390 Conflict Resolution
- HSTD 386 Creative Problem-solving Concepts and Methods
- MDST 383 Use of Media in Education and Training OR
- MDST 484 Media in the Corporation

**2. Internships (1-8 credits)**

**Note:** See advisor for exact number of credits.

- HSTD 350I Training Internship (Students must take one or both of the following seminars when engaging in internship experience.)
- HSER 320 Human Service Pre-internship Seminar (1 credit) OR
- HSER 330 Human Services Internship Seminar (1 credit)

**3. 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
- HSTD 399T The Changing Workplace Theory Seminar (may replace HSTD 397 Career Pathing)
- 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**

The human services violence prevention and intervention (VPI) concentration is a multidisciplinary 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.

The VPI concentration 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

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.

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

- ▶ HSER 255/355 Introduction to Human Service: History, Trends and Prof Issues
- ▶ 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

#### **Internships**

In addition to the five core courses, an internship and its concurrent internship seminar are required. Experiential (Internship) Experience (HSER 350I) is a vital component of the human services degree program. Every student is required to complete an 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 350I Human Services Individual Internship
- ▶ HSER 330 Human Services Internship Seminar
- ▶ HSER 320 Human Services Pre-internship Seminar

Students must consult with their human services faculty advisor to determine which internship seminar is appropriate for them to take before going to the internship office.

#### **Previous Internship Experience**

- ▶ Students with prior internship experience are required to take HSER 330 Human Services Internship Seminar at the same time as their internship experience; they must register for HSER 350I and HSER 330 during the same semester. A reflective paper and course attendance are required for HSER 330. Each course is one credit.
- ▶ For students with little or no prior internship experience, HSER 320 Human Services Pre-internship Seminar is required. Each course is one credit.

**1. Human Services/Violence Prevention and Intervention Requirements (20 credits)**

- HSER 300 Violence: Origins and Explanations
- HSER 301 Violence: Individual, Community and Global Responses
- HSER 305 Community Violence Prevention Group Internship

**and one of the following:**

- STAT 201 Statistics I
- SSCI 311 Social Science Research Methods
- ETHS 210 Fundamentals of Applied Social Research
- PSYC 312 Research Methods

**2. Elective courses from one of the four 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 Culture and Violence**

- CJS 200 Literature and Methods in Criminal Justice
- CJS 365 Criminal Justice and the Media
- ETHS 303 Politics of Resistance and Protest Movements
- ETHS 305 Major Issues in U.S. Race Relations
- HIST 315 Civil Rights Movements in the 1960s
- HIST 335 Soldiers and Society: The Civil War and Reconstruction
- HIST 341 The Vietnam War
- MDST 361 Visual Communication
- PHIL 366 Race and Racism: Philosophical Problems
- POL 323 The Middle East: Conflict and Change
- PSYC 334 Psychology of War
- PSYC 341 Violence and the Media: Psychological Effects of Film and Popular Music
- PSYC 520 Community Psychology





**Track #3 Intervention and Prevention**

- COMM 342 Conflict Mediation
- 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 #4 Law and Corrections**

- CJS 373 Criminal Justice Ethics
- HSER 351 Crisis Intervention Skills and Strategies
- HSCO 325 Institutional Corrections: History and Future Trends
- HSCO 327 Women Offenders in Correctional Facilities
- HSCO 326 Community Corrections
- HSCO 332 Rehabilitation of the Public Offender
- HSCO 336 Selected Topics in Corrections
- HSCO 321 Juvenile Delinquency: Prevention and Intervention
- SOC 306 Deviance and Social Control

## **Human Services Major BS**

Bachelor of Science (B.S.), Human Services major is for students interested in a career as a helping professional, broadly trained to provide direct service, advocacy and coordination of services. Students pursuing this human services major must demonstrate competence or complete at least one of the designated four-credit courses in each of the required competence areas listed on the following page—in addition to the five required core human services courses that all human services students must complete.

### **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 sessions before making an appointment with advisors for degree planning. Generally, degree planning is completed in the HSER 255/355 Introduction to Humans Services: History and Trends course, 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/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
- ▶ Internship in human services organization(s)
- ▶ Minor course (if desired); and
- ▶ Other electives

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:

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.

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

- ▶ HSER 255/355 Introduction to Human Service: History, Trends and Prof Issues
- ▶ 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

### **Internships**

In addition to the five core courses, an internship and its concurrent internship seminar are required. Experiential (Internship) Experience (HSER 350I) is a vital component of the human services degree program. Every student is required to complete an 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 350I Human Services Individual Internship
- ▶ HSER 330 Human Services Internship Seminar
- ▶ HSER 320 Human Services Pre-internship Seminar

Students must consult with their human services faculty advisor to determine which internship seminar is appropriate for them to take before going to the internship office.

### **Previous Internship Experience**

- ▶ Students with prior internship experience are required to take HSER 330 Human Services Internship Seminar at the same time as their internship experience; they must register for HSER 350I and HSER 330 during the same semester. A reflective paper and course attendance are required for HSER 330. Each course is one credit.
- ▶ For students with little or no prior internship experience, HSER 320 Human Services Pre-internship Seminar is required. Each course is one credit.

### **Competence Areas**

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

**1. 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
- PSYC 508 Mental Health and the Law
- POL 304 Issues in State and Local Public Policies

**2. Chemical Dependency Prevention and Intervention**

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

**3. Human Growth and Social Development**

- PSYC 308 Child Psychology
- PSYC 332 Psychology of Personality
- PSYC 336 Social Psychology
- PSYC 520 Community Psychology
- PSYC 300 Abnormal Psychology

**4. Research Methodology**

- SSCI 311 Research Methods in Social Science
- PSYC 307 Data/Statistical Analysis for the Behavioral Sciences
- ETHS 210 Fundamental of Applied Social Research
- ETHS 400 Applied Research for Social Change
- HSA 369 Program Evaluation

**5. 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

**6. Group Dynamics**

- HSER 348 Group Counseling
- HSER 3501 Group Facilitation Internship
- PSYC 314 Group Dynamics and Facilitation

**7.. 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

## **Psychology Major B.A.**

It is expected that all students receiving a B.A. 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 B.A. 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.

#### **1. Pre- or co-requisites (for all psychology majors)**

- PSYC 100 General Psychology (4 credits)
- PSYC 212 Introduction to Diversity and Ethics in Psychology (3 credits)
- PSYC 250 Academic and Career Pathways in Psychology (2 credits)

In addition to psychology major requirements, students must complete the university's general education and liberal studies requirements.

#### **2. Required Courses**

- PSYC 312 Research Methods
- PSYC 405 History and Systems of Psychology

(This is an integrative capstone course; students are encouraged to delay this course until near the completion of their degree plan.)

#### **3. 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
- PSYC 355 Theoretical Foundations of Child Development

**4. 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

**5. 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.

### **Social Work Major B.S.W.**

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



### **Urban Early Childhood Education (Birth-Grade 3 Licensure) B.S.**

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.

Visit the UTP website at [www.metrostate.edu/cps/ut](http://www.metrostate.edu/cps/ut) or call 612-659-7180 for more information.

#### **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 [contact the Urban Teacher Program at 612-659-7180](#).

### **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

### **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 (PreKindergarten-Grade 6 Licensure) B.S.**

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.

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### **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 [www.metrostate.edu/cps/ut](http://www.metrostate.edu/cps/ut) or contact the Urban Teacher Program at 612-659-7180.

### **Requirements (79 total credits)**

#### **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

#### **2. Pre-Requisite Content Area Coursework (7 courses)**

The following coursework represents prerequisite knowledge for Cluster III Content Methods courses listed below and don't have to be completed for program admission. These courses are required for licensure and credits do not count toward the major, but these courses can count towards meeting university General Education and Liberal Studies (GELS) requirements. Therefore, prospective Urban Elementary Education majors should keep these prerequisites in mind when completing GELS or Minnesota Transfer Curriculum requirements.

#### **Mathematics (2 courses)**

- MAED 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 111/111L, CHEM 111/111L, GEOL 101, GEOL 110, NATH 201, NATH 203, NATH 204, PHYS 110, or PHYS 111

#### **Social Studies (3 courses)**

One Geography, one American Government, and one survey of US or World History

- GEOG 201 Introduction to Geography
- POL 101 Introduction to American Government and Politics

**One of the following:**

- 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

**3. Required Psychology Courses (8 credits)**

- PSYC 308 Child Psychology
- PSYC 357 Observing and Assessing Young Children
- PSYC 359 Positive Behavior Guidance

**4. Required Core Professional Education Courses (20 credits)**

All 300-400 level EDU courses require admission to the Urban Teacher Program or department approval in order to enroll.

- EDU 341 The Child and the Family in the Urban Setting
- EDU 345 Integrated Classroom Management Methods in Urban Grades K-6
- 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 445 Service-Learning and Integrating K-6 Curriculum in Urban Settings
- EDU 484 Teaching and Assessing Young Children with Disabilities

**5. Required Cluster I – Early Childhood Specialization Courses (13 credits)**

- EDU 323 Urban Pre K-Kindergarten Curriculum and Practicum
- EDU 325 Emergent Literacy
- EDU 331 Physical Development, Health and Nutrition and Effects of Drugs in ECE
- EDU 361 The Arts in Early Childhood Education



**6. Required Cluster II – Primary Grades Courses (10 credits)**

- EDU 481 Urban Primary Grades 1-3 Curriculum and Practicum
- EDU 482 Beginning Reading
- EDU 333 Assessment of Learning in Urban Primary Grades 1-3

**7. Required Cluster III – Intermediate Grades Courses (14 credits)**

- MAED 440 Differentiated Methods of Teaching Mathematics in Urban Grades 4-8
- LAED 440 Differentiated Methods of Teaching Language Arts in Urban Grades 4-6
- 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

**8. 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

### **Aviation Management B.A.**

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 and other qualified technical 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 and who obtain permission from the First College program coordinator. Additional information is available from the Metropolitan State Admissions Office or the First College advising center.

### **Requirements**

In addition to meeting Metropolitan State GELS and completing 128 total credits, aviation students must complete the following program requirements. See the Aviation Management section of the online *Catalog* for the course descriptions.

#### **1. 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
- ICS 120 Microcomputer Applications
- ICS 125 Understanding and Using the Internet

#### **2. Electives**

- 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)



### **Articulation Agreement Programs**

The following programs are articulated so students completing these degrees at community and technical colleges are able to apply their course work toward a First College Individualized Bachelor of Arts degree at Metropolitan State University. Call the First College advising center for updates on articulation agreement programs.

#### **Alexandria Technical College**

Individualized Professional Studies A.S.

#### **Anoka-Ramsey Community College**

Integrative Health and Healing A.S.

#### **Anoka Technical College**

Aviation: Air Traffic Control, Dispatch, Flight A.A.S.

#### **Century College**

Competence-based Education A.A.

Interior Design A.A.S.

Orthotic Technology A.A.S.

Radiologic Technology A.A.S.

Prosthetic Technology A.A.S.

#### **Dakota County Technical College**

Applied Visual Arts A.A.S.

Graphic Design A.A.S.

Interior Design and Sales A.A.S.

Photographic Imaging A.A.S.

#### **Inver Hills Community College**

Aviation: Air Traffic Control, Business Aviation, Professional Pilot A.S.

Competence-based Education A.A.

Contemporary Business Practice A.S. or A.A.S.

Paralegal A.S.

#### **Lake Superior College**

Professional Pilot A.A.S.

#### **Minneapolis Community and Technical College**

Aircraft Technician Training A.A.S.

Air Traffic Control A.A.S.

Audio-Digital Media A.A.S.

Graphic Design A.A.S.

Photography and Digital Imaging A.A.S.

Sound Arts A.S.

Video and Digital Arts A.S.

Web Design A.A.S.



**McNally Smith College of Music**

Music Production, Recording Technology, Music Business, Motion Imaging A.A.S

**Normandale Community College**

Competence-based Education A.A.

**North Hennepin Community College**

Competence-based Education A.A.

Individualized Studies A.S.

Paralegal A.S.

**Saint Paul College**

Health Unit Coordinator Diploma

Medical Laboratory Technician A.A.S.

Respiratory Therapist/Respiratory Care Practitioner A.A.S.

**Collaborative Programs**

First College is the home for programs offered in collaboration with other colleges and universities, including the following. More information is available from the First College Advising Center.

### **Individualized Major B.A.**

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 B.A. degree, students must complete:**

**A total of 124 credits, including the following:**

1. **General Education/Liberal Studies Requirements (48 total credits)**
2. **Upper Division Credits (40 credits)**
3. **Residency Requirement:**
  - ▶ **30 credits from Metropolitan State University;**
  - ▶ **20 credits while enrolled in First College, including the following First College courses.**
    - PRSP 301 Perspectives: Educational Philosophy and Planning
    - PRSP 499 First College Capstone (Another 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 about. If students meet all of the requirements, but have not reached the 124 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 B.A. is also available as a degree-at-a-distance.

### **Courses for Individualized B.A. 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, helps students develop their individualized degree programs, while focusing on the question "What does it mean to be an educated person?" This course is required of all students seeking a degree through First College and is highly recommended for students in business or human services that are uncertain about their major focus. This course is also available online and as a theory seminar.
- ▶ PRSP 499 First College Capstone, is the final requirement in a First College student's program. Students reflect on what they have accomplished and integrate what they have learned with the university's expected outcomes in communication skills, critical thinking, multicultural awareness, global understanding and citizenship. Students set self-reflective lifelong learning goals.

### **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, is designed to assist students in obtaining university transfer credit for learning gained outside the classroom, as well as to prepare a prior learning portfolio to build on their previous nonclassroom learning.
- ▶ METR 101, Your Academic Journey, is a first year experience course that introduces students to the study skills, writing skills and critical thinking abilities necessary for success in university study. This course is required of all students entering Metropolitan State with 16 or fewer credits, and is strongly recommended for students who have been away from college for a number of years. This course is also available as a theory seminar.
- ▶ PRSP 302T, Self Directed Learning Theory Seminar. Self-directed learning applies to broad areas of interest and includes, but is not limited to, experiences in travel, business, self education, literacy, entertainment, the arts, environment, home improvement, gardening, parenting, activism, volunteerism, and the like. Students read and discuss leading adult learning theories covering a wide range of thinkers and their complex and relevant thoughts. Also, students who enroll in this theory seminar are encouraged to link their learning experience with the theories, concepts, approaches and paradigms being considered in the seminar.
- ▶ PRSP 401, Interdisciplinary Topics in Educational Perspectives, is designed to give students advanced skills in critical thinking and multicultural perspectives by presenting a series of interdisciplinary topics which build on previous disciplinary study, introduce students to a broader range of ideas and learning strategies, and prepare students for advanced work in graduate or professional studies. See the current Class Schedule for topics to be addressed when this course is offered. These courses may be offered in a fast track format.

- ▶ METR 001, Transition to College Workshop, helps students determine whether college is for them. The workshop explores the benefits of going to college, what college options exist, and how to make good choices. Self-assessment exercises assist students in addressing their personal learning strengths and learning styles.
- ▶ PRSP 001, Creative Learning Strategies Workshop, helps students across the university learn how to design and implement internships and independent studies, and how to receive credit for learning through appropriate prior life or work experience.
- ▶ PRSP 002, First College Degree Plan Updating Workshop, is an opportunity for students to revise outdated degree plans completed in the Perspectives or Individualized Educational Planning course. It is also for students who completed Perspectives at a time when a First College individualized degree plan was not required.

**Technology Management Major B.A.S.**

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.

## **Community Organizing and Development Minor**

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.

**Post-baccalaureate Bachelor of Science in Nursing (Post-bac B.S.N.)**  
(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.

**Admission Requirements**

For the Post-bac B.S.N. program, the following requirements are necessary for admission to the College of Nursing and Health Sciences.

- ▶ 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 and Health Sciences.

**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 402 and NURS 407 may be taken for graduate credit as NURS 602 or 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.

**Registered Nurse to Bachelor of Science in Nursing (RN-B.S.N.)**  
(formerly known as the B.S.N. Completion Program)

This program is designed for RNs with associate's degrees who would like to earn their B.S.N. The B.S.N. builds on science, liberal arts and nursing course work.

**Admission Requirements**

The following requirements are necessary for admission to the RN-B.S.N. program in the College of Nursing and Health Sciences.

- ▶ 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 College of Nursing and Health Sciences 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-B.S.N. 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.
- ▶ **Pre-major courses:**  
Up to 16 of these semester credits must include the following courses, which must be completed prior to entering the major:
  - STAT 201 Statistics I or the equivalent
  - WRIT 331 Writing in your Major
  - PHIL 301 Ethical Inquiry
  - A course from the humanities and the fine arts general education goal (Goal VI)

▶ **Upper Division Courses in the major:**

31 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 (31 total credits)**

- ▶ NURS 305 Theoretical Foundation of Nursing I (3 credits)
- ▶ NURS 315 Theoretical Foundation of Nursing II (3 credits)
- ▶ NURS 325 Health Assessment (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 414 Geriatric Nursing (2 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)

If a student qualifies, NURS 402 and NURS 407 may be taken for graduate credit as NURS 602 or NURS 607.

Practicum requirements for NURS 456P are, but not limited to, the following:

- ▶ 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.