

CONCORDIA UNIVERSITY TEXAS

Academic Catalog
2012-2013



OUR MISSION IS TO DEVELOP CHRISTIAN LEADERS



A student maintains the degree plan and program requirements as published in the official catalog in effect on their date of admission or subsequent declaration of major. All other policies printed in this catalog are subject to change.

Table of Contents

Table of Contents	3
President's Greeting	5
1.00 Communicating with Concordia	6
1.01 Telephone Numbers	6
1.02 Fax Numbers	6
1.03 Toll Free Numbers	6
1.04 E-Mail	6
1.05 Academic Calendar:-	7
2.00 General Information	10
2.01 The Concordia University System	10
2.02 Concordia University Texas.....	10
2.03 Complaints	12
2.04 Worship.....	13
2.05 Athletics - NCAA	13
2.06 Legal Notices	13
3.00 Admissions -	14
3.00 Definitions	14
3.01 First-Time College Freshmen	15
3.02 Degree Seeking Transfer students.....	16
3.03 Admissions Requirements for Designated Accelerated Programs	17
3.04 Students Seeking Admission to a Bachelor of Applied Arts and Sciences Degree Program.....	17
3.05 International Students	18
3.06 Non - Degree Seeking Students	19
3.07 Readmission of Former Students	19
3.08 Graduate Program Admissions	19
4.00 Academic Information	19
4.01 Academic Responsibility of the Student.....	19
4.02 General Information.....	20
4.03 Schedule Changes (Add/Drop)	22
4.04 Degrees, Majors, and Minors	22
4.05 Degree Requirements	28
4.06 Course by Arrangement	29
4.07 Developmental Courses	29
4.08 Independent Study	30
4.09 Online Courses.....	30
4.10 Study Abroad and Experiential Education	30
4.11 Internships.....	32
4.12 Service-Learning.....	33
4.13 Methods of Gaining Non-Residential Credit -	33
4.14 Grades and Academic Appeals-.....	36
4.15 Graduation -	41
4.16 Family Educational Rights and Privacy Act	44
4.17 Withdrawal from Concordia	46
4.18 Transcripts	46
4.19 Simultaneous Enrollment.....	47
4.20 Military Call-Up	49
4.21 Veterans Educational Benefit Information.....	49
4.22 Texas Common Core	49
5.00 Fees and Refunds	50
5.01 Tuition and Fees -Amended.....	50
5.02 Deposits	52
5.03 Payment Options.....	52
5.04 Refunds	53
5.05 Non-Refundable Fees.....	54
5.06 Withdrawals - Refunds	54
6.00 Financial Aid	54
6.01 Student Financial Services Application Dates - Traditional Program.....	54
6.02 Student Financial Services Application Information	54

6.03 Scholarships.....	54
6.04 Grants.....	55
6.05 Loans.....	55
6.06 Employment.....	55
6.07 Financial Aid for Graduate and Non-Traditional Programs.....	55
6.08 Satisfactory Academic Progress – Student Financial Services	55
6.09 Return of Title IV Funds.....	56
6.10 Veterans Educational Benefits	57
7.00 Athletics.....	57
7.01 Athletic Eligibility - NCAA.....	57
7.02 NCAA Athletic Eligibility Standards for New Students.....	58
7.03 Maintaining NCAA Continuing Eligibility for Student Athletes.....	58
8.00 Student Services.....	58
8.01 Library	58
9.00 Certificate and Pre-Professional Programs.....	59
9.01 Honors Program.....	59
9.02 Colloquy for The Lutheran Church-Missouri Synod Teaching Ministry.....	60
9.03 Pre-Professional Programs.....	61
10.00 General Education.....	65
11.00 College of Business.....	66
11.01 Mission and Overview	66
11.02 Degrees Offered in the College of Business	67
11.03 Degree Requirements.....	67
12.00 College of Education.....	75
12.01 Mission and Overview - Education.....	75
12.02 Admission to the Education Program	75
12.03 Degree Requirements.....	76
12.04 Religious Education (Director of Christian Education)	85
13.00 College of Liberal Arts.....	88
13.01 Introduction.....	88
13.02 Bachelor of Arts.....	89
14.00 College of Science.....	94
14.01 General Information.....	94
14.02 Degree Programs.....	94
15.00 Graduate Programs.....	98
15.01 Master of Business Administration (MBA)	98
15.02 Master of Education (MED)	99
15.03 Grades.....	101
15.04 Advisors	101
15.05 Program Description, Course Sequence/Degree Plans and Course Descriptions.....	101
16.00 On-Line Consortium of Independent Colleges and Universities (OCICU) – Amended	111
17.00 Online Center - Amended	112
18.00 Course Descriptions – Undergraduate – Amended	112
18.01 Course Numbering System	112
18.02 Independent Study	112
18.03 National/International Study	113
18.04 Course Descriptions by Discipline.....	113
18.04.28 Latin.....	138
18.04.29 Leadership.....	138
18.04.45 Spanish.....	155
19.00 Directory - Board, Faculty, Directors/Managers	156
19.01 Board of Directors, Concordia University System.....	156
19.02 Board of Regents, Concordia University Texas.....	156
19.03 Administrative Council.....	156
19.04 Administration	156
19.05 College Deans	156
19.06 Administrative Directors/Managers.....	156
19.07 Emeriti	157
19.08 Full-Time Faculty	157



President's Greeting

On behalf of all of us at Concordia, welcome! What a thrilling time this is! Your college experience will be one of the most exciting and rewarding of your life. It is a time to grow in your faith, learn about this world God has given us, and learn about yourself.

We believe Concordia's mission of "developing Christian leaders" is what sets us apart from other schools. "Developing Christian leaders" means that our students:

- will understand and strive to live the Christian faith.
- will be educated in the liberal arts.
- will be skilled in effective communication.
- will have expertise in a specific academic major, program and/or minor.
- and will understand what it means to be a servant leader.

How do we do this? We accomplish it by teaching about Christian leadership, modeling it as a faculty and staff, giving our students opportunities to practice it, and recognizing Christian leadership when we see it. We are also blessed to be on a new campus that provides an exceptional environment to develop Christian leaders.

Finally, we will get to know you. Concordia has an excellent student-to-faculty ratio of 18 to 1 and you will get to know your professors not only as an instructor but also as someone who is there - to listen - to react - and to help you succeed.

We pray God's richest blessings on your search for a university. Please contact us through our admissions office (www.concordia.edu or 1-800-865-4282) if you have any questions.

A handwritten signature in black ink that reads "Thomas E. Cedel".

Tom Cedel, President

[Return to Table of Contents](#)

1.00 Communicating with Concordia

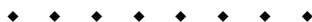
1.01 Telephone Numbers

Main Switchboard	512.313.3000		
Employee Directory	512.313.3001		
Accounting	512.313.4400	Food Services	512.313.4801
Admissions	512.313.4600	Ft. Worth/Dallas Center	817.810.0226
Advancement	512.313.4100	Houston Center	281.484.5128
Athletics	512.313.4500	Human Resources	512.313.4470
Austin Ctr./Main Campus	512.313.5701	Library	512.313.5050
Austin Ctr./North Lamar	512.313.5600	Maintenance	512.313.4060
Bookstore	512.313.4850	Registrar	512.313.4700
Campus Police	512.313.3311	San Antonio Center	210.253.3254
Career Services	512.313.5040	Scheduling & Events	512.313.4175
College of Business	512.313.5300	Student Services	512.313.4300
College of Education	512.313.5100	Student Billing	512.313.4700
College of Liberal Arts	512.313.5400	Success Center	512.313.5030
College of Science	512.313.5500	Support Services	512.313.4440
Financial Aid	512.313.4700	University Services	512.313.4000



1.02 Fax Numbers

Main Fax	512.313.3999	Financial Aid	512.313.4699
North Lamar Ctr.	512.313.5698	Food Services	512.313.4849
Accounting	512.313.4439	Human Resources	512.313.4499
Admissions	512.313.4639	Library	512.313.5089
Advancement	512.313.4174	Maintenance	512.313.4089
Athletics	512.313.4599	Master's Degree Program	512.313.5199
Bookstore	512.313.4899	Registrar	512.313.4669
Campus Police	512.313.4059	Scheduling & Events	512.313.4199
Career Services	512.313.5049	Student Services	512.313.4329
College of Business	512.313.5399	Success Center	512.313.5039
College of Education	512.313.5199	Support Services	512.313.4469
College of Liberal Arts	512.313.5499	University Services	512.313.4039
College of Science	512.313.5599		



1.03 Toll Free Numbers

Admissions	1.800.865.4282	Student Support Center	1.800.845.4282
Accelerated Degree Program	1.888.282.1237	Student Services	1.800.903.4282
Development	1.800.923.4282	University Services	1.800.735.3232



1.04 E-Mail

Admissions Office	admissions@concordia.edu
Alumni Office	alumni@concordia.edu
Accounting Office	accounting@concordia.edu
Financial Aid Office	financialaid@concordia.edu
Help Desk	helpdesk@concordia.edu
Library Office	library@concordia.edu
Student Support Center	studentsupportcenter@concordia.edu

[Return to Table of Contents](#)

1.05 Academic Calendar:-

Fall Term 2012: Aug 20 – Dec. 16
 Spring Term 2013: Jan. 7 – May 5
 Summer Term 2013: May 6 – Aug.25

Important Dates to Remember

Traditional Undergraduate	Accelerated Degree Program	Graduate Programs
<p>Fall 2012</p> <p>Aug. 20 Fall Term Begins Aug. 22 First Day of Classes Aug. 28 Last Day to Add Academic Course Aug. 31 Last Day to Add Graduation Course Sept. 3 Labor Day Holiday Sept. 4 Last day to Drop a Course <i>without it appearing on transcript</i> Sept. 5 Census Date/Official Date of Record - <i>All courses and enrollment become matter of permanent record</i> Oct. 8-12 Fall break Oct. 17 Mid-Term Oct. 22-Nov.5 CAAP Exam (Juniors and Seniors) Nov. 5 Spring on-line early registration opens Nov. 7 Day to Withdraw from a Course or the University <i>with a "W" on transcript</i> Nov. 21-25 Thanksgiving Beak Dec. 1 Fall Commencement Service Dec. 10-14 Final Exams Dec. 16 End of Fall Term and Official date of graduation Dec. 16 -Jan. 13 Christmas Break</p> <p>Spring 2013</p> <p>Jan. 7 Spring Term Begins Jan. 14 First Day of Classes Jan. 18 Last Day to Add a Course Jan. 21 Martin Luther King Day observance - no classes Jan. 25 Last Day to Add Graduation Course Jan. 27 Last day to Drop a</p>	<p>Fall 2012</p> <p>Aug. 20 Fall Term Begins Aug. 31 Last Day to Add Graduation Course Sept. 3 Labor Day Holiday Oct. 22-Nov.5 CAAP Exam (Juniors and Seniors) Nov. 5 Spring on-line early registration opens Nov. 21-25 Thanksgiving Beak Dec. 1 Fall Commencement Service Dec. 3 Spring on-line early registration closes Dec. 16 Last day of fall term Dec. 16 -Jan. 6 Christmas Break</p> <p>Spring 2013</p> <p>Jan. 7 Spring Term Begins Jan. 21 Martin Luther King Day observance - no classes Jan. 25 Last Day to Add Graduation Course Mar. 25 Summer on-line registration opens Mar 28-Apr.1 Easter Break Apr. 1-15 CAAP Exam (Juniors and</p>	<p>Fall 2012</p> <p>Master of Business Admin. See MBA program cohort guide</p> <p>Master of Education First Session Week of August 20 – Week of October 8 Second Session Week of October 15 – Week of December 10 (no classes during Thanksgiving week)</p> <p>Aug. 31 Last Day to Add Graduation Course Dec. 1 Fall Commencement Service</p> <p><i>Christmas Break</i> Dec 16, 2012 – Jan 6, 2013</p> <p>Spring 2013</p> <p>Jan. 25 Last Day to Add Graduation Course</p> <p>First Session Week of January 7 – Week of February 25 Second Session Week of March 4 – Week of April 29 (no classes during Spring Break)</p>

Jan. 28	Course <i>without it appearing on transcript</i> Census Date/Official Date of Record - <i>All courses and enrollment become matter of permanent record</i>	Apr. 22 Seniors) Summer on-line registration closes	May 4 Spring Commencement Service	May 5 Last day of spring term	May 4 Spring Commencement Service
Mar. 4	Mid-Term				
March 10-16	Spring Break				
Mar 25	Summer and Fall early registration opens				
Mar 27	Maundy Thursday – no evening classes held				
Mar 28 – Apr. 1	Good Friday /Easter Break (evening classes resume 4/1)				
Apr. 1-15	CAAP Exam (Juniors and Seniors)				
Apr. 8	Last Day to Withdraw from a Course or the University <i>with a "W" on transcript</i>				
Apr. 29-May 3	Final Exams				
May 3	Summer and Fall early registration closes				
May 4	Spring Commencement Service				
May5	End of Spring Term and Official Graduation Date				
Summer 2013 Session I					
May 6	Summer Term Begins	Summer 2013 Full Session			Summer 2013
May 6	First Day of Classes	May 6	Summer Term Begins		
May 7	Last Day to Add a Course	May 6	First Day of Class		
May 7	Last day to Drop a Course <i>without it appearing on transcript</i>	May 24	Last Day to Add Graduation Course		May 24 Last Day to Add Graduation Course
May 8	Census Date/Official Date of Record - <i>All courses and enrollment become matter of permanent record</i>	May 27	Memorial Day Observance		First Session Week of May 6 – Week of June 24
		June 17	Fall on-line registration opens		Second Session Week of July 1 – Week of July 22 (classes will meet 2x/week, Mon/Wed or Tues/Thurs)
May 27	Memorial Day Observance	July 4	Independence Day Holiday		
May 24	Last Day to Add Graduation Course	July 16	Fall on-line registration closes		
May 24	Last Day to Withdraw from a	Aug. 3	Summer Commencement Service		Aug. 3 Summer Commencement Service
		Aug. 25	Last day of Summer Term and Official date of graduation		Aug. 25 Last day of Summer Term

May 30	Course or the University with a "W" on transcript Final Exams		
Summer 2013 Session II			
June 3	First Day of Classes		
June 4	Last Day to Add a Course		
June 4	Last day to Drop a Course <i>without it appearing on transcript</i>		
June 5	Census Date/Official Date of Record - <i>All courses and enrollment become matter of permanent record</i>		
June 21	Last Day to Withdraw from a Course or the University with a "W" on transcript		
June 27	Final Exams		
Summer 2013 Session III			
July 1-5	Independence Day Holiday break – no classes		
July 8	First Day of Classes		
July 9	Last Day to Add a Course		
July 9	Last day to Drop a Course <i>without it appearing on transcript</i>		
July 10	Census Date/Official Date of Record - <i>All courses and enrollment become matter of permanent record</i>		
July 26	Last Day to Withdraw from a Course or the University with a "W" on transcript		
Aug. 1	Final Exams		
Summer 2013 Full Session			
May 6	First Day of Class		
May 10	Last Day to Add a Course		

May 16	Last day to Drop a Course <i>without it appearing on transcript</i>		
May 17	Census Date/Official Date of Record - <i>All courses and enrollment become matter of permanent record</i>		
May 24	Last Day to Add Graduation Course		
May 27	Memorial Day Observance		
June 10	Last day to turn in Summer Graduation applications		
July 1-5	Independence Day Holiday Break – no classes		
July 19	Last Day to Withdraw from a Course or the University <i>with a "W" on transcript</i>		
Aug. 3	Summer Commencement Service		
Aug. 22	Final Exams		
Aug. 25	End of Term and Official Summer graduation date		

2.00 General Information

2.01 The Concordia University System

2.01.01 - Mission Statement

The Concordia University System builds national identity, enables cooperative endeavors, and enhances the strength of the colleges and universities of the Lutheran Church-Missouri Synod as they engage students of diverse ages and cultures in quality, Christ-centered, value-oriented, Lutheran higher education for lives of service to church and community.

2.01.02 - Member Institutions

Concordia University	Ann Arbor, Michigan
Concordia University Texas	Austin, Texas
Concordia College New York	Bronxville , New York
Concordia University	Irvine, California
Concordia University Wisconsin	Mequon, Wisconsin
Concordia University Portland	Portland, Oregon
Concordia University Chicago	River Forest, Illinois
Concordia University	Saint Paul, Minnesota
Concordia College	Selma, Alabama
Concordia University Nebraska	Seward, Nebraska

2.02 Concordia University Texas

2.02.01 - Mission Statement and Goals

The mission of Concordia University Texas is to develop Christian leaders. Concordia aims to develop Christian leaders who are:

- ◆ Well informed in regard to natural science and quantitative representation of ideas, current technology, human culture and behavior and Christian theology;
- ◆ Skilled in critical and analytical thinking in scientific, humanistic, and theological topics;
- ◆ Skilled in modern methods of communication;
- ◆ Aware of, sensitive to, and able to respond with understanding to the aesthetic, cultural, and personal dimensions of life;
- ◆ Aware of God's gifts offered in the Christian Gospel, and aware of God's call toward the Gospel mission;
- ◆ Empowered to serve in appropriate roles that help guide the church in professional worker positions and lay leader positions, as well as guide society in improving the environment and lives of human beings.

Operated under the auspices of The Lutheran Church-Missouri Synod and under girded by a Christian theology, Concordia University Texas offers a variety of educational programs. These programs equip co-educational, traditional and non-traditional students for ministry in the church and for service in a broad range of careers in society through a variety of means of curriculum delivery. The programs also encourage students to develop caring, sharing and serving attitudes towards others.

Concordia believes that the basis for its mission is found in Scripture and the Lutheran Confessions, which teach that everyone is in need of salvation; that salvation has come through the life, death, and resurrection of Jesus Christ; and that, in response to God's love, all are motivated to service in the Christian community and the world. Because of this Scriptural emphasis, Concordia has designed its curriculum to challenge and guide students in their quest for knowledge about God and about the world, to motivate them toward self-realization, to improve their skills, and to enable them to develop a life style consistent with God's will.

2.02.02 - Accreditation

Concordia University Texas is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) to award the associate's, bachelor's, and master's degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Concordia University Texas.

Concordia's Bachelor of Business Administration degree in the College of Business is accredited by the International Assembly for Collegiate Business Education.

Concordia's elementary, secondary teacher and special education programs are approved by the Texas Education Agency for pre-school through grade 12. Students successfully completing Concordia's teacher education programs are eligible for teacher certification in Texas after passing the appropriate state certification exams.

The Concordia Nursing Program has received initial approval as a professional BSN program by the Texas Board of Nursing. Application for accreditation through the Commission on Collegiate Nursing Education (CCNE) is in process.

2.02.03 - Memberships

Concordia is a member of the Independent Colleges and Universities of Texas, the Association of Texas Colleges and Universities, the American Association of Colleges for Teacher Education, the Association of Independent Liberal Arts Colleges for Teacher Education, the Texas Association of Colleges for Teacher Education, the Association of Lutheran College Faculties, and the International Assembly for Collegiate Business Education.

2.02.04 - Concordia History

Concordia Academy opened in 1926 to train young men for ministry in the Lutheran Church. The junior college department, added in 1951, became coeducational in 1955. Concordia received authorization to proceed with the implementation of a four-year liberal arts program in 1979 and its first B.A. students graduated in May 1982. In July 1995, Concordia moved from college status to university status. During the summer of 2007, Concordia University at Austin became Concordia University Texas. In July 2008, Concordia University Texas closed its doors for the last time at its 3400 Interstate Highway 35 North location and threw open the doors of its new campus at 11400 Concordia University Drive in northwest Austin. Building on the eighty-plus-year history of this wonderful institution, this change is the culmination of many hours of dedicated prayer, discussion, and planning, moving Concordia forward in its continuing mission of developing Christian leaders.

Currently, Concordia confers the Associate of Arts degree, the Associate of Arts in Behavioral Science, the Bachelor of Arts degree in the following majors: Behavioral Science, Biology, Business, Communication, Director of Christian Education, Elementary and Secondary Education, Environmental Science, English, Healthcare Administration, History, Human Resource Management, Kinesiology, Liberal Arts, and Music Ministry. Concordia also offers the Bachelor of Business Administration, the Bachelor of Science degree with the following majors: Biology, Computer Science, Mathematics and Environmental Science, and the Bachelor of Applied Arts and Sciences with a Technical Management major. Additionally, students can incorporate a pre-professional program into their major to prepare themselves for the seminary, law school or the health professions.

Concordia University Texas offers two graduate degrees. The College of Education offers a Master of Education degree program with four sequences: Curriculum and Instruction, Early Childhood, Educational Administration and Advanced Literacy Studies. The College of Business offers a Master of Business Administration with a focus on leadership.

Concordia serves its diverse student body through a variety of programs. The Accelerated Degree Program, which began in the spring of 1995, is specifically designed for the working adult student. The Community Learners Program provides educational opportunities for members of the local community who are not seeking academic credit. Concordia supports Veterans Administration Benefit programs including the Yellow Ribbon Program.

2.02.05- Location

Concordia is located on a tree-shaded 389-acre campus in the northwest corner of Austin, Texas. Located in the Texas Hill Country, Austin is an educational and cultural center providing many opportunities for enrichment. Austin's Sun Belt location provides an average winter high temperature of 62° and an average summer high of 94°, allowing ample opportunity for recreation on the seven Highland Lakes beginning within the Austin city limits.

Concordia's main campus site includes 250 acres of nature preserve, with wetlands, caves, dense tree cover and a habitat for the Golden-Cheeked Warbler. Concordia University Texas is one of a few universities in the U.S. to hold a Fish and Wildlife 10A permit. With this, the University will play a leadership role in urban environmental studies and offer students the rare opportunity to study environmental management and stewardship.

Concordia also has centers located in Austin, Ft. Worth/Dallas, Houston, and San Antonio.

2.03 Complaints

Concordia University Texas is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate's, bachelor's, and master's degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Concordia University Texas.

Complaints against the institution from students, faculty, staff, or other interested parties in any of these areas may be submitted in writing to the Provost. Within thirty days, the Provost will review the complaint, investigate it thoroughly, exploring all available avenues, respond in writing, following all procedures expressed in this paragraph and elsewhere, or guide the process through the appropriate procedures in those cases where other university officials must address the complaint. In those cases, the Provost will supervise the process in order to bring it to a responsible conclusion.

Concordia University Texas also offers students opportunities in more specific areas to express their complaints about various processes according to established procedures. The appropriate personnel at Concordia will attempt to help students through the resolution process in accord with the Christian principles that are laid out in our Mission Statement.

Complaint procedures regarding the following areas are specified in the *Student Handbook*:

Faculty Member	Food Service
Harassment	Residential Life
Security Matters	

Complaints not resolved by these means may be submitted for final resolution to the President of Concordia University Texas.

2.04 Worship

Faith in Jesus Christ as Savior and Lord is the integrating factor in the curriculum at Concordia University Texas. The main campus community is invited to attend Chapel daily for worship during the Fall and Spring terms from 11:00 to 11:20 a.m. and at varying times during the Summer; the campus pastor and students lead a Sunday evening worship service; students organize additional worship experiences on a week night; and the chapel is open during the day for private meditation. Students are encouraged to participate actively in the worship life on campus and in one of the Austin area churches.

2.05 Athletics - NCAA

2.05.01 Athletics

Concordia is affiliated with the National Collegiate Athletic Association (NCAA) Division III and with the American Southwest Conference. Concordia currently participates in men's and women's basketball, golf, soccer, cross country, and track and field; men's baseball; and women's softball and volleyball.

2.05.02 Wellness and Recreation

Concordia offers a wellness/intramural/recreation program administered through the office of the Intercollegiate Athletics. Both team and individual sports and activities are sponsored including basketball, volleyball, sand volleyball, softball, ping pong, badminton and others. Students may participate individually or join a team. No previous experience is required.

2.06 Legal Notices

This catalog is a general information publication only. ***It is not intended to nor does it contain all regulations that relate to students.*** The provisions of this catalog do not constitute a contract, expressed or implied, between any applicant, student or faculty member and Concordia University Texas or The Concordia University System. The University reserves the right to withdraw courses at any time, change fees, rules, calendar, curriculum, degree programs, degree requirements, graduation procedures and any other requirements affecting students. Changes will become effective whenever the proper authorities so determine and will apply to both prospective students and those already enrolled. When changes are made, updated information can be found on the Concordia web site at www.concordia.edu.

As required by the Higher Education Act, Concordia University Texas has made available to all interested parties the graduation rate for all degree-seeking, full-time students entering Concordia since 1985. The information can be obtained by calling the Office of the Director of Institutional Research during business hours or by accessing Concordia's web site at http://www.concordia.edu/page.cfm?page_ID=1006.

Concordia University Texas, in compliance with Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of disabilities in admission or access to its programs. Students who believe they have been discriminated against may institute an internal *Grievance Procedure for Disability Complaints* to resolve their complaints. For more information, click on the following link: http://www.concordia.edu/page.cfm?page_ID=1568.

As required by the Clery/Campus Security Act, Concordia University has made available statistics for the previous three years regarding criminal offenses that have occurred on campus; in certain off-campus buildings or property owned or controlled by Concordia University Texas; and on public property within, or immediately adjacent to and accessible from, the campus. The *Annual Campus Security Report* also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. This information can be obtained by calling the Concordia University Texas Police Department during business hours or by accessing the following web site: <http://ope.ed.gov/security/>.

As required by the Equity in Athletics Disclosure Act (EADA), The Report on Athletic Program Participation Rates and Financial Support Data is intended to make prospective and current students aware of Concordia University Texas' commitment to providing equitable athletic opportunities for its men and women students. This report contains participation rates, financial support, and other information on men's and women's intercollegiate athletic programs. For further information, contact the Director of Athletics during business hours or access the following Web site: <http://ope.ed.gov/athletics/>

Concordia University Texas reserves the right not to teach any course listed in the catalog or its published schedules if enrollment does not warrant offering it or if other circumstances dictate its withdrawal.

Concordia University Texas does not exclude, expel, limit, or otherwise discriminate against an individual seeking admission as a student or an individual enrolled as a student in the terms, conditions and privileges of Concordia University Texas because of disability, sex, age, race, color, religion, or national origin. The Director of the Concordia Success Center is the disability coordinator. The Vice-Provost for Enrollment Services is the ADA/Section 504 compliance officer.

Concordia University Texas's non-discrimination committee is chaired by the Vice Provost for Enrollment Services. Any person who has a question about discrimination with respect to handicapping condition should address the inquiry to the Director of Student Services.

Concordia University Texas abides by the policies found in the Family Education Rights and Privacy Act (FERPA) which provides registered students over the age of 18 the right of access to educational records that contain information directly related to them. FERPA also states that a university **cannot permit access** to or release of educational records or personally identifiable information contained therein to any party without consent of the student. For information about the Family Education Rights and Privacy Act, see section 7.18.

Concordia University Texas fully supports and abides by the law enacted by the 70th Texas Legislature concerning hazing. The law defines hazing as any intentional, knowing, or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include students at an educational institution. The law states that a person can commit a hazing offense not only by engaging in a hazing activity, but also by soliciting, directing, encouraging, aiding or attempting to aid another in hazing; by intentionally, knowingly, or recklessly allowing hazing to occur; or by failing to report, in writing to the Director of Students or another appropriate official of the institution, first-hand knowledge that a hazing incident is planned or has occurred. The fact that a person consented to or acquiesced in a hazing activity is not a defense to prosecution for hazing under this law.

[Return to Table of Contents](#)

3.00 Admissions -

3.00 Definitions

Degree-seeking students are admitted to Concordia University Texas in one of the following categories:

- First time college freshmen: Students who will graduate from high school (including GED and non-accredited high schools) in the same year as enrollment in college OR who have not completed 12 hours of college level work.
- Transfer students: Students who graduated from high school prior to the date of application AND have completed at least 12 hours of college level work OR students who hold an Associate of Applied Science (AAS) degree and are seeking admission to the Bachelor of Applied Arts and Sciences.
- International students: Students who need an I-20 issued in order to apply for an F-1 visa to attend school in the United States. Note: students who are not US citizens, but do not need an I-20, can apply as either freshmen or transfer students above.
- Non-Degree Seeking Students: Students who wish to take courses for the purpose of personal enrichment or for employment and/or promotion opportunities.
- Readmits or Former students: Students, who have not attended Concordia University Texas for one complete academic year, defined as three academic semesters and must reapply for admission to resume their studies. See the admissions guidelines in this catalog for instructions and eligibility for Readmission.
- Graduate students: Students who have earned a baccalaureate degree and wish to take courses to earn either a Master's of Education or Master's of Business Administration. Students who already hold a Master's degree and are seeking certification as a Principal, Reading Specialist, or Superintendent Certification in the State of Texas.

Deadlines

Concordia University Texas accepts undergraduate applications for admission on a rolling basis. All materials must be submitted one (1) month prior to the start of classes. Specific application deadlines are established for some undergraduate and graduate programs. Please contact the Office of Admissions regarding deadline dates, exceptions or extensions.

International students will need more time to complete the visa process. Applicants should have their files complete by June 1 for the Fall term, November 1 for the Spring term and February 1 for the Summer term. International graduate students must be accepted for admission and place one semester's tuition on deposit in enough time to have a visa issued

from their home country. In the event a student cannot get the visa approved for the semester of application, admission can be rolled to the following semester.

All students entering CTX for the first time are required to take the English and Math Accuplacer, unless they have transfer credit for the equivalent of English 1316 or college level math. No student will be allowed to register until they either have sent us an official transcript indicating successful completion of English and Math or have completed the Accuplacer test(s).

3.01 First-Time College Freshmen

Required Materials

All *first time college freshmen* must submit the following in order to be considered for admission:

1. Application for admission
2. \$25 application fee (unless waived by the Admissions Office)
3. An **official** high school transcript (Note: Unofficial transcripts will be accepted prior to the student's graduation. However, an official final transcript must be received prior to the start of classes).
4. **Official** SAT or ACT scores
 - a. SAT/ACT scores that are recorded on high school transcripts are sufficient.
 - b. Students who have graduated from high school more than 5 years prior to enrollment may be exempt from the SAT/ACT requirement.
 - c. Students applying to our Accelerated Degree Program are exempt from the SAT/ACT requirement.
5. In the case of students who do not meet our admissions standards, additional information may be required prior to admission.

Transcripts, applications, test scores, and other documents submitted to gain admission to Concordia University Texas become the property of the university and will not be returned to the applicant. Applicants who fail to enroll for a given term and apply later may be required to submit an updated set of documents.

Admissions Requirements for Graduates of an Accredited High School

- First time freshmen must demonstrate a grade point average of at least 2.5 on a 4.0 scale and an ACT cumulative score of 20 (with a minimum of 20 on each section of the ACT) or an SAT score of 1440 (with a minimum 480 on each section of the SAT).
- Admission for applicants who fall below these standards will be determined by the Enrollment Committee. Those applicants may be required to submit additional information.
- A strong college preparatory program in English, mathematics, social sciences, and natural sciences is recommended.

Admission Requirements for Graduates of a Non- Accredited High School

- *GED Candidates*

Students who did not graduate from high school will be considered for admission to Concordia upon submission of satisfactory GED scores. A satisfactory score is 50 for those who took the test prior to 2002 or 500 for those who took the test during or after 2002. GED candidates may be required to submit additional information at the request of the Admissions Officer.

- *Home Schooled Students*

Applicants from non-accredited high schools will be considered for admission upon submission of notarized transcripts of the work completed in high school, ACT/SAT scores, and such other documentation as the Office of Admissions may direct.

Requirements for Provisional Students:

- Must take no more than 14 hours (a 15th hour may be approved by the Academic Advising Coordinator)
- Must achieve a 2.0 GPA at the end of the first semester in order to continue as a student at Concordia University Texas
- If placed into Developmental English or Developmental Math, must take these courses during the 1st Semester of enrollment
 - Must not withdraw from these courses.
 - If these courses are not passed the first semester, must enroll in these courses for 2nd semester.
 - If these courses are not passed in the 2nd semester, student will be academically dismissed.
- Is eligible to represent the university (i.e. athletics, choir, etc).
- Able to earn a Merit Scholarship after 1st semester if GPA is above a 3.0.

- After 1st semester, will need to speak with Student Central to review Financial Aid package for second semester.
- First time college freshmen who are admitted provisionally are required to attend the Life & Leadership Student Success Lab that meets on Fridays. No credit is given for attending this Lab, but students will earn either a Satisfactory or Unsatisfactory Grade.
- Must meet with the Academic Advising Coordinator or Academic Advisor before registering for the 2nd semester classes (a hold will be placed on the account to ensure this).
- Provisional students are encouraged to use the resources available in the Student Success Center, including Peer Coaching, Smarthinking and mental health counseling (if needed). Not attending and/or not using the other resources will be a factor in consideration of any appeals the student may make for continued enrollment.

3.02 Degree Seeking Transfer students

Required Materials

All *college transfers* must submit the following in order to be considered for admission:

1. Application for admission
2. \$25 application fee (unless waived by the Admissions Office)
3. **Official** transcripts from all colleges/universities attended

Transcripts must reflect all credits attempted and/or earned through regular enrollment, correspondence, extension, or night school programs from each institution. Failure to report all prior colleges attended constitutes reason for refusal to admit or for dismissal. Completed courses from an accredited college/university not reported at the time of admission cannot be considered for transfer credit at a later date. Transfer students must arrange to have all transcripts for work attempted at other colleges or universities sent to Concordia directly from the institution of record. A student-delivered transcript will not be accepted as an official transcript, unless it is received in the original sealed envelope and appropriately stamped by the institution of record as "issued to student in a sealed envelope." (Note: An official final transcript must be received prior to the start of classes).

4. In the case of students who do not meet our admissions standards, additional information may be required prior to admission.

Admissions Requirements

- College transfers must demonstrate grade point average of 2.0 on a 4.0 scale, cumulative for all colleges attended.
- Admission for applicants who fall below these standards will be determined by the Enrollment Committee. Those applicants will be required to submit additional information.

Requirements for Provisional Students:

- Must take no more than 14 hours (a 15th hour may be approved by the Academic Advising Coordinator)
- Must achieve a 2.0 GPA at the end of the first semester in order to continue as a student at Concordia University Texas
- If placed into Developmental English or Developmental Math, must take these courses during the 1st Semester of enrollment
 - Must not withdraw from these courses.
 - If these courses are not passed the first semester, must enroll in these courses for 2nd semester.
 - If these courses are not passed in the 2nd semester, student will be academically dismissed.
- Is eligible to represent the university (i.e. athletics, choir, etc).
- Able to earn a Merit Scholarship after 1st semester if GPA is above a 3.0.
 - After 1st semester, will need to speak with Student Central to review Financial Aid package for second semester.
- Must meet with the Academic Advising Coordinator or Academic Advisor before registering for the 2nd semester classes (a hold will be placed on the account to ensure this).
- Provisional students are encouraged to use the resources available in the Student Success Center, including Peer Coaching, Smarthinking and mental health counseling (if needed). Not attending and/or not using the other resources will be a factor in consideration of any appeals the student may make for continued enrollment.

Transfer credit

The acceptability of courses presented for transfer credit which are from other colleges/universities will be determined by the Registrar's Office. Courses from colleges or universities not listed on the initial application for admission may not be accepted for credit. Additional information on transfer credit can be found in Section 4.0 of this catalog.

All courses, except developmental/remedial courses, are used by Concordia to compute the applicant's grade point average for admissions purposes.

Credit from regionally accredited institution must fit within the liberal arts framework of Concordia University Texas to be considered for transfer credit. Transfer credit that meets this requirement is normally accepted on credit-for-credit bases. A minimum grade of "C-" is required for a course to be considered for transfer. Students enrolled in the College of Education majoring in Elementary School Curriculum, Middle School Curriculum, Secondary School Curriculum and EC-12 Special Education will have all coursework accepted in transfer towards the Concordia University program included in their cumulative GPA calculation at Concordia University Texas.

3.03 Admissions Requirements for Designated Accelerated Programs

In addition to the regular admissions requirements of either section 3.01 First-Time College Freshmen or 3.02 Degree Seeking Transfer Students, all students that seek admission to any program designated as being an accelerated delivery program must fulfill the following requirements. Accelerated delivery programs are defined as those whose regular mode of deliver has less than the equivalent of 14 hours of contact per credit hour in its standard class schedule. This would include all of the BA programs listed as part of our Accelerated Degree Program (ADP), all on-line programs.

Admission Requirements for Accelerated Programs

Students applying to an accelerated program must meet one of the following requirements:

- must be at least 23 years of age as of the first day of the term of intended start or the first available course of enrollment
- OR
- Delayed enrollment of at least one year after high school graduation or equivalence (such as a GED) and at is least 19 years old plus at least one of the following:
 - Works full-time (defined as a regular full-time position with a single employer)
 - Is financially independent (as defined by their IRS status)
 - Has children or other dependents (as claimed for IRS purposes)

3.04 Students Seeking Admission to a Bachelor of Applied Arts and Sciences Degree Program

Required Materials:

1. Application for admission
2. \$25 application fee (unless waived by the Admissions Office)
3. **Official** transcripts from all colleges/universities attended

Transcripts must reflect all credits attempted and/or earned through regular enrollment, correspondence, extension, or night school programs from each institution. Failure to report all prior colleges attended constitutes reason for refusal to admit or for dismissal. Transfer students must arrange to have all transcripts for work attempted at other colleges or universities sent to Concordia directly from the institution of record. A student-delivered transcript will not be accepted as an official transcript, unless it is received in the original sealed envelope and appropriately stamped by the institution of record as "issued to student in a sealed envelope."

Admissions Requirements

- Must have been awarded an approved Associate of Applied Science (AAS) degree
- Admission for applicants who fall below these standards will be determined by the Enrollment Committee. Those applicants will be required to submit additional information.

Transfer credit

The acceptability of courses presented for transfer credit which are from other colleges/universities will be determined by the Registrar's Office. Courses from colleges or universities not listed on the initial application for admission may not be accepted for credit. Additional information on transfer credit can be found in Section 7.0 of this catalog.

Transfer credit is evaluated against the requirements of the student's selected major. A transfer student who does not select a major at the time of admission will not have their transfer credit evaluated, except for those courses able to be transferred into General Education requirements.

3.05 International Students Admissions Requirements

- The U.S. equivalent of a high school diploma with a grade point average of at least 2.5 on a 4.0 scale for students entering as first-time freshmen.
- Satisfactory SAT (1440) or ACT (20) scores as necessary.
- The U.S. equivalent of at least a 2.0 grade point average on college work attempted for students who have attended any higher education institution in or outside the United States.
- Demonstrated proficiency of English. Students can do so in one of the following ways:
 1. Citizenship in an English speaking country [Australia, New Zealand, the British Virgin Islands, Jamaica, United Kingdom, Ireland, Antigua, Northern Ireland, Philippines, Scotland, South Africa, St. Lucia, Wales, Bahamas, Barbados, Nigeria, Kenya, Zimbabwe, Ghana, Namibia, Tanzania, Uganda, the Fiji Islands, Sierra Leone, Gambia, Liberia, Switzerland, Holland and Canada, excluding French-speaking Quebec.
 2. At least one year of successful education in the United States. Education must be at the high school level for those seeking undergraduate admission and at the collegiate level for those seeking graduate admission.
 3. Satisfactory scores on one of the following tests:
 - a. TOEFL
 - Internet-Based TOEFL (IBT): 80
 - Paper-Based TOEFL (PBT): 550
 - Computer-Based TOEFL (CBT): 213
 - b. Pearson's Test of English: 64
 - c. IELTS
 - Undergraduate 5.5
 - Graduate 6.5

Required Prior to Admission

All students seeking an I-20 leading to an F-1 (student) visa must submit the following in order to be considered for admission:

- A completed and signed Concordia University Texas Application for Admissions for International Students
- A non-refundable application fee of \$50.00.
- Official transcript of all credits earned or attempted from each high school and/or college.
 - If the undergraduate student attended high school and/or college in the US, official transcripts should be submitted.
 - If undergraduate applicants have completed the equivalent of a U.S. high school degree, the Basic Statement of Comparability Evaluation and copy of the foreign high school transcript should be submitted.
 - High school transcripts not required for graduate admission.
 - If the student did not attend high school and/or college in the US, an official AACRAO Foreign Education Credential Service evaluation of all secondary and/or post-secondary work completed outside of the United States.
 - If undergraduate applicants have completed the equivalent of a U.S. high school degree, they should submit the Basic Statement of Comparability Evaluation.

Required Prior to Issuance of an I-20

All students must submit the following before Concordia will issue an I-20:

- Written proof of financial support for one school year in the United States. Financial Assistance is not available from Concordia to international students. (Students who attended high school or college in the US may be

considered for merit scholarships). Financial support documentation must be submitted as original bank or financial statements in English in US dollars issued within the last 90 days.

- Copy of valid Passport.

3.06 Non - Degree Seeking Students

Students who wish to take courses for the purpose of personal enrichment or for employment promotion opportunities may enroll as non-degree seeking students.

Non-degree seeking students:

- Are not required to meet regular admission standards,
- Are not eligible for financial assistance,
- Are limited to six credit hours per term, and
- Are required to submit official transcripts only if the courses planning to enroll in require a pre-requisite and the student has passed an equivalent course or take the Accuplacer to demonstrate proficiency in the required content area to be placed correctly in the courses .

Students need to complete the Non-Degree Seeking Application for Admission at the time of initial application to Concordia.

3.07 Readmission of Former Students

Former students who have not actively attended Concordia University for more than three semester terms must apply for readmission.. Students who enrolled at another college or university must furnish an official transcript of their academic coursework. New transfer work from other regionally accredited colleges and universities will be considered in determining the applicant's readmission but will not affect their GPA. Official transcripts must be supplied by the end of the first term in which the student reenrolls. Failure to provide transcripts by designated timeframe will result in loss of credit hours.

Students being readmitted can elect to continue under the terms of either the degree requirements in force at the time the student first entered Concordia OR the degree requirements in force at the time of readmission. All requirements for a degree at Concordia must be completed within seven years of the date of the degree requirements elected by the student.

Students who left in good standing are eligible for readmission at their old GPA if they have not taken any other college-level coursework.

Students dismissed from Concordia University for academic reasons must complete the Academic Dismissal Appeal Process regardless of the amount of time that has transpired since the dismissal. The Academic Dismissal Appeal forms are available through the Student Central Office. At the discretion of the College or Center Dean, applicants who left on academic probationary status may be readmitted. If readmitted, student will be placed on Scholastic Probation at their old GPA.

3.08 Graduate Program Admissions (MBA and MED) – see section 15.00 Graduate Programs

[Return to Table of Contents](#)

4.00 Academic Information

4.01 Academic Responsibility of the Student

Students are responsible for knowing university policy regarding the standard of work required to continue in the university as well as the policies dealing with scholastic probation and enforced withdrawal.

Students should

- know and meet the requirements of their degree program,
- enroll in courses appropriate to their degree program,
- take courses in the proper sequence to ensure orderly and timely progress, and
- seek advice about degree requirements when appropriate.

Failure to read the ensuing material does not excuse students from meeting all policy requirements.

Attendance

Undergraduate

Traditional Programs:

Concordia University Texas expects students to attend class regularly in order to maximize their educational experience. Individual programs and/or instructors establish an attendance policy for courses and that policy is communicated to the student. Students are responsible for familiarizing themselves with this policy at the beginning of each course. Students receiving any form of financial assistance (including VA benefits) must maintain regular attendance to be eligible for assistance.

Accelerated Degree Program:

This Accelerated Degree Program attendance policy states that any student not attending the first night of class will be administratively dropped from that course. Likewise, these programs have attendance policies that limit the number of hours a student may miss before being administratively removed from the course. Students receiving any form of financial assistance (including VA benefits) must maintain regular attendance to be eligible for assistance. For more information, contact the center director/dean.

Graduate

For the *Master of Education* and the *Master of Business Administration* program attendance police, see 15.02 Academic Information.

Academic Honesty

Concordia students are expected to practice academic honesty at all times. This expectation includes avoiding all forms of plagiarism including those attained through electronic media, fabrication, cheating, or academic misconduct of any kind. It is the official policy of Concordia University Texas that all acts or attempted acts of alleged academic dishonesty, whether at the graduate or undergraduate level, be reported to the Office of the Provost by way of the Dean of the respective school within which the course is taught.

Definitions of Academic Dishonesty

- *Plagiarism* - Plagiarism is the inclusion of someone else's words, ideas, or data as one's own work, whether intentional or unintentional. When such words, ideas, or data is used, the source of that information must be acknowledged through complete and accurate references. Quotation marks or block quotes along with appropriate notation(s) must be used if verbatim statements are included. Plagiarism covers unpublished as well as published sources.
- *Fabrication* - Fabrication is the intentional use of invented information or the falsification of academic records, research, or other findings with the intent to deceive.
- *Cheating* - Cheating is an act or an attempted act of deception by which students seek to misrepresent that they have mastered information on an academic exercise that has not been mastered.
- *Academic Misconduct* - Academic misconduct is the intentional violation of University policies by tampering with grades or transcripts, or taking part in obtaining or distributing in advance any part of a test.

If Academic Dishonesty is confirmed, the student will be informed of the charge, the investigation, the determination, and the resulting consequences by the Dean of the respective college in which the alleged incident occurred. The Provost will be informed of the incident by the Dean, who will submit a report concerning the process within five working days from the time the student has been informed of the initial allegation. If the incident should occur within the last week of classes, the student will be given an *Administrative Incomplete* until the situation is resolved.

4.02 General Information

Census Date

The Census Date for each long semester is published in the Academic Calendar. As of that date all class schedules are official, a matter of permanent record, and will appear on a student's transcript. For the Accelerated Degree Program, census day is the first night of class. For students in the Graduate Programs, census day is the first night of class.

- Courses dropped before the Census Date will not appear on the student's transcript.
- Courses dropped after the Census Date and before the Withdrawal deadline will be recorded on the student's transcript with the grade of "W".
- Certification of attendance for insurance purposes will be done as of Census Date for that semester.
- Census date for a full semester (semester/courses lasting sixteen weeks) is the tenth day of the semester.
- Census date for part-of-term semesters (semesters/courses lasting from four-to-eight weeks) is the first meeting time of each course.

Classification of Students

Standard Classifications

- Freshman - Students who have successfully completed less than 30 credit hours.
- Sophomore - Students who have successfully completed 30 - 59 credit hours.
- Junior - Students who have successfully completed 60 - 89 credit hours.
- Senior - Students who have successfully completed 90+ credit hours or who have been awarded a baccalaureate degree and who plan to obtain another degree at Concordia.
- Post Baccalaureate – Students who have received a Bachelor’s degree, but wish to pursue further study
- Graduate – Students who have received a Bachelor’s degree and are pursuing a Master’s Degree
- Post Graduate – Students who have received a Master’s Degree or higher and want to pursue further study

Other Classifications

Special/Post-Baccalaureate

Students who hold a baccalaureate degree from any regionally accredited institution who 1) are enrolled in a certification program or 2) are pursuing another major, but do not plan to obtain a second baccalaureate degree.

Degree Seeking

Students, full or part-time, in pursuit of an associate, baccalaureate, or master’s degree; students wishing to take course work for the purpose of applying for credit in another institution fall under this classification.

Non-Degree Seeking

Students who wish to take course work for purposes of personal enrichment or employment promotion opportunities. See the paragraph on Admission under Non-Degree Seeking Students.

Lutheran Church Work

Students preparing themselves for one of the Lutheran Church-Missouri Synod church work vocations and have signed a Declaration of Intent. Such students must hold membership in a Lutheran Church-Missouri Synod congregation.

Community Learner

The Community Learning program is designed to allow the community to take part in courses for personal enrichment. A community learner is not considered a student and does not receive any credit for the course. To participate in the Community Learner program, an individual must file an application with the Registrar’s Office as well as secure permission of the instructor prior to enrolling in the course. Participation in the Community Learner program requires a per course fee due at the time of enrollment along with any associated special fees if applicable (see [Tuition and Fees](#)). Community Learner participants may not register for music lessons, internships, travel courses, practicum courses, or courses that are full and/or closed.

Concurrent Enrollment

Current Concordia students may take correspondence or on-line courses and/or courses in residence at one of the neighboring institutions. A *Transfer Course Approval Form* should be completed prior to enrollment. Academic Dean or Registrar approval of the form indicates to the student that credit from the course taken will be accepted by Concordia. Current students who complete coursework at other institutions must provide the Registrar's Office with transcripts from these institutions immediately after completion of the course(s). Courses in which a grade of A, B, or C has been earned will transfer for credit only and will not be included in the Concordia grade point average.

NOTE: For prior-approved transfer credit taken during the term of anticipated graduation to be counted toward degree completion and graduation, all transcripts must be received in the registrar’s office prior to the end of that term.

Course Loads

- No student is permitted to enroll in more than 19 credit hours in any combination of courses. Exceptions to this policy must be approved, in advance, by the dean of the college in which the student is enrolled.
- Students desiring to enroll in more than 18 credit hours are required to have earned a 3.00 cumulative GPA or higher.
- Other restrictions about course loads are included under the headings of Scholastic Probation and Provisional Admission.
- Students are allowed to register for and enter upper-level courses regardless of classification if that student meets the prerequisites of the course.

Auditing Classes

Students who wish to acquaint themselves with a subject without receiving credit may audit the course, subject to seat availability. Students registered for credit have first priority. Audit requests should be made with the advisor during the normal registration periods.

- There is an audit fee per academic hour (see [Tuition and Fees](#)); students who are enrolled in 12 or more hours of credit bearing course work may audit free of charge.
- Auditing grants individuals the privilege of hearing, observing, and participating.

The instructor will advise the auditing student of course expectations with respect to the student's responsibilities at the beginning of the term. Based upon these criteria:

- The instructor will determine whether or not the audit designation will appear on the student's academic record at the end of the term.
- Students may not change status from "Audit" to "Credit" within the same term in a course originally started as an audit. (Likewise students may not change status from "Credit" to "Audit").
- Music lessons may not be audited.

Course Placement

Concordia offers placement options for several introductory courses in the curriculum. Students interested in course placement should contact the appropriate College dean for information on procedures. Courses currently having placement options are in the areas of music and math.

NOTE: Placement does not constitute waiver of hours required in the core, major, or minor.

4.03 Schedule Changes (Add/Drop)

Traditional Students

Courses may be added or dropped on-line from the beginning of early on-line registration until the fifth (5th) class day of the traditional 16-week semester. After the 5th class day, courses may no longer be added. Courses may be dropped until the designated Add/Drop deadlines for each term by visiting the Student Central. (see Academic Calendar).

Accelerated Degree Program

Students may drop the course in which they are currently enrolled until the beginning of the second class session of the course. Student must contact their Student Support Coordinator to complete this process. *[If student is receiving financial aid, (s)he must contact their Financial Aid advisor prior to dropping a course.]*

Master's Degree Program

Students in the MED and MBA cohort programs are not encouraged to drop courses. If dropping/changing schedules is absolutely necessary, see section

[15.00 Graduate Programs](#) or an advisor for instructions.

4.04 Degrees, Majors, and Minors

Concordia University Texas grants the following degrees at the undergraduate level:

- Associate of Arts
- Bachelor of Arts
- Bachelor of Science
- Bachelor of Business Administration
- Bachelor of Applied Arts and Sciences
- Bachelor of Science in Nursing

The general requirements for each degree as well as majors offered are described in the following subsections.

Degree Programs and Majors

Associate of Arts (AA)

Requirements for the Associate of Arts Degree

Students selecting the Associate of Arts degree must successfully complete a minimum of 64 credit hours to satisfy degree requirements.

Associate of Art (AA) in Behavioral Science (AABS) (Accelerated Degree Program only)

Students selecting the Associate of Arts degree must successfully complete a minimum of 64 credit hours to satisfy degree requirements. A minimum of 22 of the 64 academic hours required for the AA in Behavioral Science (AABS) must be taken at Concordia to meet the residency requirement. Students seeking the AABS who wish to continue to a BA degree should complete all degree requirements for the AABS degree before taking courses toward the BA degree.

Bachelor of Arts (BA)

Through the study and experience of the liberal arts, students will develop the ability to read, speak, and think critically in public settings make informed decisions and interpretations about national and international events

concerning culture, economics, government, and religion communicate clearly and persuasively in oral and written form; and develop insights and understanding of the human condition

Majors

Behavioral Sciences

The Behavioral Sciences major draws from two academic areas: Psychology and Sociology. Students study human behavior and develop skills that enable them to communicate effectively, think critically, and engage in research and investigation.

Business (Accelerated Degree Program only)

This degree provides a well-rounded introduction to the world of business. While familiarizing students with general business principles, this major specializes in developing leadership skills with the goal of better-preparing its graduates to become effective, caring, Christian managers. Because the degree emphasizes finance and accounting, graduates from this major will be well-prepared to enter graduate-level programs in Business and Business-related fields. The BA in Business, like all degrees in the Accelerated Degree Program, emphasizes communication skills.

Biology

The mission of the Biology Major is to cultivate in students those capabilities necessary for them to promote stewardship of the biotic environment and provide Christian leadership in careers related to biology.

Communications

The Communication Major provides students with an understanding of the communication process and with skills in message production. As society moves into the information age, men and women with schooling in communication will have a distinct advantage in sharing ideas and beliefs, molding opinion, and assuming an active role in shaping the future.

Director of Christian Education

The Director of Christian Education major provides basic educational, religious, and interpersonal foundations for the student and provides specialized training to develop individual interests in areas such as youth ministry, children's ministry, music and the arts, theology, cross cultural ministry, missional emergent, and outdoor ministry.

Education

Concordia University Texas currently offers state approved Bachelor of Arts programs for Elementary (Early Childhood through 6th grade), Middle School (grades 4 through 8), and Secondary (grades 8 through 12) Certification and Special Education as based on the State Board for Educator Certification (SBEC) Rules for an Educator Preparation Program. Upon completion of a teacher education program at Concordia and successful completion of the state certification examination (TEXES), a graduate may apply for recommendation for the appropriate state certification.

Elementary School Curriculum Major - Early Childhood – 6th grade

Middle School Curriculum Major - Grades 4-8 Generalist or Grades 4-8 Content Specific Certificate

Secondary School Curriculum Major - Grades 8-12 Content Specific Certificate

Special Education Curriculum Major-All Level EC-12

English

The English Major provides students the opportunity to read and analyze critically a variety of literary genres, and to develop skills in communicating clearly, cogently and coherently in writing and speaking.

Environmental Science

The Environmental Science Major emphasizes the relationship between humankind and the natural world, and prepares students to recognize and deal with the impact of human interventions on environmental systems.

Healthcare Administration (Accelerated Degree Program only)

The Bachelor of Arts in Healthcare Administration is a timely and important major that aims to prepare qualified workers for the burgeoning healthcare industry. This major concentrates on developing the skills necessary to be a qualified, capable and confident manager in a variety of healthcare environments.

Considerable attention is given to the development and articulation of a student's individual ethical positions regarding the complex issues that often arise in this industry. Successful students in this major may or may not

have prior work experience in health-related fields. A culmination course will provide a real-world experience for all students in the major. The BA in Healthcare Administration, like all majors in the Accelerated Degree Program, emphasizes communication skills.

History

The History Major prepares students for participation in a highly complex and demanding society. It fosters their ability to understand the origin and impact of major political and cultural developments, economic trends and social movements of the world around them. They come to appreciate and respect the diversity of their own rich heritage, as well as that of others, and interpret responsibility to the world around them through the use of critical thinking and communication skills.

Human Resource Management (Accelerated Degree Program only)

The Bachelor of Arts degree in Human Resources Management provides current and up-and-coming human resource (HR) professionals the skills necessary to position their organizations on the cutting edge of workforce development and management. By equipping HR students with proven candidate analysis and training techniques, a broad range of compensation models, the latest in personnel training, labor relations skills, strategic management, networking opportunities and more, Concordia University Texas HR graduates will be prepared to serve in a broad range of HR roles. The major in Human Resources Management, like all majors in the Accelerated Degree Program, emphasizes communication skills.

Kinesiology

A study of the mechanics and the anatomy of human movement, kinesiology has direct applications to fitness and health. With four tracks, Generalist, Athletic Training, Pre-Physical Therapy, and Fitness and Wellness Supervisor, students in this major select the track best suited to their career goals.

Multidisciplinary

The Multidisciplinary Major helps students acquire a broad background in the common areas of knowledge; focus on at least two areas for more in-depth study; develop critical thinking skills; and improve their ability to communicate effectively in speaking and writing.

Music

The Bachelor of Arts degree in Music is the primary musical degree granted by Concordia University Texas, and involves the most rigorous preparation for a future career and graduate study, while maintaining the liberal arts core for a well-rounded and comprehensive curriculum. Students in this degree program will receive a comprehensive musical education, with a significant grounding in theory, history, conducting, performance, and other foundations of the discipline.

Political Science

This major will prepare students to be professionally literate in the fields of law, politics, research, leadership, and analytical reasoning. In this degree, there is 47 hours of required coursework which includes political science, religion, and behavioral sciences courses, a thesis, scientific methods, and at least three semesters of practicum and/or service experience.

Bachelor of Applied Arts and Sciences (BAAS)

The Bachelor of Applied Arts and Sciences (BAAS) degree is designed to provide a transfer path into a bachelor degree program from AAS degree programs, which are approved in Texas by the Workforce Commission to meet specific career skill requirements through college credit programs. The BAAS degree requires a minimum of 124 credit hours and the structure for the degree plan is based on 4 classifications of credit hour requirements: general education core, a coherent technical specialty earned through an AAS degree, a major track enhancing the AAS and/or career, and general elective hours.

Major

Technical Management

Technical management provides the necessary skills to advance into supervisory and entry level management positions within the career path of the student as supported by the AAS training already achieved. The Technical Management program provides a selection of business courses in which students learn how to apply core business skills within their own career field or business environment.

Bachelor of Business Administration (BBA)

The Bachelor of Business Administration (BBA) is offered in the traditional and accelerated formats. Students graduating with a BBA degree from the traditional program will concentrate in one of five areas: Accounting, Finance, Management, Marketing and General Business. Students graduating with a BBA degree from the accelerated program will concentrate in Management. In addition, minors can be earned in Accounting, General Business, and Finance. The BBA consists of 128 hours: 55-57 hours of University core curriculum, 36 hours in the BBA Major, and 15 hours in the specific Concentration. The remaining hours of the required 128 hours are electives chosen from the Business curriculum or other fields of interest for the student.

Bachelor of Science (BS)

The College of Science offers both the Bachelor of Arts and Bachelor of Science degrees and includes those majors that focus on the natural world rather than the philosophical or spiritual world. In addition to the traditional sciences, the College also oversees programs of study in health care, as well as the advising of individuals pursuing careers in medical fields.

Majors

Biology

The Biology Major cultivates in students those capabilities necessary for them to continue to explore the field of biology, promote stewardship of the biotic environment, and provide Christian leadership in careers related to biological science.

Computer Science

The Computer Science Major is modeled after the Association for Computing Machinery (ACM) recommendations, which require 39 hours of computer science and 18 hours of mathematics courses. In the required courses, students develop both the theoretical and the practical skills needed to design computer systems; to design, install, or repair computer hardware; to write software; to perform mathematical analysis of algorithms and performance studies; and to reason clearly, think analytically, and solve problems.

Environmental Science

The Environmental Science Major emphasizes the relationship between humankind and the natural world, and prepares students to recognize and deal with the impact of human interventions on environmental systems.

Mathematics

The Mathematics Major offers courses in analysis, calculus, discrete mathematics, cryptology, differential equations, geometry, modeling, number theory, problem solving, probability, and statistics. In these courses, students develop the ability to reason clearly, think analytically, communicate mathematically, value mathematics, and solve problems.

Bachelor Of Science in Nursing (BSN)

The Nursing Major has two distinct parts: The Pre-Nursing preparation sequence of courses are taken the freshman and sophomore years; midway through the sophomore year, students may apply for the BSN in Nursing professional sequence, which is taken during the junior and senior years. The pre-nursing sequence consists of required courses in the sciences and humanities that provide students a solid foundation for the art and science of caring for others. The professional nursing sequence [NUR courses] will consist of nursing lecture and clinical courses that provide students the knowledge, skills, and attitude necessary to become competent and compassionate professional nurses and are only available to students admitted to the professional nursing sequence.

Double Majors and Post-Baccalaureate Certificate

Students pursuing a baccalaureate degree and desiring a double major must complete all courses unique to each major and make application for each major through the appropriate channels.

Students holding a baccalaureate degree and desiring a post-baccalaureate certificate in an approved program must complete course work unique to the major. Upon successful completion of the coursework, the student will be awarded a certificate of completion and it will be recorded on the student's transcript as a post-baccalaureate certificate.

Second Bachelor's Degree

Students may qualify for and earn a second bachelor's degree from Concordia University Texas by completing a minimum of 30 credit hours above the 128 credit hours required for the first bachelor's degree. These hours must

include all specific core and major requirements pertaining to the second degree that were not included in the first degree program. All courses must be completed in residence. The major for the second degree must differ from the first.

Minors -

A minor may be earned in most subject areas, unless otherwise specified, by completing a minimum of eighteen (18) credit hours in a given subject with at least nine of the eighteen hours being upper-level. Courses that a student uses to fulfill core requirements may not be used to fulfill minor requirements.

Courses that a student uses to fulfill major requirements may be used to fulfill minor requirements as well. Students majoring in an area may not also earn a minor in the same area. Some subject areas have specific course requirements for a minor. Those are shown below. All other subject areas require completing a minimum of eighteen (18) credit hours in a given subject with at least nine (9) of the eighteen hours being upper-level. If a subject area does not offer at least eighteen (18) hours of courses of which at least nine (9) are upper-level, then a minor is not possible in that subject area.

Accounting Minor - 21 credit hours

ACC 2301 Financial Accounting
ACC 2302 Managerial Accounting
ACC 3301 Intermediate Accounting I
ACC 3302 Intermediate Accounting II
Plus 9 credit hours of other upper-level accounting courses.

Behavioral Science Minor - 21 credit hours

PSY 1311 General Psychology
SOC 1301 Introduction to Sociology
PSY 2341 Statistics for the Behavioral Sciences
PSY 3391 Research in Behavioral Sciences
Plus 9 upper-level hours
3 hours in Psychology
3 hours in Sociology
3 Hours in Psychology or Sociology

Biblical Languages Minor – 20 credit hours

GRE 2311 Greek I
GRE 2312 Greek II
GRE 3313 Greek III
GRE 3314 Greek IV
HEB 3401 Biblical Hebrew I
HEB 3402 Biblical Hebrew II

Business Minor - 21 credit hours

ACC 2301 Financial Accounting
BADM 3311 Principles of Management
BADM 3321 Business Law
BADM 3350 Principles of Marketing
BADM 3360 Finance
ECO 2301 Intro. To Macroeconomics
ECO 2302 Intro. To Microeconomics

Business Minor – 21 credit hours: For students in the Accelerated Degree Program Only

ACC 2301 Fundamentals of Financial Accounting
ACC 2302 Fundamentals of Managerial Accounting
BUS 3310 Leadership and Business
BUS 3311 Principles of Management
BUS 3321 Business Law

BUS 3350 Principles of Marketing
BUS 3360 Finance

Chemistry Minor – 25 credit hours

CHE 1401 Chemistry I
CHE 1402 Chemistry II
CHE 2401 Organic Chemistry I
CHE 2403 Organic Chemistry II
Plus 9 Upper-level Hours from:
Any Upper-level CHE courses
or SCI 4310 Natural Science Research Project with a CHE topic

Broadcast and Production Minor – 19 hours

COM 2303 Mass Media History and Theory
COM 2308 Writing for the Media and Public Relations
COM 2314 Communication Technology
COM 3307 Media Analysis and Criticism
COM 3317 Production I: Film Style
COM 4100 Communication Practicum II
COM 4301 Digital Journalism and New Media Communication

Public Relations Minor – 19 hours

COM 2308 Writing for the Media and Public Relations
COM 3301 Diffusion of Innovation
COM 3308 Persuasive Communication
COM 3310 Public Relations
COM 3331 Organizational Communication
COM 4100 Communication Practicum II
COM 4301 Digital Journalism and New Media Communication

Interpersonal Communication Minor -- 19 hours

COM 3302 Nonverbal Communication
COM 3304 Group Dynamics
COM 3308 Persuasive Communication
COM 3325 Interpersonal Relationships
COM 3335 Intercultural Communication Experience
COM 33XX Conflict Resolution
COM 4100 Communication Practicum II

Computer Science Minor - 21 credit hours

CSC 1301 Introduction to Computer Science I
 CSC 1302 Introduction to Computer Science II
 CSC 2301 Introduction to Computer Systems
 CSC 2303 Data Structures

Plus Three Courses from any 3000 level CSC classes:

Economics Minor – 21 credit hours

ECO 2301 Introduction to Macroeconomics
 ECO 2302 Introduction to Microeconomics
 ECO 3320 International Economics and Trade
Choose four of the following classes:
 ECO 3321 Inter-American Trade and Development
 ECO 33XX Quantitative Methods (pre-req.: MTH 2301)
 ECO 3361 Money, Banking, and Credit
 ECO 3362 Healthcare Economics
 ECO 4365 Governmental Finance

English Minor (Drama) - 18 credit hours

ENG 1101 Experience of Drama (required 3 times)
 ENG 3302 Drama
 ENG 3321 Theatrical Performance
 ENG 3322 Group Performance
 ENG 3323 Shakespeare
 ENG 3307 Drama at Stratford
or International Study ENG 3398

Environmental Science Minor - 18 to 26 credit hrs

BIO 1403 Cellular and Molecular Biology - If not taken in the core.
 CHE 1401 Chemistry I - If not taken in the core.
 CHE 3402 Environmental Chemistry
 ESC 1302 Introduction to Environmental Science
 ESC 3306 Nat. Resources & Conservation Planning
 ESC 3403 General Ecology
Plus at least 5 hours from the following, including at least 3 upper-level hours:
 GLG 3301 Geology
 SCI 3303 Geology and Ecology of Southwestern US **or**
 SCI 3304 Geology and Ecology of Hawaii **or**
 BIO 3302 Tropical Biology
 BIO 1101-1106 Field Biology (only one course may be counted)
 ESC 3303 Environmental Law
 GLG 1101 Urban Geology
 BIO 1402 General Zoology
 BIO 2403 General Botany
 PHY 1401 Physics I
 CHE 1402 Chemistry II

Finance Minor - 18 credit hours

BUS 1360 Personal Finance
 BADM 3332 Quantitative Methods I
 BADM 3333 Quantitative Methods II
 BADM 3360 Finance
Plus two of the following:
 BADM 3361 Money, Banking, and Credit
 BADM 4361 Investments
 BADM 4363 Capital Budgeting

BADM 4365 Governmental Finance
 BADM 4366 Financial Risk Management

Healthcare Administration Minor - 18 credit hours

HCA 3311 Consumer Issues in Healthcare
 HCA 3312 Mgmt/ Essentials of Healthcare Organizations
 HCA 3315 Quality Management in HC
 HCA 3341 Essentials of Healthcare Ethics
 HCA 3360 Principles of Healthcare Finance
 HCA 4340 Legal Aspects of Healthcare Administration

Human Resource Mgmt Minor - 18 credit hours

HRM 3305 Legal Concepts in HR Management
 HRM 3315 Training and Development
 HRM 3320 Compensation and Benefits
 HRM 3325 Labor Relations
 HRM 3330 Organizational Staffing/Selection
 HRM 3345 Fundamentals of HR Management

Mathematics Minor - 21 credit hours

MTH 2301 Introduction to Statistics **OR**
 MTH 2305 Discrete Structures
 MTH 2401 Calculus I
 MTH 2402 Calculus II
 Select 10 additional upper-level MTH academic hours (3000 or 4000 level):
 MTH XXXX _____
 MTH XXXX _____
 MTH XXXX _____
 MTH XXXX _____

Media Production Minor – 21 credit hours

COM 2308 Writing for the Mass Media
 COM 3317 Media Production I
 COM 3318 Media Production II
 COM 3307 Media Analysis and Criticism
Plus any three courses from the following:
 COM 2301 Human Communication Theory
 COM 2303 Mass Media History and Theory
 COM 3304 Group Dynamics
 COM 4320 Production III

Music Minor (28-29 cr)

Prerequisites: MUS 1331 Music Fundamentals with grade of “C” or higher, or score 70+ on Theory Entrance Exam. Complete an audition on primary instrument. Approval of Music faculty.

Private Music Instruction

Primary Instrument: private instruction totaling 8 credits in a single instrument.
 Secondary Instrument: private instruction totaling 2 units in either piano or voice (cannot be same as Primary).

Course Requirements:

MUS 2334 Music Theory I
 MUS 2335 Music Theory II
 MUS 2118 Aural Skills I
 MUS 2119 Aural Skills II

MUS 3342 or 3344 Music History II or II
MUS 2234 Music Technology
MUS 4105 Senior Recital

Ensemble Requirements:

Any combination of music ensemble participation, totaling a minimum of 2 credits.

Additional course work: Choose 2 – 3 credits from the following:

Methods Courses (woodwind, strings, percussion, brass)

MUS 2115 Woodwind Methods
MUS 2120 String Methods
MUS 2210 Diction for Singers I
MUS 2214 Basic Conducting Techniques
MUS 2340 History of Jazz
MUS 32XX Piano Pedagogy (under development)
MUS 3342 or MUS 3344 Music History I or II (cannot be counted in Course Requirements above)

Political Science Minor

21 Hours of Political Sciences Courses. Must include the following:

POLS 1303 American Government & Citizenship
POLS 2331 Principles of Political Science
POLS 2332 American Political Institutions & Processes
POLS 3333 International Relations & Comparative Politics
POLS XXXX POLS 2000 or 3000 Level Elective
POLS XXXX POLS 3000 Level Elective

POLS XXXX POLS 3000 Level Elective

Religious Education Minor – 18 credit hours

REDU 3310 Youth Ministry
REDU 3317 Children’s Ministry
REDU 3320 Parish Administration
REDU 3330 Family Ministry
REDU 3340 Adult Education
REDU 3341 Leadership Development

Worship and the Arts Minor - 22 credit hours

COM 3303 Communication for Church Workers
COM 3322 Group Performance
MUS 3362 Worship & Music
MUS 4110 Worship Internship
MUS 2314 Conducting I
REL 3345 Theology of Worship

Plus three of the following:

MUS 1110 Piano-Keyboards
MUS 1114 Guitar
MUS 1124 University Choir
MUS 1128 Instrumental Ensembles
MUS 2116 Vocal Technique

Choose one of the following:

ART 1303 Introduction to Studio Art
COM 2314 Communication Technology

4.05 Degree Requirements – General for all degrees (except those in the College of Education, see Sec 12.00.) All BA and BS degrees require the following general education core credit hours. While some of the courses are prescribed, others may be chosen from the selected subject area to fulfill degree requirements.

General Education Core Requirements

English - 12 credit hours

ENG 1316 Academic Research & Writing
ENG 1317 Introduction to Literature
6 additional credit hours of English

Fine Arts - 3 credit hours

Any ART, Drama or MUS course.

Leadership – 1 academic hour

LDR 1100 Life and Leadership

Mathematics - 3 credit hours

Level 2 Math or higher

Natural Science - 7 to 8 credit hours

Any natural science lab course **plus** any three- or four-hour natural science course unless otherwise indicated.

All students must also complete the following additional general graduation requirements:

Physical Education - 3 one-hour credit courses

KIN _____
KIN _____
KIN _____

Social/Behavioral Science - 12 credit hours

HIS 1301 US History to 1877 **or**
HIS 1302 US History from 1877
GOV 1303 Introduction to American Government
6 additional credit hours from Social/Behavioral Science

Communication - 3 credit hours

COM 1300 Fundamentals of Communication

Religion - 12 credit hours

REL 1301 New Testament History and Reading
REL 1311 History and Literature of the Old Testament
6 additional credit hours of Religion

Computer Competency

CIS 1301 Introduction to Personal Computers or Competency Exam (no credit)

Complete the Collegiate Assessment of Academic Proficiency (CAAP) exam (offered each long semester through Concordia) or the Graduate Record Examinations ® (GRE) (offered at various testing sites) and have a copy of the GRE scores sent to Concordia.

CAAP/GRE

Students seeking a **Bachelor of Arts** degree are required to successfully complete each of the following:

Foreign Language Requirement - minimum of 6 hours of same foreign language

The foreign language requirement may be met by receiving the recommended score on a CLEP exam in any of the language exams offered.

Global/Cultural Requirement -

Complete three (3) hours from the following:

ENG 2301 World Literature: Classicism

HIS 2321 History of Western Civilization to 1715

PHL 3301 Survey of Western Philosophy

HIS 3308 Asian History and Culture

HIS 3301 History of Mexico

HIS 3314 Traditions/Values of Classical Civilizations

4.06 Course by Arrangement

Course-by-Arrangement (CBA)

Concordia University Texas offers the opportunity for students to receive instruction in an approved course within its curriculum through personal arrangement between the student and instructor. To apply for Course-by-Arrangement instruction, a *valid scheduling conflict* (see *definition* below) must exist. Permission to take a Course-by-Arrangement must be approved by the instructor, the advisor, and the Dean of the appropriate college or, for students in the Accelerated Degree Program, the Center Director/Dean.

- A maximum of **nine (9)** credit hours towards the completion of the degree requirements may be earned through Course-by-Arrangement instruction at the undergraduate level.
- Course-by-Arrangement (CBA) in the Master of Education program is limited to **three (3)** credit hours and will only be allowed by petition to the Graduate Education Committee.

Students may obtain the necessary form for Course-by-Arrangement from the Registrar's website

(www.concordia.edu) or in Student Central or from their Student Support Coordinator. In addition to tuition, there is an extra fee for a Course-by-Arrangement.

Definition

A valid scheduling conflict exists when:

- Courses a student needs for graduation are offered at the same time; or
- Course a student needs for graduation is not offered in that given term, and there is a valid reason the student did not take the course when last offered.

NOTE: Student's personal schedule or work schedule does not automatically constitute a valid scheduling conflict.

4.07 Developmental Courses

There are two developmental math courses and one developmental English course offered at Concordia University Texas. There are some substantial differences between the two types of developmental courses.

The two developmental math courses are MTH 0313 *Fundamentals of Math* and MTH 0320 *Intermediate Algebra*.

Students register for three hours of credit for these courses, but do not receive college level credit (this is designated by the 0 in the course number e.g., MTH 0313); therefore, there is no impact to the GPA. Grades for these courses are CR (credit) or NC (no credit). (Financial Aid does count these credit hours towards the total required for Scholarships, grants, etc.)

The developmental English course is ENG 0201 *Fundamentals of Writing Workshop*. This is a 2 hour course and is graded on a CR (credit) or NC (no credit) basis.

Students who are placed into any of the developmental courses are given two sequential semesters to pass the course. Students must enroll in the required developmental courses during the first semester of enrollment at Concordia. If the course is not successfully completed, the student must register for and successfully complete the course in the following semester. After two unsuccessful attempts to successfully complete a developmental course (NC, F or W) students will be academically dismissed and unable to return without successful completion of the appeal process.

4.08 Independent Study

An Independent Study is an individual tutorial emphasizing close reading and discussion of literature in an area of interest to the student that is applicable toward the student's degree but not offered as an existing course at Concordia. With guidance from the professor who has agreed to lead the Independent Study, the student is responsible for generating an outline for the course, selecting the appropriate text books/readings, developing objectives for the course, and creating a timeline for the starting and ending of the course.

Requirements:

A 2.75 cumulative GPA and a 3.25 average GPA in either: 12 credit hours of course work in the chosen discipline, including six upper-level-hours, or at least 12 credit hours of course work in the student's major, including six upper-level hours; and signature of approval from instructor, Director of the Major and Dean of the College.

The Independent Study Form is available on the Registrar's page of the Concordia website (www.concordia.edu) or in Student Central or from a Student Support Coordinator.

4.09 Online Courses

Concordia University Texas is a member of the Online Consortium of Independent Colleges and Universities (OCICU). Online courses are offered through OCICU in a variety of subject areas. Courses taken through OCICU count as residency hours. Contact the Dean of your College, your Academic Advisor, or your Center Director/Dean for more information about the program. For more information on the Concordia OCICU courses, see the College of Business section of the catalog. Concordia also offers courses through our On-Line Center (see Sec. 17.00).

4.10 Study Abroad and Experiential Education

Study abroad and experiential education is one of the best investments a student could make during the university years. Cross-cultural, real-world experiences are without equal in helping students develop leadership skills, think critically and creatively, master foreign languages, apply classroom content, mature spiritually and take responsibility for their neighbors' well being.

An international-travel program is something that must be considered carefully, however. Concordia has very high academic standards, and we expect the same of the off-campus experiences we recommend to our students. We have selected and vetted approved programs and providers that we know will provide rigorous academics and culturally grounded academic experiences.

Through our approved providers listed below, nearly the entire globe is available to our students. Meet with Richard Potts, the Coordinator of Study Abroad & Experiential Education to pick up your Enrollment Packet for Off-Campus Study.

4.10.01 Concordia Travel Courses

Our Travel Courses are developed "in-house" and taught by Concordia faculty. Past Travel Courses have visited every inhabited continent. Travel Courses are short-term (one month or less) programs and usually take place in the summer or on breaks in the academic calendar. At any time, two or three Travel Courses are taking applications. Below is a list of recurring Travel Courses, but others may be available. See the Coordinator of Study Abroad & Experiential Education for current Travel Courses.

Central America and the Caribbean. BIO 3302 Tropical Biology. Every spring break we conduct a nine-day trip to a Central American and/or Caribbean country. Faculty contact is Dr. Laurence Meissner. Additional fees apply.

Texas/Mexico Border. BADM 4311 International Business Management. A four-day trip usually scheduled during the Fall term to Eagle Pass/Piedras Negras which explores the economics, politics and culture of doing business on the Texas/Mexico border. Contact the Dean of the College of Business for details. Additional fees apply. Not offered every year.

Stratford, Ontario, Canada. ENG 3307 Drama at Stratford. Held each August, this one week trip to Stratford, Ontario, Canada, covers eight plays during the Stratford Festival and additional plays at the Shaw Festival at Niagara-on-the-Lake. Contact the Director of the English Major for more information. Additional fees apply.

Hawaii. SCI 3304 Geology and Ecology of Hawaii. Every third summer Concordia students travel on a two week trip to the Big Island and Kauai. See Dr. Laurence Meissner for details. Additional fees apply.

Pacific Northwest. BIO 3370 Ecosystems of the Pacific Northwest. Every third summer students may travel for two weeks to Mt. St. Helens and other ecological sites in the Pacific Northwest. See Dr. Laurence Meissner for details. Additional fees apply.

Grand Canyon & Southwest. SCI 3303 Geology and Ecology of the Southwestern US. Every third summer students have the opportunity to travel to the Grand Canyon and other desert sites in the Southwest. Contact the Office of the Dean, College of Sciences for details. Additional fees apply.

Texas. BIO 1101 - 1106. This course visits a different geographical region (six total) of Texas each term. The regions include East and Southeast, Rio Grande Valley, Southwest, Panhandle and Northwest, Central, and the Guadalupe Mountains. See Dr. Laurence Meissner for details. Additional fees apply.

4.10.02 Traditional Study Abroad

CISC: This is excellent semester-long study program is a joint project of Concordia University Texas and our sister Lutheran universities. CISC focuses on one location each year and usually one major subject area. The location rotates from year to year. For 2013, CISC will be in **Costa Rica**, one of the world's most beautiful and welcoming countries.

AHA International & International Studies Abroad (ISA): These two established, independent providers have truly global networks of locations, each one with language training and planned excursions in addition to the academic opportunities through their university partnerships. Both providers offer short term (summer) and long-term (semester and even one-year) study programs.

4.10.03 Process & Policies

All students seeking to participate in an off-campus study program must first meet with the Coordinator of Study Abroad & Experiential Education and complete an Off-Campus-Study Enrollment Packet.

The packet must be completed by March 30 for summer or fall travel and October 1 for spring travel. This deadline is independent of any application requirements established by the program/provider.

Eligibility: Those students who have completed 24 credit hours, maintain a 2.75 cumulative GPA and are in good academic, behavioral and financial standing with the University are eligible to participate in an off-campus study program.

Any off-campus-study experience not mentioned by name in this catalog - whether independent or arranged through a provider - is by default a "non-approved program". Eligible students desiring to participate in a non-approved program must thoroughly research and propose the program to the Study Abroad Coordinator, who will review the experiential and academic components and interview program leaders. Participation in non-approved programs may not be assumed, and additional fees (see below) and requirements may apply.

4.10.04 Fees

Costs for travel experiences vary with the economic conditions across the globe, as well as the always-changing cost of local and international transportation. Contact the Coordinator of Study Abroad & Experiential Education for costs of specific programs.

Financial Aid is available only for approved programs and providers described by name in this catalog. All government or private loans or grants can be used for approved off-campus study. Concordia institutional aid and merit scholarships do not apply to off-campus programs, but such institutional aid will be restored once students are back on campus.

For all off-campus programs, there is an additional fee of \$250. Concordia Travel Courses will include the off-campus fee in the total published costs. CISC, AHA and ISA do not include this fee in their published costs.

Any off-campus program (other than Travel Courses) that requires enrollment at Concordia and that will not provide an official transcript will be assessed an additional \$500 fee to approve the courses and load them into Concordia's system.

4.11 Internships

General Internship and Scholarship Information

Information on non-program-specific internships that are available can be found by contacting the Career Center. Some types of internships offered may include summer internships in a broad array of disciplines as well as summer travel internships. For example, when in session, the Texas House of Representatives offers a 20-hour per week internship in Political Science that can last one term.

The Career Center also offers other career-related information.

Specific Program Internship Guidelines

The major objective of an internship is to provide meaningful work experiences similar to those of professionally trained employees. It should provide a variety of work opportunities, allowing you to spend time in several different departments or areas, providing as much “hands-on” experience as possible.

The programs listed below provide an internship option to earn credits towards a degree. If interested, the student should take the initiative to a) gather information about the internship experience, b) talk with the internship program director or the director of the major, c) register for the class and d) arrange the internship with an organization related to that field. Each program has some guidelines for students to follow which provide internship-related information to students.

Programs offering this opportunity maintain contacts and have a file of available internships. In some cases internships may be generated by the internship coordinator, but in most cases students will work in conjunction with their director to establish their own internships. Before pursuing the internship, approval must be received from the internship program director or the director of the major. Credit will be given only for those approved internships that meet the program guidelines and policies.

The following programs offer internship opportunities:

Accounting	Director of Christian Education
Behavioral Sciences	Environmental Science
Business Administration	History
Communication	Kinesiology
Computer Science	Marketing

Program Specific Guidelines

Behavioral Sciences Internships: In the Behavioral Sciences internship, students set up their own internships, but are assisted by the faculty contact person. Students may complete an internship with any human service organization (state agency or non-profit). They must complete 180 hours of on-the-job work as well as several written assignments. The students meet with the contact person periodically, who visits them at the site and meets with their supervisor.

Business Administration Internships: College of Business students seeking an internship in accounting, business, or marketing must first apply for an internship through the Director of Business Internships. Applications are included in the College of Business Internship Guidelines package, located on the College of Business Web Site or in the College of Business office. Internship sites may be student-initiated or set up through the Director of Business Internships. Students must complete 150 – 180 hours of on-the-job work on a project outside of normal day-to-day responsibilities. Requirements include weekly written reports, periodic meetings with the Director and/or the professor responsible for the internship, and a final evaluation from the internship supervisor. For prerequisites and further information, see the College of Business Internship Guidelines.

DCE Internships: The final requirement for DCE certification is a yearlong internship, normally following graduation, in a congregation, agency or mission site of The Lutheran Church-Missouri Synod. While interns register as students under the ultimate direction of the DCE Program Director during internship, they are also paid by the participating congregation or agency and are under the direct supervision of a full-time person in the congregation or agency during this time.

Environmental Science Internships: An internship in environmental science provides students with meaningful work experiences similar to those of environmental agency professionals. To the extent possible, internships provide as much “hands-on” experience as possible, allowing interns to perform meaningful work. An extremely important emphasis of the internship program is to provide exposure of interns to a wide array of opportunities in a variety of departments for observation, training, and participation in the functions of the business or agency. Prior to pursuing an internship, the student must consult with the Director of the Major. All internships must meet the Environmental Science Program guidelines and policies as described in the Environmental Science Handbook.

4.12 Service-Learning

Concordia's Service-Learning program and mission combines a Servant Youth Leadership Initiative to provide leadership development for college students.

Service-Learning is a form of instruction in which students design projects to address community needs as part of their academic studies. It combines field and classroom instruction by linking community partners to service projects. Service projects directly flow from established and required learning outcomes for non-credit or credit-bearing academic courses. Students collaborate and discuss their ideas with community partners in order to identify and address a meaningful community need. Service-Learning links academic study to meaningful community service so that students' academic experience and communities are mutually strengthened.

4.13 Methods of Gaining Non-Residential Credit -

4.13.01 Transfer Credit

Credit from a regionally accredited institution must fit within the liberal arts framework of Concordia University Texas to be considered for transfer credit. Transfer credit that meets this requirement is normally accepted on a credit-for-credit basis. Transfer credit from institutions in candidacy status with a regional accrediting body which are later granted accreditation will normally be accepted based on the same criteria as that from a regionally accredited institution. A minimum grade of "C-" in the course for which credit is requested for transfer is required by Concordia University Texas. Courses from a junior college are not accepted as upper-level credit. Credit from non-regionally accredited institutions is generally not acceptable.

Coursework completed prior to the first day of the term enrollment begins at Concordia will not be accepted or considered for transfer credit unless the institution was reported at the time of admissions and the official transcript is received by the Registrar's Office of Concordia. Estimates or statements of transfer of credit are un-official and only the final determination by the Registrar's Office based upon official transcripts can be used to establish credit hours transferred and requirements met through such transfer. All official transcripts must be in the Registrar's office on or before the fifth class day for traditional undergraduates; prior to the first night of the first class of the term for students in the Adult Degree Program; or five days after the start of the term for Graduate Students.

Concordia students who wish to take courses at other institutions for credit transfer back to Concordia must fill out, sign, and submit a Transfer Course Approval form to the Office of the Registrar prior to enrolling in a course at another institution. After review, notification will be sent to the student indicating whether or not the request has been approved. Positive approval from the Registrar's office assures the student that credit for that course will be accepted as credit toward their degree at Concordia. Credit from courses taken without prior approval may not be accepted.

Students enrolled in the College of Education majoring in Elementary School Curriculum, Middle School Curriculum, Secondary School Curriculum and EC-12 Special Education will have all coursework accepted in transfer towards the Concordia University program included in their cumulative GPA calculation at Concordia University Texas.

It is the student's responsibility to provide the Registrar's Office at Concordia University Texas with all needed documentation from the institution from which they want to receive transfer credit. The acceptability of courses presented for transfer credit from other colleges will be determined by the Registrar's Office in conjunction with Concordia faculty.

Courses/Credits that are generally not accepted for credit include:

- Credit from courses that are remedial in nature;
- Credits from non-regionally accredited institutions; and
- Credits from institutions that are regionally accredited but do not fit within the liberal arts framework of Concordia University Texas.

Courses/Credits not accepted for transfer credit

- Credits from courses for which the student earned a grade of "D" or lower; and
- Credits received through continuing education.

Grade points earned from any accepted transfer credit is not figured into the grade point average (GPA) calculation for Concordia University Texas except for admission purposes. Transfer courses cannot be used to replace an existing grade at Concordia nor can it be used to improve Standards of Academic Progress evaluations.

Non-Repeatable Courses

Except for specific physical education courses, credit may only be earned once for a specific course. If a student is awarded transfer of credit for a course and then elects to take the same course at Concordia University, the Registrar's Office will remove the transfer of credit in favor of the course taken in residence.

4.13.02 Neutral Credit

Credit by exam including CLEP, AP, ACTPEP, DANTES/USAFI, military colleges and other extra-institutional programs evaluated by American Council on Education (ACE), may be used to satisfy degree requirements but do not count toward residential credit requirements. Credits based on ACE evaluations of non-collegiate sponsored instruction (e.g., corporate, state training programs) and Prior Learning Assessment (PLA) do not meet Concordia residency requirements (neutral).

4.13.03 Advanced Placement Exams -

Concordia University Texas accepts college credit for satisfactory scores on the College Board's Advanced Placement Examinations.

Scores of 3, 4, or 5 = Satisfactory CE (Credit by Exam)

Scores of 1 or 2 = Unsatisfactory No Credit

Admitted students who receive satisfactory scores in the subject areas indicated by the Advanced Placement Examinations will be awarded equivalency credit for the Concordia courses as indicated below:

AP Examinations

Biology
Chemistry
Computer Science
Economics: Macro
Economics: Micro
English Language & Composition
English Literature & Composition
Gov't & Politics: United States
Geography, Cultural (Human)
United States History

Latin (both tests)
Math: Calculus AB

Math: Calculus BC

Music Theory
Physics B or C

Psychology
Spanish Language

Statistics

Concordia Equivalent

BIO 1401 Principles of Biology
CHE 1401 Chemistry I
CIS 1301 Intro to Personal Computing
ECO 2301 Intro to Macroeconomics
ECO 2301 Intro to Microeconomics
ENG 1316 Academic Research and Writing
ENG 1317 Intro to Literature
GOV 1303 Intro American Gov't
GRG 1311 Principles of Geography
HIS 1301 History of the U.S. to 1877 and
HIS 1302 History of the U.S. from 1877
LAT 1301 Latin I
MTH 2401 Calculus I,
MTH 1332 Applied Calculus (College of Business)
MTH 2402 Calculus II
MTH 1332 Applied Calculus (College of Business)
MUS 2334 Music Theory I
PHY 1401 Physics I and
PHY 1402 Physics II
PSY 1311 Introduction to Psychology
SPN 1401 Spanish I and
SPN 1402 Spanish II
MTH 2301 Introduction to Statistics

Admitted students who receive satisfactory scores in other Advanced Placement Examinations that do not have a Concordia equivalent will be granted three hours of credit. The Advanced Placement Examinations in this category include:

Art, History
Art, Studio – all exams
Comparative Government and Politics

European History
French
World History

4.13.04 CLEP Examinations

Currently enrolled students may submit CLEP scores for evaluation for credit. Students must score at or above the ACE recommended passing grade on the appropriate CLEP examination. Concordia University Texas will award equivalency credit for the following:

Concordia Course Title

ACC 2301 Financial Accounting

CLEP Examinations

Financial Accounting

BIO 1401 Principles of Biology	General Biology
BUS 3311 Principles of Management	Principles of Management
BUS 3321 Business Law	Introduction to Business Law
BUS 3350 Principles of Marketing	Principles of Marketing
CHE 1401 Chemistry I and	General Chemistry
CHE 1402 Chemistry II*	
ECO2301 Intro to Macroeconomics	Principles of Macroeconomics
ECO 2302 Intro to Microeconomics	Principles of Microeconomics
ENG 1316 Academic Research & Writing	College Composition
ENG 1317 Introduction to Literature	Analysis/Interpretation of Literature
ENG 2303 American Literature	American Literature
ENG 2305 Survey of British Lit	English Literature
GER 1401 German I and	German
GER 1402 German II*	
GOV 1303 Intro to American Government	American Government
HIS 1301 History of the U.S. to 1877	US History I
HIS 1302 History of the U.S. from 1877	US History II
HIS 2321 Western Civilization to 1715	Western Civilization I
HIS 2322 Western Civilization from 1715	Western Civilization II
MTH 1323 Quantitative Literacy	College Math
MTH 1325 Math for Liberal Arts	College Math
MTH 1352 Pre-calculus	Trigonometry/College Algebra/Trig
MTH 1351 College Algebra	College Algebra
MTH 2401 Calc I & MTH 2402 Calc II*	Calc/Elementary Functions
PSY 1311 General Psychology	Introduction to Psychology
PSY 2301 Lifespan Development	Human Growth and Development
SOC 1301 Introduction to Sociology	Introduction to Sociology
SPN 1401 Spanish I and	College Spanish
SPN 1402 Spanish II*	
No Concordia equivalent	French (may satisfy foreign language requirement)

*ACE recommended test scores will determine if foreign language, calculus or chemistry credit will be awarded.

4.13.05 Credit by Examination

A maximum of 15 credit hours of credit may be earned by examination for application toward the Associate of Arts Degree; a maximum of 30 credit hours may be earned by examination for application toward the Bachelor of Arts or Science Degree. Concordia will determine the award of postsecondary academic credit for extra institutional credit-by-examination programs related to the student's educational objective at Concordia based on the most recent recommendations by the American Council on Education. **Concordia assumes no responsibility for awarding credit for examinations taken that are not on the acceptable list for such credit.**

4.13.06 International Baccalaureate

Concordia University recognizes the International Baccalaureate (IB) and accepts individual course credit for higher level (HL) IB courses with test scores of 4, 5, 6, or 7. For each course presented and accepted, 3 credit hours of credit will be granted to be used in the student's program as appropriate. No credit will be granted for standard level (SL) courses.

4.13.07 Military Experience and Education

Concordia will accept credits earned through the USAFI or DAN TES program and grant credit for military educational experiences in accordance with the recommendations of the American Council on Education. Student will need to provide the Registrar's Office with:

- a copy of the student's DD-214 showing all schools attended, or
- a Community College of the Air Force (USAF) transcript, or
- a SMART (US Navy, US Army, or US Marine Corp) transcript.

If there is more than one DD-214 showing schools attended, student will need to provide the Registrar's Office with copies of each one. Based on this documentation, evaluation of the student's military education and experience will determine if credit can be awarded.

4.13.08 Prior Learning Assessment (PLA)

Degree-seeking students currently enrolled at Concordia University Texas may petition for Prior Learning Assessment (PLA) credit based on previous experiential learning acquired on the job, in previous training and/or through personal study. Students may petition for PLA credit for only those eligible courses listed in the current Concordia Undergraduate Catalog. Students must meet with their advisor to review the PLA criteria and the petition development process before attempting to earn credit through prior learning assessment. Information on completion of a Prior Learning Assessment portfolio is available from a Student Support Coordinator.

Concordia grants **up to** eighteen (18) credit hours for properly documented prior experiential learning that demonstrates achievement of all outcomes for specific courses in an approved Concordia major. PLA credit may not be used to satisfy Concordia residency requirements for graduation. PLA credit is awarded on a Pass/Fail basis. Concordia University does not grant block credit and will not award PLA credit based on internships, Independent Study courses or courses for which CLEP or other equivalency exams exist (as listed in the Concordia Undergraduate Catalog). Maximum use will be made of national, standardized equivalency exams to award credit for prior experiential learning.

Students are responsible for supplying clear and convincing documentation to support their PLA petition. Concordia may not accept documentation of experiential learning acquired while the student attended an institution that was not accredited by a regional accrediting association. Students may not petition for PLA credit using a course for which they have already received credit on a college-level transcript.

Once submitted, the PLA petition is reviewed by selected faculty at Concordia University Texas. Final approval is given by the Provost and notification comes from the Registrar's Office. All material submitted with the PLA petition becomes the property of Concordia University Texas.

Students intending to submit a portfolio for PLA evaluation must submit it no later than six months prior to their anticipated date of graduation. The PLA assessment fee for each petition submitted must be paid in advance with a copy of the receipt included in the portfolio at the time of submission. PLA credit is awarded in the term in which the petition is approved by the Provost. Concordia University Texas does not accept PLA-type credit from other institutions. See 5.00 Fees and Refunds section of the catalog.

4.14 Grades and Academic Appeals-

Posting of Grades

Completed course grades are posted to MyInfo twice during the term; once at mid-term (9th week of the term) for courses completed in the first eight-weeks of the term and within 7 to 10 business days after the official last day of the term. Calculation of term and cumulative grade point averages is completed after all grades are submitted and are posted at the end of every term. Mid-term posting of grades does not result in re-calculated grade point averages.

Academic Appeals

Students who have an academic grievance with an instructor should discuss the issue with the instructor before pursuing any other action. If the student and the instructor are unable to resolve the issue, the student may appeal to the Dean of the College or University Center in which the issue occurred. If the student does not feel that the issue has been resolved by the Dean of the College, the student may appeal to the Provost, whose decision is final.

NOTE: In the case of grade appeals, students have until midterm of the following long term to challenge course grades, have a decision reached, and, if necessary, have the appropriate paperwork submitted to the Registrar's Office. Paperwork received in the Registrar's Office after the deadline will, in most cases, not be accepted.

4.14.01 Grade Change Policy

Requests for grade changes are to be made to the instructor of the course in which the grade was received. Grades may be changed by the professor until noon on the third day following the last day of final exams without additional paperwork submitted. Grade changes are normally limited to miscalculations by faculty when computing the final grade, errors in recording grades or delays by faculty in locating misplaced assignments. After the third day following the last day of exams, all grade changes must be a result of miscalculation of the final grade by the faculty person assigned to the course in question and submitted on a Grade Change Request form with all required signatures. A grade change request may not be initiated after mid-term of the following long term.

4.14.02 Incompletes

An “Incomplete” is not a grade but a place-holder (denoted by an indicator of "I" in place of a grade). In order for an instructor to assign a student an “Incomplete” an Incomplete Form must be submitted by the student to the professor of the course in which student is requesting an “Incomplete.” The completed form, indicates that the following criteria are met:

- specific course requirements have not been completed due to circumstances clearly beyond the student's control, and
- the completed work to date is of passing quality.

Under no circumstances will the "I" indicator be assigned as a means of avoiding or postponing a low course grade. By signing the Incomplete Grade form, the instructor and the student agree that **both** conditions exist. Completed and signed forms are due in the Registrar’s office prior to the last regularly scheduled class day of the term or for the Accelerated Degree Program, prior to the beginning of the last class session of the course for which an incomplete is sought.

The Incomplete Form requires that both parties state

- the reason for the incomplete,
- the specific work required to complete the course, and
- the grade to be assigned if the work is not complete by the agreed upon date.

The student assumes the primary responsibility for completing the course within the initial or extended time limit and under the criteria established by the instructor. The "I" will be changed to the agreed upon grade if the specified deadline is not met or notice is sent to the Registrar’s Office of the completion of the work as indicated by a final grade.

Resolution of the Incomplete must be finished by end of the following long term. Whether or not the student is enrolled during the following long term has no bearing on this date. One extension is allowed. **Total time of Incomplete, with extensions, may not exceed one (1) calendar year.** Incompletes must be processed in time to allow the instructor to submit the Incomplete Grade Form to the Registrar's Office along with the final grade roster of the class. **Failure to fulfill all requirements of an “Incomplete” where no agreed upon grade was specified should requirements not be completed will result in a grade of “F.”**

Note: Students with an unresolved Incomplete on their transcript are not allowed to participate in commencement ceremonies and will not be allowed to graduate.

Accelerated Degree Program Incomplete Requirements

Students in the Accelerated Degree Program must fulfill the requirements of an Incomplete within two (2) weeks of the end of the course in which the Incomplete was given. **Failure to fulfill all requirements of an “Incomplete” where no agreed upon grade was specified should requirements not be completed will result in a grade of “F.”** No time extensions are allowed following the initial two-week period.

Master of Education

The student has the following eight week session to fulfill the requirements of the course in which the Incomplete was received. If more time is required, the student may request one extension (via petition to the Dean). If granted, the student would have one additional eight week session to fulfill the requirements of the incomplete course. If a student is granted an Incomplete in a Summer I course, the student will have a full eight weeks to fulfill the requirements of the course in which the Incomplete was received starting with the first day of the Summer II term. If the student fails to complete the course in the second eight week session, the student will receive the grade indicated by the professor on the incomplete form. An Incomplete designation is not allowed for thesis students.

4.14.03 Repeating Courses -

For Improving GPA

Students may repeat courses to improve GPAs. While the previous grade in a repeated course continues to be included on the transcript, only the higher of the two grades will be used in computing the grade point average. A course taken at Concordia University Texas must be repeated at Concordia University Texas if it is intended to replace an earlier grade. Unless otherwise specified in the course description, regardless of how many times the student passes the course, the credit hours for a repeated course will only be counted once.

For Additional Credit

Students may elect to repeat any course(s) designated as repeatable for credit. Courses not designated as repeatable for credit or designated as non-repeatable for credit may only be taken again to improve GPA.

4.14.04 Final Examination

Normally, written examinations covering the work of the entire traditional semester or part of term are given at the end of each semester or part of term. During the last week of each sixteen-week semester, time is set aside for final exams and all final exams are to be given during this designated time. The registrar's office will publish a finals schedule, make it available to all faculty members, and post it on the Concordia web page. All final exams are to be given during the scheduled times and dates.

Accelerated Degree Program final exams are administered on the last class day of the course. See course schedule for final class date. All final exams are to be given during the scheduled times and dates.

4.14.05 Grading System and Final Course Grades

Grading System

Concordia uses the following grades:

A	Excellent	E	In Progress Student must	CR	Credit
B	Above Average		successfully meet both the	NC	No Credit
C	Average		Grade Point Evaluation and the	P	Passing (for Pass/Fail
D	Below Average		Earned Credit Hour Standards.		Courses)
F	Failure	I	Incomplete	W	Withdrawal
		CE	Credit by Examination	NR	No grade recorded

Note: The Master of Business Administration and the Master of Education Programs do not award the grade of "D". Grades of I, CE, CR, NC, P, and W are not used in computing a student's cumulative grade point average. However, the hours may count toward attempted hours as stated in Concordia's Standard of Academic Progress policy.

4.14.06 Dean's List

Full-time (enrolled in 12 or more G.P.A. hours), degree seeking, undergraduate students whose Concordia term grade point average is 3.50 or higher are placed on the Dean's List for that term. This academic status is recorded on the student's official transcript.

4.14.07 Satisfactory Academic Progress

Concordia University Texas has established Standards of Academic Progress (SAP) as an integral part of its goal to promote student success. Student must successfully meet both the Grade Point Evaluation and the Earned Credit Hour Standards. Periodic measurements are made of each student's academic achievement in comparison to the standards established as the minimums for continued participation in the program. It is in neither the students' nor Concordia's best interest to have students remain in a program if satisfactory progress is not being achieved toward degree completion. For students who have difficulty meeting these minimum standards, Concordia has in place a series of interventions to determine the nature of each student's difficulty and to set immediate goals and strategies for improvement. When indicated, permission for continued enrollment is withdrawn by Concordia in a timely and professional manner.

Grade Point Evaluation Standard

Qualitative standards of academic progress are assessed through Grade Point Average (GPA) evaluation. The calculation of the grade point average is done at the end of each term (spring, summer, fall). Only courses taken at Concordia are used to figure GPA. Calculation is done by dividing attempted hours by quality points (see **Table 1** below). Attempted hours are all credit hours in which the student is enrolled on the date of record for the semester (census day). If a course is repeated, only the highest grade** will be figured in the GPA. For the purpose of GPA calculation, grades of "I", "NC", or "W" will not be counted.

Determining Quality Points

Table 1

Grade	Formula	Example
A	4 pts. X number of credit hrs	3-credit hr. course = 12 pts.
B	3 pts. X number of credit hrs	3-credit hr. course = 9 pts.
C	2 pts. X number of credit hrs	3-credit hr. course = 6 pts.
D	1 pt. X number of credit hrs	3-credit hr. course = 3 pts.
F	0 pts.	0 pts.

****Highest grade earned on a repeated course is figured into the calculation to determine GPA. The lower grade no longer counts in the GPA calculation, but the hours are included in attempted hours on transcript. ****

A Concordia student must maintain a prescribed GPA (see diagram below) to remain in good academic standing to graduate from Concordia. If the term GPA is less than 2.00 at the end of any term during which at least one GPA course was completed, the student is placed on Dean’s Warning (provided the student was not dismissed under another provision of this policy). Developmental courses are not considered GPA courses and are therefore not calculated into the cumulative GPA.

If at the end of any term the student’s cumulative GPA drops below the prescribed standard (see diagram below), the student is placed on University Probation for the next term in which the student is enrolled. University Probation is permanently noted on the student’s transcript and becomes part of the student’s permanent record.

Earned Credit Hour Evaluation Standard

Quantitative standards of academic progress are assessed through earned credit hour evaluation. The calculation to determine whether or not the correct percentage of coursework has been earned (credit given) is done at the end of every term (spring, summer, fall). See **Table 2** below.

- All hours transferred in plus all hours attempted at Concordia are used to determine Level.
- Only courses passed with grades of "A", "B", "C", "D", "P", or “CR” will be counted as hours earned.
- Grades of "I", "F", “NC”, or "W" will not be counted as credits earned, but will count towards credits attempted.
- Courses repeated to improve GPA will not be counted as hours earned toward satisfactory progress but are counted as hours attempted.

If the student’s earned credit hours do not meet the stated standard, the student is placed on University probation and permanently noted on the student’s transcript.

Table 2
Standard of Academic Progress Chart

Level	Percentage of attempted hrs. that must be earned*	Undergraduate Student Cumulative GPA	Undergraduate College of Ed. Cumulative GPA	Graduate Student Cumulative GPA
Freshman [0 – 29 earned hrs.]	45%	2.00	2.00	3.00
Sophomore [30 -59 earned hrs.]	50%	2.00	2.00	3.00
Junior [60 – 89 earned hrs.]	60%	2.00	2.50	3.00
Senior [90 + earned hrs.]	67%	2.00	2.50	3.00

(*partial hours will be rounded up)

If at any time the student does not reach the required percentage of earned hours or the student’s cumulative GPA drops below prescribed standard, the student is placed on Academic Probation.

Academic Probation Sanctions

While on University probation, the student

- is limited to fifteen (15) hours or less of registered courses within the term,
- must meet with the director of the Success Center within the first two (2) weeks of classes (either in person or by telephone),
- may be referred for counseling.

Standards of Performance for Students on Academic Probation - Undergraduate

The probationary period is generally one term and formal academic advising is encouraged prior to enrollment in this term. The student who enrolls in a probationary term must attempt at least one necessary course. At the end of the term, the student will be in one of the following categories:

If **any** of the following occurred, the student is dismissed:

- Withdrew from all courses during the term

- Enrolled in one or more non-degree-required courses, but did not pass them all
- Enrolled in and completed one or more degree-required courses, and the term GPA was below 2.00
- Did not meet one or more quantitative standards

If all quantitative standards were met, **and** the cumulative GPA was below 2.00 or the student had never completed a degree-required course, **and any** of the following occurred, the student remains on probation one more term:

- Enrolled only in degree-required courses, completed at least one of them, and the term GPA was at least 2.00
- Enrolled only in developmental courses and passed them all
- Enrolled in both degree-required and developmental courses, passed all developmental courses, and the term GPA was at least 2.00 if any degree-required courses were completed

At the end of the second probationary/reinstatement term, if **any** of the following occurred, the student is dismissed:

- Withdrew from all courses during the term
- Enrolled in one or more developmental courses, but did not pass them all
- The cumulative GPA was below a 2.00
- Never completed a degree-required course
- Did not meet one or more quantitative standards

If **all** of the following are true, the student returns to good academic standing:

- Completed the term
- Passed all developmental courses attempted during the term
- Cumulative and term GPA were at least 2.00, or had never completed a degree-required course
- Met all quantitative standards

Standards of Performance for Students on Academic Probation - Graduate

The probationary period is generally one term. Formal academic advising is encouraged prior to enrollment in this term. The student who enrolls in a probationary term must attempt at least one necessary course. At the end of the term, the student will be in one of the following categories:

If **any** of the following occurred, the student is dismissed:

- Withdrew from all courses during the term
- Enrolled in and completed one or more degree-required courses, and the term GPA was below 3.00
- Did not meet one or more quantitative standards

If all quantitative standards were met, **and** the cumulative GPA was below 3.00 **and any** of the following occurred, the student remains on probation one more term:

- Enrolled only in degree-required courses, completed at least one of them, and the term GPA was at least 3.00
- Enrolled in degree-required courses, passed all courses, and the term GPA was at least 3.00

At the end of the second probationary/reinstatement term, if **any** of the following occurred, the student is dismissed:

- Withdrew from all courses during the term
- The cumulative GPA was below a 3.00
- Never completed a degree-required course
- Did not meet one or more quantitative standards

If **all** of the following are true, the student returns to good academic standing:

- Completed the term
- Passed all developmental courses attempted during the term
- Cumulative and term GPA were at least 3.00
- Met all quantitative standards

Appeal Process

To appeal an Academic Dismissal, student should contact Student Central. Appeal forms along with instructions will be sent to the student. Academic Dismissal appeals for reinstatement must be submitted in writing to Student Central on the Main Campus. All Academic Dismissals must be successfully appealed prior to attempting to continue study at Concordia University Texas.

- All appeals must include the Dismissal Appeal Form and be submitted at least five (5) business days prior to the start of the next term or the intended enrollment period.
- All appeals must explain the cause of the mitigating circumstances that directly contributed to the poor performance, including any documentation necessary to validate issues of fact, and provide evidence that these circumstances have been remediated or are no longer a contributing factor towards your ability to perform academically.
- Student must provide a realistic plan for meeting the requirements to be restored to good standing. The Academic Appeal Documentation form (provided with dismissal letter) should be used to properly prepare the required documentation and must be submitted with the Dismissal Appeal Form.
- The Dean or their designee, in consultation with student's faculty advisor and Division Chair as deemed necessary, will review the petition and decide on the outcome of the appeal including any conditions or requirements. The Dean may or may not choose to meet in person with student. If student has not yet declared a major, the petition should be submitted to the Registrar. A committee chaired by the Registrar, and including the Faculty Advisor, Provost and one of the College Deans will review the petition and make the official ruling.
- Submitting the correctly completed forms does not automatically guarantee reinstatement.
- Student will be notified of the results of the appeal by letter and/or email to student's CTX email account.

Secondary Appeal

Denied petitions for reinstatement may be presented to the Provost's Office with an additional written statement delineating the challenges to the prior ruling and providing any additional relevant information. The Provost or an appointed academic review committee (Deans or designees involved in the initial appeal decision will be excluded) will consider the challenge appeal. Successful challenges received after the start of the next term will not be granted reinstatement until the following term.

Reinstatement

If the appeal is approved and the reinstatement takes place prior to the end of late registration, the student will be permitted to register for classes. Readmitted students are automatically placed on Academic Probation status for the term in which he/she is reinstated. Failure to meet the requirements specified in the appeal approval or those required for the probationary term will result in a second academic dismissal from the University. Reinstatement from such a second dismissal is not generally approved except in extreme situations.

Once a student has been Academically Dismissed, a successful appeal process as outlined previously in this section must be completed prior to or as part of the re-enrollment process. In order to register for courses, the student must be fully admitted to Concordia University Texas. If the appeal for reinstatement is not successfully completed prior to the end of the late registration period, the individual is required to complete the re-enrollment process.

4.15 Graduation - Graduation Application

Candidates for a Concordia University Texas degree or the Lutheran Teacher's Diploma must be registered for the appropriate Graduation Course during the final term in which the work is to be completed and the diploma/certificate is to be awarded. Registration for the graduation courses will be available during normal registration periods as published in the Academic Calendar. If the student does not complete the work in the semester for which graduation registration took place, the registration will remain active for the remainder of the academic year in which student applied. If the student does **not** complete their work in the extended graduation registration period, the student will have to register for graduation again and will be charged the normal graduation fee.

Registering for the graduation course charges the corresponding fee to the student's account (see [Tuition and Fees](#)) and initiates a comprehensive degree audit. If the graduation degree audit shows successful completion of all requirements (or current enrollment in remaining requirements) or that the student is eligible to participate in commencement, a confirmation email will be sent to the student's ctx.edu email account with further instructions.

Concordia University Texas strongly recommends that students *not* take courses at other institutions or examinations for credit during the final term of their senior year of study. Because of the delay in receiving official transcripts/notification of scores, doing so may delay the term in which the student is awarded their degree.

The name used on the diploma will be the one found in the university data system as shown in MyInfo. The only name changes allowed are those made to the student's official records. A change of this type is done by filling out a

Personal Information Change Form and submitting it along with appropriate documentation to the Registrar's Office no later than four (4) weeks prior to the graduation date for that term.

If the degree audit indicates that the requirements for graduation and/or participation in commencement have not been met, the student is sent a detailed explanation. This explanation includes a listing of all requirements still outstanding.

Graduation Requirements

Undergraduate students seeking an Associate of Arts degree will

- Attain a 2.00 cumulative GPA in all college coursework attempted at Concordia.
- Successfully complete a minimum of 64 credit hours.
- Earn a minimum of 48 hours from the liberal arts and/or fine arts areas.
- Earn a minimum of 22 credit hours in residence.
- Register for the appropriate graduation course during published registration times.

Undergraduate students seeking a Bachelor's degree will

- Attain a 2.00 cumulative GPA in all work completed at Concordia and maintain a 2.25 GPA in their major, with the following exceptions:
 - Religious Education majors must earn a 2.50 cumulative GPA and maintain a 2.50 GPA in the major.
 - Elementary School Curriculum, Middle School Curriculum, Secondary School Curriculum majors must earn a 2.50 cumulative GPA, and a 2.50 GPA in the major based on all courses attempted at any college including Concordia.
- Earn a minimum of 39 upper-level credit hours (courses beginning with a "3" or "4").
- Earn a minimum of 45 credit hours in residence*.
- Earn a minimum of 128 total credit hours.
- Earn 12 upper-level credit hours in major in residence.
- Earn 50% of credit hours for a minor in residence.
- Complete all of the specific course requirements outlined on the degree plan including either passing the computer competency exam or successfully completing the required computer course.
- Complete the Collegiate Assessment of Academic Proficiency (CAAP)** exam (offered each long semester through Concordia) or the Graduate Record Examinations® (GRE)*** (offered at various testing sites) and have a copy of the GRE scores sent to Concordia.
- Register for the appropriate graduation course during published registration times.

*Residency Requirements

- At least 45 credit hours must be earned in residence at Concordia University Texas.
- A minimum of twelve upper-level hours in the student's major must be earned in residence.
- A minimum of 50 percent of the credit hours for the minor must be earned in residence.
- Concordia will not accept transfer course credit toward final completion of the degree requirements for courses beginning more than three (3) years after the student has taken his/her final course work at Concordia.
- Students who intend to complete their final course work at an institution other than Concordia must, while in residence, receive approval for such action from the Dean of the School in which they are taking their major and turn in the form to the Registrar's Office for filing in their permanent record.

The **Collegiate Assessment of Academic Proficiency (CAAP) is a standardized assessment program that enables postsecondary institutions to assess, evaluate, and enhance the outcomes of their general education programs.

***The **Graduate Record Examinations® (GRE)** measures verbal reasoning, quantitative reasoning, and critical thinking and analytical writing skills. The **GRE® Subject Tests** gauge undergraduate achievement in 8 specific fields of study.

Graduation Requirements - Master Level

Master of Business Administration degree-seeking students:

- Must satisfy all degree requirements
- Must attain a 3.0 cumulative GPA in all work completed at Concordia
- Must register for the appropriate graduation course during published registration times.

Master of Education degree-seeking students:

- Must satisfy all degree requirements
- Must attain a 3.0 cumulative GPA in all work completed at Concordia
- Must register for the appropriate graduation course during published registration times.

Graduation (Latin) Honors

(Undergraduate Students Only)

Degree seeking, 4-year undergraduate students with at least 60 credit hours in residence and whose cumulative Concordia grade point average is 3.50 or higher at the end of the term in which the student completes degree requirements are eligible for graduation with honors. This academic status is recorded on the student's official transcript.

Honors will be awarded as follows:

- Summa cum Laude 3.900 - 4.000
- Magna cum Laude 3.750 - 3.899
- Cum Laude 3.500 - 3.749

For information on participating in commencement with honors, see “Commencement Ceremonies” section below.

Diploma

Concordia University Texas provides diplomas to its graduates following certification of degree completion. Names are placed on the diplomas according to the information provided in the University data system. Majors are listed according to the information in the CTX student data system. Concordia will mail all diplomas at no cost to any legitimate address in the United States. Unless otherwise indicated, diplomas are mailed to students’ permanent address as shown in MyInfo. Average length of time for delivery is one to three months from point of certification following the end of the term.

Any diplomas that are returned as undeliverable which belong to former students will be held in the Office of the Registrar at the Main Campus for pick up.

Only one diploma is issued per degree. For students graduating with a dual major, both majors will be listed on the diploma. If the student is graduating with different degrees (BA, BS, BA, BSN,) the student will be issued a diploma for each degree.

Commencement Ceremonies

Taking part in the commencement ceremony is a privilege, not a right. *Students may participate in commencement only once per degree awarded.* Students graduating with dual degrees or majors will choose which college they wish to be acknowledged at the ceremony, unless otherwise noted. Student will be listed in the commencement program separately for each major/degree.

The following conditions must be met before students are declared eligible to participate in the commencement service. Students must:

- register for the appropriate Graduation course
- have completed all of the requirements needed to graduate
- be currently enrolled in or participating in all remaining classes required for graduation (enrollment verification and transfer course approval must be supplied if courses are taken at an institution other than Concordia)
- be at or above the minimum GPA requirement for the degree **and** the major
- submit exam scores and transcripts by deadline designated by the Registrar’s Office

If the student does not meet the forty-five (45) hour residency requirement (cumulative), the twelve (12) upper-level hour major requirement, the 50% of minor credit hours in residency requirement, or any other requirement but is enrolled in courses in the commencement term that will fulfill the requirement, the student will be allowed to participate in the commencement service.

NOTE: Honors at commencement, including cum laude, magna cum laude, summa cum laude (explained previously in this section), and honor societies (see determining criteria in section 7.24), are determined at the end of the term preceding the commencement ceremony. This determination is based on the cumulative GPA at the end of the preceding term and whether or not the student has met the sixty (60) hour residency requirement. Undergraduate students will receive their honor cords from the Concordia University Bookstore, while graduate students receive honor cords from the honor society to which they belong.

Concordia offers graduation ceremonies three times a year. The fall term service takes place on the first Saturday in December. The spring term service takes place on the Saturday following the close of the term. The summer term service takes place on the first Saturday in August. Location, time, and other information can be found on the website at http://www.concordia.edu/page.cfm?page_ID=123.

Honor Societies

Alpha Chi

Alpha Chi is a nationally affiliated honor society. In order to be considered for inclusion in this honor society, students must achieve

- junior or senior standing,
- a grade point averages of 3.50 or above,
- completed one-half of the credits required for graduation (traditional) or earned not fewer than twenty-four credit hours of credit toward a baccalaureate degree (transfer), and
- rank in the top 10% of their classes.

The number of students invited to join is directly related to the number of students in the junior class and the senior class. "...not more than the top-ranking ten percent of students classified as juniors and not more than the top-ranking ten percent of students classified as seniors, including those previously elected to membership, may be elected to membership." (Alpha Chi Chapter Handbook, retrieved 03/10/08 from <http://www.harding.edu/alphachi/constitution.htm>)

Alpha Sigma Lambda

Alpha Sigma Lambda is a nationally affiliated honor society for adult non-traditional students with a grade point average of 3.50 or higher and who have completed at least 24 hours at Concordia University.

Pi Lambda Theta

Pi Lambda Theta is a nationally affiliated honor society for junior or senior undergraduate, graduate and certificate/diploma students in education who have maintained a grade point average of at least 3.5.

Sigma Beta Delta

Sigma Beta Delta is the highest nationally recognized honor society for students of business management and administration. Members must rank in the top 20% of the junior, senior or master's class and be invited to membership by the faculty officers.

Upsilon Phi Delta

Upsilon Phi Delta is the premier honor society for students in the profession of healthcare administration to advance their competence and academic excellence. Members are honored on the basis of academic achievement, a grade point average of 3.5 or higher, service to the community and leadership contributions to the healthcare management field. The official colors are crimson red and cobalt blue.

4.16 Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, is a Federal law which states (a) that a written institutional policy must be established and (b) that a statement of adopted procedures covering the privacy rights of students be made available. The law provides that the institution will maintain the confidentiality of student education records.

As of January 3, 2012, the U.S. Department of Education's FERPA regulations expand the circumstances under which your education records and personally identifiable information (PII) contained in such records — including your Social Security Number, grades, or other private information — may be accessed without your consent. First, the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or state and local education authorities ("Federal and State Authorities") may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program. The evaluation may relate to any program that is "principally engaged in the provision of education," such as early childhood education and job training, as well as any program that is administered by an education agency or institution. Second, Federal and State Authorities may allow access to your education records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object to or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize to receive your PII, but the Authorities need not maintain direct control over such entities. In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without your consent PII from your education records, and they may track your participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.

Concordia University Texas accords all the rights under the law to students who are declared independent. No one outside the institution shall have access to, nor will the institution disclose any information from, students' education records without the written consent of students except to:

- Personnel within the institution who have a valid educational interest
- Officials of other institutions in which students seek to enroll
- Persons or organizations providing financial aid
- Accrediting agencies carrying out their accreditation function
- Parents of dependent students. The parent must present documentation that the student is a dependent for income tax purposes by claiming the student on their income tax form; the parent must renew the request annually to show that the student is still a dependent for income tax purposes
- Persons in compliance with a judicial order
- In an emergency in order to protect the health or safety of students or other persons

All these exceptions are permitted under the Act.

Within the Concordia University community, only the following offices' staff and faculty, individually or collectively, acting in the student's educational interest are allowed access to student education records:

Registrar	Academic Advisors
Financial Aid	NCAA Athletic Certification Official(s)
Admissions	Coaches
Accounting	ADP Center Deans
Provost/Academic Services	Legal Counsel
Vice Provost for Enrollment Services	Other administrative personnel within the limitations of their need to know.
Vice Provost of Remote Operations	
Placement Advisors	

The law provides students with the right to inspect and review information contained in their educational records, to challenge the contents of their educational records, to have a hearing if the outcome of the challenge is unsatisfactory, and to submit explanatory statements for inclusion in their files if they feel the decisions of the hearing panels to be unacceptable. The Registrar at Concordia has been designated by the institution to coordinate the inspection and review procedures for student educational records, which include admission, personal, academic, and financial files, cooperative education, and placement records. Students wishing to review their educational records must make written requests to the Registrar listing the item or items of interest. Copies of the policy detailing the procedures to be used by Concordia University Texas for compliance with the provisions of the Act can be found in the Office of the Registrar.

Directory Information

Directory information is that information which may be made public without the written consent of the student. Such information may be disclosed by the institution for any purpose, at its discretion. Concordia University Texas hereby designates the following student information as Directory Information:

- Name
- E-mail address
- Local Address
- Local phone number
- Dates of attendance
- Classification
- Major Field of study
- Previous institution(s) attended
- Awards, honors (incl. Honors list)
- Expected date of graduation
- Degree(s) conferred with date(s)
- Photographs
- Past and present participation in officially recognized sports and activities
- Physical factors of athletes (height, weight)

Currently enrolled students may withhold disclosure of directory information. To withhold disclosure, written notification must be received in the Office of the Registrar prior to the ninth class day of any regular term. Forms requesting the withholding of Directory Information are available in the Office of the Registrar. Request for non-disclosure will be honored by the institution until the student takes action in writing to revoke the request. ***Before taking this action, students are strongly encouraged to talk with the Registrar as implementation of this block results in far-reaching consequences.***

Concordia University Texas assumes that failure on the part of any student to specifically request the withholding of Directory Information indicates individual approval for disclosure.

Parental Notification

The Family Educational Rights and Privacy Act ("FERPA") permits universities to notify the parents or guardians of students under 21 of alcohol and other drug violations which result in a determination that the student has committed a disciplinary violation. This exception to the privacy rights of students was enacted because of the health and safety consequences of alcohol and other drug abuse.

Concordia University Texas believes that parents share the University's concern for their students' health, safety, and academic progress. Therefore, Concordia University Texas may notify parent(s) or legal guardian(s) of any student under the age of 21 found responsible for a violation of any federal, state, and/or local law or University policy regarding alcohol and/or controlled substances or other dangerous drugs.

Students have the right to file complaints with the Department of Education concerning alleged failures by institutions to comply with the Family Education Rights and Privacy Act. Written complaints should be directed to: The Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C., 20202-5920.

4.17 Withdrawal from Concordia

Students who wish to interrupt their studies and withdraw from the institution may get the appropriate form from the Office of the Registrar. A grade of "W" is assigned for all courses if a student withdraws by the published Last Day to Withdraw From a Course for each term and/or session. After that date, grades (A-F) will be assigned. Students interrupting their studies in any term may be eligible for refunds as required by law and should see their Financial Advisor.

Students who do not officially withdraw from Concordia, but who stop attending classes, will receive grades for all courses in which they are enrolled. They also remain responsible for all fees and tuition charges.

4.18 Transcripts

Concordia has partnered with eSCRIP-SAFE, an electronic transcript service, to make Transcripts on Demand available to CTX students and alumni. Transcripts on Demand is a secure online service that allows students to create transcript requests online, submit payment, have them automatically sent for approval to Concordia and then sent electronically to other schools and participating institutions or via regular mail or any of the other shipping methods selected. When you create a transcript request online, the entire process is secured using the same kind of online encryption most banks use (i.e. – SSL encryption). Email updates are sent letting you know of the status of your transcript.

Because it is important to Concordia and Scrip-Safe that you know your records are secure during this process, you will be asked to complete a consent form the first time you request a transcript. Once this is done, you will never have to complete it again as long as you log into the same account.

If the requestor has a “hold” on their record, the transcript request will not be processed. The individual will be notified of the hold and asked to contact the appropriate office to resolve the issue. If the issue is resolved within fourteen (14) days from the date of notification, the individual will not need to complete a new request but will need to notify the Registrar’s Office (colleen.rinaldi@concordia.edu) that the hold has been removed so that the process can be completed.

Ordering Official Transcripts

For Students, Former Students, and Alumni Admitted Fall 1995 or Later

Click on the following link: [Transcript Requests](#). Cost for electronic delivery of a transcript is \$7. Cost for a paper copy of a transcript is \$9 plus delivery.

*Current active students of Concordia University Texas may pick up a standard-request official transcript from the Registrar’s Office at no charge. If the transcript is to be mailed, the \$7.00 fee applies. A completed Transcript Request Form is required for each request.

Unofficial Transcripts

Unofficial Transcripts may be printed through MyInfo.

Sending Transcripts to Concordia

Receipt of Transcripts from other College and Universities

Official transcripts may be mailed to Concordia University from the issuing College or University. Hand carried official transcripts are accepted only if in a SEALED envelope and issued from another College or University. Concordia University Texas accepts electronic transcripts processed through eSCRIP-SAFE. All questions regarding the authenticity of transcripts will be resolved by calling the issuing institution and verifying all information in question.

Transcripts issued from a foreign country and/or in a language other than English must be translated, word for word, by a nationally recognized organization providing this service. Concordia recognizes the services of AACRAO and uses them for translation services. We cannot guarantee the acceptance of other providers. AACRAO can be contacted on the web at www.AACRAO.ORG. Click on Non-member > International > Foreign Education Credential Service > Course-by-Course Evaluation. The cost of this service is the responsibility of the applicant/student.

4.19 Simultaneous Enrollment

All Concordia University Texas (CTX) students are eligible to register for courses and events on other Concordia University System (CUS) campuses without additional matriculation, within applicable policies. The three programs are:

Distance Learning Program: All CTX students can register for courses taught by other CUS campuses via distance education.

Visiting Student Program: All CTX students can become resident students on other CUS campuses without additional matriculation.

Travel Study Program: All CTX students can participate in travel/study events conducted by other CUS campuses. Applicable fees may apply.

Student Eligibility

- Students currently enrolled and in good standing at their home campus are eligible to apply for the Simultaneous Enrollment programs of the Concordia University System. Simultaneous Enrollment is a privilege rather than a right.
- The home institution is responsible for establishing the qualifications of all applicants that it sends to a host institution.
- Visiting Students are to have completed one term at the home campus and have at least a sophomore standing, having at least a 2.00 cumulative GPA.
- Visiting students are limited to 2 terms (three quarters) visiting other campuses.

- Visiting Students do not make application for admission to the host campus.
- Enrollment in summer or other special short academic sessions is not part of the Visiting Student program.
- Traveling Students are to have completed one term at the home campus.

Initiating Participation

Each campus is to ensure that students have adequate information on Simultaneous Enrollment programs. The office of the registrar or another appointed person on each campus will make the following information available (most of this information is on the school's web site):

- Academic catalogs from the Concordia University System campuses
- Current academic calendars, course schedules, and materials describing special programs and trips
- Simultaneous Enrollment Program application materials

Courses Eligible

- Any course offered at a cooperating Concordia University System campus may qualify for Simultaneous Enrollment (assuming proper prerequisite background), with the exception of courses that are unavailable because of specific institutional requirements.
- Course work should be beneficial to the overall educational program worked out between the student and their student's academic advisor.
- If the coursework is to apply to a specific program, it must be pre-approved by the advisor. Students should work closely with the home institution to determine if courses taken through the Simultaneous Enrollment Program will meet program requirements of the home campus.

Registrations, Grades, and Records

- The process for Simultaneous Enrollment Program registration begins and ends at the student's home campus, where the registrar is responsible for sending out the registration to the campus where the student is studying and for recording the grades on the home transcript.
- The registrars will maintain a record of program enrollment for both incoming and outgoing students at their own campuses.
- In all cases, the registrar at every campus, in consultation with the instructor, has the final authority to decide questions of admission to the course.
- In courses commonly overloaded, instructors should be encouraged to make room for as many Simultaneous Enrollment students as possible. In the interest of fairness, institutions may adopt a first-come, first-served policy; others may try to reserve a few spaces for Simultaneous Enrollment Program students; and still others may subscribe to a ranking formula that gives preference to home majors and, in turn, to all seniors, Simultaneous Enrollment Program majors, juniors, and so forth.
- Should the number of registrations rise or fall dramatically, or should imbalances pose a burden to any one institution, appropriate administrators will assess the situation and intervene with appropriate adjustments.
- Changes in course registration must have the approval of the home campus and follow procedures of the host campus.
- Grades are recorded on the home campus official transcript and are calculated in the home campus grade point average.
- There may be situations where there is not a common system of grading and credits. In such cases, the home campus "translates" grades and credits from another campus into their own system. Students requesting a transcript do so from their home campus.

Host Campus Policies

Students are subject to the guidelines and policies established and administered by the host institution. In special problem situations, the home campus reserves the right to take additional action.

Fees

- Students pay tuition at the home campus, based on what the assessment would normally be if they were taking the course load on the home campus.
- For students needing room and/or board arrangements, the host campus will provide information on the nature of services available along with the associated rates. The student will pay these charges to the host campus.
- Visiting and travel study students using other host campus services that carry special fees will pay such fees to the host campus.

- Distance Learning students pay fees to the home campus.
- Institutional transfer of funds for expenses incurred through distance learning programs will be determined and expedited by the appropriate administrators.

Financial Aid

- Students will continue to receive federal, state, institutional aid and other outside scholarships while participating in the Simultaneous Enrollment Program.
- Simultaneous Enrollment Program course load is considered part of the student's total credit load at the home campus and as such is subject to home campus financial aid procedures.

4.20 Military Call-Up

If a Concordia student is activated by the military (including the National Guard) they need to submit a copy of the activation orders to the Office of the Registrar. Concordia will honor the call-up period and the student will not be required to re-apply if they return to Concordia in the first term after their return from active duty.

If the activation occurs during a term, the student will be given one of three options:

- A 100% refund of tuition and grades of "W" recorded on the transcript
- Continue with the courses and apply for grades of "incomplete". Normal incomplete rules will apply
- Continue with the courses, take the final exams and receive grades

While the service member is deployed, we will conduct all business with the person given signature authority through a Power of Attorney.

4.21 Veterans Educational Benefit Information

For students who are eligible, Veterans Educational Benefits can be used to pursue a college education. For information about Veterans financial aid benefits for education, visit the VA web site, www.gibill.va.gov. For information about Veterans financial aid related to Concordia University Texas, go to the Financial Aid section of this catalog (section 5.11)

Once the Department of Veterans Affairs (VA) determines eligibility, the student will be issued a certificate of eligibility from the VA. A copy of the certificate must be turned in to the VA certifying official in the Office of the Registrar at Concordia University Texas before the student's enrollment will be certified to the VA.

The Office of the Registrar also needs a copy of the student's DD-214 showing all schools attended, or a Community College of the Air Force (USAF) transcript, or a SMART (US Army, US Navy or US Marine Corp) transcript. If more than one DD-214 showing schools attended exists, the certifying official will need copies of each one. Each form allows the student's military education and experience to be evaluated to determine if credit can be awarded. NOTE: Receipt of a DD-214 does not automatically trigger VA benefits.

Students receiving VA educational benefits must successfully meet Concordia's published Standards of Academic Progress (SAP). Students who do not meet the SAP requirements are placed on academic probation. Students who fail to meet the SAP criteria at the end of that first probationary period are reported to the Department of Veterans Affairs as making unsatisfactory progress. Students who meet the quantitative portion of the SAP but fail to achieve a cumulative GPA of 2.00 at the end of the second probationary term will be reported to the VA Regional Office as making unsatisfactory progress. [See section 7.26 for more information on the [Standards of Academic Progress](#).]

4.22 Texas Common Core

Transfer students who do not **complete** the Texas common core requirement will be evaluated on a course-by-course basis.

Transfer students who **complete** the Texas Common Core requirements at an accredited college or university will not be evaluated on a course-by-course basis. Instead, all of the Concordia Core requirements will be satisfied with the following two exceptions:

- The 12 hour religion requirement.
- The three hour P.E. requirement.

Transfer students must provide evidence of completion (official transcript indicating completion) of the Texas Common Core prior to admission to Concordia in order to have it satisfy Concordia's core requirements.

See your admissions counselor or Center Dean for more information.

[Return to Table of Contents](#)

5.00 Fees and Refunds

5.01 Tuition and Fees

Tuition Deposit (new students only; see next section for explanation)	\$225
Tuition Deposit (MBA students only, see next section for explanation)	\$500
Traditional Undergraduate Full Time (12-18 sem. hrs.)	
◆ Tuition per Semester (all except professional nursing program)	\$11,800
◆ Tuition per Semester for professional nursing program	\$12,990
Per Hour beyond 18 hours	\$785
(no extra charge for 1 extra hour beyond 18 if enrolled in approved course)	
Per Hour beyond 18 hours for Nursing Students	\$855
(no extra charge for 1 extra hour beyond 18 if enrolled in approved course)	
Traditional Undergraduate Part-Time (1-11 sem. hrs.)	
◆ Tuition per Hour	\$785
◆ Tuition per Hour-NUR courses	\$855
Traditional Undergraduate Summer	
◆ Tuition per Hour	\$460
Accelerated Degree Program – All locations	
◆ Tuition, books (per credit hour)	\$460
Graduate School	
◆ MED Tuition & fees (per credit hour) – All locations	\$515
◆ MBA Tuition & fees per credit hour – All locations	\$575
On-line Program (Concordia)	
◆ Undergraduate Tuition per hour	\$500
◆ Graduate – MED Tuition per hour	\$580
◆ Graduate – MBA Tuition per hour	\$640
Dual Credit (approved high school program)	To Be Determined
Community Learning	
Tuition per Course	\$200
Room & Board	
Residence Hall Resv. Deposit (see explanation “Deposits” in next section)	\$275
Long Semester Room Rate	
◆ Residence Hall / Term	\$2450
◆ Private Dorm Room (per term – Student requested)	\$700
Summer and Break(s) Room Rates	
◆ Student not working or attending summer school	
Full Summer	\$1,920
Pro-Rated by Month (25 days or more in a month)	\$480
Pro-Rated by Day (less than 25 days for a month)	\$20
◆ Student attending summer school	
Full Summer	\$1,440

Pro-Rated by Month (25 days or more in a month)	\$360
Pro-Rated by Day (less than 25 days for a month)	\$15
◆ Student working on campus min 32 hours/week (Any)	
Full Summer	\$960
Pro-Rated by Month (25 days or more in a month)	\$240
Pro-Rated by Day (less than 25 days for a month)	\$12
◆ Student working min 32 hours/week (designated jobs*)	
Full Summer	\$480
Pro-Rated by Month (25 days or more in a month)	\$120
Pro-Rated by Day (less than 25 days for a month)	\$6

* Designated Employers: conferencing, security or maintenance

Additional Note for All Summer Housing:

Should a student work for a time and resign his position and remain in housing he is responsible for the full summer rent and it is added to the student bill.

Winter Break (entire break)	\$100
-----------------------------	-------

Student and Residential Life Fees

Improper Checkout	\$200
Semester Mini-Improper Checkout	\$25
Not notifying Director of Residential Life staying for semester break (per day)	\$50
Registered and staying for semester break (per day)	\$18
Not notifying the Director of Residential Life of switching rooms/roommates	\$100
Unregistered Guest or longer than 3 nights Guest (per guest/night)	\$25
Tampering with fire system	\$400
Key Replacement (per key issued)	\$25
Changing locks	\$300
ID Replacement	\$25

Meal Plan

◆ Plan A (Full-Meal Plan, 19 Meals/Wk, \$50 DCB)	\$1890
◆ Plan B (Reduced Meal Plan, 14 Meals/Wk, \$75 DCB)	\$1785
◆ Plan C (180 Block Meal Plan, \$50 DCB)	\$1890
◆ Plan D (Commuter Plan, 5 Meals/Wk, \$100 DCB)	\$600

Additional Fees:

Application Fee – Undergraduate	\$50
Application Fee - Graduate	\$50
Audit Fee / Hour	\$200
Course-by-Arrangement Fee	\$250
DCE Internship/year (fall, spring, summer)	To Be Determined
DCE Internship Fee per semester	\$250
DCE Outdoor Christian Education Fee	\$400
Diploma Replacement	\$100
Graduation Application Fee, undergraduate	\$90
Graduation Application Fee, graduate	\$120
Completion/Audit Fee (Certificates only)	\$30
Independent Study Course Fee (per credit hour)	\$75
International Travel	
◆ Study Abroad Program Fee (per semester involved)	\$250
◆ International Program Transcribing Fee (per semester)	\$500
Non-Residential Services Fee – all full time commuters (per semester)	\$50
OCICU Online Course Admin Fee(per course, on top of CBA fee)	\$50
Online course administrative fee (per course)	\$250
PIN Reset Fee	\$10
Prior Learning Assessment (PLA)	

◆PLA Administrative Fee	\$100
◆PLA Evaluation Fee / per semester hour	\$75
REDU Missional Leadership Fee	\$400
Special Course Fees	See Schedule of Courses
Superintendent Practicum fee (SUPT 5200, taken twice in program)	\$250
Student Teaching Rm. & Bd. Fee (hosted students)	\$2000
Textbook Rental Program – late return	\$20
Textbook Rental Program – lost book fee (in addition to cost of book)	\$20
Transcript Fees	
◆ Standard Request (3-5 day processing)	\$7
◆ Expedited Request (24 hr. processing if received before noon)	\$10
◆ Express Request (same day processing if received before noon)	\$25
Travel Course Fee (per course [4+ days] in addition to other travel costs)	\$100

Other service fees, course fees, fines or penalties may be charged. Fees are subject to change.

5.02 Deposits

Residence Hall Reservation Deposit for Future Students:

A non-refundable reservation deposit of \$225 is required of each student planning to live in a residence hall. This \$225 is due in full by the published deadline for the relative term. It is applied to the payment of room fees.

Tuition Deposit for Future Students:

A non-refundable tuition deposit of \$225 is required of all freshmen and transfer non-resident students. This deposit is applied to the payment of tuition and fees.

Residence Hall Reservation Deposit for Current Concordia Students:

A non-refundable reservation deposit of \$200 is required of each student planning to live in a residence hall. This \$200 is due in full by the published deadline for the relative term. It is applied to the payment of room fees.

Master of Business Administration Tuition Deposit

A non-refundable tuition deposit of \$500 is required of all MBA students. This deposit will be credited to your first term tuition requirement and reserves your position in the cohort. The deposit is due ten (10) business days after receiving an admission decision.

5.03 Payment Options

To confirm registration, all charges for tuition and fees are due in full upon published deadlines for the relevant program and term. If registration is completed after the normal payment deadline, tuition and fees are due immediately upon registration. Payment may be made either online, by mail or in person at the Accounting Office. Additional charges for special course fees, insurance, etc., may be assessed after registration and are due when charged to the student account.

Students who complete the financial assistance process may apply identified Credits/Anticipated Credits on the Student Schedule/Bill against the total charges; any remaining balance is due and must be paid in full. Eligible students planning to pay charges through the various student aid programs (please refer to the section on *Financial Aid*) must meet the deadlines required by the Student financial Services Office. If student aid is not recorded by the due date shown on the Student Schedule/Bill, other payment arrangements must be made.

To satisfy payment requirements for the fall and spring terms, traditional and graduate students may request participation in a payment plan program that allows eligible students to make payments in installments. Information regarding this payment plan will be mailed out with your initial bill. Additionally, information regarding this payment plan can be obtained in the Accounting and Student Financial Services Offices. Setup fees are charged for participation in the program. Concordia is unable to offer this payment plan to Accelerated Degree Program students due to the condensed nature of the class terms. Concordia is also not able to offer this option to international students.

Payment may be made by cash, check, money order, ACH, MasterCard, Visa, or Discover. Concordia assumes no responsibility for loss of cash if sent through the mail. Payments made by mail must be received by Concordia on or

before their due date. **A late charge may be assessed for accounts past due for over thirty (30) days.** Further, a student whose account is in arrears may not be able to register for classes, receive transcripts, or recommendations.

5.04 Refunds

Tuition refunds are processed in accordance with the following schedule:

Traditional Fall and Spring Terms

During the first five class days of the term	100%
During the second five class days of the term	75%
During the third five class days of the term	50%
During the fourth five class days of the term	25%
After the fourth five class days of the term	0%

Traditional Summer Sessions

During the first two class days of the term	100%
During the third and fourth class days of the term	75%
During the fifth or sixth class days of the term	50%
During the seventh and eighth class days of the term	25%
After the eighth class day of the term	0%

Master of Business Administration

Prior to the second teaching week of the term	100%
Prior to the third teaching week of the term	75%

No other tuition refunds are granted.

Master of Education

Any time before the first class session	100%
After the first class session but before the 2 nd class session	75%
After the second session	0%

Accelerated Degree Program

If the student drops the class:

Prior to start of term:	100% refund, no schedule change fee
After start of term but prior to the 1st class meeting:	100% refund, \$25 schedule change fee

If the student withdraws from the class:

Within one week after the 1st class meeting:	75% refund
After 1 week from the first scheduled class meeting:	0% refund

If a student is administratively removed from a class:

Did not attend first night of class (Administrative drop):	50% refund
Missed more than 4 hours of class (Administrative withdrawal):	0% refund

Students should contact the Accounting Office for further information or questions about refunds.

Other Refunds Are Processed as Follows

- Scholarship, grant, and loan funding (student aid) awarded through the Student Financial Services office will be subject to the same prorated formula applied to tuition and fee refunds, unless otherwise stipulated by program requirements. The percentage of tuition, fees, room and board charged the student would be paid; the remainder of the student aid will be returned to the fund from which the award was paid. All students receiving Title IV (federal) student aid are subject to the return of student aid if withdrawing prior to the 60% point of any enrollment period. No refund of assistance will be paid to the student.
- Residence Hall Deposits are refunded in accordance with the statement concerning them in the section titled, "Deposits."
- The unused portion of the Food Service Fee may be refunded when students discontinue food service during a term. Unused portions of the Food Service Fee at the end of a term will not be refunded.
- Student housing charges for students who leave the dorm during a term will be prorated based on the length of residence. Students must properly check out of housing in accordance with Housing Office policy to receive prorated charges.
- Refunds will be made payable to the student, with the exception of PLUS loan refunds which are made payable to the person who incurred the loan debt.
- These provisions apply to all students without respect to the reason for withdrawal or dismissal.

[Return to Table of Contents](#)

5.05 Non-Refundable Fees

These provisions apply to all students without respect to the reason for withdrawal or dismissal:

1. Special course fees and deposits
2. Tuition deposits
3. Student Housing deposits

5.06 Withdrawals - Refunds

Official withdrawal from the university is dated at the time a student signs a withdrawal request and files it in the Registrar's Office. Forms for withdrawal may be obtained in the Registrar's Office. The date of official withdrawal determines the charges assessed and/or refunded.

Non-attendance in classes or moving from the residence hall does not constitute official withdrawal from the university or from a course. Students who do not officially withdraw will receive grades for all registered courses and will be billed accordingly.

[Return to Table of Contents](#)

6.00 Financial Aid

6.01 Student Financial Services Application Dates - Traditional Program Returning Students

For the 2012-2013 school year

- March 31, 2012

New Students

Starting Summer 2012

- March 31, 2012

Starting Fall 2012

- March 31, 2012

Starting Spring 2013

- October 31, 2012

Applications will be accepted after these dates. However, a personal payment may be required to meet the deadlines for tuition payments. Please refer to Section 5.03 Payment Options for further information.

6.02 Student Financial Services Application Information

Students interested in applying for financial aid must be accepted for admission to Concordia University Texas (CTX) and submit the Free Application for Federal Student Aid (FAFSA) for the relevant year. Students applying for federal student aid must meet all US Department of Education eligibility requirements. If an applicant's FAFSA is selected for verification, students may also be asked to submit additional documentation as instructed by CTX Student Financial Services. When all required documents have been received by CTX Student Financial Services, the student's eligibility is calculated and an award package is then constructed through a combination of scholarships, grants, low-interest loans, and/or on-campus work-study programs depending upon the student's eligibility and the funds available.

Eligibility for all financial aid requires that a student be accepted for admission or be currently enrolled and maintaining Student Financial Services Satisfactory Academic Progress described in Section 6.08 below.

Concordia University Texas offers a variety of financial aid programs based on financial need, merit, a combination of need plus merit and/or other criteria. These programs include but are not limited to:

6.03 Scholarships

- Lutheran Servant Leadership Award (four-year renewable)
- President's Scholarship (four-year renewable)
- Leadership Scholarship (four-year renewable)
- Luther Scholarship (four-year renewable)
- Walther Scholarship (four-year renewable)

- Dean's Grant (three-year maximum)
- Community Scholarship (recommended by Leander Independent School District)
- Music Scholarships (determined by department)
- Business Scholarship (determined by department)
- Biology Scholarship (determined by department)
- Behavioral Sciences Scholarship (determined by department)
- Education Scholarship (determined by department)
- Alumni Award (determined by department)

6.04 Grants

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Teacher Education Assistance for College and Higher Education Grant (TEACH)
- Texas Tuition Equalization Grant (TEG)
- Concordia Grant
- Church Work Grant

6.05 Loans

- Federal Direct Loans (subsidized and unsubsidized)
- Federal Direct PLUS Loan (Parent Loan for Dependent Undergraduate or Student Loan for Graduate)
- Alternative Loans

6.06 Employment

- Federal College Work-Study
- Texas College Work-Study

Scholarship endowments and trusts are established by generous donors and designated for the benefit of Concordia's students and faculty. Endowment earnings are used to fund CTX scholarships and general grants. If a student's institutional aid (scholarship or grant) is funded by an endowment, the students may be required to write thank you notes to their donor(s). For a list of, or to set up a named scholarship, contact the University's Vice President for Advancement.

6.07 Financial Aid for Graduate and Non-Traditional Programs

The graduate program and the Accelerated Degree Program were created for working adults to attend class in the evening. Financial aid is available to those who qualify. Students in the Accelerated Degree Program may qualify for Federal Pell Grant and Federal Direct Loans. Students in the graduate programs may qualify for Federal Direct Loans and the Teacher Education Assistance for College and Higher Education Grant (TEACH). Students may also consider alternative loan programs to assist in covering the difference between financial aid awarded and the cost of attendance. **The application dates for financial aid and the deadline for payment of tuition may be on different schedules.** Check with your Student Support Coordinator for financial aid/payment deadlines each term.

6.08 Satisfactory Academic Progress – Student Financial Services

Student Financial Services at Concordia University Texas utilizes a qualitative and quantitative measurement of a student's academic performance as required by the US Department of Education.

Level	Percentage of attempted hours that must be earned	Cumulative Grade Point Average
Freshman [0 – 29 earned hrs.]	45%	2.00
Sophomore [30 -59 earned hrs.]	50%	2.00
Junior [60 – 89 earned hrs.]	60%	2.00
Senior [90 + earned hrs.]	67%	2.00
Graduate, post baccalaureate,	67%	3.00

In addition to these measurements, students must complete their academic program within the federally mandated maximum permissible timeframe (not to exceed 150% of the published length of the program). Application of both requirements (qualitative/quantitative and maximum length) includes all terms of enrollment, whether or not aid was awarded or received.

Student Financial Services SAP Evaluation

Student Financial Services will evaluate SAP requirements at the end of each academic term before aid is disbursed for the following term. Students who fail to meet SAP requirements will be automatically placed in a warning status for one (1) term. Those students are expected to meet SAP requirements by the end of that term or risk being placed on financial aid suspension. Students cannot receive federal or state financial aid while on financial aid suspension. Students who have experienced documented, extraordinary circumstances that lead to their financial aid suspension may appeal for one (1) additional term of eligibility.

Student Financial Services SAP Appeal Process

Students who believe they have extraordinary, extenuating circumstances must submit a typed request to Student Financial Services explaining their situation and provide the following information:

- Student printed name and signature, Banner ID, daytime contact information
- Detailed explanation addressing the circumstances that directly contributed to the poor academic performance and how these circumstances have been remediated or are no longer a contributing factor toward the student's ability to perform academically
- Provide supporting documentation from a third party (e.g., police report, detailed hospital bill, physician's statement, death certificate, etc.)
- Enrollment plans for the next term including anticipated number of credit hours, change in major or any other academic-related documentation

Students who have successfully appealed financial aid suspension are placed in a probation status. Students in probation status are eligible to receive financial aid for one (1) term, after which they must meet Student Financial Services SAP standards in order to receive financial aid in future term.

Student Financial Services SAP appeal decisions are made independently of the Academic Appeal process described in Section 4.10. However, students must be academically eligible to enroll for coursework to receive financial aid.

6.09 Return of Title IV Funds

Financial aid is awarded to a student based on the assumption that the student will complete the period for which the aid has been awarded. When a student withdraws from the university and has federal aid, a Return of Title IV Funds calculation must be completed. Funds included in the Title IV return include: the Federal Pell Grant, the Federal Supplemental Educational Opportunity Grant (FSEOG), and Teacher Education Assistance for College and Higher Education Grant (TEACH); along with Federal Direct Loans such as subsidized, unsubsidized, and the PLUS loan (both Parent and Graduate). Federal Work-Study earned is not included in the calculation.

An overview of the Return of Title IV process is as follows:

- The student should contact their Student Support Coordinator for a Withdrawal Form. This form should be completed for all students wishing to withdraw from the university and not just for those with federal aid.
- The Withdrawal Form will require several signatures. Students should always consult with their advisor before requesting the Withdrawal Form.
- The withdrawal date is reported on the Withdrawal Form and is generally the last day of attendance. Should there be any question about the date, Student Financial Services will determine the date of withdrawal based on feedback from the student's professors. Student Financial Services will be responsible for completing the return within 30 days of the date of withdrawal and will notify the student as to whether the school or the student will be responsible for repayment of Title IV funds, if applicable.
- Student Financial Services is responsible for tracking all notifications and deadlines and, in the event of an overpayment by the student, the office will notify the student within 30 days of the withdrawal date as to the student's responsibility to repay the funds within 45 days of the date of the notice and the options for repayment.

- Should the student be eligible for a post-withdrawal payment of aid, a written notice to the student will occur within 30 days of the date of withdrawal. The student will be required to report to Student Financial Services within 14 days after the date of the notice as to whether or not they wish to accept the post-withdrawal disbursement. In the case of a loan creating the post-withdrawal disbursement, the student will be counseled as to the nature of the funds. The school will disburse any accepted post-withdrawal disbursement within 120 days after the date of withdrawal.

6.10 Veterans Educational Benefits

For students who are eligible, Veterans Educational Benefits can be used to offset college costs. For information about Veterans benefits, please use the VA web site, www.gibill.va.gov.

Chapter 30 - Montgomery G.I. Bill/Pre-1990 G.I. Bill
 Chapter 31 - Vocational Rehabilitation
 Chapter 32 - Post-Vietnam Era Veterans' Educational Assistance
 Chapter 33 - Post 9/11 and Yellow Ribbon Program
 Chapter 35 - Survivors' and Dependents' Educational Assistance
 Chapter 1606 - Selected Reserve Educational Program
 Chapter 1607 - Gulf War Selected Reserve Educational Program

Once the Veterans Administration determines eligibility, the student will be issued a certificate of eligibility from the VA. A copy of the certificate must be turned into the VA certifying official in the Office of the Registrar at Concordia University before the student's enrollment will be certified to the VA.

The Office of the Registrar also needs a copy of the student's DD-214 showing all schools attended, or a Community College of the Air Force (USAF) transcript, or a SMART (USN or USMC) transcript. If there is more than one DD-214 showing schools attended, the VA certifying official will need copies of each one. This will allow an evaluation of the student's military education and experience to determine if credit can be awarded. Receipt of a DD-214 does not automatically trigger VA benefits.

Students receiving VA educational benefits must maintain a cumulative GPA of 2.00 to be considered making satisfactory academic progress. Students on academic probation, who fail to achieve a term GPA of 2.00 at the end of the first probationary term, will be reported to the Department of Veterans Affairs as making unsatisfactory progress. Students who fail to achieve a cumulative GPA of 2.00 at the end of the second probationary term will be reported to the VA Regional Office as making unsatisfactory progress.

[Return to Table of Contents](#)

7.00 Athletics

Intercollegiate-Concordia is affiliated with the National Collegiate Athletic Association (NCAA) Division III and with the American Southwest Conference. Concordia currently participates in men's and women's basketball, golf, soccer, cross country, and track and field, as well as men's baseball, and women's softball and volleyball.

Intramural/Recreation-Concordia offers an extensive intramural/recreation program administered through the Office of the Dean of Student Services. Both team and individual sports and activities are sponsored including basketball, volleyball, beach volleyball, softball, racquetball, trivial pursuit and others. Students may participate individually or join a team. No previous experience is required.

7.01 Athletic Eligibility - NCAA

The athletic program is open to all full-time, regularly enrolled students who are in good standing with the university and who are in compliance with the eligibility requirements indicated below. Concordia athletes compete in men's and women's basketball, cross country, golf, soccer, track and field, men's baseball, and women's softball and volleyball.

The Faculty Athletic Representative, the NCAA Compliance Officer, the Athletic Director and the Registrar are charged with the responsibility of ensuring that all participants in intercollegiate athletics are eligible in accordance with the rules and regulations of the NCAA prior to their representing the institution in any manner. This responsibility is taken very seriously and eligibility is carefully checked.

7.02 NCAA Athletic Eligibility Standards for New Students

In addition to NCAA standards, Concordia University requires that during their first academic year of attendance students must meet the following requirements in order to participate in NCAA intercollegiate athletics.

First-time, Full-time Freshmen must:

- Be a graduate of an accredited high school or be accepted as a regular student (for GED, home schooled, international students, graduates of non-accredited high schools), and
- Be accepted as a "student in good standing."

Transfer Students must:

- Be accepted as a "student in good standing" based on Concordia's current rules regarding transfer student admission.
- Have been considered academically and athletically eligible to practice, play and receive financial aid based upon the academic performance at their prior institution.
- Have at least two (2) terms of NCAA eligibility remaining or meet the fourth (4th) year academic eligibility requirement.

7.03 Maintaining NCAA Continuing Eligibility for Student Athletes

In order to remain eligible to participate in NCAA intercollegiate athletics, student-athletes must:

- Demonstrate satisfactory progress toward a recognized baccalaureate or graduate degree
- Meet Concordia's Standards of Academic Progress requirements
- Remain in "Good Standing" academically

[Return to Table of Contents](#)

8.00 Student Services

Student Services staff members seek to support the mission of Concordia University Texas by intentionally building relationships among students, faculty and staff to enhance a sense of campus community, facilitating holistic (spiritual, intellectual, social, and physical) growth among students, and modeling servant hood as the cornerstone of Christian leadership. For more specific information about Student Services, please refer to the University's website.

8.01 Library

The Concordia University Texas Library, located in Building F on the main campus, holds more than 150,000 books, in print and/or on-line format, as well as a growing collection of audio/visual material. The library subscribes to more than 90 academic databases with access to several thousand on-line journals, many in full-text format, and over 300 print journal titles. For items not held in our collection, the library offers Interlibrary Loan, by which patrons can have materials sent to this library from other participating libraries. CTX Library is also a member of the TexShare Library Consortium, which allows our patrons to directly check out materials from other participating libraries throughout the state. There are a variety of places for individual and group study in the building; we host one of the campus computer labs, including self-serve printing and scanning, and provide Wi-Fi throughout the building. For research help, students can contact library staff in person, by phone at (512) 313-5050, or through the Ask-a-Librarian chat service. In some cases librarians also visit classrooms. Our website (www.concordia.edu/library) offers both on-campus and off-campus users access to our on-line catalog and databases through a sophisticated discovery tool that streamlines access to all library on-line resources. We provide on-line research guides and tutorials to assist users at every stage of their research and writing.

[Return to Table of Contents](#)

9.00 Certificate and Pre-Professional Programs

9.01 Honors Program

The Honors Program is a supportive community of intellectually curious, creative, driven students of the highest integrity. As a community of scholars, these students engage in an academically rigorous, interdisciplinary, enriching curriculum in the pursuit of developing into Christian leaders for their country as participating citizens and in the world. The Honors Program curriculum is designed as a series of seminars each enrolling a small group of students (generally no more than 16) and facilitated by a faculty member. The program culminates in a senior Honors thesis providing the student opportunity for individual research and high-level critical thinking beyond the confines of a discipline-specific capstone experience.

Admission Requirements

New freshmen, continuing students, and transfer students are eligible to apply for admission to the Honors program. All students who wish to enroll in the Honors program shall be required to complete a portfolio to support their application. Required elements of the portfolio include:

For New Freshman

- HS GPA 3.5 on 4.0 scale
- SAT/ACT scores 1760/26
- Formal application form
- Statement of Purpose
- HS faculty/employer recommendation
- Reaction essay to community themed prompt
- Reaction essay to “creative thinking” scenario

For Continuing and NEW Transfer Students

- College GPA 3.5
- Formal application form
- Statement of Purpose
- Faculty recommendation
- Reaction essay to community themed prompt
- Writing sample from a college course **OR** Reaction essay to “creative thinking” scenario

Requirements to Remain in Good Standing

The Honors Program Chair shall oversee an annual evaluation and/or review of each Honors Program student during the spring semester, to be completed on or before the end of the Spring Break. Continued enrollment in the Honors program is dependent upon the Chair’s overall evaluation of the student’s fit in and with the program and review of performance in completed coursework and resulting grade point average (GPA). Each student must maintain a minimum cumulative GPA of 3.25 to continue in the Honors program, with at least a 3.50 GPA over all Honors courses. The Honors Program Chair may grant a student a period of probation if the GPA requirements are not met at the time of the student’s review. A grade of “C” in any Honors course shall be grounds for immediate dismissal from the Honors program.

Course Requirements (22-23 credit hours)

- Foundation Seminar: HON 2311 Critical Thinking about Great Texts
- Self Seminar: HON 33xx Great Speeches and Speechmaking (*pending approval*)
- Others Seminar: HON 3308 The Literature of Diversity
- Country Seminar: HON 33xx Twain’s America (*pending approval*)
- World Seminar: HON 33xx History and Philosophies of Science (*pending approval*)
- Senior Honors Thesis (HON 4298 & HON 4299 over 2 semesters) - Project related to or beyond student’s discipline-specific capstone experience
- One course (3-4 credit hours) beyond major/minor requirements and general education requirements – prior approval of Honors Chair required

Course Descriptions

HON 2311 Critical Thinking about Great Texts 3,0

Analysis of selected important texts from the Western tradition and significant texts from non-Western traditions in order to understand them in their historical, sociological, and cultural contexts and to evaluate their influence on later events and ideas and/or application to contemporary events and ideas. This course also introduces students to the intellectual rigor, components, and community of the CTX Honors Program.

HON 33xx Great Speeches and Speechmaking 3,0 *(pending approval)*

Assessment of famous speeches from primarily the 20st century—the content, the context, the delivery, and the impact these speeches had on society. In addition, this course will explore advanced public speaking concepts and provide opportunities for students to create and deliver their own speeches, as well as participate in a formal debate. Fulfills the Honors Self Seminar requirement. *Prerequisite HON 2311.*

HON 3325 The Literature of Diversity 3,0

This course provides an in-depth study of the theories of exclusion and discrimination based on categories of race, gender, and class. These theories are then put into practice through the study of literary works in which such discrimination is manifested. Fulfills Honors Others seminar requirement. *Prerequisite: HON 2311.*

HON 33xx Twain's America 3,0 *(pending approval)*

Analysis of selected texts by Samuel L. Clemens and his contemporaries emphasizing their historical contexts in the Gilded Age in United States history. Fulfills Honors Country seminar requirement. *Prerequisite: HON 2311.*

HON 33xx History and Philosophies of Science 3,0 *(pending approval)*

Analysis and survey of the history and philosophies of science from throughout the world and their impact on science in today's society. Fulfills Honors World seminar requirement *Prerequisite: HON 2311.*

9.02 Colloquy for The Lutheran Church-Missouri Synod Teaching Ministry

Men and women of The Lutheran Church-Missouri Synod (LCMS) who have graduated from an accredited college with teaching credentials, but who have not completed requirements for a Lutheran Teacher Diploma, may become certified by the Synod as eligible for the church's educational vocations by pursuing a program to qualify for this status. Interested applicants who cannot take classes on campus in Austin should contact CUE Net in Bend, Oregon, for more information on taking classes for the teacher colloquy program. Interested applicants who can take courses on campus in Austin should contact the Office of the Registrar. Students enrolled in the Colloquy Program are classified as non-degree seeking students. The eight required classes include:

- REL 1311 - History & Literature of the Old Testament
- REL 1301 - New Testament History and Reading
- REL 3341 - Lutheran Doctrine
- REL 3333 - Introduction to Christian Ethics
- REL 3353 - American Christianity or REL 3381 - Major World Religions
- REL 3354 - History of Christianity
- EDU 3333 -Teaching Religion
- EDU 3161 - Office of the Ministry

Lutheran Teacher Diploma

- Complete the Elementary Education, Middle School Education, Secondary Education Program or Special Education Program.
- Membership in a congregation affiliated with The Lutheran Church-Missouri Synod.
- Completion of 17 credit hours of Lutheran Teacher Diploma required courses. At least 15 hours must be completed prior to the Professional Term with a GPA of 2.50 or better in all hours attempted.
- Completion of EDU 41215 Elementary Student Teaching or EDU 41205 Elementary/ECE Student Teaching in an appropriate accredited/approved Lutheran elementary school (PK-8), EDU 41225 Middle School Student Teaching or, the completion of EDU 41273 Secondary Student Teaching or EDU 41207 Special Education Student Teaching in an appropriately accredited/approved Lutheran secondary school (7-12).
- Recommendation of the Concordia University Texas faculty.

Students preparing for the teaching ministry in The Lutheran Church-Missouri Synod are required to complete the following (12 of these credit hours may be used to fulfill General Education Core requirements):

EDU 2102 History & Philosophy of Lutheran
Education
EDU 3161 Office of the Ministry
EDU 3333 Teaching Religion
REL 1301 New Testament History and Reading

REL 1311 History and Literature of the Old Testament
REL 2352 History and Philosophy of the Reformation
REL 3341 Lutheran Doctrine

[Return to Table of Contents](#)

9.03 Pre-Professional Programs

9.03.01 Pre-Seminary Program

The mission of pre-seminary education at Concordia University Texas is to prepare students for theological studies and pastoral formation at a seminary of The Lutheran Church- Missouri Synod. This preparation includes:

- Competency in Biblical knowledge, the Biblical languages and Lutheran doctrine
- Competency in advanced communication skills in reading, writing and speaking
- Skills in critical thinking and philosophical inquiry
- Acquisition of a global perspective
- The understanding of and appreciation for the Lutheran ethos, identity and ethic
- Helping the student to perceive, proclaim and live out the centrality of the Gospel of Jesus Christ for the whole of life

The work of a pastor or theologian may be described simply as communicating the Word of God to humans. Such a description reveals four areas of education necessary to prepare a man to serve the Church well:

- The knowledge of GOD
- The knowledge of GOD'S WORD
- The knowledge of HUMANITY
- The knowledge of the skills involved in COMMUNICATION

The Lutheran Church-Missouri Synod divides this educational preparation between the university and the seminary. The study of God (theology) is begun at the university level, and continues much more extensively at the seminary. The study of God's Word is also begun at the university level or sooner through the study of literature, languages, and the Bible. The seminary continues the study of the Scriptures in much greater depth. On the other hand, the study of the liberal arts (culture, history, psychology, etc.) and the study of the skills needed for good communication are carried out mainly at the university level through courses in writing, speech, drama, etc. The seminary provides specialized training in tasks appropriate for church work, such as sermon preparation, pastoral visitation, and counseling.

Academic preparation alone is no substitute for the student's personal devotional life or for his Christian, social, and emotional maturity. The student who chooses to offer himself for a call into the Holy Ministry is encouraged to develop a daily ritual of Scripture reading and prayer. Additionally, he is encouraged to make full use of the university's opportunities for chapel devotions, residence hall devotions, Bible study, community service, social activities, academic clubs, athletic and music activities, and the like.

Admission Process

Students apply for admission into the Pre-Seminary Program after they enroll in studies on campus. They must submit to the Program Director a completed application form and a letter from the pastor of their home congregation stating that the student is a member in good standing of the congregation. They are then assigned to participate in an Entrance Interview with a member of the Pre-Seminary Education Committee, who will assess whether to recommend the student for acceptance into the program.

Admission into the program is restricted to men who are members in good standing of a LCMS congregation. Other students may participate in all features and courses of the program, but will not be counted in the university's statistics as "LCMS Pre-Seminary Students."

Monitoring Process

The Pre-Seminary Program has specific expectations regarding the development of the student and has written

guidelines and policies pertaining to continuation in the program and to withdrawal, removal and reinstatement in the program. This information is available from the Director of the Pre-Seminary Program and is supplied to all applicants.

All students in the Program (and those applying during their first term of enrollment) are expected to take MIN 1101 Ministry Preparation every term. This course is designed to provide the students with experiences that enhance their development in spirituality, leadership, peer relationships and knowledge of the varied aspects and venues of theological service.

Exit Interviews and Recommendation

As he approaches graduation, the student must:

Take the GRE (Graduate Record Exam) and have the scores reported to Concordia University Texas and to the seminary of his choice.

Take the appropriate Seminary Entrance Competency Examinations (in Christian Doctrine, Old Testament, New Testament, Greek and Hebrew) as they are scheduled

Complete a District Interview (off-campus) arranged with the officers of his home LCMS District

Complete an on-campus Exit Interview with two members of the Pre-Seminary Education Committee.

When the report of the Exit Interview has been filed, he should request the University President to compose and send his recommendation to the seminary. All students entering an LCMS seminary must submit a recommendation letter from the most recent LCMS University he attended.

Academic Major

Students in the Pre-Seminary Program should select one of the following five majors:

- Behavioral Sciences
- Communication
- English
- History
- Multidisciplinary Studies

Other majors may be used only with the approval of the Pre-Seminary Education Committee.

Biblical Languages

Both seminaries of the LCMS require competency in reading Biblical Hebrew and Greek. Concordia University Texas offers the following languages courses and recommends this sequence:

Freshman - Latin I & II

Junior - Greek III & IV

Sophomore - Greek I & II

Senior - Hebrew I & II plus Advanced Greek Readings

Pre-Seminary students are recommended to take all of these courses, and are required to complete a minimum of 12 hours from the above offerings. Where appropriate, students may also take additional study in Latin, Greek, or Hebrew by special arrangements with the appropriate instructor.

Additional Seminary Entrance Requirements

Both seminaries of The Lutheran Church- Missouri Synod require students to achieve a satisfactory grade point average (GPA). St. Louis requires a 2.00, and Fort Wayne requires a 2.25. All other seminary academic requirements (such as Speech or Composition) are more than satisfied by Concordia's core requirements for every graduate. Every seminary applicant must have been an active member of a LCMS congregation for no less than two years prior to enrollment at seminary.

Elective Recommendations

Pre-Seminary students are encouraged to consider these courses as further electives:

All REL courses

COM 3303 Communication in the Church

EDU 3333 Teaching Religion

MUS 3362 Worship and Music

9.03.02 Pre-Law

Concordia University Texas offers a variety of opportunities for students who plan to attend law school after they complete their undergraduate matriculation. The university provides the following services for students wanting to attend law school after graduation from Concordia.

- Assistance finding a law school that best fits a student's interests and abilities
- Assistance finding the best off-campus LSAT preparation course
- Assistance with personal statements, recommendation letters, and addendums
- Membership in the Concordia Legal and Political Society
- Directed community service efforts to enhance law school applications.
- Law related internship and competition opportunities
- Law related coursework and an optional directed minor in Legal Studies that is designed specifically for pre-law students
- Personalized four-year advising

Students who are interested in Pre-law advising at Concordia University Texas should contact Dr. Brent Burgess at brent.burgess@concordia.edu.

[Return to Table of Contents](#)

9.03.03 Army and Air Force ROTC

The Air Force Reserve Officer Training Corps (AFROTC) and the Army Reserve Officer Training Corps (AROTC) provide courses of military instruction which will permit volunteer, selected, male and female college students prepare themselves for commissions as second lieutenants in the United States Air Force, Air Force Reserve, or Air National Guard and the United States Army, Army Reserve or Army National Guard while they pursue academic courses leading to baccalaureate or advanced degrees. The specific courses listed below are available to Concordia students through concurrent enrollment arrangements at the University of Texas at Austin. These courses may be taken without military obligation. ROTC courses will be treated as hours in residence at Concordia and the grades earned will be calculated in the Concordia GPA. For further information, contact the Department of Military Science at the University of Texas at Austin at 1.512.471.5919 or the Department of the Air Force Science at the University of Texas at Austin at 1.512.471.1776.

Army ROTC Courses

MS 000 Leadership Laboratory 0,0

Required for all military science students. Practical application of adventure training skills, first aid, general military skills, drill and ceremonies. One and 1/2 laboratory hours per week. *Prerequisite:* Concurrent enrollment in another military science course.

MS 1201 Basic Military Science I-A 2,0

Organization and functions of the military and ROTC; customs and courtesies of the service; adventure training, introduction to rappelling and mountaineering techniques; first aid. One two-hour lecture/practice session per week. *Prerequisite:* Concurrent enrollment in MS 000.

MS 1203 Basic Military Science I-B 2,0

Leadership roles of junior officers and noncommissioned officers; marksmanship techniques, familiarization with the weapons used in infantry units. One two-hour lecture/practice session per week. *Prerequisite:* Concurrent enrollment in MS 000.

MS 2210 Basic Military Science II-A 2,0

Organization, equipment and missions of Army combat units; individual and small unit tactics; leadership in a dynamic environment. Meets for one-hour lecture/practice session twice per week and one full weekend training exercise. *Prerequisite:* Concurrent enrollment in MS 000.

MS 2212 Basic Military Science II-B 2,0

Leadership skills in adverse conditions. Map reading and small unit patrolling missions. Meets for one-hour lecture/practice session twice per week and one full weekend training exercise. *Prerequisite:* Concurrent enrollment in MS 000.

MS 320 Advanced Military Science III-A 3,0

Familiarization with staff procedures and functions; squad and platoon, combat reconnaissance patrols, advanced land navigation; offensive and defensive tactics; review of MQS skills. Three lecture/practice hours per week. *Prerequisite:* Concurrent enrollment in MS 000 and approval of department representative.

MS 320K Advanced Military Science III-B 4,0

Practical application of leadership models in tactical and non-tactical situations; operation of small unit communication systems; squad and platoon tactics; land navigation techniques; familiarization with living in a garrison environment. Preparation for advanced camp. Four lecture/practice hours per week. *Prerequisite:* Concurrent enrollment in MS 000 and approval of department representative.

MS 375 Leadership and Ethics IV-A 3,0

Military leadership and professional ethics; post and installation support system; introduction to the military justice system. Three lecture/practice hours per week. *Prerequisite:* Concurrent enrollment in MS 000 and approval of department representative.

MS 375K Transition to Lieutenant IV-B 3,0

Fundamentals of the military justice system; training and logistical management systems; military social functions; role of the second lieutenant. Three lecture/practice hours per week. *Prerequisite:* Concurrent enrollment in MS 000 and approval of department representative.

MS 379 Selected Topics in Army Leadership V-A 3,0

Advanced study and research on historic and contemporary military subjects and events. *Prerequisite:* Concurrent enrollment in MS 000.

MS 379K Selected Topics in Army Leadership V-B 3,0

Advanced study and research on historic and contemporary military subjects and events. *Prerequisite:* Concurrent enrollment in MS 000.

Air Force ROTC Courses

Lower-Division Courses (General Military Courses)

AFS 100 Leadership Laboratory.

Various leadership techniques, including drill and ceremonies, customs and courtesies, and uniform standards. Two laboratory hours a week for one semester. Taken on a pass-fail basis for one hour credit. Instructor: Capt Scott D. Stout, USAF.

AFS 102K The Foundations of the United States Air Force I.

Introductory course exploring the overall roles and missions of the United States Air Force and career fields available in the Air Force. Emphasis on military customs and courtesies, appearance standards, Air Force core values, and written communication. One lecture hour a week for one semester. [Offered fall semester only.] Instructor: Maj Son T. Nguyen, USAF. *Prerequisite:* Concurrent enrollment in Air Force Science 100.

AFS 102L The Foundations of the United States Air Force II.

Continuation of Air Force Science 102K, with an introduction to American military history and emphasis on personal communication. One lecture hour a week for one semester. [Offered spring semester only.] Instructor: Maj Son T. Nguyen, USAF. *Prerequisite:* Concurrent enrollment in Air Force Science 100.

AFS 111K The Evolution of USAF Air and Space Power I.

Key historical events and milestones in the development of air power as a primary instrument of United States national security. One lecture hour a week for one semester. [Offered fall semester only.] Instructor: Col Christopher W. Bowman, USAF. *Prerequisite:* Concurrent enrollment in Air Force Science 100.

AFS 111L The Evolution of USAF Air and Space Power II.

Basic tenets of leadership and ethical behavior. Interweaves study of Air Force core values and competencies with history of events and leaders in United States air power. One lecture hour a week for one semester. [Offered spring semester only.] Instructor: Col Christopher W. Bowman, USAF. *Prerequisite:* Concurrent enrollment in Air Force Science 100.

Upper-Division Courses (Professional Officer Courses)**AFS 120L Leadership Laboratory.**

Leadership laboratory course for upper-division students. Further development of leadership skills through leadership positions within the cadet corps. Includes training of freshman and sophomore students as well as a practicum in Air Force unit operation. Two laboratory hours a week for one semester. Taken on a pass-fail basis for one hour credit. Instructor: Capt Scott D. Stout, USAF.

AFS 321 Air Force Leadership Studies I.

A study of leadership, management fundamentals, professional knowledge, Air Force personnel and evaluation systems, leadership ethics, and communication skills required of an Air Force junior officer. Case studies are used to examine Air Force leadership and management situations as a means of demonstrating and exercising practical application of the concepts being studied. Three lecture hours per week for one semester. *Prerequisite:* Air Force Science 102K, 102L, 111K, and 111L; concurrent enrollment in Air Force Science 120L; and a four- or five-week field training course or equivalent ROTC or military training. [Offered fall semester only.] Instructor: Capt Scott D. Stout, USAF.

AFS 322 Air Force Leadership Studies II.

A continuation of AFS 321. Three lecture hours per week for one semester. [Offered spring semester only.] Instructor: Capt Scott D. Stout, USAF. *Prerequisite:* Air Force Science 321 and concurrent enrollment in Air Force Science 120L.

AFS 331 National Security Affairs.

Evolution of the role of national security in a democratic society, with emphasis on policy formulation, competing values, and organizations. Area studies and the impact of developing nations on US national security. Three lecture hours per week for one semester. [Offered fall semester only.] Instructor: Col Christopher W. Bowman, USAF. *Prerequisite:* Air Force Science 321 and 322 and concurrent enrollment in Air Force Science 120L.

AFS 332 Current Issues and Preparation for Active Duty.

Acculturation to active duty. Includes study of the evolution and jurisdiction of military law, officership, and current Air Force issues. Three lecture hours per week for one semester. [Offered spring semester only.] Instructor: Col Christopher W. Bowman,

USAF. Prerequisites: Air Force Science 331 and concurrent enrollment in Air Force Science 120L.

[Return to Table of Contents](#)

10.00 General Education

The General Education requirements are designed to give students the foundational knowledge necessary to build a solid educational experience. Concordia requires all students, except College of Education students (see COE requirements, 12.00) to successfully complete the general education courses listed below.

English - 12 credit hours

ENG 1316 Academic Research and Writing

ENG 1317 Introduction to Literature

ENG _____

ENG _____

Social/Behavioral Science - 12 credit hours

HIS 1301 US History to 1877 or

HIS 1302 US History from 1877

POLS 1303 American Government & Citizenship

Fine Arts - 3 credit hours

Any ART, Drama or MUS course.

Leadership – 1 academic hour

LDR 1100 Life and Leadership

Communication - 3 credit hours

COM 1300 Fundamentals of Communication

Mathematics - 3 credit hours

Level 2 Math or higher

Religion - 12 credit hours

REL 1301 New Testament History and Reading

REL 1311 History and Literature of the Old Testament

REL _____

REL _____

Natural Science - 7 to 8 credit hours

Any natural science lab course **plus** any three-or four-hour natural science course unless otherwise indicated.

Physical Education - 3 credit hours

KIN _____

KIN _____

KIN _____ Activity

Students seeking a **Bachelor of Arts (BA)** degree must complete the following requirements in addition to the General Education Requirements.

Global/Cultural

3 hours from one of the following courses;

ENG 2301 World Literature: Classicism

HIS 2321 History of Western Civilization to 1715

PHL 3301 Survey of Western Philosophy

HIS 3308 Asian History and Culture

HIS 3301 History of Mexico

HIS 3314 Traditions/Values of Classical Civilizations

Foreign Language

Complete two consecutive terms (at least six credit hours) of a non-English language

****In addition, ALL students are required to complete the following general graduation requirements:**

CAAP/GRE

Complete the Collegiate Assessment of Academic Proficiency (CAAP) exam (offered each long semester through Concordia) or the Graduate Record Examinations® (GRE) (offered at various testing sites) and have a copy of the GRE scores sent to Concordia

Computer Competency

CIS 1301 Introduction to Personal Computers or Competency Exam (no credit)

11.00 College of Business

11.01 Mission and Overview

Mission: The mission of the College of Business is to empower students to be people of influence.

Overview: The College of Business provides opportunities for students to learn business concepts, develop analytical tools, and acquire leadership skills that will help them build a better future for themselves and their organizations and communities. The multiple programs offered by the College of Business are designed for students of all ages and places in life and designed to anticipate the needs of tomorrow's business leaders. Our vision is that graduates of the College of Business will impact their communities for the better by using their God-given gifts to create successful and healthy organizations for everyone. By conceptualizing "work" in a different way, College of Business graduates will engage those around them with passion for what they do and with a heart that honors all people. College of Business students will have opportunities to:

- Integrate technology to solve business problems
- Prepare and deliver effective presentations
- Learn and use quantitative and analytical skills
- Read and analyze graphical information
- Learn and use effective reading skills in a variety of formats
- Learn and use good writing skills in a variety of formats
- Learn and use leadership principles and skills
- Learn and use good team building skills
- Learn and use skills for effective dialogue and debate
- Learn and use skills to make ethical decisions
- Learn and use skills to communicate effectively
- Develop money management skills
- Learn and use good interviewing skills
- Think strategically
- Employ effective sales techniques
- Live a healthy lifestyle

The College of Business holds the following values as important in all decisions:

- *Everything is done with a pursuit of excellence:*
 - Our performance, both in and outside the classroom, lets the world know that we are serious about having an impact and making a difference.
- *People are important:*
 - The College of Business believes that people come first; that people create a community where learning can take place; that people's ideas are important and deserve to be heard; and that people should have the freedom to find and develop in their calling from God.
- *Collaboration can achieve better results:*
 - Collective wisdom is an important aspect of finding a better solution and the College of Business puts forth the necessary time and effort that is needed for collaborative efforts, setting the example and standard for our students.
- *An international perspective is critical:*
 - The College of Business recognizes and reflects the rapidly changing world around us and that functioning effectively in this environment calls for an understanding of the different cultural norms that have become an integral part of society.
- *When people fail, we practice forgiveness:*
 - Practicing the art of forgiveness helps to create an atmosphere of trust and care that supports and enhances the learning community in the College of Business, while understanding that forgiveness and consequences are often separate issues.
- *Everyone has the opportunity for leadership:*
 - Leadership can be defined as having influence on a group of people. The College of Business teaches, models, practices and recognizes leadership among our students, our faculty and the community.

Students come to Concordia because they know they will receive an education that is academically rigorous, broad in scope, and relevant to today's environment. They learn what it means to be adaptable within an ever-changing world. This is reflected in the classes they take as well as the types of programs that the College of Business offers, including

a variety of majors, unique internships, service learning opportunities, and travel to centers of commerce throughout the world. College of Business graduates have the necessary skills to be successful in their chosen careers as well as graduate studies.

11.02 Degrees Offered in the College of Business

Bachelor of Business Administration (BBA)

With the exception of students at Concordia's University Centers who concentrate in Management, students graduating with a BBA degree will concentrate in one of five areas: Accounting, Finance, Management, Marketing or General Business. The BBA consists of 128 hours: which in addition to the University Core Curriculum includes, 51 hours in the BBA Major, and 15 hours in the specific Concentration. The remaining hours of the required 128 hours are electives chosen from the Business curriculum or other fields of interest for the student.

ACCOUNTING: Accounting is “the language of business,” providing the means by which business transactions and events are analyzed, recorded, presented and interpreted for various interested parties as well as the process of better decision making. Receiving a BBA in the Accounting Concentration at Concordia University Texas will prepare you for a career in public, private, non-profit, or government accounting. A large number of classes are available for students to focus on specific areas of accounting. Offered in the traditional BBA.

FINANCE: Understanding the principles and analysis of investments and monetary and fiscal policy are the lifeblood of all financial matters within an organization. Receiving a BBA in the Finance Concentration at Concordia University Texas prepares students for positions in the banking industry, financial institutions, business firms, governmental organizations and future graduate studies. Classes focus on the principles that support the decision making process in this area. Offered in the traditional BBA

MANAGEMENT: Management is the heart and soul of organizations – the role of the manager in relation to the people and products of the firm relates directly to profitability. Receiving a BBA with a concentration in management will prepare students for positions and careers requiring leadership and managerial skills, as well as graduate studies. The focus of management courses is on personal and organizational behavior. Offered in the traditional BBA and at the University Centers.

MARKETING: The role of marketing within a given industry or firm is critical to its sales and delivery of services. Today's marketing careers focus both on the creative aspect as well as the management of delivering the product. Receiving a BBA with a concentration in marketing from Concordia University Texas will provide students with both the theoretical background and the practical knowledge of this discipline. The focus of marketing courses is on orienting students toward careers in advertising, outside sales, and sales promotion. Offered in the traditional BBA.

GENERAL BUSINESS: Students majoring in business are often not sure of a specific focus, yet can be successful using their gifts, skills and talents in a variety of venues. Receiving a BBA from Concordia University with a concentration in General Business provides students with the opportunity to design their learning based around several different topics of interest. Students will choose five classes from among each of the other concentrations, with no more than two classes in any one concentration. Offered in the traditional BBA.

Concordia University Texas has received specialized accreditation for its Bachelor of Business Administration degree programs through the International Assembly for Collegiate Business Education (IACBE), Olathe, Kansas.

11.03 Degree Requirements

BBA Degree Plan

Major - 51 credit hours

The first four courses (*) should be completed by the end of the sophomore year.

ACC 2301 Financial Accounting *

ACC 2302 Managerial Accounting *

ECO 2301 Macroeconomics (taken in the CTX core)*

ECO 2302 Microeconomics (taken in the CTX core) *

MTH 1332 Applied Calculus

BADM 2301 Business Statistics I

BADM 3310 Leadership and Business

BADM 3311 Principles of Management

BADM 3313 Creativity, Critical Thinking and Change

BADM 3321 Business Law

BADM 3371 Management Information Systems

BADM 3334 Business Statistics II

BADM 3340 Human Resource Management

BADM 3350 Principles of Marketing
BADM 3360 Finance
BADM 4370 Business and Ethics
REL 3333 Intro to Christian Ethics

BBA Concentration Requirement – 15 hours

Choose one of the following concentrations:

Accounting Concentration - 15 credit hours

ACC3301 Intermediate Accounting I
ACC 3302 Intermediate Accounting II
Plus any three additional courses from the following:

ACC 3320 Fundamentals of Taxation
ACC 3340 Financial Statement Analysis
ACC 3360 Cost Accounting
ACC 3370 Auditing Theory and Practice
ACC 4310 Accounting Internship
ACC 4321 Corp., Partnership, Estate, & Gift Taxation
ACC 4330 Governmental & Institutional Accounting
ACC 4380 Advanced Financial Accounting
ACC 4381 Accounting Theory

Finance Concentration - 15 credit hours

BADM 3361 Money, Banking, and Credit
BADM 4361 Investments
BADM 4364 Capital Budgeting
Plus select two additional courses from the following list:
BADM 4363 International Financial Management
BADM 4366 Financial Risk Management
BADM 4310 Business Internship

Marketing Concentration - 15 credit hours

BADM 3352 Integrated Marketing Communications
Plus select four additional courses from the following list:

BADM 3351 Selling and Sales Management
BADM 3353 Consumer Behavior
BADM 4350 International Marketing
BADM 4351 Advertising Management
BADM 4352 Internship in Marketing
BADM 4353 Marketing Management and Strategy

Management Concentration – 15 academic hours

COM 3331 Organizational Communication
BADM 4312 Strategic Management
Plus select three additional courses from the following list:
BADM 3354 Entrepreneurship
BADM3370 Purchasing Management
BADM 3380 Production and Operations Management
BADM 4310 Business Internship
BADM 4311 International Business Management
BADM 4390 Special Topics in Business
BADM 3375 Negotiations and Conflict Management

General Business Concentration - 15 credit hours

Choose any five classes from among the four other concentrations, with no more than 2 in any one concentration. One of the classes must be a 4000 level class.

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128

[Return to Table of Contents](#)

11.03.01 Alternative Ways Of Earning Credit: Traditional BBA Students

The College of Business at Concordia University Texas provides its graduates with the knowledge, skills and attributes to achieve success in their chosen vocations – and in their lives. The programs have been designed with specific courses, assignments, projects, and opportunities to provide not only a well-rounded but a unique experience for students. Because of this, students are encouraged to complete all of their coursework within the traditional structure of the programs, namely through on-ground, face-to-face, semester-long course delivery.

Facing a reality of students who work many hours each week and come to college with busy schedules and complex lifestyles, the College of Business wishes to provide some flexibility to students in how they achieve their goal of accumulating 128 credit hours towards graduation. In addition to transferring in lower level course work, Concordia University Texas provides courses through its University Centers and through its partnership with the Online Consortium of Independent Colleges and Universities (OCICU). These opportunities provide options and flexibility for students while maintaining the integrity of the various programs

Traditional students enrolled in the Bachelor of Business Administration Program may take up to a combined 12 hours of credit for courses required in the Major offered through either OCICU courses or University Center courses in the BBA Program. These courses will automatically substitute for the required courses in the BBA program and its various concentrations.

Traditional students may take no more than 9 hours of OCICU/University Center courses within the BBA major and no more than 3 hours within any given concentration.

Students must receive approval of their academic advisor to take an OCICU or University Center course as a part of their concentration area.

Students will not be able to register for identified OCICU courses when their BBA counterpart courses are being offered on ground during the long semesters (see * below).

Students who are receiving a minor in housed in College of Business may take no more than 6 combined hours in these formats.

OCICU COURSES

BBA Major:

OCICU Course #	OCICU Course Name	Substitutes for...	OCICU Course #	OCICU Course Name	Substitutes for...
AC302A – RU	Principles of Accounting I	ACC 2301	MGT301-SLU	Management Essentials	BADM 3311
AC302B – RU	Principles of Accounting II	ACC 2302	MKT301-SLU	Principles of Marketing	BADM 3350
ECON2301 – UIW	Principles of Macroeconomics	ECO 2301	BA381-RU	Legal Environment of Business	BADM 3321
ECON2302-UIW	Principles of Microeconomics	ECO 2302	BMGT3354-UIW	Human Resource Management	BADM 3340

Finance Concentration:

OCICU Course #	OCICU Course Name	Substitutes for...
FIN433-RU	Money and Banking*	BADM 3361
BINT3355-UIW	Foundations of Multinational Financial Management*	BADM 4363
FIN435-RU	Fundamentals of Investments*	BADM 4361

Accounting Concentration:

OCICU Course #	OCICU Course Name	Substitutes for...
ACC301-SLU	Intermediate Accounting I*	ACC 3301
ACC 302-SLU	Intermediate Accounting II*	ACC 3302
ACC421-SLU	Individual Federal Income Taxes*	ACC 3320
ACC422-SLU	Corporate Federal Income Taxes*	ACC 4321
ACC304-SLU	Government and Not-for-Profit Accounting*	ACC 4330
ACC440-RU	Cost Accounting*	ACC 3360
ACC411-SLU	Auditing*	ACC 3370
ACCT4311-UIW	Advanced Accounting*	ACC 4380
ACC493A-RU	Accounting Theory & Research*	ACC 4381

Marketing Concentration:

OCICU Course #	OCICU Course Name	Substitutes for...
MKT320-SNH	Sales Management*	BADM 3351
MKT383-SLU	Consumer Behavior*	BADM 3353
BINT3361-UIW	International Marketing*	BADM 4350
MKT429-RU	Advertising & Promotion (IMC)*	BADM 3352
MKT 4930-UIW	Marketing Management & Strategy*	BADM 4353

Management Concentration:

OCICU Course #	OCICU Course Name	Substitutes for...
BMGT4345-UIW	Small Business Management*	BADM 3312
BINT3331-UIW	International Business Management	BADM 4311
BINT 4310-UIW	International Economics	ECO 3320

OCICU REGISTRATION PROCESS:

- 1) Student researches OCICU courses offered by Concordia; determines which course is needed; goes to OCICU website to determine pre-requisites necessary to take the course.
- 2) Student approaches Coordinator of Student Advising about OCICU requirements and pre-requisites. Students should supply confirmation that pre-requisites have been met (i.e. copies of transcripts).
 - a) Approval/denial to take course is given; if approval is granted, student will fill out appropriate form provided by Coordinator of Student Advising.

- b) Student should frequently check ctx.edu email for communication from OCICU or Concordia concerning registration.
- c) Coordinator of Student Advising signs completed registration/schedule change form that student has signed.
- 3) Coordinator of Student Advising begins registration process with OCICU for student course selected
- 4) Once notified by OCICU that successful OCICU registration has taken place, the Coordinator of Student Advising will forward the original registration/schedule change form to Registrar's Office for registration into the Concordia system.
- 5) Student is billed for tuition and online course fee.

BBA/University Center Approved Courses

The following courses may be taken at University Centers in the accelerated format with permission from an academic advisor to satisfy degree requirements in the BBA degree program. REMINDER: Traditional Students enrolled in the Bachelor of Business Administration Program may take up to a combined 12 hours of coursework offered through either OCICU courses or University Center courses in the BBA Major.

Course #	Course Name	Substitutes for...
ACC 2301	Fundamentals Financial Accounting	ACC 2301
ACC 2302	Fundamentals of Managerial Accounting	ACC 2302
ECO 2301	Introduction to Macroeconomics	ECO 2301
ECO 2302	Introduction to Microeconomics	ECO 2302
BUS 3310	Leadership & Business	BADM 3310
BUS 3311	Principles of Management	BADM 3311
BUS 3350	Principles of Marketing	BADM 3350
BUS 3351	Selling and Sales Management	BADM 3351
BUS 3313	Creativity, Critical Thinking/Change	BADM 3313
BUS 3321	Business Law	BADM 3321
BUS 3345	Fundamentals of Human Resource Management	BADM 3340
BUS 3360	Finance	BADM 3360
BUS 3312	Small Business Management	BADM 3312
BUS 3370	Purchasing Management	BADM 3370
BUS 3380	Production Operations Management	BADM 3380
BUS 4302	Strategic Management	BADM 4312
BUS 4350	International Marketing	BADM 4350
BUS 4311	International Business Mgmt	BADM 4311
BUS 3361	Money, Banking, and Credit	BADM 3361

[Return to Table of Contents](#)

BBA/ADP REGISTRATION PROCESS:

- Courses available through Concordia's University Centers will be posted online for each semester (fall, spring, summer). Students should identify the course they plan to take and fill out a Schedule Change form with the course's number and name indicated.
- The first approval comes through the student's academic advisor. If the academic advisor is not available, then the student should see the BBA Registration Advisor. This approval is absolutely necessary for students to take an ADP course.
- Once the course has been approved by the College of Business, the student will then take the form to the Center Dean for the site at which the course is being offered for their approval.
- The Office of the Registrar will register students for the course – students must abide by University Center policies as to course attendance and participation.
- At the end of the course, grades will be submitted to the registrar's office. Grades will be available at the end of the semester on the student's grade report/transcript.



11.03.02 Bachelor of Arts in Business (Offered only at University Centers)

This major provides a well-rounded introduction to the world of business. This major specializes in developing leadership skills with the goal of better-preparing its graduates to become effective, caring, Christian leaders in the

world of business. Graduates from this major will be well-prepared to enter graduate-level programs in Business and Business-related fields.

Business Major Requirements

In addition to the General Education Core Requirements (section 4.05), students must successfully complete the following for the major:

- ACC 2301 Fundamentals of Financial Accounting
- ACC 2302 Fundamentals of Managerial Accounting
- BUS 3310 Leadership and Business
- BUS 3311 Principles of Management
- BUS 3321 Business Law
- BUS 3350 Principles of Marketing
- BUS 3360 Finance
- BUS 4302 Strategic Management
- CIS 2304 Spreadsheet Software
- COM 3331 Organizational Communications
- ECO 2301 Intro to Macroeconomics
- ECO 2302 Intro to Microeconomics
- MTH 2301 Introduction to Statistics

- Plus four courses from among the following*
- BUS 3312 Small Business Management
 - BUS 3313 Creativity, Critical Thinking, and Change
 - BUS3351 Selling and Sales Management
 - BUS3361 Money, Banking, and Credit
 - BUS3370 Purchasing Management
 - BUS 3380 Production and Operations Management
 - BUS4311 International Management
 - BUS 4350 International Marketing
 - HRM 3345 Fundamentals of HR Management

6 Hours of Foreign Language

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128. Of the 128 total, 39 must be upper-level.

3 Hours of Global/Cultural Coursework

[Return to Table of Contents](#)

11.03.03 Bachelor of Arts in Healthcare Administration (Offered only at University Centers)

The Bachelor of Arts in Healthcare Administration is a timely and important major that aims to prepare qualified workers for the burgeoning healthcare industry. This major concentrates on developing the skills necessary to be a qualified, capable and confident manager in a variety of healthcare environments. Considerable attention is given to the development and articulation of a student’s individual ethical positions regarding the complex issues that often arise in this industry. Successful students in this major may or may not have prior work experience in health-related fields.

Healthcare Administration Major Requirements

In addition to the General Education Core Requirements students must successfully complete the following for the major:

- COM 3331 Organizational Communications
- ECO 2301 Intro to Macroeconomics
- ECO 2302 Intro to Microeconomics
- HCA 33XX Health Care Organization and
- HCA 3311 Consumer Issues in Healthcare
- HCA 3312 Mgmt Essentials of Healthcare Org
- HCA 3315 Quality Mgmt in Healthcare
- HCA 3330 Information Tech in Healthcare
- HCA 3341 Essentials of Healthcare Ethics
- HCA 3345 Marketing Management in Healthcare
- HCA 3360 Principles of Healthcare Finance
- HCA 4340 Legal Aspects of Healthcare Admin
- HCA 4360 Healthcare Finance Issues
- HCA 4365 Managing the Healthcare Org

- HCA 4370 Healthcare Economics
- HCA 4380 Management of Medical Practices
- HCA 4410 Healthcare Admin Practicum
- HRM 3345 Fund. of Human Resources Mngmt
- MTH 2301 Introduction to Statistics
- REL 3333 Introduction to Christian Ethics
- 6 hours of Foreign language
- 3 Hours of Global/Cultural Coursework

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128. Of the 128 total, 39 must be upper-level.

[Return to Table of Contents](#)

11. 03.04 Human Resource Management (offered only at University Centers)

The Bachelor of Arts in Human Resource Management offers an introduction to the myriad of issues facing today’s HR manager. Required courses focus on areas of responsibility common to all human resources professionals, while also keeping students apace of contemporary issues and concerns in HR. The courses are taught by working HR professionals who emphasize the development of leadership skills. Particular care is given to the issue of

demonstrating Christian faith in work environments that may not always support this mission. Successful students in this major may or may not have prior work experience in the field of Human Resource Management.

Human Resource Management Major Requirements

In addition to the General Education Core Requirements students must successfully complete the following for the major:

BUS 3310 Leadership and Business	HRM 3350 Conflict Resolution
BUS 3314 Finance for Non-Financial Managers	HRM 3355 International HR Management
BUS 3380 Production and Operations Management	HRM 4315 Strategic Mgmt. in Human Resources
CIS 2304 Spreadsheet Software	MTH 2301 Introduction to Statistics
COM 3331 Organizational Communication	REL 3333 Intro to Christian Ethics
ECO 2301 Intro to Macroeconomics	6 hours of Foreign Language
ECO 2302 Intro to Microeconomics	3 hours of Global/Cultural Coursework
HRM 3305 Legal Concepts in HR Management	
HRM 3315 Training and Development	
HRM 3320 Compensation and Benefits	
HRM 3325 Labor Relations	
HRM 3330 Organizational Staffing and Selection	
HRM 3345 Fundamentals of HR Management	

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128. Of the 128 total, 39 must be upper-level

Alternative Ways Of Earning Credit for the BA Degrees

Facing a reality of students who work many hours each week and come to college with busy schedules and complex lifestyles, the College of Business wishes to provide some flexibility to students in how they achieve their goal of accumulating 128 credit hours towards graduation. In addition to transferring in lower level course work, Concordia University Texas provides through its partnership with the Online Consortium of Independent Colleges and Universities (OCICU). These opportunities provide options and flexibility for students while maintaining the integrity of the Bachelor of Arts degree program.

- Students enrolled in the Bachelor of Arts degree programs in the College of Business may take up to a combined 12 hours of coursework offered through OCICU courses.
- Students may take no more than 12 hours of OCICU courses within any BA major.
- Students must receive approval of their academic advisor/Center Dean to take an OCICU course as a part of their major.
- Students who are receiving a minor may take no more than 6 hours of OCICU to satisfy minor requirements.
- These OCICU courses will automatically substitute for the required Concordia courses in the BA program as indicated in the table below.

CTX ID	CTX Course Name	OCICU ID	OCICU Course Name
ACC 2301	Fundamentals of Financial Accounting	AC302A-RU	Principles of Accounting I
ACC 2302	Fundamentals of Managerial Accounting	AC302B-RU	Principles of Accounting II
BUS3311	Principles of Management	BA366-RU	Management Essentials
BUS 3312	Small Business Management	BMGT4345-UIW	Small Business Management
BUS 3321	Business Law	BA381-RU	Legal Environment of Business
BUS 3350	Principles of Marketing	MKT301-SLU	Principles of Marketing
BUS 3351	Selling and Sales Management	MKT320-SNH	Sales Management
BUS 4311	International Business Management	BINT3331-UIW	International Business Management
BUS 4350	International Marketing	BINT3361-UIW	International Marketing
ECO 2301	Introduction to Macroeconomics	ECON2301-UIW	Principles of Macroeconomics
ECO 2302	Introduction to Microeconomics	ECON2302-UIW	Principles of Microeconomics
ECO 3320	International Economics and Trade	BINT4310-UIW	International Economics
HRM 3305	Legal Concepts in HR Management	HRES3330-UIW	Human Resource and the Law
HRM 3315	Training and Development	HRES3360-UIW	Training and Development
HRM 3320	Compensation and Benefits	HRES3370-UIW	Compensation and Benefits
HRM 3325	Labor Relations	OL610-SNH	Labor Relations and Arbitration

HRM 3330	Organizational Staffing/Selection	HRES3350-UIW	Staffing
HRM 3345	Fundamentals of HR Management	OL211-SNH	Human Resource Management
HRM 3355	International HR Management	INT311-SNH	International Human Resource Management
HRM 4315	Strategic Management in HR	HRES4380-UIW	Capstone in Human Resources

OCICU REGISTRATION PROCESS:

- 6) Student researches OCICU courses offered by Concordia; determines which course is needed; goes to OCICU website to determine pre-requisites necessary to take the course.
- 7) Student approaches Center Dean or Coordinator of Academic Advising for advising about OCICU requirements and pre-requisites. Students should supply confirmation that pre-requisites have been met (i.e. copies of transcripts).
 - d) Approval/denial to take course is given; if approval is granted, student will fill out appropriate form provided by Center Dean.
 - e) Center Dean signs completed registration/schedule change form that the student has signed. Student should frequently check ctx.edu email for communication from OCICU or Concordia concerning registration.
 1. Form is scanned and sent to Coordinator of Academic Advising.
- 8) Once notified by OCICU that successful OCICU registration has taken place, Coordinator of Academic Advising will forward the original registration/schedule change form to Registrar's Office for registration into the Concordia system.
- 9) Student is billed for tuition and online course fee.

11.03.05 Bachelor of Applied Arts and Sciences (BAAS) in Technical Management

The Bachelor of Applied Arts and Sciences (BAAS) degree is designed to provide a transfer path into a bachelor degree program from AAS degree programs, which are approved in Texas by the Workforce Commission to meet specific career skill requirements through college credit programs. The structure for the degree creates 4 classifications of credit requirements: general education core, a coherent technical specialty earned through an AAS degree, a baccalaureate track enhancing the AAS and/or career, and general elective hours.

The BAAS degree provides a baccalaureate level foundation grounded in the liberal arts perspective, providing multiple perspectives and an understanding of the world in which we live. To this end, the foundation of the degree is the liberal arts core as established for the B.B.A, the B.A. and the B.S. degrees at Concordia.

To preserve the baccalaureate level of the degree, at least thirty-two (32) of the 124 minimum hours required for the degree must be upper level credits (course numbers 3000 or above). Of the twenty-two (22) general elective hours required, at least 6 of those credit hours must be upper level.

Acceptance into a BAAS degree program requires an earned AAS degree from a regionally accredited school. The AAS program must contain a required coherent technical specialty area. This specialty area must require at least 9 hours of advanced coursework in the specialty area at the sophomore, or 2000 course level. This is exclusive of any additional transfer course at higher levels outside the designated specialty. The published Academic Catalog of the granting institution for the AAS will establish the required coursework for the purposes of this review.

As a program designed specifically for transfer students, a review of the transcripts and development of a plan of study is required prior to admission. This plan of study must be approved by the Dean of the college in which the degree is housed and accepted by the Registrar's Office prior to an offer of admission.

Program Goals and Outcomes:

The BAAS, with a major in Technical Management, provides the necessary skills to advance into supervisory and entry level management positions within the career path of the student as supported by the AAS training already achieved. The Technical Management major provides a selection of business courses in which students learn how to apply core business skills within their own career field or business environment. These business courses include:

- | | |
|------------------------------------|--|
| Introduction to Business | Creativity, Critical Thinking and Change |
| General Accounting Principles | |
| Finance for Non-financial Managers | |
| Principles of Management | |
| Capstone Project | Leadership and Business |

11.03.06 BAAS in Technical Management Degree Plan

General Education – 60 credit hours (minimum)

Religion - 12 credit hours

REL 1301 New Testament History and Reading
REL 1311 History and Literature of the Old Testament
REL _____ Elective
REL _____ Elective

English - 12 credit hours

ENG 1316 Academic Research & Writing
ENG _____ Literature Elective
ENG _____ Elective
ENG _____ Elective

Fine Arts - 3 credit hours

Any ART, Drama or MUS course.

Leadership – 3 credit hours

LDR 2301 Leadership Theory & Practice

Math/ Science - 12 credit hours

MTH ____ Level II or higher math course
SCI xxxx Any natural science lab course
CIS 1301 Intro to Personal Computing*
3 hrs in either Math or Science
*may be satisfied by a **higher level computer course**, or Competency Exam (no credit received for exam)

Physical Education - 3 credit hours

KIN _____
KIN _____
KIN _____
(May be satisfied by KIN 2320 Adult Personal and Community Wellness)

All students must complete the following graduation requirement.

CAAP/GRE

Complete the Collegiate Assessment of Academic Proficiency (CAAP) exam (offered each long semester through Concordia) or the Graduate Record Examinations ® (GRE) (offered at various testing sites) and have a copy of the GRE scores sent to Concordia.

11.03.07 Master Degree in Business Administration (MBA)

See section 15.00 Graduate Programs section for a full description of Concordia's MBA program.

11.04.Minors

The following minors are offered at the University Centers:

Healthcare Administration Minor - 21 credit hours

HCA 33XX Hlth Care Org and Delivery
HCA 3311 Consumer Issues in Healthcare
HCA 3312 Mgmt/ Essentials of Healthcare Organizations
HCA 3315 Quality Management in HC
HCA 3341 Essentials of Healthcare Ethics
HCA 3360 Principles of Healthcare Finance
HCA 4340 Legal Aspects of Healthcare Administration

Human Resource Mgmt Minor - 18 credit hours

HRM 3305 Legal Concepts in HR Management

Humanities/Social Sciences - 12 credit hours

HIS 1301 US History to 1877 **or** HIS 1302 US History from 1877
GOV 1303 Introduction to American Government
3 hrs from Classics Humanities
3 hrs from Social Beh. Science or Classics Humanities

Communications - 3 credit hours

COM 1300 Fundamentals of Communication

Technical Management – 21 Credit hours

BADM 1301 Introduction to Business (Under development)
ACC 23XX General Accounting Principles (Under development)
BUS 3314 Finance for Non-financial Managers
BUS/BADM 3311 Principles of Management
BUS/BADM 3310 Leadership and Business
BUS/BADM 3313 Creativity, Critical Thinking and Change
BUS/BADM 43XX Technical Management Capstone Project (under development)

Technical Specialty Hours –21 hours minimum*

*transfer credit from AAS degree required

Elective Hours

A minimum of 22 credit hours to bring the total number of hours to 124 is required. Six (6) of the 22 elective hours must be upper level.

[Return to Table of Contents](#)

12.00 College of Education

12.01 Mission and Overview - Education

The College of Education, through its Educator Preparation Program (EPP), provides ongoing education for pre-service and in-service teachers in a collaborative, field-based, Christian environment for the life-long pursuit of excellence in teaching and learning.

Concordia University Texas currently offers state approved Bachelor of Arts programs for Elementary (Early Childhood through 6th grade), Middle School (grades 4 through 8), Secondary (grades 8 through 12) and Special Education Certifications as based on the Texas Education Agency (TEA) Rules for a Teacher Educator Preparation Program. Upon completion of a teacher education program at Concordia and successful completion of the state certification examination (TEXES), a graduate may apply for recommendation for the appropriate state certification.

Elementary School Curriculum Major - Early Childhood – 6th grade Certificate

Middle School Curriculum Major - Grades 4-8 Generalist or Grades 4-8 Content Specific Certificate

Secondary School Curriculum Major - Grades 8-12 Content Specific Certificate

Special Education Curriculum Major - EC-12 All Level Certificate

Concordia University Texas has a summary first year passage rate of 94% on the state certification exams. Students must pass very rigorous certification exams in professional knowledge and their subject areas to be eligible for a Texas Teaching Certificate.

NOTE: Because students must meet the requirements mandated by the state legislature and TEA at the time of graduation, the degree program that was in place at the time they entered Concordia may change by the time a student graduates.

[Return to Table of Contents](#)

12.02 Admission to the Education Program

Admission into the Teacher Education Program

Applications for admission into the Teacher Education Program are available in the office of the Administrative Assistant of the College of Education. Applications should be submitted by **December 1st** of the junior year. To help determine eligibility for admission to the Teacher Education Program, the transfer student should consult with a faculty mentor at the earliest possible date.

Applications to the Elementary, Middle School, Secondary Education and Special Education Programs will be evaluated on the basis of the following criteria:

1. Upper level standing with a cumulative GPA of 2.50 or higher. (For purposes of admission to the Education Program, the GPA of education transfer students is determined by adding Concordia University Texas work to the entering GPA with all courses attempted included in the GPA calculations.)
2. Grade of C or better in ALL Core, Specialization, and Major courses must be maintained. **If a student make a D or an F in a final course, that specific course must be repeated until the grade the grade is a C or higher.**
3. Presentation of minimum scores on the current state mandated admission test (THEA or suitable substitute).
4. Grade point average of 2.50 or higher in all course work in each of the following areas must be maintained:
 - Professional education
 - Specialization courses attempted in the Elementary Curriculum Major, the Middle School Curriculum Major, the Secondary Curriculum Major, and the Special Education Curriculum Major.
 - Lutheran Teacher Diploma courses (if LTD)
5. Satisfactory ratings in:
 - Initial interview with Advisor
 - Gallup survey on teacher strengths
 - Periodic self-assessments and conferences with professors and Directors of Majors
6. Satisfactory ratings in field experiences as determined by the Teacher Education Committee on the basis of data compiled by and submitted to the Director of Teacher Education by the following:
 - University instructors of field experience components
 - Director of EC/Elementary Education/Director of Secondary Education/Director of Special Education

Elementary, Middle School, Secondary and Special Education classroom teachers

7. Show personal, social, and moral qualities, and personal and mental health suitable for teaching. All applicants must receive clearance (negative data may block admission) from each of the following offices or persons prior to admission:
- Dean of Student Services (includes areas related to Campus activities, off-campus activities, dorms, etc.)
 - Provost
 - Faculty Mentor/Advisor
 - Faculty head of each teaching field/specialization attempted

All requirements for admission to the professional term must be completed within five consecutive calendar years from the date of admission to the Education Program.

Special notes to prospective students

Certain courses listed under the major requirements may be used to satisfy both major and core requirements. Contact your academic advisor for more explanation on how to choose the proper course to benefit from this policy.

Additional hours may be added to a student's course work if the student:

- Begins the English sequence below ENG 1316 Academic Research & Writing.
- Begins the Math sequence below MTH 1351 College Algebra
- Begins the Religion sequence with REL 1331 Introduction to Christianity when seeking the Lutheran Teacher Diploma.

All courses in the Core, Specializations, and Major must be completed with grades of "C" or above. If a student makes a "D" or "F" in a course, that specific course must be repeated until the grade is a "C" or higher.

12.03 Degree Requirements

12.03.01 COMMON CORE Requirements

Liberal Arts Emphasis

Behavioral Sciences

_____ PSY 1311 Intro to Psychology

Economics/Government

_____ POLS 1303 Am. Gov. & Citizenship

English Literature

ENG 1317 Introduction to Literature

Fine Arts - 3 credit hours

Any ART, Drama or MUS course.

Geography/History

_____ HIS 1301 U.S. History to 1877

Natural Science (with lab)

_____ AST 1401 Intro to Astronomy

Kinesiology

_____ First Kinesiology

_____ Second Kinesiology (if needed)

_____ Third Kinesiology (if needed)

Religion

_____ REL 1301 New Testament His & Rdg

_____ REL 1311 His & Lit of Old Testament

Foundation Courses

Written Communication

_____ ENG 1316 Academic Research and Writing

Quantitative Reasoning

_____ MTH 1351 College Algebra

Technology – 3 credit hours

Verbal Communication

_____ COM 1300 Fundamentals of Communication

Leadership

_____ LDR 1101 Life and Leadership

Students seeking a **Bachelor of Arts (BA)** degree must complete the following requirements in addition to the General Education Requirements.

Global/Cultural

3 hours from one of the following courses;

ENG 2301 World Literature: Classicism

HIS 2321 History of Western Civilization to 1715

2012-2013 Catalog

PHL 3301 Survey of Western Philosophy

HIS 3308 Asian History and Culture

Foreign Language

Complete two consecutive terms (at least six credit hours) of a non- English language

****In addition, ALL students are required to complete the following general graduation requirements:**

CAAP/GRE

Complete the Collegiate Assessment of Academic Proficiency (CAAP) exam (offered each long semester through Concordia) or the Graduate Record Examinations ® (GRE) (offered at various testing sites) and have a copy of the GRE scores sent to Concordia



12.03.02 Elementary School Curriculum – ESL Generalist ECE-6th Grade

The Elementary School Curriculum Major provides elementary education teacher candidates with content knowledge and classroom management skills needed in the elementary curriculum.

In addition to the Core courses, the following courses are required:

Major Courses

Requirements: 36 credit hours

- EDU 2201 Introduction to Education
- EDU 3240 Societal Relationships
- EDU 3201 Effective Practices in Differentiated Instruction
- EDU 3311 Teaching Strategies & Assess
- EDU 3320 Foundations of ESL Education
- EDU 3343 Educational Psychology
- EDU 4101 Teacher Education Seminar
- EDU 4226 Classroom Management
- EDU 41205 Elementary/ECE Student Teaching
- RDG 3311 Foundations of Literacy
- SPED 3301 Intro to Exceptional Learners

- EDU 3301 Mathematical Methods-Elem
- EDU 3304 Children's Literature
- EDU 3305 Science and Health Methods-Elem
- EDU 3312 Methods of Social Studies
- EDU 3331 Teaching Physical Education
- EDU 3330 Methods of Integrating Fine Arts
- MTH 3301 Math for Elementary Teachers I
- MTH 3302 Math for Elementary Teachers II
- RDG 3321 Methods of LA/Writing
- RDG 3341 Literacy Instruction for ELL
- SCI 34XX Physical Science I
- SCI 34XX Physical Science II

Supporting Courses

- Requirements :15 credit hours
- HIS 2321 Western Civ to 171
- HIS 3311 Texas History (2000 level course or above)
- HIS 1302 US History from 1877
- Foreign Language (2 semesters)

Specialization –ESL Generalist ECE-6th

Requirements: 41 credit hours

- ECE 3320 ECE Curriculum, Methods & Materials

Specialization – ESL Generalist ECE-6 All Level - EC-12 P.E.

Requirements: 38 credit hours

- BIO 1401 Principles of Biology OR BIO 1403 Cellular & Molecular Biology
- BIO 3411 Human Anatomy and Physiology I
- KIN 1302 First Aid and Safety or valid certification First Aid and CPR
- KIN 2301 Personal Community and Health
- KIN 2302 Introduction to Physical Education
- KIN 2303 Theory and Application of Physical Fitness
- KIN 3313 Motor Development and Learning
- KIN 3315 Org. and Administration of PE and Sports
- KIN 3316 Evaluation in Phys. Education and Sports

- KIN 3331 Coaching Team Sports
- KIN 3333 Methods of Teaching in Physical Education
- KIN 4330 Exercise Physiology

Supporting Courses

- Requirements: 12 credit hours
- RDG 3341 Literacy in the Content Area
- HIS 1302 US History from 1877
- Foreign Language (2 semesters)

[Return to Table of Contents](#)

Specialization – ESL Generalist ECE-6 All Level - EC-12 Music Education

Requirements: 39-41 credit hours

- MUS 1110 Private or Group Piano
- MUS 1111 Group Guitar

- MUS 1119 Private Voice
- MUS 1332 Music Fundamentals

MUS 2118 Aural Skills I
 MUS 2119 Aural Skills II
 MUS 2214 Conducting I
 MUS 2234 Music Technology
 MUS 2334 Music Theory I
 MUS 2335 Music Theory II
 MUS 3223 Conducting II
 MUS 3336 Music Theory III
 MUS 3337 Music Theory IV
 MUS 3342 Music History I OR MUS 3344 Music History II
 MUS 34XX Music Pedagogy

Choose 1: MUS 1124 Choir, MUS 1128 Instrumental Ensembles OR MUS 1131 Jazz
 Choose 1: MUS 3342 Music History I, MUS 3344 Music History II, MUS 2350 World Music, MUS 1333 American Pop Music OR MUS 2340 History of Jazz
 Choose 2: MUS 3356 Choral Music Methods, MUS 2115 Woodwind Methods, MUS 2120 String Methods, OR MUS 21XX Brass Methods
Supporting Courses
 Requirements: 12 credit hours
 RDG 3341 Literacy in the Content Area
 HIS 1302 US History from 1877
 Foreign Language (2 semesters)

12.03.03 Middle School Curriculum Grades 4-8 Generalist

The Middle School Curriculum Major provides elementary education teacher candidates with content knowledge and classroom management skills as needed in the 4-8 curriculum.

In addition to the Core courses, the following courses are required.

Middle School Curriculum 4-8, Generalist

Major Courses

Requirements: 39 credit hours

EDU 2201 Introduction to Education
 EDU 3240 Societal Relationships
 EDU 3201 Effective Practices in Differentiated Instruction
 EDU 3311 Teaching Strategies & Assess
 EDU 3320 Foundations of ESL Education
 EDU 3343 Educational Psychology

EDU 4101 Teacher Ed Seminar
 EDU 4226 Classroom Management
 EDU 41225 Middle School Student Teaching
 RDG 3311 Foundations of Literacy
 RDG 3342 Literacy in the Content Area
 SPED 3301 Intro to Exceptional Learner

Specialization - 4-8 Generalist

Requirements: 30 credit hours

EDU 3301 Mathematical Methods-Elem
 EDU 3304 Children's Literature
 EDU 3305 Science & Health Methods-Elem
 EDU 3312 Methods of Social Studies
 EDU 3313 Adolescent Literature
 EDU 3331 Teaching Physical Education
 MTH 3301 Math for Elementary Teachers I
 MTH 3302 Math for Elementary Teachers II
 RDG 3321 Methods of LA/Writing

RDG 3341 Literacy Instruction for ELL
Supporting Courses:
Requirements: 18 credit hours
 HIS 1302 US History from 1877
 HIS 2321 West Civ to 1715
 HIS 3311 Texas History (2000 level or above)
 MTH 3316 Geometry
 Foreign Language (2 semesters)

Specialization - 4-8 Generalist All Level - EC-12 P.E.

Requirements: 38 credit hours

BIO 1401 Principles of Biology OR BIO 1403 Cellular & Molecular Biology
 BIO 3411 Human Anatomy and Physiology I
 KIN 1302 First Aid and Safety or valid certification First Aid and CPR
 KIN 2301 Personal Community and Health
 KIN 2302 Introduction to Physical Education
 KIN 2303 Theory and Application of Physical Fitness
 KIN 3313 Motor Development and Learning
 KIN 3315 Org. and Administration of PE and Sports
 KIN 3316 Evaluation in Phys. Education and Sports
 KIN 3331 Coaching Team Sports

KIN 3333 Methods of Teaching in Physical Education
 KIN 4330 Exercise Physiology
Supporting Courses:
Requirements: 9 credit hours
 HIS 1302 US History from 1877
 Foreign Language (2 semesters)

Specialization - 4-8 Generalist All Level - EC-12 Music Education

Requirements: 39-41 credit hours
 MUS 1110 Private or Group Piano
 MUS 1111 Group Guitar
 MUS 1119 Private Voice
 MUS 1332 Music Fundamentals
 MUS 2118 Aural Skills I
 MUS 2119 Aural Skills II
 MUS 2214 Conducting I
 MUS 2234 Music Technology
 MUS 2334 Music Theory I
 MUS 2335 Music Theory II
 MUS 3223 Conducting II
 MUS 3336 Music Theory III
 MUS 3337 Music Theory IV
 MUS 3342 Music History I OR MUS 3344 Music History II

MUS 34XX Music Pedagogy
 Choose 1: MUS 1124 Choir, MUS 1128 Instrumental Ensembles OR MUS 1131 Jazz
 Choose 1: MUS 3342 Music History I, MUS 3344 Music History II, MUS 2350 World Music, MUS 1333 American Pop Music OR MUS 2340 History of Jazz
 Choose 2: MUS 3356 Choral Music Methods, MUS 2115 Woodwind Methods, MUS 2120 String Methods, OR MUS 21XX Brass Methods
Supporting Courses:
 Requirements: 9 credit hours
 HIS 1302 US History from 1877
 Foreign Language (2 semesters)

12.03.04 Middle School Curriculum Grades 4-8, Content Specific

The Middle School Curriculum major prepares for teaching at the middle school and high school level in public schools and/or in the Lutheran teaching ministry. This program provides secondary teacher candidates with in-depth knowledge of their chosen teaching field(s) and classroom management skills needed in the secondary curriculum.

In addition to the Core courses, the following courses are required:

Middle School Curriculum

Major Courses

Requirements: 39 credit hours

EDU 2201 Introduction to Education
 EDU 3240 Societal Relationships
 EDU 3201 Effective Practices in Differentiated Instruction
 EDU 3311 Teaching Strategies & Assess
 EDU 3320 Foundations of ESL Education
 EDU 3343 Educational Psychology

EDU 4101 Teacher Ed Seminar
 EDU 4226 Classroom Management
 EDU 41225 Middle School Student Teaching
 RDG 3311 Foundations of Literacy
 RDG 3342 Literacy in the Content Area
 SPED 3301 Intro to Exceptional Learne

Content Specific Specializations:

Middle School Curriculum – English/Language Arts

Requirements: 33 credit hours
 EDU 3304 Children’s Literature
 EDU 3313 Adolescent Literature
 ENG 2301 World Literature: Classicism
 ENG 2303 American Literature
 ENG 2305 Survey of British Lit
 OR ENG 3321 Shakespeare
 ENG 3302 Drama
 ENG 3303 Short Story

ENG 3305 Poetry
 ENG 4303 Major Ethnic Writers
 RDG 3321 Methods of Language Arts/Writing
 RDG 3341 Literacy Instruction for ELL

Supporting Courses:
 Requirements: 15 credit hrs
 HIS 1302 US History from 1877
 HIS 2321 Western Civ to 1715
 HIS 3311 Texas History (2000 level or above)
 Foreign Language (2 semesters)

Middle School Curriculum - English/Language Arts/Social Studies

Requirements: 30 credit hours
 EDU 3304 Children's Literature
 EDU 3313 Adolescent Literature
 ENG 2301 World Literature: Classicism
 ENG 2303 American Literature OR ENG 3303 Short Story
 ENG 2305 Survey of British Literature OR ENG 3305 Poetry
 ENG 3311 Advanced Writing

GRG 1312 World Regional Geography
 HIS 3343 Post-World War II America
 RDG 3321 Methods of Language Arts/Writing
 RDG 3341 Literacy Instruction for ELL
Supporting Courses:
 Requirements: 18 credit hrs
 HIS 1302 US History from 1877
 HIS 2321 Western Civ to 1715

HIS 2322 Western Civ from 1715
HIS 3311 Texas History (2000 level or above)

Foreign Language (2 semesters)

Middle School Curriculum - Social Studies

Requirements:33 credit hours
ECO 2301 Macroeconomics
GRG 1312 World Regional Geography
HIS 2306 Race and Ethnic Relations
HIS 3301 History of Mexico
HIS 3308 Asian History & Culture
HIS 3311 Texas History(2000 level or above)
HIS 3314 Traditions/Values of Classical Civilizations
HIS 3321 International Relations since 1919
HIS 3341 Civil War

HIS 3343 Post-World War II America
POLS 2306 Texas State & Local Government

Supporting Courses:

Requirements: 15 credit hrs
HIS 1302 US History from 1877
HIS 2321 Western Civ to 1715
HIS 2322 Western Civ from 1715
Foreign Language (2 semesters)

Middle School Curriculum - Mathematics

Requirements: 33 credit hours
EDU 3301 Mathematical Methods-Elem
MTH 1352 Precalculus
MTH 2401 Calculus I
MTH 2402 Calculus II
MTH 3101-4 Problem Solving (Take 3)
MTH 3301 Math for Elementary Teachers I
MTH 3302 Math for Elementary Teachers II
MTH 3313 Number Theory
MTH 3316 Geometry

MTH 33XX Advanced Topics in Algebra

Supporting Courses:

Requirements: 15 credit hrs
HIS 1302 US History from 1877
HIS 2321 Western Civ to 1715
HIS 1302 Texas History (2000 level or above)
Foreign Language (2 semesters)

Middle School Curriculum- Science

Requirements: 41 credit hours
BIO 1402 General Zoology
BIO 2403 General Botany
BIO 3411 Human Anatomy and Physiology I
CHE 1401 Chemistry I
CHE 22XX Intro to Organic and Biochemistry
EDU 3305 Science & Health Methods-Elem
ESC 3403 General Ecology
GLG 3301 Geology

PHY 1401 Physics I
SCI 34XX Physical Science I
SCI 34XX Physical Science II

Supporting Courses:

Requirements: 9 credit hrs
HIS 1302 US History from 1877
Foreign Language (2 semesters)

Middle School Curriculum - Math and Science

Requirements: 63 credit hour
AST 3301 Astronomy
BIO 1402 General Zoology
BIO 2403 General Botany
CHE 1401 Chemistry I
CHE 22XX Intro to Organic & Biochemistry
EDU 3305 Science & Health Methods
EDU 3301 Mathematical Methods-Elem
GLG 3301 Geology
MTH 1352 Precalculus
MTH 2401 Calculus I
MTH 2402 Calculus II
MTH 3101-4 Problem Solving (Must take 2)

MTH 3301 Math for Elementary Teachers I
MTH 3302 Math for Elementary Teachers II
MTH 3313 Number Theory
MTH 3316 Geometry
PHY 1401 Physics I
SCI 34XX Physical Science I
SCI 34XX Physical Science II

Supporting Courses:

Requirements: 9 credit hrs
HIS 1302 US History from 1877
Foreign Language (2 semesters)

Middle School Curriculum - All Level - EC-12 P.E.

Requirements: 41credit hours
BIO 1401 Principles of Biology OR BIO 1403
Cellular & Molecular Biology*

BIO 3411 Human Anatomy and Physiology I
 KIN 1302 First Aid and Safety or valid certification
 First Aid and CPR
 KIN 2301 Personal Community and Health
 KIN 2302 Introduction to Physical Education
 KIN 2303 Theory and Application of Physical Fitness
 KIN 3313 Motor Development and Learning
 KIN 3315 Org. and Administration of PE and Sports
 KIN 3316 Evaluation in Phys. Education and Sports
 KIN 3331 Coaching Team Sports

KIN 3332 Coaching Individual Sports
 KIN 3333 Methods of Teaching in Physical Education
 KIN 4330 Exercise Physiology
Supporting Courses:
 Requirements: 9 credit hrs
 HIS 1302 US History from 1877
 Foreign Language (2 semesters)

Middle School Curriculum - All Level - EC-12 Music Education

Requirements: 39-41 credit hours

MUS 1110 Private or Group Piano
 MUS 1111 Group Guitar
 MUS 1119 Private Voice
 MUS 1332 Music Fundamentals
 MUS 2118 Aural Skills I
 MUS 2119 Aural Skills II
 MUS 2214 Conducting I
 MUS 2234 Music Technology
 MUS 2334 Music Theory I
 MUS 2335 Music Theory II
 MUS 3223 Conducting II
 MUS 3336 Music Theory III
 MUS 3337 Music Theory IV
 MUS 3342 Music History I OR MUS 3344 Music
 History II

MUS 34XX Music Pedagogy
 Choose 1: MUS 1124 Choir, MUS 1128 Instrumental
 Ensembles OR MUS 1131 Jazz
 Choose 1: MUS 3342 Music History I, MUS 3344 Music
 History II, MUS 2350 World Music, MUS 1333
 American Pop Music OR MUS 2340 History of Jazz
 Choose 2: MUS 3356 Choral Music Methods, MUS
 2115 Woodwind Methods, MUS 2120 String Methods,
 OR MUS 21XX Brass Methods
Supporting Courses:
 Requirements: 9 credit hrs
 HIS 1302 US History from 1877
 Foreign Language (2 semesters)

12.03.05 Secondary School Curriculum Grades 8-12

The Secondary School Curriculum major provides secondary teacher candidates with in-depth knowledge of their chosen teaching field(s) as part of God's plan for His world and taught in the secondary curriculum. In addition to the Core courses, the following courses are required.

Secondary School Curriculum

Major Courses

Requirements: 39 credit hours

EDU 2201 Introduction to Education
 EDU 3240 Societal Relationships
 EDU 3201 Effective Practices in Differentiated
 Instruction
 EDU 3311 Teaching Strategies & Assess
 EDU 3320 Foundations of ESL Education
 EDU 3343 Educational Psychology

EDU 4101 Teacher Ed Seminar
 EDU 4226 Classroom Management
 EDU 41273 Secondary Student Teaching
 RDG 3311 Foundations of Literacy
 RDG 3342 Literacy in the Content Area
 SPED 3301 Intro to Exceptional Learner

[Return to Table of Contents](#)

Content Specific Specializations:

Secondary Curriculum English/Language Arts

Requirements: 39 credit hours
 ENG 2301 World Literature: Classicism
 ENG 2303 American Literature
 ENG 2305 Survey of British Lit **OR** ENG 3321
 Shakespeare
 ENG 2331 History of the English Language

EDU 3313 Adolescent Literature
 ENG 3302 Drama
 ENG 3303 Short Story
 ENG 3305 Poetry
 ENG 3311 Advanced Writing
 ENG 4303 Major Ethnic Writers of the US
 ENG 4307 Intro to Literary Criticism

RDG 3321 Methods of Language Arts/Writing

RDG 3341 Literacy Instruction for ELL

Supporting Courses:

Requirements: 9 credit hrs

HIS 1302 US History from 1877

Foreign Language (2 semesters)

[Return to Table of Contents](#)

Secondary Curriculum - Social Studies

Requirements: 33 credit hours

ECO 2301 Macroeconomics

GRG 1312 World Regional Geography

HIS 2201 Historical Methods

HIS 2306 Race and Ethnic Relation

HIS 3301 History of Mexico

HIS 3308 Asian History and Culture

HIS 3321 International Relations Since 1919

HIS 3341 Civil War Era

HIS 3343 Post-World War II America

POLS 2301 Public Policy

POLS 2306 Texas State & Local Government

Supporting Courses:

Requirements: 18 credit hrs

HIS 1302 US History from 1877

HIS 2321 Western Civ to 1715

HIS 2322 Western Civ from 1715

HIS 3311 Texas History(2000 level or above)

Foreign Language (2 semesters)

[Return to Table of Contents](#)

Secondary Curriculum - History

Requirements: 35credit hours

HIS 2201 Historical Methods

HIS 2321 Western Civilization to 1715

HIS 2322 Western Civilization from 1715

HIS 3301 History of Mexico

HIS 3308 Asian History & Culture

HIS 3311 Texas History (2000 level or above)

HIS 3314 Traditions/Values of Classical Civilizations

HIS 3321 International Relations Since 1919

HIS 3341 Civil War Era

HIS 3342 American West

HIS 3343 Post-World War II America

HIS 3360 Topics in History

Supporting Courses:

Requirements: 12 credit hrs

HIS 1302 US History from 1877

HIS 2306 Race & Ethnic Relations

Foreign Language (2 semesters)

[Return to Table of Contents](#)

Secondary Curriculum - Math

Requirements: 39 credit hours

EDU 3303 Mathematical Methods-Sec

MTH 1341 Probability

MTH 2301 Statistics

MTH 1352 Precalculus

MTH 2401 Calculus I

MTH 2402 Calculus II

MTH 3101-4 Problem Solving (Take 3)

MTH 3311 Linear Algebra

MTH 3313 Number Theory

MTH 3316 Geometry

MTH 3317 Differential Equations

MTH 3410 Calculus III

Supporting Courses:

Requirements: 9 credit hrs

HIS 1302 US History from 1877

Foreign Language (2 semesters)

[Return to Table of Contents](#)

Secondary Curriculum - Science

Requirements: 44 credit hours

BIO 1402 General Zoology

BIO 1403 Cellular and Molecular Biology

BIO 2403 General Botany

BIO 3411 Human Anatomy and Physiology I

CHE 1401 Chemistry I

CHE 1402 Chemistry II

CHE 22XX Intro to Organic & Biochemistry

CHE 3402 Environmental Chemistry

GLG 3301 Geology

PHY 1401 Physics I

PHY 1402 Physics II

PHY 4301 Topics in Modern Physics

Supporting Courses:

Requirements: 9 credit hrs

HIS 1302 US History from 1877

Foreign Language (2 semesters)

Secondary Curriculum - Life-Earth Science

Requirements: 43 credit hours

BIO 1402 General Zoology
BIO 1403 Cellular and Molecular Biology
BIO 2403 General Botany
BIO 3403 General Ecology
BIO 3404 Genetics
BIO 3411 Human Anatomy and Physiology I
CHE 1401 Chemistry I
CHE 1402 Chemistry II
GLG 3301 Geology
PHY 1401 Physics I

PHY 1402 Physics II

Supporting Courses:

Requirements: 9 credit hrs
HIS 1302 US History from 1877
Foreign Language (2 semesters)

[Return to Table of Contents](#)

[Return to Table of Contents](#)

Secondary Curriculum - All Level EC-12 P.E.

Requirements: 41 credit hours

BIO 1401 Principles of Biology OR BIO 1403
Cellular & Molecular Biology
BIO 3411 Human Anatomy and Physiology I
KIN 1302 First Aid and Safety or valid certification
First Aid and CPR
KIN 2301 Personal Community and Health
KIN 2302 Introduction to Physical Education
KIN 2303 Theory and Application of Physical Fitness
KIN 3313 Motor Development and Learning
KIN 3315 Org. and Administration of PE and Sports

KIN 3316 Evaluation in Phys. Education and Sports
KIN 3331 Coaching Team Sports
KIN 3332 Coaching Individual Sports
KIN 3333 Methods of Teaching in Physical Education
KIN 4330 Exercise Physiology

Supporting Courses:

Requirements: 9 credit hrs
HIS 1302 US History from 1877
Foreign Language (2 semesters)

Secondary Curriculum - All Level EC - 12 Music Education

Requirements: 39-41 credit hours

MUS 1110 Private or Group Piano
MUS 1111 Group Guitar
MUS 1119 Private Voice
MUS 1332 Music Fundamentals
MUS 2118 Aural Skills I
MUS 2119 Aural Skills II
MUS 2214 Conducting I
MUS 2234 Music Technology
MUS 2334 Music Theory I
MUS 2335 Music Theory II
MUS 3223 Conducting II
MUS 3336 Music Theory III
MUS 3337 Music Theory IV
MUS 3342 Music History I OR MUS 3344 Music
History II
MUS 34XX Music Pedagogy

Choose 1: MUS 1124 Choir, MUS 1128 Instrumental
Ensembles OR MUS 1131 Jazz
Choose 1: MUS 3342 Music History I, MUS 3344 Music
History II, MUS 2350 World Music, MUS 1333
American Pop Music OR MUS 2340 History of Jazz
Choose 2: MUS 3356 Choral Music Methods, MUS
2115 Woodwind Methods, MUS 2120 String Methods,
OR MUS 21XX Brass Methods

Supporting Courses:

Requirements: 9 credit hrs
HIS 1302 US History from 1877
Foreign Language (2 semesters)

12.03.06 EC-12 Special Educational Curriculum Major – All Level EC-12

The EC-12 All Level Special Education major provides special education teacher candidates with specific knowledge about working with students with learning differences.

In addition to the Core courses, the following courses are required.

Major Courses

Requirements: 36 credit hours

EDU 2201 Introduction to Education
EDU 3240 Societal Relationships
EDU 3201 Effective Practices in Differentiated Instruction
EDU 3311 Teaching Strategies & Assessment
EDU 3320 Foundations of ESL Education
EDU 3343 Educational Psychology

EDU 4101 Teacher Ed Seminar
EDU 4226 Classroom Management
RDG 3311 Foundations of Literacy
SPED 3301 Intro to Exceptional Learners
SPED 41207 Spec Ed Student Teaching

Specialization - All Level EC-12 Special Education – ESL EC-6 Generalist

Requirements: 39 credit hours

SPED 3302 Language & Intercultural Communications
SPED 3403 Assessment Strategies for the Exceptional Learner
SPED 3304 Consultation & Collaboration
SPED 4405 Methods for Teaching the Exceptional Learner
SPED 4406 Practicum
EDU 3301 Mathematical Methods-Elem
EDU 3305 Science & Health Methods-Elem
EDU 3312 Methods of Social Studies
EDU 3331 Teaching Physical Education
EDU 3330 Methods of Integrating Fine Arts

RDG 3321 Methods of LA/Writing
RDG 3341 Literacy Instruction for ELL

Supporting Courses:

Requirements: 24 credit hrs
ECE 3320 ECE Curriculum, Methods & Materials
HIS 1302 US History from 1877
HIS 2321 Western Civ
HIS 3311 Texas History (2000 level or above)
MTH 3301 Math for Elem Teachers I
MTH 3302 Math for Elem Teachers II
Foreign Language (2 semesters)

Specialization - All Level EC-12 Special Education – 4-8 Generalist

Requirements: 39 credit hours

SPED 3302 Language & Intercultural Communications
SPED 3403 Assessment Strategies for the Exceptional Learner
SPED 3304 Consultation & Collaboration
SPED 4405 Methods for Teaching the Exceptional Learner
SPED 4406 Practicum
EDU 3301 Mathematical Methods-Elem
EDU 3305 Science & Health Methods-Elem
EDU 3312 Methods of Social Studies
EDU 3331 Teaching Physical Education

EDU 3330 Methods of Integrating Fine Arts
RDG 3321 Methods of LA/Writing
RDG 3341 Literacy Instruction for ELL

Supporting Courses:

Requirements: 21 credit hrs
HIS 1302 US History from 1877
HIS 2321 Western Civ to 1715
HIS 3311 Texas History (2000 level or above)
MTH 3301 Math for Elem Teachers I
MTH 3302 Math for Elem Teachers II
Foreign Language (2 semesters)

Specialization - All Level EC-12 Special Education – 4-8 and 8-12 Content

Requirements: 39 credit hours

SPED 3302 Language & Intercultural Communications
SPED 3403 Assessment Strategies for the Exceptional Learner
SPED 3304 Consultation & Collaboration
SPED 4405 Methods for Teaching the Exceptional Learner
SPED 4406 Practicum
EDU 3301 Mathematical Methods-Elem
EDU 3305 Science & Health Methods-Elem
EDU 3312 Methods of Social Studies
EDU 3331 Teaching Physical Education
EDU 3330 Methods of Integrating Fine Arts
field such as History, Math, Science, Language Arts, Social Studies

RDG 3321 Methods of LA/Writing
RDG 3341 Literacy Instruction for ELL

Supporting Courses:

Requirements: 21 credit hrs
HIS 1302 US History from 1877
HIS 2321 Western Civ to 1715
HIS 3311 Texas History (2000 level or above)
MTH 3301 Math for Elem Teachers I
MTH 3302 Math for Elem Teachers II
Foreign Language (2 semesters)
Highly encouraged to add 15-18 upper level hours in a second teaching

12.04 Religious Education (Director of Christian Education)

The Bachelor of Arts program with a major in Religious Education at Concordia University Texas provides basic educational, religious, and interpersonal foundations for the student and provides specialized training to develop individual interests in areas such as youth ministry, family ministry, children's ministry, music and the arts, theology, missions, and outdoor ministry.

In addition, students in the Religious Education Major have the option of certification as a Director of Christian Education (DCE) in the Lutheran Church-Missouri Synod. DCEs are ministers of the Gospel who have been trained as parish education specialists and called to work with the pastor, staff, and lay leaders of a congregation. Their primary responsibility is to administer and provide resources for the parish education and youth programs of the church, to teach the faith, and train laity for service both inside and outside the parish. Depending on personal gifts, prior experience and training, and congregational needs, a DCE may also provide leadership in the young adult, singles, family, music, and evangelism ministry of the congregation.

Four years of university work and one full year of full-time internship are normally required to complete the DCE program. Students who successfully complete all phases of the program are awarded the DCE Certificate and are eligible to receive a call to full-time services in the LCMS as a rostered Director of Christian Education.

Upon successful completion of all requirements for the DCE Major, the final requirement for certification by the Lutheran Church-Missouri Synod is a year-long internship, normally following graduation, in a congregation, agency, or mission site of the LCMS. This internship will enable students to experience as many aspects of the DCE ministry as possible. While interns register as students under the ultimate direction of the DCE Program Director or Associate Director during internship, they are also paid by the participating congregation or agency and are under the direct supervision of a full-time person in the congregation or agency during this time.

Applications for admission into the DCE program are available in the DCE Office. Application for admission into the DCE program must be submitted by November 1 of the Fall Term before the student anticipates beginning taking junior level professional DCE courses. The junior transfer student should complete an application for admission immediately upon being admitted to the university.

Applications to the DCE program will be evaluated on the basis of the following criteria:

Completion of the application— including all reference forms and an autobiographical essay

A cumulative GPA of 2.5 or higher on course work taken at Concordia University

A personal interview with the DCE program director, associate director and one other faculty member.

Show personal, social and moral qualities, and personal and mental health suitable for congregational or agency ministry.

All applicants must receive clearance (negative data may block admission) from each of the following offices or persons prior to admission:

- Vice President of Student Services (includes areas related to Campus activities, off-campus activities, dorms, etc.)
- Provost
- Director of the DCE Program
- Faculty mentor/advisor

Also, the GPA of 2.5 must be maintained each term to continue in the program.

Director of Christian Education

12.04.01 Degree Requirements

11.04.02 COMMON CORE Requirements

Liberal Arts Emphasis

Behavioral Sciences

_____ PSY 1311 Intro to Psychology

Economics/Government

_____ POLS 1303 Am. Gov. & Citizenship

English Literature

ENG 1317 Introduction to Literature

Fine Arts - 3 credit hours

Any ART, Drama or MUS course.

Geography/History

_____ HIS 1301 U.S. History to 1877

Natural Science (with lab)

_____ AST 1401 Intro to Astronomy

Kinesiology

_____ First Kinesiology

_____ Second Kinesiology (if needed)

_____ Third Kinesiology (if needed)

Religion

_____ REL 1301 New Testament His & Rdg

_____ REL 1311 His & Lit of Old Testament

Foundation Courses

Written Communication

_____ ENG 1316 Academic Research and Writing

Quantitative Reasoning

_____ MTH 1351 College Algebra

Technology – 3 credit hours

Verbal Communication

_____ COM 1300 Fundamentals of Communication

Leadership

_____ LDR 1101 Life and Leadership

Students seeking a **Bachelor of Arts (BA)** degree must complete the following requirements in addition to the General Education Requirements.

Global/Cultural

3 hours from one of the following courses;

ENG 2301 World Literature: Classicism

HIS 2321 History of Western Civilization to 1715

PHL 3301 Survey of Western Philosophy

HIS 3308 Asian History and Culture

HIS 3301 History of Mexico

HIS 3314 Traditions/Values of Classical Civilizations

Foreign Language

Complete two consecutive terms (at least six credit hours) of a non- English language

****In addition, ALL students are required to complete the following general graduation requirements:**

CAAP/GRE

Complete the Collegiate Assessment of Academic Proficiency (CAAP) exam (offered each long semester through Concordia) or the Graduate Record Examinations ® (GRE) (offered at various testing sites) and have a copy of the GRE scores sent to Concordia

Religious Education Major Requirements - 37 credit hours

COM 3303 Communications in the Church **or** COM 3304 Group Dynamics

REDU 1111 Spiritual Disciplines I

REDU 1112 Spiritual Disciplines II

REDU 2220 Introduction to DCE Ministry

REDU 3250 The Christian Witness and Evangelism

REDU 3310 Youth Ministry

REDU 3315 Confirmation Planning & Implementation

or REDU 3319 Middle School Ministry (for non-DCE students)

REDU 3317 Children's Ministry

REDU 3320 Parish Administration

REDU 3330 Family Ministry

REDU 3340 Adult Education in the Parish

REDU 3350 Curriculum & Methods in Religious Ed.

REDU 4210 DCE Practicum I

REDU 4211 DCE Practicum II

REL 3341 Lutheran Doctrine **or** REL 3335 Christian

Apologetics (for non **LCMS** students)

BADM 1360 Personal Finance

COM 3325 Interpersonal Communication

PSY 3331 Introduction to Counseling

REDU 3341 Leadership Development

REL 2352 History & Philosophy of the Reformation **or** REL 3354 History of Christianity (for non **LCMS** students)

REL 3333 Introduction to Christian Ethics

REL 3353 American Christianity **or**

REL 3381 Major World Religions

SOC 1301 Introduction to Sociology

SOC 3302 Marriage and Family **or** **PSY 23011 Life Span Development**

One of the following:

REL 3302 Luke-Acts

REL 3303 Major Pauline Epistles

REL 3312 Wisdom Literature

REL 3313 Isaiah

Specialization Areas

Select one of the following specialization areas

Supporting Courses – 36 credit hours

Missional Emergent - 20 credit hours

ANT 1301 Introduction to Anthropology
 COM 3308 Persuasive Communication
 HIS 2306 Race and Ethnic Relations
 REL 3335 Christian Apologetics
 REDU 3345 Emergent Theory
 REDU 3240 Missional Leadership
 REDU 3398 Nat'l/Int'l Studies:

Theology

At least 18 hours from the following courses:

GRE 2311 Greek I
 GRE 2312 Greek II
 GRE 4215 Advanced Greek Readings
 GRE 3313 Greek III
 GRE 3314 Greek IV
 HEB 3401 Biblical Hebrew I
 HEB 3402 Biblical Hebrew II
 HEB 4201 Hebrew Bible Readings
 REL 3334 Christian Foundations of Healthcare Ethics
 REL 3345 Theology of Worship
 REL 3346 A Christian View of Nature
 REL 3355 History of Christian Mission
 REL 3361 The Writings of C.S. Lewis
 REL 3362 The Christian Imagination
 REDU 3398 Nat'l/Int'l Studies

Children's Ministry - 18 credit hours

REDU 3316 Ldrship & Admin in Children's Min
 EDU 3343 Educational Psychology
 ECE 3320 ECE Curriculum, Materials & Methods
 COM 3302 Non-Verbal Communication
 SOC 3331 Sociology of Children and Childhood
 KIN 3313 Motor Development and Learning

Outdoor Ministry – 29-30 credit hours

AST 1401 Astronomy
 BIO 1402 General Zoology
 BIO 2403 General Botany
 REDU 3232 Outdoor Christian Education
 ESC 1302 Introduction to Environmental Science
 GLG 3301 Geology
 KIN 1202 First Aid and Safety

Director of Christian Education Certification Program**Purpose:**

The Concordia University DCE Specialist Certification Program is a means by which Bachelor degree graduates may complete program certification requirements for the Director of Christian Education (DCE) ministry of the Lutheran Church – Missouri Synod and be included on the roster of the Commissioned Ministry.

Curricular Structure:

The DCE Specialist Certification Program requires a total of up to 70 hours of credit, depending on prior coursework and experience. A one-year Internship in a LC-MS parish will give 24 credit hours of credit. The Internship is required to receive the DCE Certification. Course work could be taken on a part-time basis over two or three years and would be followed by a full-time Internship.

Program Entrance Requirements:

Completion of a Bachelor's degree at a regionally accredited institution
 Overall Grade Point Average (GPA) of 2.50 or better

BIO 3303 Native Plants

Any 3 credit hours from the following courses:
 BIO 1101 Field Biology East and Southeast Texas
 BIO 1102 Field Biology: Rio Grande Valley
 BIO 1103 Field Biology: Southwest Texas
 BIO 1104 Field Biology: Panhandle & Northwest Texas
 BIO 1105 Field Biology: Central Texas
 BIO 1106 Field Biology: Guadalupe Mountains

Youth Ministry –20 credit hours

COM 3304 Group Dynamics
 COM 3307 Media Analysis and Criticism or COM 3317 Production I
 REDU 3319 Middle School Ministry
 REDU 3311 Cultural Influences on Youth Ministry
 REDU 3313 Special Topics in Youth Ministry
 REDU 3240 Missional Leadership
 REDU 3398 Nat'l/Int'l Studies:

Or choose a specialization from one of the existing minors from any of the following programs:

Behavioral Science
 Business
 Communication in the Church
 Communication/Production
 Communication/Speech
 Computer Science
 Music

Certification as a DCE in The Lutheran Church-Missouri Synod requires successful completion of two terms of an internship in a LCMS congregation.

REDU 41210 Internship I
 REDU 41211 Internship II

Elective Hours

No elective hours are required since the minimum DCE requirements exceed the minimum bachelor degree requirements of 128 credit hours.

Two letters of recommendation (one from an LCMS professional church worker)
Official copies of all college transcripts
Completion of the Concordia University and DCE Certification application forms
Membership in a parish of the Lutheran Church – Missouri Synod

DCE Specialist Certification Requirements (56-70 hours)

Religion (18 hours)

REL 1301 New Testament History and Reading
REL 1311 History and Literature of the Old Testament
REL 2352 History and Philosophy of the Reformation
or REL 3354 History of Christianity
REL 3341 Lutheran Doctrine
REL 3353 American Christianity **or** REL 3381 Major World Religions
REL 3333 Introduction to Christian Ethics

Professional Preparation (any 24 hours from the courses listed below)

COM 3303 Communications for Church Workers
COM 3304 Group Dynamics
REDU 2350 Curr. & Methods in Religious Education
REDU 2220 Introduction to DCE Ministry
REDU 3230 leading Contemporary Worship
REDU 3232 Outdoor Christian Ministry
REDU 3240 Missional Leadership
REDU 3250 Christian Witness and Evangelism
REDU 3310 Youth Ministry
REDU 3311 Cultural Influences in Youth Ministry

REDU 3313 Special Topics in Youth Ministry
REDU 3315 Confirmation Planning
REDU 3316 Ldrshp & Admin in Children's Ministry
REDU 3317 Children's Ministry
REDU 3319 Middle School Ministry
REDU 3320 Parish Administration
REDU 3330 Family Ministry
REDU 3340 Adult Education in the Parish
REDU 3341 Parish Program Leadership
REDU 3345 Emergent Theory
REDU 3398 Nat'l/Int'l Studies: Mission Trip
PSY 3331 Introduction to Counseling

Field Experience (4 hours)

REDU 4210 DCE Practicum I
REDU 4211 DCE Practicum II

Internship (24 hours)

REDU 41210 DCE Internship I
REDU 41211 DCE Internship II

[Return to Table of Contents](#)

13.00 College of Liberal Arts

13.01 Introduction

The College of Liberal Arts at Concordia University Texas provides a classical liberal arts education that promotes a broad base of knowledge and develops intellectual capacities. The College is committed to a collegial environment in which students and faculty work together to grow intellectually, spiritually, and morally as knowledgeable citizens of the 21st century. We are dedicated to an intellectual foundation based on a well-rounded and comprehensive education designed to meet the needs of responsible citizenship in an ever-changing world.

The College of Liberal Arts supports the mission of Concordia University Texas: *to develop Christian leaders*. The majors, minors, and programs of the college, along with extracurricular activities, provide a multifaceted opportunity to *teach, model, practice, and recognize* Christian leadership. Program goals and outcomes are accomplished through scheduled classes, lectures and workshops by visiting scholars and guest lecturers, service learning opportunities, a variety of arts activities and venues, and a study abroad program. Ultimately, programs in the liberal arts prepare students to lead rich and rewarding lives, recognizing the interdependence of varied disciplines and professions as they are shaped and given meaning through the application of Christian values.

We live in a dynamic world economy that demands creativity, flexibility, and change. Career opportunities for the future require adaptability, critical thinking, and the ability to make connections across disciplines. The best preparation for this type of career can be found in the liberal arts. Through the liberal arts, students immerse themselves in any one of several areas of interest while still gaining the versatility and flexibility they need for life in a rapidly changing world. A liberal arts major also serves as excellent preparation for graduate study in almost any

field, including business, humanities and social sciences, pre-seminary, pre-law, publishing, communications, and public relations.

[Return to Table of Contents](#)

13.02 Bachelor of Arts

All Bachelor of Arts degree programs in the College of Liberal Arts have core and graduation requirements in addition to specific major requirements. Concordia's core requirements can be found in the General Education section, 10.0,0 and graduation requirements for all majors in the College of Liberal Arts are listed below. Specific major requirements are listed under the specific majors.

13.02.01 Behavioral Sciences Major - BA

The Behavioral Sciences major draws from two academic areas: Psychology and Sociology. Students study human behavior and develop skills that enable them to communicate effectively, think critically, and engage in research and investigation.

Liberal Arts Core and Graduation requirements (up to 69 hrs)

Behavioral Science Major Requirements (52 hrs)

MTH 1323 Quantitative Literacy or higher
PSY 1311 Introduction to Psychology
SOC 1301 Introduction to Sociology
PSY/SOC 3330 Social Psychology
PSY 2341 Statistics for the Behavioral Sciences
ANT 1301 Introduction to Anthropology
SOC/HIS 2306 Race & Ethnic Relations
PSY 2301 Life Span Development
COM/PSY 3304 Group Dynamics
PSY 3332 Personality Theories
PSY/SOC 2491 Research Methods & Scientific

Writing in the Behavioral Sciences
SOC 3302 Marriage & Family
SOC 3321 Sociological Theory
Plus two upper level courses from each discipline - 12 credit hours
PSY xxxx _____
PSY xxxx _____
SOC xxxx _____
SOC xxxx _____

Elective Hours

A sufficient number of credit hours to bring the total

number of hours to 128 of which 39 must be upper-level.

13.02.02 Communication Major - BA

The Communication Major provides students with an understanding of the communication process and with skills in message production. As society moves into the information age, men and women with schooling in communication will have a distinct advantage in sharing ideas and beliefs, molding opinion, and assuming an active role in shaping the future.

Liberal Arts Core and Graduation requirements (up to 69 hrs)

Communication Major Requirements (43 hrs)

Lower-level courses required - 12 credit hours
COM 2301 Human Communication Theory
COM 2303 Mass Media History and Theory
COM 2308 Writing for Mass Media
COM 2314 Communication Technology
PSY 1311 Intro to Psychology
SOC 1301 Intro to Sociology

Upper-level courses required

– 7 credit hours
COM 3304 Group Dynamics
COM 4101 Communications Capstone Course
COM 4310 Communication Internship

Plus One Concentration: 24 hrs.

Production Concentration

COM 3307 Media Analysis and Criticism

COM 3317 Production I
COM 3318 Production II
COM 3320 Media Law and Ethics
COM 4320 Production III
Plus 9 hours from other concentrations or communication electives

Public Relations Concentration

COM 3301 Diffusion of Innovation
COM 3308 Persuasive Communication
COM 3310 Public Relations
COM 3331 Organizational Communication
BADM 3352 Integrated Marketing Communication
Plus 9 hours from other concentrations or communication electives

Communication Studies Concentration

COM 3301 Diffusion of Innovation
COM 3302 Nonverbal Communication
COM 3308 Persuasive Communication
COM 3331 Organizational Communication
COM 3307 Media Analysis and Criticism
Plus 9 hours from other concentrations or communication electives

Other Communication Electives:
COM 3303 Communication in the Church

COM 3398 Nat/International Travel: Communications

NOTE: *May not declare Public Relations and Communication Studies Concentrations for two areas of study.*

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128 of which 39 must be upper-level.

[Return to Table of Contents](#)

13.02.03 English Major - BA

The English Major provides students the opportunity to read and analyze critically a variety of literary genres, and to develop skills in communicating clearly, cogently and coherently in writing and speaking.

Liberal Arts Core and Graduation requirements (up to 69 hrs)

English Major Requirements (42 hrs)

ENG 2301 World Lit: Classicism
ENG 2302 World Lit: Romance and Realism
ENG 2303 American Literature **or**
ENG 2305 British Literature
ENG 3302 Drama
ENG 3303 Short Story
ENG 3305 Poetry
ENG 3323 Shakespeare
ENG 4303 Major Ethnic Writers of the United States
ENG 4307 Introduction to Literary Criticism

ENG 3308 The Novel-American
ENG 3309 Modern Fiction
ENG 3311 Advanced Writing
ENG 3325 The Literature of Diversity
ENG 3331 The English Language
ENG 4304 The Bible as Literature
ENG 4306 King Arthur
ENG 4308 Chaucer
ENG 4311 Am. Women Writers of the 19th Century
ENG 4312 Brit. Wmn Wrtrs of the 19th Cent: Jane Austen

Plus 4 English courses not taken from above list. May include, but are not limited to:

ENG 2303 American Literature
ENG 2305 British Literature
ENG 3301 The Novel-British
ENG 3307 Drama at Stratford

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128 of which 39 must be upper-level.

[Return to Table of Contents](#)

13.02.03 History Major - BA

The History Major prepares students for participation in a highly complex and demanding society. It fosters their ability to understand the origin and impact of major political and cultural developments, economic trends and social movements of the world around them. They come to appreciate and respect the diversity of their own rich heritage, as well as that of others and interpret responsibility the world around them through the use of critical thinking and communication skills.

Liberal Arts Core and Graduation requirements (up to 69 hrs)

History Major Requirements (49 hrs)

REL 3353 American Christianity or
REL 3381 Major World Religions
ENG Writing Course _____
(ENG 3311 Advanced Writing Recommended)
ECO 2301 Intro to Macroeconomics
GRG 1311 **or**
GRG 1312 Geography

HIS 1301 US History to 1877 **or**
HIS 1302 US Hist. from 1877 (whichever was not taken in the core)
HIS 2321 Western Civilization to 1715
HIS 2322 Western Civilization from 1715
HIS 2201 Historical Methods
HIS 3301 History of Mexico
HIS 3314 Traditions & Values of Classical Civilization
HIS 3321 International Relations Since 1919

HIS 4201 Senior Thesis
 HIS 3341 Civil War Era or
 HIS 3342 The American West or
 HIS 3343 U.S. History 1945-1990

One of the following:

ANT 1301 Introduction to Anthropology
 HIS/SOC 2306 Race and Ethnic Relations
 ART 1304 Introduction to Art History: Ancient
 ART 1305 Introduction to Art History: Modern

Plus three of the following:

HIS 3304 History & Culture of the Mexican American
 HIS 3311 Texas History
 HIS 3354 History of Christianity*
 HIS 3308 Asian History and Culture
 HIS 4310 History Internship

HIS 4360 Topics in History
 HIS 3341 Civil War Era (if not taken above)
 HIS 3342 The American West (if not taken above)
 HIS 3343 U.S. History 1945-1990 (if not taken above)
 HIS 3398 National/International Travel**

**This course cannot be double counted in the Core and Major.*

***This course may be repeated but may only be used to fulfill the History Major requirement once.*

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128 of which 39 must be upper-level.

[Return to Table of Contents](#)

13.02.04 Multidisciplinary Major - BA

The Multidisciplinary Major helps students acquire a broad background in the common areas of knowledge; focus on at least two areas for more in-depth study; develop critical thinking skills; and improve their ability to communicate effectively in speaking and writing. **Note: Courses used as part of the two blocks for the Major may not double count in the core.**

Liberal Arts Core and Graduation requirements (up to 69 hrs)

Multidisciplinary Major Requirements (45 hrs)

HIS 2321 Western Civilizations to 1715*
 HIS 2322 Western Civilizations from 1715*
 MTH 1323 Quantitative Literacy*

*May count toward Core Requirements

Choose two block areas from the following list. In each block take eighteen credit hours, at least twelve hours of which must be upper-level; of which at least six upper-level credit hours in each block must be taken from Concordia University Texas. **Courses cannot double count from one eighteen hour block to another:**

Biology	Computer Science	Music
Business (<i>any course that satisfies the requirements of the BBA degree may be used</i>)	English	Physical/Environ. Science
Classical/Biblical Languages	Environmental Science	Political Science
Communication	Fine Arts	Pre-seminary Studies** (see below)
	History	Psychology
	Kinesiology	Religion
	Mathematics	Sociology

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128 of which 39 must be upper-level.

****Pre-seminary Studies**

REL 3341 Lutheran Doctrine
 REL33xx Elective
 COM 2301 Human Communication Theory
 COM 3303 Communication in the Church
AND

Choose 6 hours of Psychology or 6 hours of Sociology as follows.

PSY 1311 Introduction to Psychology
 PSY 33xx Upper level Psychology elective **or**
 SOC 1301 Introduction to Sociology
 SOC 33xx Upper level Sociology elective

[Return to Table of Contents](#)

13.02.05 Music Major - BA

The Music major provides a rigorous musical education in the foundational areas of the discipline (theory, aural skills, and history), presents a series of resource classes to best prepare students for future careers and study, and includes significant study in performance in both solo and ensemble settings. The major is designed to give each

student the tools to succeed in a musical career. Students must choose a specialization in Performance, Theory/Composition, or Music Ministry; in addition, students who choose a Music Ministry and seek rostered status with the LCMS specialization may additionally add the Director of Parish Music (DPM) certification to their degree program.

Music Major Requirements

(Course numbers ending in XX are in development as we transition to this new degree.)

Core Music Courses:

(Required of all majors in Music)

(Aural skills and Music Theory are generally taken as concurrent courses.)

MUS 2118 Aural Skills I	MUS 2334 Music Theory I
MUS 2119 Aural Skills II	MUS 2335 Music Theory II
MUS 3120 Aural Skills III	MUS 3336 Music Theory III
MUS 4120 Aural Skills IV	MUS 3337 Music Theory IV
MUS 2314 Basic Conducting Techniques	MUS 3342 History of Music I
MUS 2234 Music Technology	MUS 3344 History of Music II

Elective Hours: A sufficient number of academic hours to bring the total number of hours to 128, of which 39 must be upper-level.

Specializations:

Music majors must choose one specialization; each specialization requires additional coursework, private music instruction, ensemble participation, proficiencies, and capstone.

Performance

Additional Courses

MUS 3323 Advanced Conducting Techniques	MUS 2210 Diction for Singers I (voice)
MUS 32XX Performance Practice and Lit.	MUS 32XX Piano Pedagogy (piano)
MUS 33XX Music Pedagogy	MUS 4212 Service Playing (organ)
	MUS 3332 Orchestration (instrumental)

One of (based on primary instrument):

Private Music Instruction

Primary: private instruction every semester enrolled in the major, minimum of 6, two must be 3XXX level.
Secondary: two consecutive semesters required, any instrument.

Ensemble Requirement

Large Music Ensemble every semester enrolled, Small Music Ensemble for one full academic year.

Proficiencies

Piano proficiency (level 1)

Capstone

30-minute Junior half-recital (MUS 4105)

60-minute Senior recital (MUS 4105)

Theory/Composition

Additional Courses

MUS 23XX Composition Seminar I	One of:
MUS 33XX Composition Seminar II	MUS 2350 Intro to World Music
MUS 3332 Orchestration	MUS 2210 Diction for Singers I
MUS 33XX Arranging for Modern Ensembles	MUS 3356 Adult Choir

Private Music Instruction

Primary: composition instruction takes the place of primary instrument, minimum of 6, two must be 3XXX level.
Secondary: two consecutive semesters required, any instrument.

Ensemble Requirement

Large Music Ensemble for four semesters, Small Music Ensemble for one full academic year.

Proficiencies

Piano proficiency (level 1)

Vocal proficiency

Capstone

60-minute Senior recital (MUS 4105) of compositions by student, including at least one major work of length greater than 10 minutes.

Music Ministry

Additional Courses

REL 3345 Theology of Worship

MUS 3362 Worship and Music

MUS 3230 Contemporary Worship Prog.

MUS 3323 Advanced Conducting Techniques

One of:

MUS 3356 Adult Choir

MUS 33XX Resources for Worship Band

Private Music Instruction

Primary: 6 semesters of private instruction required, two must be 3XXX level.

Secondary: two consecutive semesters required, must be piano, organ, guitar or voice.

Ensemble Requirement

Large Music Ensemble every semester enrolled, Small Music Ensemble for one full academic year.

Proficiencies

Piano proficiency (level 2), Guitar proficiency, Vocal proficiency, Worship interview

Capstone

30-minute recital (MUS 4105), either Junior or Senior year Internship (MUS 4110)

13.02.06 *Political Science Major- B.A. (*Pending final approval)

The B.A. in Political Science from Concordia University Texas will prepare graduates to be professionally literate in the fields of law, politics, research, leadership and analytical reasoning. In this degree, there is 47 hours of required coursework which includes political science, religion, and behavioral sciences courses, a thesis, scientific methods, and at least three semesters of practicum and/or service experience.

Liberal Arts Core and Graduation Requirements (up to 69 hrs.)

Political Science/Behavioral Science Requirements (44 hrs)

ECO 2301 Introduction to Macroeconomics
SOC 2341 Statistics for the Beh. Sciences
SOC 2491 Research Meth & Scientific Writing
POLS 2331 Principles of Political Science
POLS 2332 Am. Political Institutions & Process
COM 3304 Group Dynamics
COM 3331 Organizational Communication
POLS 3333 Int. Relations & Comparative Pol.
POLS 3334 Political Philosophies & Ideologies
POLS 4335 POLS Leadership Capstone
POLS 4136 POLS Undergraduate Thesis

Plus three courses from the following (cannot be taken simultaneously). Students must take at least two different types of courses [3 Hrs]:

POLS 2115 Government Internship [1-3 Hour]
POLS 2116 Political Science Mock Practicum
POLS 2117 Community Service/Service Learning
XXX 3398 National/International Travel

Plus 3 Political Science courses. The substitution of one non-Political Science class is allowed with the consent of the Political Science director of major [9 Hrs.]:

POLS _____
POLS _____
POLS _____

Foreign Language: Complete two consecutive terms (at least six hours) of a non-English language.

A sufficient number of credit hours to bring the total number of hours to 128 of which 39 must be upper level.

***Pending final approval**

Elective Hours

[Return to Table of Contents](#)

14.00 College of Science

14.01 General Information

The College of Science offers majors in computer science, biology, environmental science, kinesiology, mathematics and nursing. Courses in these areas as well as in chemistry, physics, geology, and astronomy provide outstanding instruction to meet core graduation requirements of students in all majors. Offering the Bachelor of Arts (BA), Bachelor of Science (BS), and Bachelor of Science in Nursing (BSN) degrees, the College seeks to prepare students for a wide variety of experiences necessary for successful careers as well as for continuing education in graduate schools. The College is committed to small class sizes, close interpersonal relationships, and open dialog that encourage students to explore scientific boundaries and complex issues within the context of the faith and values philosophy of the university.

Excellent classroom and laboratory facilities are complemented by a 250-acre unit of the Balcones Canyonlands Preserve on the main campus as well as the Friesenhahn Cave Preserve, a world-renown fossil site in San Antonio. Entrusted with these unique resources the College engages students, faculty, and community in collaborative efforts to study and sustainably manage them. Experiential learning is emphasized as students have the opportunity to participate both domestically and abroad in a number of field courses, internships, service projects, and practicums.

Attendance Policy: Students may be dropped from any College of Science course by action of the Dean of the College if they have not attended the first two meetings of the course and have failed to contact either the instructor or the College of Science to explain their absence.

14.02 Degree Programs

14.02.01 Biology Major - BS

The Biology Major (BS) is designed to educate students in the breadth of subject matter encompassed by the biological sciences. Through critical thinking, hands-on experience, research, and investigation, students will develop an understanding of the field of Biology and gain a strong foundation for entry into a broad spectrum of graduate programs and careers in the biological sciences.

College of Science Graduation requirements (up to 63 hrs)

Biology Major Requirements

BIO 1402 General Zoology
BIO 1403 Cellular and Molecular Biology
BIO 2403 General Botany
BIO 3404 Genetics
CHE 1401 Chemistry I
CHE 1402 Chemistry II
CHE 2401 Organic Chemistry I
CHE 2403 Organic Chemistry II
MTH 2401 Calculus I
PHY 1401 Physics I
PHY 1402 Physics II

Plus at least 15 hours from upper level (3000 or 4000) BIO courses or the SCI courses listed below. No more than 6 hours may be field courses.

BIO xxxx _____
BIO xxxx _____
BIO xxxx _____
BIO xxxx _____
BIO xxxx _____
BIO xxxx _____

SCI 3303 Geology and Ecology of the Southwest US
SCI 3304 Geology and Ecology of Hawaii

One of the following:

SCI 4310 Natural Science Research Project
BIO 4410 Biological Science Research Project

Elective Hours

The minimum of credit hours sufficient to bring the total number of credit hours to 128 of which 39 must be upper-level.

[Return to Table of Contents](#)

14.02.02 Biology Major - BA

The Biology Major (BA) is designed to provide exploration into the field of Biology. Students will develop an understanding of the biological sciences and promote stewardship of the biotic environment.

College of Science Graduation requirements (up to 63 hrs)

Biology Major Requirements

BIO 1402 General Zoology
 BIO 1403 Cellular and Molecular Biology
 BIO 2403 General Botany
 BIO 3404 Genetics
 CHE 1401 Chemistry I
 CHE 1402 Chemistry II
 Plus at least 23 credit hours from upper level (3000 or 4000) BIO courses or the SCI courses listed below.

No more than 6 of these hours may be field courses.

BIO xxxx _____
 BIO xxxx _____
 BIO xxxx _____

BIO xxxx _____
 BIO xxxx _____
 BIO xxxx _____
 BIO xxxx _____
 BIO xxxx _____
 SCI 4310 Natural Science Research Project
 SCI 3303 Geology and Ecology of the Southwest US
 SCI 3304 Geology and Ecology of Hawaii

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128 of which 39 must be upper-level.

[Return to Table of Contents](#)

14.02.03 Computer Science Major - BS

The Computer Science Major is modeled after the Association for Computing Machinery (ACM) recommendations, which require 39 hours of computer science and 18 hours of mathematics courses. In the required courses, students develop both the theoretical and the practical skills needed to design computer systems; to design, install, or repair computer hardware; to write software; to perform mathematical analysis of algorithms and performance studies; and to reason clearly, think analytically, and solve problems.

College of Science Core and Graduation requirements (up to 63 hrs)

Computer Science Major Requirements

CSC 1301 Introduction to Computer Science I
 CSC 1302 Introduction to Computer Science II
 CSC 2305 Discrete Structures
 CSC 2301 Introduction to Computer Systems
 CSC 2303 Data Structures and Algorithm Analysis
 MTH 2401 Calculus I
 MTH 2402 Calculus II
 MTH 2301 Introduction to Statistics
 CSC 3301 Software Engineering
 CSC 3302 Operating Systems
 CSC 3303 Computer Architecture
 CSC 3311 Programming Language Concepts
 MTH 3311 Linear Algebra
 REL 3333 Introduction to Christian Ethics
 CSC 4405 Software Engineering (capstone)

Five Courses from any 3000 or 4000 level CSC or MTH courses listed below:

CSC xxxx _____
 CSC xxxx _____
 CSC xxxx _____
 CSC xxxx _____
 CSC xxxx _____
 MTH 4310

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128 of which 39 must be upper-level.

[Return to Table of Contents](#)

14.02.04 Environmental Science Major - BS

The Environmental Science Major emphasizes the relationship between humankind and the natural world, and prepares students to recognize and deal with the impact of human interventions on environmental systems.

College of Science Core and Graduation requirements (up to 63 hrs)

Environmental Sc. (BS) Major

BIO 1402 General Zoology
 or BIO 2403 General Botany
 ESC 3403 General Ecology
 CHE 1401 Chemistry I*
 CHE 1402 Chemistry II*
 CHE 2401 Organic Chemistry I
 CHE 2403 Organic Chemistry II
 ESC 3402 Environmental Chemistry
 ECO 2301 Introduction to Macroeconomics*

ESC 2301 Envir. Writing & Regulatory Compliance
 ESC 3306 Natural Resource Conservation & Planning
 ESC 4411 Research in the Environmental Sciences
 GLG 1101 Urban Geology
 GLG 3301 Geology
 GRG 1311 Principles of Geography*
 MTH 1332 or 2401 or higher level calculus/stats course*
 PHY 1401 Physics I *
 ESC 3330 Environmental Modeling

One of the following:

GLG 3302 Geology Field Techniques
SCI 3303 Geology and Ecology of the Southwest US
SCI 3304 Geology and Ecology of Hawaii

Two of the following:

BIO 1403 Cellular and Molecular Biology
BIO 1402 General Zoology **or**
BIO 2403 General Botany**
BIO 3302 Tropical Biology
BIO 3401 Microbiology

14.02.05 Environmental Science Major - BA

The Environmental Science Major emphasizes the relationship between humankind and the natural world, and prepares students to recognize and deal with the impact of human interventions on environmental systems.

Env. Sci. (BA) Major Requirements (58 to 63 hrs)

BIO 1402 General Zoology **or**
BIO 2403 General Botany
ESC 3403 General Ecology
CHE 1401 Chemistry I*
CHE 1402 Chemistry II*
ECO 2301 Macroeconomics*
ESC2301 Environmental Writing & Reg. Compliance
ESC 3306 Natural Resources & Conservation
Planning
GLG 1101 Urban Geology
GLG 3301 Geology
GRG 1311 Principles of Geography*
ESC 4310 Environmental Science Internship **or**
ESC 4411 Research in the Environmental Sciences
MTH xxxx Any pre-calculus, calculus,* or statistics
course*
PHY 1401 Physics I*
ESC 3330 Environmental Modeling

*Plus Five of the following, at least three of which must
be upper level - 12-16 credit hours*

BIO 1402 General Zoology
or BIO 2403 General Botany **
BIO 1403 Cellular and Molecular Biology

14.02.06 Kinesiology Major - BA

Kinesiology is the study of human movement. The mission of the Kinesiology major is to prepare students who understand the physiological and anatomical underpinnings of human movement, and who will be able to design and administer effective wellness and sport programs. Required coursework will develop a firm foundation for careers in coaching, physical rehabilitation, or fitness and sport management.

Major Requirements – 25 credit hours

KIN 1302 First Aid and Safety
KIN 2301 Personal and Community Health
KIN 2330 Preven. & Treatment of Movement Injuries
KIN 3311 Musculoskeletal Anat. & Biomechanics
KIN 3313 Motor Development and Learning
KIN 3316 Evaluation in Physical Education and Sport
KIN 4330 Exercise Physiology
BIO 3411 Human Anatomy and Physiology I

Plus One of the Following tracks:

2012-2013 Catalog

BIO 3303 Native Plants
ESC 3303 Environmental Law
ESC 4310 Environmental Science Internship
* May be used to satisfy core requirements
** Whichever is not taken as a required course

Elective Hours

The minimum of credit hours sufficient to bring the total number of credit hours to 128 of which 39 must be upper-level.

[Return to Table of Contents](#)

BIO 3303 Native Plants
BIO 3401 General Microbiology
ESC 3402 Environmental Chemistry
CHE 3401 Analytical Chemistry
ESC 3303 Environmental Law
GLG 3302 Geology Field Techniques
PHY 1402 Physics II
SCI 3303 Geology and Ecology of the Southwest US
or
SCI 3304 Geology and Ecology of Hawaii **or**
BIO 3302 Tropical Biology
ESC 4411 Research in the Environmental Sciences **or**
ESC 4310 Environmental Science Internship**
* May be used to satisfy core requirements
** Whichever is not taken as a required course

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128 of which 39 must be upper-level. Courses highly recommended as elective include courses listed above as options, computer application courses, statistics, additional mathematics courses such as Probability and Applied Calculus and business courses.

Generalist Track – 24 hours:

KIN 2302 Introduction to Physical Education
KIN 2303 Theory and Application of Physical Fitness
KIN 3315 Organization and Admin of Phys. Ed. & Sport
KIN 3334 Psychology of Movement Activities
KIN 3331 Coaching Team Sports
KIN 3332 Coaching Individual Sports
KIN 3333 Methods of Teaching Physical Education
KIN 4310 Kinesiology Internship

Athletic Training – 25 hours:

- BIO 3310 Nutrition
- BIO 3412 Anatomy and Physiology II
- KIN 2340 Clinical Eval of Athl Injuries I-Lower Body
- KIN 2345 Clinical Eval of Athl Injuries II – Upper Body
- KIN 3320 Therapeutic Modalities in Athletic Training.
- KIN 3325 Rehabilitation of Athletic Injuries
- PSY 1311 Introduction to Psychology
- MTH 2301 Statistics

Pre-Physical Therapy – 35 hours

- BIO 3412 Anatomy and Physiology II
- CHE 1401 Chemistry I
- CHE 1402 Chemistry II
- KIN 4310 Kinesiology Internship
- PHY 1401 Physics I
- PHY 1402 Physics II
- PSY 2301 Life Span Development
- PSY 3341 Abnormal Psychology

- MTH 1351 College Algebra
- MTH 2301 Statistics

Fitness and Wellness Supervisor – 30 hrs:

- KIN 2302 Introduction to Physical Education
- KIN 2303 Theory and Application of Physical Fitness
- KIN 3315 Organization and Admin. of Phys. Ed. & Sport
- KIN3334 Psychology of Movement Activities
- KIN 4310 Kinesiology Internship
- BIO 3310 Nutrition
- BADM 3311 Principles of Management
- BADM 3350 Principles of Marketing
- BADM 3312 Small Business Management
- BUS 3314 Finance for the Non-Financial Manager

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128 of which 39 must be upper-level.

14.02.07 Mathematics Major - BS

The Mathematics Major offers courses in analysis, calculus, discrete mathematics, cryptology, differential equations, geometry, modeling, number theory, problem solving, probability, and statistics. In these courses, students develop the ability to reason clearly, think analytically, communicate mathematically, value mathematics, and solve problems.

Mathematics Major Requirements (45 credit hrs)

- MTH 2401 Calculus I
- MTH 2402 Calculus II
- MTH 2301 Introduction to Statistics
- MTH 2305 Discrete Structures
- MTH 3410 Calculus III
- MTH 3101 4 Problem Solving (two of four)
- MTH 3311 Linear Algebra
- MTH 4101 Advanced Problem Solving
- MTH 3317 Differential Equations
- MTH 3315 Abstract Algebra

The fifteen remaining hours must come from upper level [3000 and 4000] MTH courses:

- MTH xxxx _____
- MTH xxxx _____
- MTH xxxx _____
- MTH xxxx _____
- MTH xxxx _____
- MTH xxxx _____

Elective Hours

A sufficient number of credit hours to bring the total number of hours to 128 of which 39 must be upper-level.

14.02.08 Nursing Major- BSN

The Nursing Major has two distinct parts: The Pre-Nursing preparation sequence of courses are taken the freshman and sophomore years; midway through your sophomore year, you may apply for the BSN in Nursing professional sequence, which is taken during your junior and senior years. The pre-nursing sequence consists of required courses in the sciences and humanities that provide students a solid foundation for the art and science of caring for others. Within one semester of completing the pre-nursing sequence, students apply for admission to the professional nursing sequence BSN program. The professional nursing sequence [NUR courses] will consist of nursing lecture and clinical courses that provide students the knowledge, skills, and attitude necessary to become competent and compassionate professional nurses and are only available to students admitted to the professional nursing sequence.

Nursing Major Requirements (106 credit hrs)

- BIO 1403 Cellular and Molecular Biology
- BIO 3310 Nutrition
- BIO 3311 Introduction to Pharmacology
- BIO 3401 General Microbiology
- BIO 3411 Human Anatomy and Physiology I
- BIO 3412 Human Anatomy and Physiology II
- CHE 1401 Chemistry I

- CHE 1202 Introduction to Organic and Biochemistry
- MTH 2301 Introduction to Statistics
- PSY 1311 Introduction to Psychology
- PSY 2301 Life-Span Development

These courses are taken after admission into the Professional Nursing Sequence:
NUR 3106 Global Health Practicum

NUR 3113 Health Assessment	NUR 4230 Fmly-Centered Care of Children and Adolescents
NUR 3116 Health Assessment Skills Simulation	NUR 4231 Fmly-Cntrd Care of Children and Adolescents Practicum
NUR 3120 Clinical Nursing Skills I Simulation	NUR 4240 Adversity, Coping, and Mental Health Across the Lifespan
NUR 3126 Healthcare Spanish Simulation	NUR 4241 Adversity, Coping, and Mental Health Across the Lifespan Practicum
NUR 3225 Informatics and Health Care Technologies	NUR 4255 Healthcare Systems Transformation to Improve Quality & Safety
NUR 3230 Foundations of Professional Nursing Practice	NUR 4260 Community Health: Macro & Micro Dynamics Practicum
NUR 3255 Caring for Aging Individuals and Populations	NUR 4270 Leadership, Supervision, Delegation and Mgmt
NUR 3265 Clinical Nursing Skills II Simulation	NUR 4271 Leadership, Supervision, Delegation, Mgmt & Final Evaluation. Simulation
NUR 3275 Evidence-Based Practice & Scientific Inquiry	NUR 4290 Capstone in Professional Nursing Practice
NUR 3303 Cultural Diversity and Global Health Missions	NUR 4345 Communication & Collaboration Within Multidisciplinary Teams
NUR 3435 Patient-Centered Adult Health Nursing I	NUR 4360 Community Health: Macro and Micro Dynamics
NUR 3336 Patient-Centered Adult Health Nursing I Practicum	REL 3334 Christian Foundations of Healthcare Ethics
NUR 3485 Patient-Centered Adult Health Nursing II	REL 4336 Faith Traditions in End-of-Life Care
NUR 3386 Patient-Centered Adult Health Nursing II Practicum	
NUR 4105 Family-Cntrd Care in Pregnancy, Childbirth, Parenting Simulation	
NUR 4110 Family-Cntrd Care of Children & Adolescents Simulation	
NUR 4195 NCLEX Review & Final Comp Eval Simulation	Elective Hours
NUR 4220 Fmly-Cntrd Care in Pregnancy, Childbirth & Early Parenting	A sufficient number of credit hours to bring the total number of hours to 128 of which 39 must be upper-level.
NUR 4221 Fmly-Cntrd Care in Pregnancy, Childbirth & Early Parenting Practicum	

[Return to Table of Contents](#)

15.00 Graduate Programs

Concordia University offers two graduate degrees: The Master of Business Administration and The Master of Education. Each program has unique characteristics and offers opportunities for advanced study, personal growth, and career enhancement.

15.01 Master of Business Administration (MBA)

Admissions Criteria

- A minimum cumulative grade point average of 2.75 on a 4.0 scale for all undergraduate work completed
- A bachelor's degree from a regionally accredited institution of higher education or a recognized foreign institution of higher learning
- Three to five years of professional work experience is preferred

Applicants who do not meet admissions requirements may be considered for provisional admissions by the MBA Admissions Committee in exceptional cases.

Required Materials

All MBA applicants must submit the following in order to be considered for admission:

1. Application for admission
2. \$50 application fee
3. **Official** transcripts from the colleges or university where the student earned their baccalaureate degree. Graduate students must arrange to have the transcript sent to Concordia directly from the institution of record. A student-delivered transcript will not be accepted as an official transcript, unless it is received in the original sealed envelope and appropriately stamped by the institution of record as "issued to student in a sealed envelope."
4. MBA Admissions essay of approximately 1000 words
5. A one to two page summary of professional work experience in resume format to include dates in chronological order.

Graduate Transfer credit

Transfer credits are not accepted for the MBA program

Dropping a course

Students will be registered for the entire two year cohort program upon payment of their tuition deposit. Should a student wish to take one or more semesters off from the program, s/he must formally withdraw.

Due to the cohort structure of the MBA program, students cannot drop an individual course without withdrawing from the MBA program.

Withdrawal and Refunds

If a student wishes to withdraw from the program and requests that withdrawal prior to the second teaching week of the term, 100% of tuition for that term will be refunded. If withdrawal is requested prior to the third teaching week of the term, 75% of tuition for that term will be refunded. No other tuition refunds are granted.

If a student misses two consecutive teaching weeks without contacting the instructor(s), s/he will be administratively withdrawn from the MBA program.

Readmission

A student who voluntarily withdraws for less than three consecutive terms can be re-admitted into the program upon completing the application form; however s/he will be placed in a different cohort. The student must submit a request for re-admission to the MBA Program Director prior to completing the application. The MBA Program Director will determine the appropriate cohort placement.

A student who is administratively withdrawn or who has not been enrolled for three consecutive terms after completing one or more MBA courses must reapply by completing all steps of the application process if s/he wishes to resume study in the MBA program. The admission decision will be based on admission criteria current at the time of reapplication.

Students accepted into the program who delay initial attendance for three or more terms must also reapply to be accepted into the program. The admission decision will be based on admission criteria current at the time of reapplication.

15.02 Master of Education (MED)

Admission Criteria

- A minimum cumulative grade point average of 2.50 on a 4.0 scale for all undergraduate work completed, OR (if applicable) a GPA of 3.0 on a 4.0 scale on at least 12 semester hours of graduate work completed.
- A bachelor's degree from a regionally accredited institution of higher education or a recognized foreign institution of higher learning.
- Admission for applicants who fall below these standards will be determined by the faculty Admissions Committee. Those applicants may be required to submit additional information.
- A minimum of one year of full-time teaching experience.

Required Materials:

All M.Ed. applicants must submit the following in order to be considered for admission.

1. Application for admission
2. \$50 application fee
3. **Official** transcripts from the colleges or universities where the student earned their baccalaureate degree.
Graduate students must arrange to have the transcript sent to Concordia directly from the institution of record. A student-delivered transcript will not be accepted as an official transcript, unless it is received in the original sealed envelope and appropriately stamped by the institution of record as "issued to student in a sealed envelope."
4. In the case of students who do not meet our admissions standards, additional information may be required prior to admission.

Graduate Transfer credit

The acceptability of courses presented for transfer credit from other colleges/universities will be determined by the College of Education. Courses from colleges or universities not listed on the initial application for admission may not be accepted for credit.

Applicants will be permitted, upon approval of the Director of Graduate Studies, to transfer up to six (6) credit hours of graduate credit from regionally accredited institutions of higher education, but only if proposed course work equates to and is substituted for required coursework or electives in Concordia's M.Ed. program and has earned a grade of 'B' or better. All decisions on equivalent substitutions must be recommended by the Director of Graduate Studies and approved by the Office of the Registrar. All transfer credits submitted for substitution must have been completed within five years of being admitted to the M.Ed. program at Concordia University Texas. Once admitted to the program, all decisions on equivalent substitutions must be recommended by the Graduate Education Committee and the Director of Graduate Studies and approved by the Office of the Registrar.

Additional Admission Requirements for Educational Administration Sequence

Applicants must meet the following prerequisites to enroll in the Educational Administration Sequence.

- have two years of teaching experience in public or private schools before completing the EDAD program.
- provide a letter, if appropriate, from their supervisor, supporting them in participating in this program and assure them an opportunity to act as administrators during their course of study, especially when they will need to be away from their regular work assignments.
- Possess a valid educator credential from any U.S. state

Certification Requirements for Principal in the State of Texas

- Have obtained or be in the process of obtaining a master's degree in education.
- Have taught two years at an accredited public or private school.
- Take and pass the course work required as a prerequisite to take the state Principal Certification Examination.
- Pass the state Principal Certification Exam (TExES) administered by the State Board of Educator Certification (SBEC).
- Possess a valid educator credential from any U.S. state

Provisional Admission

In some circumstances, applicants whose undergraduate GPA is below 2.5 may be granted provisional admission. Provisional admission may be granted only when all other indicators point to success in the M.Ed. program. Provisional students will be granted full acceptance after completion of 6 credit hours with at least a 3.0 GPA

15.02.01 Academic Information

15.02.02 Attendance

Master of Education

Because of the accelerated format of the M.Ed. program, (i.e. three credits in 8 weeks), it is required that students attend all class sessions, and students are to be present for the entire class session. There are no excused absences. However, if **emergency circumstances** dictate missing a session, students will notify the professor to determine how to make up the work missed in the class session. **If, for whatever reason, a student misses more than four (4) hours of cumulative absences, including late arrivals and early departures, he/she will be administratively withdrawn from the course, and will have to repeat it at a later date. In the event of extreme extenuating circumstances, the student may choose to petition the Dean of the College of Education to stay in the class.**

Professors keep records of late arrivals and early departures, both of which are counted as absences. This is because students have missed valuable interaction time with the professor and their peers. If students know that such absences are inevitable (i.e. proposed surgery, long-planned vacations, conference attendance, etc.), it is better to drop the course and take it at a later time. If a student develops absence patterns (i.e. missing one session in two classes of one term), he/she will be asked to meet with the Regional Coordinator to justify his/her continued participation in the program.

First Class Meeting Policy: Students who miss the first class meeting of any graduate course will be administratively dropped from the course. In the event of extenuating circumstances, the student may petition the Dean of the College of Education to be re-instated in the course. Students who know in advance of the first night of class that they will miss the first night of class may petition the Dean of the College of Education to not be dropped from the class. If the petition is received and approved prior to the first night of class, the student will not be dropped from the class. The Student Petition Form is available from the Student Support Coordinator in your region.

Master of Business Administration

Participation is part of the grade in every course and the student must be in class to participate. See specific requirements in each course syllabus.

15.02.03 Census Date

The Census Date for all graduate courses is the first night of each class meeting. As of that date all class schedules are official, a matter of permanent record, and will appear on a student's transcript.

- Courses dropped before the Census Date will not appear on the student's transcript.
- Courses dropped after the Census Date and before the Withdrawal deadline will be recorded on the student's transcript with the grade of "W".
- Certification of attendance for insurance purposes will be done as of Census Date for that semester.

15.02.04 Satisfactory Academic Progress

To remain in good standing, MBA students must maintain a cumulative GPA of 3.0 or above. Students are automatically placed on academic probation at the end of any semester in which their cumulative GPA falls below 3.0. The student will be returned to good standing after earning 12 additional semester hours with no grade below a B and a cumulative GPA of 3.0 or better. After a student has been placed on probation once, any subsequent cumulative GPA of less than 3.0 may result in dismissal from the program.

Any student who is concerned about his/her grade at any time is advised talk to the course professor immediately. If a student is concerned about overall progress in the program, s/he is advised to talk to the MBA Program Director.

15.03 Grades

Grades awarded in Concordia University Graduate programs are A, B, C, and F. No grades of D will be awarded or accepted.

15.04 Advisors

MBA Program

The Director of the MBA program is available for student advising. If a student has any questions or concerns about the program, they are advised to see the Director.

MED Program

The Director of the MED program is available on the main campus for student advising along with the Regional Coordinators and Student Support Coordinators located in or near the regional centers.

[Return to Table of Contents](#)

15.05 Program Description, Course Sequence/Degree Plans and Course Descriptions

15.05.01 Master of Business Administration

Semester 1

MBA 5300 Quantitative Methods and Statistics (3 semester hours)

This is a foundation course in business mathematics and statistics designed to equip managers and leaders with the ability to translate managerial, financial or economics problems into mathematical manipulations; and to be able to interpret descriptive and inferential statistics in a practical business setting. The core concepts include finance, economics, linear equations, non-linear equations, exponential notation, and measures of central tendency, regression analysis and hypothesis testing. Prerequisites: None required.

MBA 5306 Critical Thinking (3 semester hours)

This course is designed to give new MBA students a common foundation in management concepts, analysis, and technologies. Students will improve their skills in self-awareness, reflection, listening, and making sound judgments. Students will learn how to research and write at the graduate level, prepare and analyze case studies, improve their speaking and presentation skills, along with working in teams. Students will also develop skills necessary to evaluate the assumptions, evidence, and inferences of what one thinks, reads and hears, and to present ideas in a logical, thorough, and persuasive manner.

SEMESTER 2

MBA 5302 Managerial Economics (3 semester hours)

This course covers the economic forces that have a fundamental influence on a business' profitability, growth, and sustainability. It provides the core economic concepts that guide managerial decision-making. Topics include

Supply/Demand, Capital Markets, Consumer Theory, Structures of Markets, Trade-offs, Cost-Benefit Analysis, Forecasting and Budgeting.

MBA 5201 Marketing Management (2 semester hours)

This course focuses on the marketing decisions made by businesses and organizations, covering the strategic role of marketing, marketing problems typically encountered in business, and the analytical concepts and techniques used in marketing. Students will understand marketing planning and strategy in the context of organizational plans as well as how to integrate the functional areas of business administration into a realistic approach to solving complex problems at the executive level.

MBA 5103 Leadership Seminar I—Engaging Self (1 semester hour)

Leadership Seminars are designed to provide a space for students to integrate course content, personal commitments, and real world experience to transform themselves as leaders. The Seminars enable students to do this with the support and input of their cohort peers. Each seminar covers an essential aspect or “site” of leadership and consists of relevant assessment and discovery tools, discussion, self-reflection, and integration of course material. Leadership Seminar I focuses on personal transformation and the call of leadership.

SEMESTER 3

MBA 5312 Managerial Finance (3 semester hours)

This course focuses on finance concepts and tools necessary for successfully running a business and making effective decisions. Emphasis placed on preparing students with the practical tools necessary for running a business. Topics include Debt/Equity mix, Cash Flow, Opportunity Cost, Risk-Return, Valuation of Assets/Projects.

MBA 5308 Organizational Ethics, Behavior and Change (3 semester hours)

This course covers the ethical interconnection of worldviews, values, and behavior in an organization. The course analyzes the impact of ethical decisions on organizational stakeholders, as well as tools for creating and sustaining an ethical culture in understanding theoretical models and interplay of moral, legal, and social issues in managing one’s self, individuals, groups, and organizations in a complex environment where stakeholders often have competing interests. Topics include Leadership, Collaboration/Groups, Change, Culture, Resilience, and Organizational Learning.

SEMESTER 4

MBA 5207 Managerial Accounting (2 semester hours)

This course covers the use of accounting data and processes in managing a business or an organization. In particular, it focuses on the concepts, processes, and models that provide information and control for managers, as well as the ways in which accounting supports and enables marketing and strategy decisions, performance, and operations management.

MBA 5113 Leadership Seminar II—Engaging Others (1 semester hour)

Leadership Seminars are designed to provide a space for students to integrate course content, personal commitments, and real world experience to transform themselves as leaders. The Seminars enable students to do this with the support and input of their cohort peers. Each seminar covers an essential aspect or “site” of leadership and consists of relevant assessment and discovery tools, discussion, self-reflection, and integration of course material. Leadership Seminar II focuses on the aspects of Transformational Leadership, including leading in a collaborative fashion and helping others find their leadership potential.

MBA 5316 Managing Operations and Technology (3 semester hours)

This course covers key operational aspects of a business: tactical decision-making, process design and control, organizational structure, workforce issues, quality control, and planning. Course emphasizes the use of IT social media, and the Internet for business processes and communication.

SEMESTER 5

MBA 5220 Business, Society and Public Policy (2 semester hours)

This course examines current political, legal, and social forces acting on business and the ways in which business influences these forces. It focuses in particular on legislative and regulatory actions, policy making and implementation, and the interaction of the political-economic systems, public policy, and business. The course also

examines the evolving relationship of business, government, and nonprofit organizations in America today, especially the rise of business-public-private-nonprofit collaborations.

MBA 5122 Leadership Seminar III—Engaging Community (1 semester hour)

Leadership Seminars are designed to provide a space for students to integrate course content, personal commitments, and real world experience to transform themselves as leaders. The Seminars enable students to do this with the support and input of their cohort peers. Each seminar covers an essential aspect or “site” of leadership and consists of relevant assessment and discovery tools, discussion, self-reflection, and integration of course material. Leadership Seminar III will help students understand the needs of their local community and explore how they can personally make an impact for the common good within their community.

MBA 5321 Decision Making and Strategy in Complex Situations (3 semester hours)

This course provides systems thinking tools and processes for agile decision-making and flexible strategies to engage complex business situations. It focuses on the ability to continually position a business to adapt to and take advantage of a changing business environment and to develop a sustainable competitive advantage. The course emphasizes working knowledge and understanding of key environmental factors and forces that shape business today. Topics include Industry Analysis, Resource Theory, Operational Strategy, Transaction Cost, Value Chain Analysis, Globalization/Multiculturalism, Sustainability/Green Business, Social and Community Responsibility, the “New Economy”.

SEMESTER 6

MBA 5225 Entrepreneurship and Innovation (2 credit hours)

Principles and techniques of opportunity identification, new venture creation, innovation and sustainability. This course considers entrepreneurial innovation from concept to market. The course emphasizes social innovation and social entrepreneurship, including how principles of each benefit traditional businesses. Designed to support students’ venture creation in MBA Capstone.

MBA 5447 Capstone (4 semester hours)

This course allows students to establish a link between their academic knowledge and practical applications by partnering with business and industry in their community. Students will plan, develop, and propose a capstone project with emphasis on management consulting or integrate their learning experiences throughout the program in the creation of a venture or project they might pursue once they have left the program. Designed to build off concepts and techniques taught in the Entrepreneurship and Innovation Course.

15.05.02 Master of Education

Built on the Christ-centered mission statement of the Concordia University System and Concordia University Texas, the mission of the Master of Education program is to develop educational practitioners who exemplify leadership in:

- Value-centered education
- Management of educational change
- Effective instructional practices
- Sensitivity to diversity in learners, cultures, and educational systems
- Practical applications of theory, research, and assessment in education
- Leadership Skills

Financial Aid - M.Ed.

The Graduate Program was created for working adults to attend class in the evening part-time. Financial assistance is available to those who qualify in the Federal Pell Grant and Stafford Loan and up to the cost of tuition only. Complete financial aid information may be found in the section 5.08 of the catalog titled Financial Aid.

Degree Description - M.Ed.

The Master of Education degree plan has two parts: a core and a sequence. The core consists of 12 hours built upon the learner proficiencies identified for this M.Ed. program. Along with completion of the core, students choose between one of four 18 hours sequences designed to meet the individual needs of the students and their teaching situation. There is also a 24 academic hour sequence designed for students who already possess a master's degree in education and are only seeking Texas Principal Certification. Choices include:

Curriculum and Instruction Sequence

The curriculum and instruction sequence of the M.Ed. program at Concordia University Texas is founded on the idea that practicing teachers can acquire certain knowledge and skills in addition to an emerging belief system that will assist in their growth as effective teachers and educational leaders. Because this sequence emphasizes factors such as technology, leadership, and communication, each course offering will in content, experience, and structure incorporate principles central to each of these factors. Graduate students choosing this option will be empowered to build upon their experiences and cognitive background to enhance intellectual and instructional skills, technological applications, and a growing appreciation for the role of the instructional leader in diverse educational and professional settings.

Curriculum and Instruction with Teacher Certification Sequence

The curriculum and instruction with teacher certification sequence of the MED program at Concordia University Texas is founded on the idea that students can acquire certain knowledge and skills to help them become effective teachers and educational leaders. The courses in this sequence are designed to cover topics critical to the field of education including curriculum, differentiated instruction, learning theory, evaluation and assessment, literacy, legal and ethical issues and many others. Students in this sequence participate in field work and complete a student teaching experience as a capstone course. Students who successfully complete this sequence will meet the State of Texas course requirements and will be eligible to take State Teacher Certification exams. This is a 37 credit hour program and is offered in cohort format.

Advanced Literacy Instruction Sequence

In lieu of a thesis, advanced literacy students conduct a Case Study in a practicum setting in literacy remediation and improvement for a school-aged child/adolescent with reading and writing challenges. Emphasis is placed on selection and use of appropriate methods and materials and application of evaluation and diagnostic techniques. Case Study work is conducted under supervision and students participate in a weekly discussion seminar to support this effort. The Case Study proposal created in MED 5305 is implemented in the course. The course, LTC 5336, serves as the capstone requirement for the Advanced Literacy Instruction sequence. *Prerequisite: LTC 5330, LTC 5331, and MED 5305.*

Early Childhood Sequence

The early childhood sequence will prepare specialists in early childhood education. This program will further develop the students' knowledge and understanding of young children and families. It will provide opportunities to study and challenge past and present theories of early childhood development. A strong emphasis will be placed on developing curriculum through play. The participants will become competent leaders to construct, administer, and be an advocate for early childhood programs.

Educational Administration Sequence

The educational administration specialization of the M.Ed. program at Concordia University Texas will provide opportunities to study and develop appropriate administrative skills and procedures vital to a successful educational setting for students in public or private schools. Students will develop a high level of leadership skills and gain knowledge about theories that drive the educational process. Students who successfully complete the educational administration sequence will meet the State of Texas course requirements and will be eligible to take the TExES test to be certified as a Principal (068 Principal).

Differentiated Instruction Sequence

The differentiated instruction sequence of the M.Ed. program at Concordia University Texas is designed to advance an educator's skill and knowledge within the teaching profession. The program focuses on a sequence of courses that impart knowledge and practical guidelines on how to adjust instruction for students who need modifications in the classroom.

Academic Standard

Students admitted to the Graduate Program at Concordia University must maintain a GPA of 3.0 in order to stay in good standing as a graduate student. Students falling below the 3.0 requirement must bring their GPA back up to 3.0 within the next six graduate hours earned or they will be academically ineligible to continue in the M.Ed. program. Grades awarded in the MED program are A, B, C, and F. No grades of D will be awarded or accepted.

Portfolio Presentation/Terminal Activity

Students about to graduate from the M.Ed. Program will be required to present a portfolio which demonstrates competence in each of the proficiencies as outlined by their sub proficiencies to the Graduate Education Committee or their designates. These presentations will take place in the last term of the student's studies and will serve as the exit interview for final approval leading to the student's graduation from the program.

Thesis/Case Study/Capstone Requirement - M.Ed. - Amended

Curriculum and Instruction Sequence

Students will complete their proposal for their thesis as a requirement for MED 5305 Classroom Teacher as Researcher. The next course in the sequence is CAI 5329 Thesis Proposal and Defense, in which students complete and defend the thesis proposal, and have it accepted. Students will not be able to start CAI 5326 Master's Thesis until they have completed MED 5305 and CAI 5329. Students will come to CAI 5326 Master's Thesis ready to start and complete their studies all within the term for which they have enrolled.

Students who do not complete CAI 5326 Master's Thesis in the given term will be issued an 'NC' (no credit) as their grade for that term. If that should happen, the student will need to re-enroll and pay for CAI 5326 again in order to receive credit for the course. Incomplete designations are not issued to CAI 5326.

Curriculum and Instruction with Teacher Certification Sequence

Students in this sequence complete a full-time 12 week student teaching experience in a public or private school. During the student teaching experience, students implement an action research project developed in the Action Research course CAI 5330.

Advanced Literacy Instruction Sequence

Students in this sequence conduct a field-based practicum (LTC 5336), which focuses on the diagnostic teaching and learning process within the context of a Case Study. The Case Study experience is designed to remediate the diagnosed literacy problems of the tutee, who was selected by the graduate student and approved by the professor. Under supervision and guidance students develop strategies and techniques for relevant assessment, diagnosis, instruction and evaluation of literacy strengths and weaknesses of the tutee. They apply diagnostic techniques as a basis for resolving literacy difficulties. Students design, implement and evaluate remedial reading and writing instruction, as well as investigate various adaptations to meet learners' individual differences. This course is the capstone requirement for the Advanced Literacy Instruction sequence.

Early Childhood Sequence

Students will be given two options in the capstone course ECE 5346 Research Seminar in Early Childhood Education. Students may choose to either participate in a case study of an early childhood program or be involved in a study of ECE programs in a foreign country.

Educational Administration Sequence

Instead of writing a thesis, students are required to complete a practicum involving acting as an administrator on a local school campus or at a district administration building. They will also attend an approved administrator's workshop, and at the end of the course, present a portfolio to the Educational Administration committee showing that they have accomplished all the requirements set forth in the principal certification program.

Differentiated Instruction Sequence

Students in this specialization design, diagnose, plan, implement, observe and reflect on an action research plan developed in CAI 5330 Action Research.

[Return to Table of Contents](#)

Degree Plans - M.Ed. -Amended

Core Courses - 12 ac. hrs. (Req. of all non-teacher certification students); 16 ac. hrs. (Req. of all teacher certification students)
MED 5303 Curriculum Design and Practice

MED 5305 The Classroom Teacher as Researcher
MED 5309 Differentiated Instruction & Learning Theory
MED 5308 Ethics and Leadership in Education

MED 5101 Field Work (Teacher Cert. students only)
MED 5307 Educational Internship (Teacher cert. students only)

Curriculum and Instruction Sequence - 18 ac. hrs.

CAI 5321 Models of Teaching
CAI 5322 Legal Foundations of Education
CAI 5323 Evaluation and Assessment in Education
CAI 5326 Master's Thesis in Curriculum & Instruction **or**
CAI 5327 Independent Study in Curriculum & Instruction
CAI 5328 Historical & Philosophical Foundations of Edu.
CAI 5329 Thesis Proposal and Defense

Advanced Literacy Instruction Sequence - 18 ac. hrs.

LTC 5330 Language Acquisition & Emergent Literacy
LTC 5331 Rdg & Wrtng across Curriculum: All Level
LTC 5333 Literature and Literacy
LTC 5336 Literacy Imp. & Remediation-Practicum
LTC 5338 Reading and Literacy Programs
LTC 5339 Eval. and Diagnosis of Literacy Needs

Early Childhood Administration Sequence - 18

credit hours
LTC 5330 Language Acquisition & Emergent Literacy

Curriculum and Instruction with Teacher Certification Sequence – 21 credit hours

CAI 5321 Models of Teaching
CAI 5322 Legal Foundations of Education
CAI 5323 Evaluation & Assessment in Education
CAI 5328 Hist. & Phil. Foundations of Education
CAI 5330 Action Research
LTC 5331 Reading & Writing Across the Curriculum
LTC 5329 Foundations of Literacy

Educational Administration Seq. A - 18 ac. hrs.

CAI 5323 Evaluation and Assessment in Education
CAI 5322 Legal Foundations of Education
EDAD 5351 Principal as Diversity Leader
EDAD 5352 Principal as Resource Leader
EDAD 5353 Principal as Prof. Dev. & Cont. Ed. Ldr.
EDAD 5354 Principal as Compliance Officer (Practicum)

Educational Administration Seq. B – 24 ac. hrs.

Candidates for the Principal Certificate who already hold a Master's degree will have their transcripts analyzed by the College of Education (COE) and then a decision will be made on the total number of courses needed to complete the Principal Certificate program. Students with no transfer credit and who do not qualify for a course waiver will take 8 courses.

MED 5305 Classroom Teacher as Researcher
MED 5308 Ethics & Leadership in Education
CAI 5322 Legal Foundations of Teacher & School
CAI 5323 Evaluation and Assessment in Education
EDAD 5351 Principal as Diversity Leader
EDAD 5352 Principal as Resource Leader
EDAD 5353 Principal as Prof. Development Leader
EDAD 5354 Principal as Compliance Officer

ECE 5340 Infant and Toddler Programs
ECE 5342 Curriculum through Play
ECE 5344 Admin of Early Childhood Programs I
ECE 5345 Admin of Early Childhood Programs II
ECE 5346 Research Seminar in ECE

Early Childhood Education Sequence - 18 ac. hrs.

LTC 5330 Language Acquisition & Emergent Literacy
LTC 5331 Reading/Writing Across the Curriculum
LTC 5338 Reading Programs and Assessment
ECE 5340 Infant and Toddler Programs
ECE 5342 Curriculum through Play
ECE 5346 Research Seminar in ECE

Differentiated Instruction Sequence – 18 ac. hrs

DIFN 5311 Intro to the Exceptional Learner
DIFN 5312 Language and Intercultural
Communication Issues
DIFN 5313 Teaching & Assessment Strategies
DIFN 5314 Consultation & Collaboration for
Exceptional Learners
DIFN 5315 Intro to Gifted & Talented Learners
CAI 5330 Action Research

Course Descriptions – M.Ed.

Fees Associated with Special Graduate Courses

Graduate Ed-Admin Practicum (EDAD 5354)	\$500
Graduate Educational Internship Fee (MED 5307)	\$300
Graduate Thesis Reader Fee (CAI 5326)	\$100
ILD Training Registration Fee (EDAD 5353) <i>collected separately</i>	\$75
PDAS Training Registration Fee (EDAD 5354) <i>collected separately</i>	\$75

CAI 5321 Models of Teaching

This course provides content specific instructional methodology, need of the learner and curricular concerns in educational settings.

CAI 5322 Legal Foundations of the Teacher and School

This course provides an opportunity to study, explore, and research laws, policies, and procedures affecting education today in an ever changing world. Teachers and administrators are called upon to know laws, policies, and regulations of the federal, state, and local community so potential legal action may be avoided. This course will enable students to understand the laws and prevent many of the legal entanglements affecting teachers and administrators in today's schools both public and private. Components reviewed will address:

- Federal, state, and local laws, regulations, and policies towards education.
- Prevention, resolution, and containment of situations that can affect the learning environment in an adverse manner.
- Historical aspects of legal decisions that have shaped the educational environment into its present structure.
- No Child Left Behind and the impact it is exerting on the LEA (local education agency), state and national educational goals for education in the 21st century.
- Laws dealing with special populations, diversity, and needs of LSE (low social economic) students as well as ESL and other groups of students as identified.

CAI 5323 Evaluation and Assessment in Education

This course provides a study of traditional and alternative assessment techniques, instrumentation, and implementation.

CAI 5326 Master's Thesis in Curr. & Instruction

The thesis proposal created in MED 5305 will be implemented in this class. Students will come to this course ready to continue their research resulting in an approved thesis. This will serve as the capstone activity for persons choosing Curriculum and Instruction as their sequence. *Prerequisite: MED 5305 Teacher as Researcher and CAI 5329 Thesis Proposal*
2012-2013 Catalog

and Defense

CAI 5327 Ind. Study in Curriculum & Instruction

This course provides an individual study project emphasizing close reading and discussion of issues and trends in curriculum and instruction. This course can be used only with prior approval of the Graduate Education Committee.

CAI 5328 Historical and Philosophical Foundations of Education

This course examines the relationship between theory and practice in education, the assumptions underlying educational decisions and actions and the influences of educational philosophy and historical traditions on our educational system. Examining stated purposes, events and trends that continue to shape and influence public and independent educational systems today will enable the master teacher to set a course for effective decision-making in the future.

CAI 5329 Thesis Proposal and Defense

This course allows students to practice the skills and knowledge learned in MED 5305 Teacher as Researcher. Students will be required to develop and defend the proposal for their thesis. Students will develop the topic, do beginning research, locate, review and critique literature related to their thesis topic, defend this topic for further study. The thesis Proposal must be written, defended and accepted before the student may take CAI 5326 Master Thesis. *Prerequisite: MED 5305 Teacher as Researcher*

CAI 5330 Action Research

The course advances the proposition that the action research approach is a useful paradigm in the field and worthwhile model for research. Historical, philosophical and theoretical foundations will be discussed, but practical application will be the primary focus simultaneously with learning. Students will demonstrate their abilities to design, diagnose, plan, implement, observe, and reflect in cooperation with classmates. The various roles and skills necessary to be an effective action research will be discussed, as well as important issues related to empowerment, contextualization, ethical considerations, and validity.

DIFN 5311 Intro to the Exceptional Learner

A study of the theories and concepts related to the identification and classification of exceptional learners with differentiated needs.

DIFN 5312 Language and Intercultural Communication Issues

A study of language and communication disorders as they relate to oral language development of the culturally and linguistically diverse populations as well as the exceptional learner.

DIFN 5313 Teaching and Assessment Strategies for the Exceptional Learner

This course focuses on the teaching and assessment of children exhibiting the characteristics of behavior disorders, learning disabilities, and/or intellectual and developmental disabilities.

DIFN 5314 Consultation and Collaboration for Exceptional Learners

This course increases the awareness of the framework and rationale for collaboration between general educators and special educators and focuses on applied strategies for implementation.

DIFN 5315 Introduction to Gifted and Talented

This course is designed to examine the nature and needs of gifted and talented learners.

ECE 5330 Language Acquisition and Emergent Lit.

This course provides the philosophy of language development and emergent literacy, acquisition of structure, content, and use of children's language in reading, writing, speaking and listening.
Cross listed as LTC 5330.

ECE 5340 Infant and Toddler Programs

This course provides understanding the whole child, pre-natal through age three. Research of developmental and special needs will lead to curriculum for the individual child.

ECE 5342 Curriculum through Play

This course provides research of the theory of learning through play. Instructional strategies will be explored and developed using play through the curriculum.

ECE 5344 Admin. of Early Childhood Programs I

This course provides a study of the beginning of a program as well as improving existing programs. It includes: daily operations, assessment, health and safety, nutrition and management of programs.

ECE 5345 Admin. of Early Childhood Programs II

This course is a continuation of ECE 5344.
Prerequisite: ECE 5344.

ECE 5346 Research Seminar in ECE

This course is a capstone course for students in the Early Childhood Education or Early Childhood Administration sequence of the M.Ed. program.
Requirements could be met in one of two ways by:

- traveling abroad to study early childhood programs in other countries.
- complete a case study on an Early Childhood Program

The Implementation Plan created in MED 5305 will be implemented in this class. *Prerequisite: MED 5305*

EDAD 5351 Principal as Diversity Leader

A course of study giving students an opportunity to develop and increase skills and knowledge in the areas of religion, ethics, conflict resolution, counseling, the historical influences on ethnic diversity interaction, community relations, and leadership of the school environment. It is necessary for the school administrator to be the force by which these groups cannot only coexist, but to share common goals and work together in a collaborative manner, so all students can be successful and be a productive force in the community, nation and world.

EDAD 5352 Principal as Resource Leader

A course of study centered on the administrator's ability to efficiently manage and utilize the human resources, effectively utilize and manage the financial resources, and physical resources for the optimum benefit of students and the learning environment.

EDAD 5353 Principal as Prof. Dev. and Cont. Ed. Ldr.

A course of study centers on staff development and continuing education of the educational staff. Students will learn to develop a continuing educational program at the local campus and develop staff development training that will meet the needs and continued professional development of the staff at all levels of experience. The course will reflect upon the different theories of adult learning and development. ILD certification offered through this course.

EDAD 5354 Principal as Compliance Officer (Practicum)

This course will be experiential in nature. Students will have practical experience as an administrator dealing with day to day situations faced by principals. Students will be an active part of accountability as the State of Texas continues to monitor progress by the local districts. This will be the final course of study for educational administration. *Prerequisite: MED 5305* (Professional Development and Appraisal System certification offered through this course)

LTC 5329 Foundations of Literacy

This course focuses on designing, implementing, adapting, and evaluating reading instruction for students early childhood to twelfth grade. The activities and strategies included are based on current research.

LTC 5330 Language Acquisition & Emergent Lit.

This course studies the philosophy of language development and emergent literacy; acquisition of structure, content, and use of children's language in reading, writing, speaking and listening. Cross listed as ECE 5330.

LTC 5331 Rdg. & Writing Across the Curriculum: All Levels

Teaching all level content area subjects using sound reading and writing instructional techniques. Emphasizes reading for understanding and reading to learn. Includes study techniques, classroom-based assessment, and meeting the needs of special students.

LTC 5333 Literature and Literacy

Comprehensive study of diverse types of literature for children and early adolescents; evaluation and selection of books with regards to needs and interests of students; storytelling techniques; curriculum applications; reference to meeting needs of special needs students.

LTC 5336 Literacy Imp. & Remediation Practicum

The case study proposal created in MED 5305 will be implemented in this class. Field-based basic practicum in remediation and literacy improvement emphasizing selection and use of appropriate methods and materials under supervision; applies evaluation and diagnostic techniques. The Case Study proposal created in MED 5305 will be implemented in this class. This course serves as the capstone requirement for the Advanced Literacy Instruction sequence. *Prerequisite: LTC 5330, LTC 5331, LTC 5339, MED 5305.*

LTC 5337 Ind. Study in Adv. Literacy Instruction

This course requires an individual study project emphasizing close reading and discussion of issues and trends in advanced literacy instruction. This course can be used only with prior approval of the Graduate Education Committee. Documentation of extreme extenuating circumstances must be presented to the Graduate Education Committee.

LTC 5338 Reading and Literacy Programs

Selection, administration and evaluation of reading programs and instructional strategies appropriate for literacy development in the regular classroom environment. *Prerequisites: LTC 5330 and LTC 5331.*

LTC 5339 Eval. & Diagnosis of Literacy Needs

Exploration of symptoms and causes of ineffective reading and writing skills. Under supervision and

guidance, students develop strategies and techniques for evaluation and diagnosis of strengths and weaknesses in a struggling reader and/or writer. Students select, administer and evaluate assessment instruments, interpret assessment outcomes, and provide professional recommendations for future interventions. *Prerequisites: LTC 5330 and LTC 5331.*

MED 5101 Field Work (Teacher Cert. students only)

This course provides the opportunities for introductory experiences for a candidate seeking a master's degree and teacher certification under the rules of the Texas Education Agency (TEA). Students will be involved in interactive and reflective observations of Early Childhood through Grade 12 students, teachers, and faculty/staff members engaging in the educational activities in a school setting.

MED 5301 Tchr Effectiveness & Comm. Tech.

Answers the question "What do effective teachers have in common?" This course examines innovative methodology in teaching and communication skills to apply to the diverse educational settings of the 21st century.

MED 5302 Learning Thry & Instructional Design

This course studies the influence of learning theory and cognitive psychology on instructional design in American education.

MED 5303 Curriculum Design and Practice

This course provides an intensive study of pedagogical approaches and materials for teaching in schools, such as state curriculum documents and the curricular recommendations of professional associations. Specific emphasis will be given to study of alternative approaches to curriculum theory, design, practice and evaluation.

MED 5304 The Teacher as Instructional Leader

This course examines the role of teacher in curriculum design and inquiry, instructional teaming, integration of content matter, and meeting the needs of diverse populations in educational settings.

MED 5305 The Classroom Teacher as Researcher

Study of research methodology which explores various research modules, analyzes examples of research to identify models of acceptable and unacceptable research, and develops skills in using statistical techniques which enable the classroom teacher to be a reflective practitioner. Students will complete one of the following requirements:

- Advanced Literacy students will complete a proposal for their case study.
- Curriculum & Instruction students will complete a proposal for their theses.

- Early Childhood students will complete an Implementation Plan for ECE 5346 The Research Seminar in ECE.
- Educational Administration students will complete an Implementation Plan for their Practicum.

MED 5306 Ethics and the Teacher in Society

This course provides a Christian perspective of current issues, philosophy, and practice in American education (public and private).

MED 5307 Educational Internship

Supervised on-the-job experience and involvement in a public or private school. This course will serve as an integration of the student's in-class learning theory, methodology, and content in an extended educational setting.

MED 5308 Ethics and Leadership in Education

A Christian perspective of current issues, philosophy, and practice in American education (public and private) are addressed in this course. Included will be

important ethical issues in contemporary schooling such as cultural and religious diversity, professional conduct, student and parental rights, discipline, and technology. Students will evaluate their effectiveness as leaders. As a result of class activities, they will develop an awareness of personal leadership strengths, weaknesses, preferences, styles, and behaviors.

MED 5309 Differentiated Instruction & Learning Theory

Characteristics of effective teaching for all learning styles as well as major theories of learning will be studied. Recognizing the need to correlate the theoretical knowledge of learning and the ability to deliver the material in a manner that is relevant to the learner are essential for effective teaching. This course will provide students with an understanding of the various theories for learning and of differentiated styles of instructional delivery to correspond with various needs and abilities of learners.

15.05.03 Superintendent Certification Program - (SCP)

This 16 semester hour program will prepare students to take the state exam for certification as a Texas public school superintendent (TExES #64). The SCP will be a comprehensive study of the many facets of the superintendency, including proper leadership roles, management of conflict, and school finance. Cohorts will be formed in January, and the five courses of the program will be taken in sequence through December, with the exception of the Practicum, which will run the entire twelve months of the program.

Spring	SUPT	5300	Issues in the Superintendency
Spring	SUPT	5200	Superintendent Practicum
Summer	SUPT	5301	Leadership in Superintendency
Fall	SUPT	5302	School Finance and the Superintendency
Fall	SUPT	5303	Superintendent as Conflict Manager
Fall	SUPT	5200	Superintendent Practicum

SCP Course Descriptions

SUPT 5200 – The Superintendent Practicum

This course will run the entire twelve months of the SCP. Students will log a minimum of 200 hours in the field, dividing time equally among the ten Superintendent Competencies provided by the state. Emphasis will also be placed on preparation for the state superintendent exam (4 hrs.).

overview of leadership styles with an emphasis on the servant leadership model (3 hrs.).

SUPT 5302 - School Finance and the Superintendency

This course will cover a wide range of finance-related issues specific to the superintendent and will be an extension of finance as presented in the principalship (3 hrs.).

SUPT 5300- Issues in the Superintendency

This course will study the most prevalent issues faced by the modern school superintendent with an emphasis on superintendent/school board relations (3 hrs.).

SUPT 5303 – Superintendent as Conflict Manager

This course will emphasize effective methods for dealing with a wide variety of conflict situations the school superintendent is likely to encounter with the goal of better communication and increased student achievement (3 hrs.).

SUPT 5301 - Leadership in Superintendency

This course will include a brief history of the superintendency in the public school setting and an

[Return to Table of Contents](#)

16.00 On-Line Consortium of Independent Colleges and Universities (OCICU)

Concordia University offers courses on-line through the On-Line Consortium of Independent Colleges and Universities (OCICU). The following courses have been approved to receive credit at CTX.

AC320A – RU	Principles of Accounting I
AC 440	Cost Accounting
ACC301-SLU	Intermediate Accounting I
ACC 302-SLU	Intermediate Accounting II
ACC411SLU	Auditing
ACC421-SLU	Individual Federal Income Taxes
ACC422-SLU	Corporate Federal Income taxes
ACC440-RU	Cost Accounting
ACC493A-RU	Accounting Theory & Research
ACCT4311-UIW	Advanced Accounting
BA366-RU	Management Essentials
BA381-RU	Legal Environment of Business
BINT3331-UIW	International Business Management
BINT3355-UIW	Foundations of Multinational Financial Management
BINT3361-UIW	International Marketing
BMGT3354-UIW	Human Resource Management
BINT4310-UIW	International Economics
BMGT4345-UIW	Small Business Management
ECON2301 – UIW	Principles of Macroeconomics
FIN433-RU	Money and Banking
HRES 3330-UIW	Human Resource and the Law
HRES 3350-UIW	Staffing
HRES3360-UIW	Training and Development
HRES 3370-UIW	Compensation and Benefits
HRES 4380-UIW	Capstone in Human Resources
INT 311-SNH	International Human Resource Management
MGT301-SLU	Management Essentials
MKT 4930-UIW	Marketing Management & Strategy
MKT301-SLU	Principles of Marketing
MKT320-SNH	Sales Management
MKT383-SLU	Consumer Behavior
MKT429-RU	Advertising & Promotion (sub for IMC)
OL211-SNH	Human Resource Management
OL610-SNH	Labor Relations and Arbitration

17.00 Online Center

Concordia University Texas' Online Center provides online courses to traditional, ADP, and graduate students. Students may register for online courses in the same way they register for other classes.

Degree and certification programs offered online

Master of Education (M.Ed.) Differentiated Instruction

The majority of the courses concentrate on special education since most differentiated instruction focuses on students who have been diagnosed with learning issues and qualify for modifications. The practices learned as part of this program can also apply to students who are unmotivated due to other issues, such as their home environment or socio-economic concerns.

Master of Education (M.Ed.) Advanced Literacy

In lieu of a thesis, advanced literacy students conduct a Case Study in a practicum setting in literacy remediation and improvement for a school-aged child/adolescent with reading and writing challenges. Emphasis is placed on selection and use of appropriate methods and materials and application of evaluation and diagnostic techniques. Case Study work is conducted under supervision and students participate in a weekly discussion seminar to support this effort.

Superintendent Certification

This 16 semester hour program will prepare students to take the state exam for certification as a Texas public school superintendent (TExES #64). The SCP will be a comprehensive study of the many facets of the superintendency, including proper leadership roles, management of conflict, and school finance. Cohorts will be formed in January, and the five courses of the program will be taken in sequence through December, with the exception of the Practicum

Bachelor of Arts (B.A.) Human Resource Management

The Bachelor of Arts in Human Resource Management offers an introduction to the myriad of issues facing today's HR manager. Required courses focus on areas of responsibility common to all human resources professionals, while also keeping students apace of contemporary issues and concerns in HR. The courses are taught by working HR professionals who emphasize the development of leadership skills. Particular care is given to the issue of demonstrating Christian faith in work environments that may not always support this mission. Successful students in this major may or may not have prior work experience in the field of Human Resource Management.

Dropping an online course

Students enrolled in a course supported by the Online Center may withdraw from the class through the traditional close of business on Friday of Week 8. Signed and approved forms must be received by the registrar's office by the traditional close of business on Friday of Week 8 in order for the student to be withdrawn from the class and receive a "W" on his or her transcript.

Visit <http://online.concordia.edu> to learn more.

18.00 Course Descriptions – Undergraduate

18.01 Course Numbering System

1. The first digit shows the level at which a course is ordinarily taught.
 - a. "1" level courses are open to first-term freshmen.
 - b. "2" level courses are open to freshmen, but typically have a college-level prerequisite.
 - c. "3" level courses are upper-level courses.
 - d. "4" level courses are typically terminal courses within a major.
2. The second digit in the course number shows the credit hours of credit the course carries.
3. The remaining two numbers indicate a sequence within the discipline.
4. The numbers following the course title designate the numbers of lecture/lab hours the course requires each week (based on a traditional 15-week semester).

18.02 Independent Study

___ 3399 Independent Study

An individual tutorial emphasizing close reading and discussion of literature in an area of the student's interest.

Prerequisites: A 2.75 cumulative GPA and a 3.25 average GPA in either: twelve credit hours of course work in the chosen discipline, including six upper-level-hours, or at least 12 credit hours of course work in the student's major, including six upper-level hours; consent of instructor, Director of the Major and Dean of the College.

18.03 National/International Study

___ 3X98 National/International Studies: Study of _____ Allows students to experience other cultures first-hand through travel. Experiences are arranged carefully prior to, during and following the trip to enhance student learning. Course may be offered on a Pass/Fail basis and with variable credit from one to three credit hours. Course may be repeated with varied topics.

Fees Associated With Special Undergraduate Courses

Art (ART 3312 Painting, ART 3320 Ceramics)	\$60-\$75
Concordia International Study Program (CISC) Fee (per semester)	\$1,000
Early Childhood Education Certificate Course Fee	\$725
Leadership and Business (BADM 3310)	\$25
Music Lesson Fee - Individual (per credit hour, all instrument & vocal)	\$90
Music Lesson Fee - Group (per credit hour, all instrument & vocal)	\$45
Science Lab Fee (all traditional science courses w/lab & PSY 3406)	\$35
Student Teaching Fee EDU (41205, 41225, 41273, SPED 41207)	\$300

18.04 Course Descriptions by Discipline

18.04.01 Accounting

ACC 2301 Fundamentals of Financial Accounting 3, 0

Students will study the accounting cycle, financial statements, accounting analysis, assets, liabilities, capital and analysis of financial statements.

ACC 2302 Fund. Of Managerial Accounting 3.0

Students will study accounting for partnerships and corporation owner's equity, management accounting, and developing information for production decision making.

Prerequisite: ACC 2301.

ACC 23XX General Accounting Principles

(under development)

ACC 3301 Intermediate Accounting I 3,0

Provides in-depth knowledge of basic accounting principles and procedures including analysis of traditional accounting statements to discern organizational strengths and weaknesses. *Prerequisite: ACC 2302.*

ACC 3302 Intermediate Accounting II 3,0

A continuation of ACC 3301. *Prerequisite: ACC 3301.*

ACC 3320 Fundamentals of Taxation 3, 0

Introduction to the role of taxes in contemporary society and their impact on individuals and business entities with emphasis on Federal income taxation. *Prerequisite: ACC 2302.*

ACC 3340 Financial Statement Analysis 3,0

A comprehensive analysis of financial statements as an aid to decision making. *Prerequisites: ACC 2302.*

ACC 3350 Management Control Systems 3,0

Provides the mature Business Management/Accounting student an extensive view of the role the Controller plays in today's organization. Students will develop insight into the Controller's unique responsibility as the communications link between operations and top management. *Prerequisite: ACC 2302. Completion of ACC 3360 is helpful.*

ACC 3360 Cost Accounting 3,0

The origination, processing, reporting, and use in business operations of accounting information for management purposes. Also integrates topics in cost data processing, economic analysis, capital budgeting, management and financial control, and behavioral science. *Prerequisite: ACC 2302.*

ACC 3370 Auditing Theory and Practice 3,0

Principles and procedures applied by independent auditors and internal auditors, responsibilities of auditors, development of audit programs, accumulation of evidence, statistical and EDP auditing applications and reporting. *Prerequisite: ACC 2302.*

ACC 4310 Accounting Internship 3,0

Provides students with job searching skills, on-the-job work experience and training related to academic education and long-term goals. May be repeated once for credit as an elective, but only three credit hours will count toward any accounting major. An upper-level course for business majors. Graded on a pass/fail basis.

ACC 4321 Corporate, Partnership, Estate and Gift Taxation 3,0

Introduction to advanced taxation including corporations and shareholders, international taxation, S corporations, estate, gift, trusts, beneficiaries, and family tax planning. *Prerequisite: ACC 3320.*

ACC 4330 Gov. and Institutional Accounting 3,0

Budgeting, accounting, auditing, and financial reporting principles and practices for government and non-profit entities. *Prerequisite: ACC 2302.*

ACC 4380 Advanced Financial Accounting 3,0

Accounting problems in respect to multiple ownership, consolidated financial statements and partnership accounts; foreign currency translations; segmental reporting, and advanced accounting theory. *Prerequisite: ACC 2302.*

ACC 4381 Accounting Theory 3,0

Provides the mature accounting student a frame of reference in the understanding of financial accounting and financial theory. Students will develop insight into the logic behind current accounting practice as well as the development of new practices and procedures. *Prerequisite: ACC 2302. Completion also of ACC 3301 and ACC 3302 is preferred.*

18.04.02 Anthropology

ANT 1301 Introduction to Anthropology 3,0

A broad examination of the field of anthropology. Primary emphasis will be placed on cultural anthropology. Also included will be a brief introduction to the field of physical anthropology.

18.04.03 Art

ART 1302 Survey of Art History 3,0

This class is designed as a survey of the history of Western art from ancient through contemporary times, with emphasis on the major artists and works of art. It will also introduce some of the major methodologies used to approach topics in art history. Class time will be divided between slide lectures and in-class discussions over the readings.

ART 1303 Introduction to Studio Art 3,0

Hands on studio projects with references to related art work of the past. Includes field trips to area galleries or museums. Intended to develop awareness and sensitivity to art through the study of basic drawing, design, and art theory.

ART 1304 Introduction to Art History: Ancient 3,0

This course covers the history of visual art from Prehistoric to the medieval period. It is taught with a European-American perspective, and includes painting, sculpture, architecture and other major areas of study.

ART 1305 Introduction to Art History: Modern 3,0

This course covers the history of visual art from the Renaissance to the present. It is taught with a European-American perspective, and includes painting, sculpture, architecture and other major areas of study.

ART 1306 Drawing Media 2,2

Basic drawing using graphite as the primary media. Will also include some or all of the following: charcoal, ink, metal point, mono print, and oil sticks. *Prerequisite: ART 1303 or consent of the instructor.*

ART 1308 Introduction to Photography 2,2

Basic photography course with emphasis upon technical skill development, camera use and operation, darkroom operation methods and techniques.

ART 1311 Design 2,2

Basic design studied through abstract and commercial art applications. Media includes drawing, painting, collage, etc. May be repeated for credit with consent of instructor.

ART 1315 Art Theory and History 3,0

A survey which includes study of art history, art criticism, aesthetics, and studio production, including study and use of all principles and elements of art in a variety of media, practicing critical evaluation of art production in progress; and development of knowledge and skills for personal growth. The course also examines work by elementary students at all levels in a variety of media; preparation of lesson plans for achieving specific art objectives at specific grade levels; and preparation of a portfolio of example work for teaching at selected grade levels.

ART 2310 Glass – Fusing and Slumping

An introduction to the sculptural qualities of glass through fusing and slumping processes. Class content will emphasize the process of ideation and design utilizing surface, translucency, and transparency. May be repeated for credit with instructor permission.

ART 2320 Ceramics 2,2

Study of hand building techniques, clay bodies, and glazes using low fire clay. May be repeated for credit.

Additional Course Fee Required

ART 3312 Painting 2,2

Study of acrylic painting techniques, color theory, design application, and styles of various well-known artists. *Prerequisite: ART 1303 or consent of instructor. May be repeated for credit* **Additional Course Fee Required**

18.04.04 Astronomy

AST 1401 Introduction to Astronomy 3,2

A study of the solar system, the Sun, stars, galaxies and the Universe. Descriptive and observational astronomy are stressed. This course has a required laboratory

component. Students who have credit for a higher-level Astronomy course may not take this course for credit.
Prerequisite: Placement in Level 2 Math or higher.
Additional Course Fee Required

AST 3301 Astronomy 2,2

A study of the stars, the solar system, planets, satellites, and galaxies. Descriptive and observational astronomy are stressed. *Prerequisite: MTH 1323 Quantitative Literacy or higher.*

18.04.05 Business Administration

BADM 1301 Introduction to Business 3,0

This course is an introductory course for first year business majors. The focus is on introducing the concepts of business. Topics include trends in business, management and organization, human resource issues, marketing, use of information for strategy and decision making, and finance and investment issues. Students will be introduced to a variety of careers as well as practical and professional skills.

BADM 1360 Personal Finance 3.0

Personal financial management including Christian stewardship, budgeting, using credit, banking, financing major purchases, housing choices and financing options, insurance, investments, retirement, estate planning, and the use of the financial calculator.

BADM 2301 Business Statistics I

This course is an introduction to basic statistical techniques that are useful in business. The student will become familiar with basic statistical concepts and procedures, including, but not limited to, basic descriptive statistics, graphical presentation of data, basic concepts of probability, the Central Limit Theorem, and basic techniques of statistical inference such as Student's t-test. Prerequisites: MTH 1331 or MTH 1351 or placement in Level III Math or permission of the instructor.

BADM 3310 Leadership and Business 3,0

this course helps students understand leadership competencies, leadership principles and theory, the relationship between leaders and managers, and the role of followers. Other topics include ethical leadership, servant leadership and Christian leadership. Students will apply and develop their leadership skills by leading and participating in a project benefiting the university, through written work, and through presentation.

Additional Course Fee Required

BADM 3311 Principles of Management 3,0

Course is a survey of management philosophy, theories, and practices. Topics include management functions of planning, decision making, organizing, staffing, communicating, motivating, leading, and controlling.

This course will also consider organizational behavior, international management and the global economy. This course has a writing component. Recommend BADM 3310.

BADM 3312 Small Business Management 3,0

Learning the skills for starting a small business, successful small business ownership. Students will gain an understanding of the critical areas of law, human resources, finance/accounting, marketing, management, and location on business success. Students will prepare a comprehensive business plan.

BADM 3313 Creativity, Critical Thinking, & Change 3,0

Designed to equip the individual, the manager, and the leader of the future with critical thinking and creativity skills necessary for a leader and a manager. Includes brain dominance and thinking styles.

BADM 3321 Business Law 3,0

Background and role of law in business and society. Specific commercial law topics addressed include Uniform Commercial Code, business torts, property, contract sales, debit/creditor relations, and agency.

BADM 3331 Organizational Communication 3,0

A study of communication patterns in organizations and practice in communication skills necessary for functioning in complex organizations. Cross-listed as COM 3331.

BADM 3334 Business Statistics II

This course is an upper level course in statistics that teaches students how to use decision making tools within organizations. These tools include univariate and multivariate regression, ANOVA, Chi-square, correlation, non-parametric statistics, linear programming, sensitivity analysis, transportation problems, network models, and waiting line problems. Prerequisite: BADM 2301 Business Statistics I.

BADM 3340 Human Resource Management 3,0

An introduction to human resource management. Topics include employment, placement and personnel planning, training and development, compensation and benefits, health, safety and security; employee and labor relations. This course has a writing component. Recommend BADM 3310.

BADM 3350 Principles of Marketing 3,0

Practices and market structure, marketing functions and strategies, institutions, pricing, demand creation, industrial and consumer, costs and marketing legislation. This course has a writing component.

BADM 3351 Selling and Sales Management 3,0

Professional selling principles and practices for industrial

and consumer goods. Includes identification and qualification of customers, developing and delivering high quality presentations, persuasive theories and techniques, ethics of selling, and pre/post sales services. Policy matters, product planning, distribution policies and pricing, sales promotion, organization and management of territories and the sales force, control of sales operation.

BADM 3352 Integrated Mkt. Communications 3,0

This course studies all elements of promotion and integrated marketing communications. Students gain knowledge of the major promotion and communication tools organizations use, how promotion is planned, budgeted, and used in the marketing program, and how to analyze promotion alternatives as they relate to the organization's marketing objectives and market segments served. *Prerequisite: Upper-level standing.*

BADM 3353 Consumer Behavior 3,0

This course focuses on the analysis and interpretation of the behavior of individuals as buyers and consumers of goods and services. Students will learn to evaluate and interpret the psychological, economic, and socio-cultural factors and trends that influence purchase and consumption of goods and services. *Prerequisite: Upper-level standing.*

BADM 3360 Finance 3,0

The course includes an introductory level survey of financial management goals and decision making; risk and return analysis; portfolio diversification; market efficiency; asset valuation; cost of capital; agency theory; capital budgeting; liquidity management; and international financial management. This course has a writing component. *Prerequisites: ECO 2301, ECO 2302, and ACC 2302.*

BADM 3361 Money, Banking, and Credit 3.0

The course will cover the role of financial markets in the economy; the determination of interest rates; the role of financial intermediaries and financial intermediation; the role of the central bank in monetary policy; and the macroeconomics of monetary policy and interest rates. Cross-listed as ECO 3361. *Prerequisites: ECO 2301, ECO2302.*

BADM 3370 Purchasing Management 3,0

This course covers the basics of purchasing and materials management. Other topics include standardization and industry standards, vendor selection and relationship including long term partnering, make-or-buy, and purchasing involvement in organizational decisions.

BADM 3371 Management Information Systems

Course provides students with a fundamental understanding of information technology in contemporary business environments and presents core MIS principles with which every business student should

be familiar. Students will also study real cases that are associated with IS applications in order to understand the issues in IS disciplines and the changing role of the IS professional. *Prerequisite: CIS 1301 Introduction to Personal Computers (or competence exam).*

BADM 3380 Production and Ops. Management 3,0

The course includes the strategic, tactical, and operational issues that arise in management of production and service operations; product and process design, facilities planning, quality management, materials management, operations planning and scheduling, and emerging technologies in production and service management.

BADM 33XX Negotiations and Conflict Management (course under development)

BADM 33XX Entrepreneurship (course under development)

BADM 4301 Mgmt. Practicum, Business Policy 3,0

Enterprise management and responsibilities of general managers; integrating the functional areas of business administration into a realistic approach to business problems; applying principles to complex problems at the executive level, integrated into a computer simulation. This course has a writing component. *Prerequisite: Senior level standing and BADM 3311.* Students are expected to graduate in the calendar year that this course is completed.

BADM 4310 Business Internship 3,0

Provides students with job searching skills, on-the-job experience and training related to academic education and long-term goals. May be repeated once for credit as an elective, but only three credit hours will count toward any Business Management major. An upper-level course for business majors only; graded on a pass/fail basis.

BADM 4311 International Business Mgmt. 3,0

Will be offered as either a travel course or classroom course, depending on the interest and/or time offered. Students will spend a total of 45 hours in classroom-type settings (either on or off Concordia's campus). Course Requirements: Travel to designated site (if offered), readings from text, outside readings, written papers, and exams. **Additional Course Fee May be Required**

BADM 4312 Strategic Management 3,0

This course provides student with advanced level learning and critical thinking skills in the areas of strategic planning, implementation and control. Integrated learning will take place using the various business disciplines, applying a general management point of view. An overview of historical thought in strategic management will provide a basis for students to think about and form their own theories and management styles. Students will apply their leaning through case

studies and class projects. *Prerequisite: BADM 3311 Principles of Management.*

BADM 4350 International Marketing 3,0

Will be offered as either a travel course or classroom course, depending on the interest and/or time offered. Students will spend a total of 45 hours in classroom-type settings (either on or off Concordia's campus). Course Requirements: Travel to designated site (if offered), readings from text, outside readings, written papers, and exams.

BADM 4351 Advertising Management 3,0

Through projects and texts, students will develop an understanding of the creation of effective advertising, media planning and budgeting, and advertising strategy as it relates to the overall marketing mix and strategic plan of the organization, with special emphasis on advanced copywriting and layout, for print and broadcast media. *Prerequisites: BADM 3313, BADM 3350, and BADM 3352.*

BADM 4352 Internship in Marketing

BADM 4353 Marketing Mgmt. and Strategy 3.0

This course uses case analysis and readings to understand marketing planning and strategy in the context of organizational plans and strategies. The course utilizes a computer simulation involving team competition to integrate the functional areas of business administration into a realistic approach to solving complex problems at the executive level.

Prerequisites: BADM 3313, BADM 3350, and BADM 3352.

BADM 4361 Investments 3,0

Topics covered include financial markets, securities trading, evaluation of the risk/return trade-off, efficient portfolio formation, fixed-income security valuation and interest-rate risk, and introduction to derivative securities. *Prerequisite: BADM 3360 or consent of the instructor. BADM 3334 is strongly recommended.*

BADM 4363 International Financial Mgmt. 3.0

The course covers international monetary systems, exchange rate determination, use of currency derivatives in hedging and risk management, currency swaps, foreign direct investment, and international capital budgeting. *Prerequisite: BADM 3360 or concurrent enrollment.*

BADM 4364 Capital Budgeting 3.0

Topics include the net present value and internal rate of return criteria for capital budgeting decisions; other criteria for such decisions, the cost of capital; capital budgeting under uncertainty; the lease-or-buy and make-or-buy decisions; and financing fixed assets; including theory of the debt to equity trade-off and dividend policy. *Prerequisite: BADM 3360.*

BADM 4366 Financial Risk Management 3,0

This course is an advanced finance course that covers the use of various derivative instruments for the management of financial risk. Emphasis is on hedging pre-existing financial risks with the instruments and their proper use as part of a risk management strategy. *Prerequisite: BADM 3360 or concurrent enrollment.*

BADM 4370 Business and Ethics 3,0

This capstone course reviews the basic knowledge for enterprise management in the context of providing for the ethical responsibilities of general managers necessary for Christian Leadership in Business. The course utilizes text readings and case studies involving team competition to integrate the functional areas of business administration into a realistic approach to solving complex problems at the executive level. This course has a writing component that utilizes Ethical Case Study Methodology in addition to weekly summary reports on text reading assignments. Finally, there is a Business Simulation requiring the participation of each individual student. *Prerequisite: Senior level standing and BADM 3311. Students are expected to graduate in the calendar year that this course is completed.*

BADM 4390 Special Topics in Business (Course under development)

This course provides students with advanced level learning and critical thinking skills in the areas of selected specific topics of business. Integrated learning will take place using the various business disciplines. Students will apply their learning through reading, experience, and class projects. Business students will receive credit toward their Business concentration as deemed appropriate by the COB faculty.

18.04.06 Biology

Note: BIO 1101-1106 are a series of mini-course field experiences to study the ecosystems of selected areas of Texas; some courses require good physical conditioning due to strenuous hiking activity. Field Biology may be repeated for credit under each separate number; the same number course may not be repeated for credit. Up to three of these one-hour courses in any combination may be used as a non-lab Natural Science within the core. These courses require a special course fee to cover travel and special equipment. *Prerequisite: Consent of instructor. **Additional Course Fee Required***

BIO 1101 Field Biology East and Southeast Texas

BIO 1102 Field Biology Rio Grande Valley

BIO 1103 Field Biology Southwest Texas

BIO 1104 Field Biology Panhandle and Northwest Texas

BIO 1105 Field Biology Central Texas

BIO 1106 Field Biology Guadalupe Mountains

BIO 1400 Introduction to Biology

A 4-hour lab course designed to introduce the student to

the processes of science and the major concepts of biology from a historical and practical perspective. (Accelerated Degree Program only) **Additional Course Fee Required**

BIO 1401 Principles of Biology 3,2

General concepts of biology with emphasis on man in God's world. This course meets the core natural science requirement for non-science majors. **Additional Course Fee Required**

BIO 1402 General Zoology 3,2

The anatomy, physiology, behavior and ecology of major animal groups.

BIO 1403 Cellular and Molecular Biology 3,2

Modern concepts of cellular functions at the molecular level. This course meets the core natural science requirement. *Prerequisite: CHE 1401 General Chemistry or CHE 1301 General, Organic, and Biochemistry I.* **Additional Course Fee Required**

BIO 2401 Survey of Human Anat. & Physiology 3,2

The basic structure and function of the human body systems. *Prerequisites: BIO 1403 or BIO 1401 and high school chemistry or equivalent.*

BIO 2403 General Botany 3,2

The structure, function, reproduction, taxonomy and ecology of plants. **Additional Course Fee Required**

BIO 3302 Tropical Biology

A study of the biology and ecology of tropical ecosystems that includes a substantial field component offered during a semester break or summer. This course also includes a study of environmental concerns and conservation efforts in tropical ecosystems. The field component requires extensive physical exertion and "roughing it." Additional fee for course paid at time of registration. *Prerequisite: Consent of the instructor.* **Additional Course Fee Required**

BIO 3303 Native Plants 2,2

Identification, natural history, economic importance and ecology of plants native to Central Texas.

BIO 3310 Nutrition 3,0

A study of the nutrients and other substances in foods and the body's handling of them. Nutrient requirements associated with various life stages and the impact of various disorders and diseases upon nutrition will also be explored. *Prerequisites: Completion of a college level laboratory science course.*

BIO 3311 Introduction to Pharmacology

Course teaches introductory knowledge and attitudes necessary for safe use of pharmacotherapeutics in the nursing care of patients. *Prerequisite CHE 1302 General, Organic and Biochemistry II with a minimum*

grade of C, or BIO 1403 Cellular and Molecular Biology with a minimum grade of C. **Additional Course Fee Required**

BIO 3320 Biochemistry 3,0

An overview of the macromolecules and small molecules that are the key to all living systems. Topics covered include protein structure and function, enzyme mechanisms, kinetics and regulation, membrane structure and function, bioenergetics, hormone action, intermediary metabolism, including pathways and regulation of carbohydrate, lipid, amino acid, and nucleotide biosynthesis and breakdown. This course is cross-listed as CHE 3320. *Prerequisite: BIO 1403 Cellular and Molecular Biology and CHE 2403 Organic Chemistry II.*

BIO 3350 Biopsychology 3,0

An introduction to the structure and function of the nervous system and the relationship between psychological processes and the brain in humans and other animals. Cross-listed with PSY3350.

BIO 3370 Ecology of the Pacific Northwest

BIO 3401 General Microbiology 3,2

The structure, physiology, culture, and control of bacteria and other microbes. *Prerequisite: BIO 1403.* **Additional Course Fee Required**

BIO 3403 General Ecology 3,2

A study of those factors which affect the abundance, biodiversity and distribution of organisms. Includes ecological theory, mathematical modeling, natural history and field techniques. Cross listed as ESC 3403. *Prerequisite: BIO 1401 or BIO 1402 or BIO 2403 or consent of instructor* **Additional Course Fee Required**

BIO 3404 Genetics 3,2

An introduction to classical, molecular, developmental and population genetics with an emphasis on genetic analysis. *Prerequisite: BIO 1401 or BIO 1403.* **Additional Course Fee Required**

BIO 3406 Animal Behavior

An introduction to the study of animal behavior. Cross-listed as PSY 3406. *Prerequisite: Any 3 or 4 academic hour course which fulfills a portion of the Natural Science Core requirement with a grade of "C" or above.* **Additional Course Fee Required**

BIO 3411 Human Anatomy and Physiology I 3,2

An introduction to the study of human anatomy and physiology. Beginning with a quick overview of the chemical basis of life and a review of cells and cellular metabolism. The remainder of the course will cover tissues and five systems (skin and the integumentary system, skeletal system including joints, muscular system, cardiovascular system, and respiratory system).

*Prerequisite: BIO 1401 or BIO 1403. Note: Students who have already completed BIO 2400 Survey of Human Anatomy and Physiology are not allowed to take this course for credit unless approved by the Director of the Biology Major and Division Chair. **Additional Course Fee Required***

BIO 3412 Human Anatomy and Physiology II 3,2

A continuation of the study of human anatomy and physiology. The course will cover the remaining six systems (nervous system including somatic and special senses, endocrine system, lymphatic system, digestive system, respiratory system, urinary system, and reproductive system) and related topics. *Prerequisite: BIO 3411. Note: Students who have already completed BIO 2401 Human Anatomy and Physiology are not allowed to take this course for credit unless approved by the Director of the Biology Major and Division Chair. **Additional Course Fee Required***

BIO 3420 Developmental Biology 3,2

An introduction to both classical and modern developmental biology including molecular and genetic analysis of development. *Prerequisite: BIO 1401 or BIO 1403. **Additional Course Fee Required***

BIO 4410 Biological Science Research 3,3

A research course in which students will work as a team to complete research in an area of the biological sciences as set forth by the instructor. Students will learn how to critically read scientific papers and interpret data. All aspects of proposal writing will be explored during this course. The course will culminate with presentation of the students and groups research findings in both oral and written formats. **Additional Course Fee Required**

18.04.07 Business

BUS 3310 Leadership and Business 3,0

Leadership, management, and the leadership/management partnership. Also emphasis on managerial roles, interpersonal skills, and understanding oneself and others, teamwork, negotiation, ethics, essential skills, and managerial aids. This course has a writing component. **Additional Course Fee Required**

BUS 3311 Principles of Management 3,0

Management philosophy, theories, and practices. Includes management functions of planning, decision making, organizing, staffing, communicating, motivating, leading, and controlling. Also a survey of production-operations management, organizational behavior, international management and the global economy. This course has a writing component. *Prerequisite: Upper-level standing.*

BUS 3312 Small Business Management 3,0

Learning the skills for starting a small business, successful small business ownership including the critical areas of law, human resources, finance/accounting,

marketing, management, and location are integrated and applied to be successful. Includes preparation of a comprehensive business plan.

BUS 3313 Creativity, Critical Thinking, & Change 3,0

Designed to equip the individual, the manager, and the leader of the future with critical thinking and creativity skills necessary for a leader and a manager. Includes brain dominance and thinking styles.

BUS 3314 Finance for Nonfinancial Managers 3,0

The course is designed to prepare managers in various fields to make informed financial decisions. It includes an overview of financial statements, job costing, cash management, budget preparation and ratio analysis.

BUS 3315 Business Ethics 3,0

This course is designed as an introduction to the theory and practice of business ethics. It will provide students with the tool that they need to identify and suggest solutions to the ethical issues that arise in modern business. Class time will be divided between lectures and discussions on the theoretical readings, debates, and group work on real life cases.

BUS 3321 Business Law 3,0

Background and role of law in business and society. Specific commercial law topics addressed include Uniform Commercial Code, business torts, property, contract sales, debit/creditor relations, and agency.

BUS 3340 Human Resource Management 3,0

An introduction to human resource management. Topics include employment, placement and personnel planning, training and development, compensation and benefits, health, safety and security; employee and labor relations.

BUS 3350 Principles of Marketing 3,0

Practices and market structure, marketing functions and strategies, institutions, pricing, demand creation, industrial and consumer, costs and marketing legislation. This course has a writing component.

BUS 3351 Selling and Sales Management 3,0

Professional selling principles and practices for industrial and consumer goods. Includes identification and qualification of customers, developing and delivering high quality presentations, persuasive theories and techniques, ethics of selling, and pre/post sales services. Policy matters, product planning, distribution policies and pricing, sales promotion, organization and management of territories and the sales force, control of sales operation.

BUS 3360 Finance 3,0

The course includes an introductory level survey of financial management goals and decision making; risk and return analysis; portfolio diversification; market efficiency; asset valuation; cost of capital; agency theory;

capital budgeting; and liquidity management. This course has a writing component. *Prerequisites: ECO 2301, ECO 2302, and ACC 2302. Cross-listed with HRM 3310.*

BUS 3380 Production and Operations Mgmt. 3,0

The course includes the strategic, tactical, and operational issues that arise in management of production and service operations; product and process design, facilities planning, quality management, materials management, operations planning and scheduling, and emerging technologies in production and service management.

BUS 4302 Strategic Management

Strategic Management is designed to be a capstone course for students nearing completion of the requirements for the Business Degree at Concordia University Texas. Rarely should a student who is more than nine (9) hours short of completing the degree requirements take this course. The course is intended to require participants to integrate knowledge gained from school, work, and life. Using their imaginations and intuition, students will form a whole to be used for the purpose of identifying, analyzing, and solving business problems at the upper management level.

BUS 4311 International Business Management 3,0

A study of international business including marketing, accounting, finance, and production. Each is examined on the basis of risk and reward characteristics for the firm.

BUS 4350 International Marketing 3,0

International marketing is examined on the basis of risk and reward characteristics of the firm occasioned when the firm enters the international sales arena.

18.04.08 Chemistry

CHE 1400 Introduction to Chemistry 3,2

Descriptive chemistry with an emphasis on principles and the importance of chemistry for modern life. This course may be used to meet the core natural science requirement, but cannot be used as a prerequisite for CHE 1402. Not open to those who have already earned credit for CHE 1401. *Prerequisite: Two years of high school algebra or math placement at least at Lower College Entry level mathematics.* **Additional Course Fee Required**

CHE 1401 Chemistry I 3,3

The laws and theories of chemistry, stoichiometry, atomic and molecular structure, chemical bonding, properties of solutions, kinetic-molecular theory, and periodicity of the elements. *Prerequisite: Two years of high school algebra or successful completion of MTH0320 Intermediate Algebra OR placement at least in Lower College Entry level mathematics.* **Additional Course Fee Required**

CHE 1402 Chemistry II 3,3

A continuation of CHE 1401, covering kinetics,

equilibria, thermodynamics, oxidation-reduction, nuclear chemistry, periodicity of the elements, and introduction to organic chemistry. *Prerequisites: CHE 1401 and MTH 1351 College Algebra or math placement at a higher level.* **Additional Course Fee Required**

CHE 2401 Organic Chemistry I 3,3

Introduction to the basic concepts of organic chemistry and the synthesis and reactions of organic molecules. *Prerequisite: CHE 1402.* **Additional Course Fee Required**

CHE 2403 Organic Chemistry II 3,3

A continuation of the study of basic concepts of organic chemistry with emphasis on aromatic compounds and spectroscopy. Aspects of biological molecules are considered. *Prerequisite: CHE 2401.* **Additional Course Fee Required**

CHE 3301 Inorganic Chemistry 3,0

Advanced atomic theory, bonding, complex ions, acid-base theory and descriptive chemistry of the elements. *Prerequisite: CHE 1402 and MTH 1351 College Algebra or math placement at a higher level.*

CHE 3320 Biochemistry 3,0

An overview of the macromolecules and small molecules that are the key to all living systems. Topics covered include protein structure and function, enzyme mechanisms, kinetics and regulation, membrane structure and function, bioenergetics, hormone action, intermediary metabolism, including pathways and regulation of carbohydrate, lipid, amino acid, and nucleotide biosynthesis and breakdown. This course is cross-listed as BIO 3320. *Prerequisite: BIO 1403 Cellular and Molecular Biology and CHE 2403 Organic Chemistry II.*

CHE 3401 Analytical Chemistry 2,4

Theory and practice of qualitative chemical analysis. Theory and practice of volumetric, gravimetric, pH, colorimetric and chromatographic quantitative chemical analyses. *Prerequisites: CHE 1402 and MTH 1351 or math placement at a higher level.* **Additional Course Fee Required**

CHE 3402 Environmental Chemistry 3,4

A study of the chemical principles and reactions that govern the behavior of both natural environmental systems and anthropogenic compounds important to the quality of the environment. Sampling methods, instrumentation and data analysis will be emphasized. Cross-listed as ESC 3402. *Prerequisites: CHE 1402 and MTH 1351 or math placement at a higher level.* **Additional Course Fee Required**

18.04.09 Computer Information Systems

CIS 1301 Introduction to Personal Computing 2,2

Basic understanding of and development of skill in using

microcomputers and current software; word-processing, spreadsheets, databases, graphics, telecommunications and project management.

During the course students will be given the opportunity to take the Personal Computer Competency test which is based upon the text used for this course. Successful completion of this test is required of all undergraduate students within one year of when they begin coursework at CUA.

CIS 2304 Spreadsheet Software 3,0

Creating and enhancing spreadsheets, including graphing, database functions and macros using current spreadsheet software. Emphasis is placed on problem solving techniques and managing data. Cross-Listed as CJM 2308. (Accelerated Degree Program only)

18.04.10 Communication

COM 1311 Sign Language & Deafness - Beginning 3,0

The study of American Sign Language (ASL) as used by deaf people in the United States and Canada . The course will include a study of the unique culture of deaf people.

COM 1312 Sign Language & Deafness – Intermed. 3,0

An intermediate study of American Sign Language (ASL) as used by deaf people in the United States and Canada .
Prerequisite: *COM 1311 or consent of instructor.*

COM 1300 Fundamentals of Communication 3,0

Designed to help students perceive and experience the multi-faceted presence of communication in life, and gain self-confidence and basic proficiency expressing themselves in different contexts using a variety of media.

COM 2301 Human Communication Theory 3,0

Identification and description of the basic elements in communication process. *Prerequisite: COM 1300*

COM 2303 Mass Media History and Theory 3,0

Survey of mass media theories, emphasizing the impact of printing, film making, and broadcasting in society. Research on mass media effects including an examination of emerging media technologies.
Prerequisite: ENG 1316.

COM 2308 Writing for the Mass Media 3,0

An introduction to writing not only as a form of communication itself but also as an integral part of all sound and intellectually rigorous arguments.
Prerequisite: ENG 1316.

COM 2314 Communication Technology 3,0

Survey of the development of electronic communication technology Students examine the social, political and economic implications brought about by the adoption of new communication technologies and the discontinuance of previous versions. Topics will focus on changes in production technology and distribution systems,

including traditional broadcast, satellite, computer, cable, wireless, fiber optics and digital systems

COM 3301 Diffusion of Innovation 3,0

Communication's role in the spread of new technologies, new ideas, and new values among individuals and within organizations in the United States and abroad.
Prerequisite: COM 2301.

COM 3302 Nonverbal Communication 3,0

Theory and research examining the influence of nonverbal performance codes, artifactual codes, and spatio-temporal codes on human communication.
Prerequisite: COM 2301.

COM 3303 Communication in the Church 3,0

Investigation of message strategies used as successful models of communication in the church. Includes case studies and field work. *Prerequisite: COM 2300.*

COM 3304 Group Dynamics 3,0

Theory and practice in group communication: goal setting, problem solving, listening, feedback, and leadership. As part of the course experience, students will plan an off-campus trip with additional costs to student. Cross-listed as PSY 3304. *Prerequisites: COM 1300 and PSY 1311 .*

COM 3307 Media Analysis and Criticism 3,0

Critical viewing and written analysis of film-television and digital media works as vehicles for the exploration of cultural and sociological issues. Students will apply a range of critical perspectives to a variety of media texts.
Prerequisite: ENG 1317 and COM 2303.

COM 3308 Persuasive Communication 3,0

Theory and practice of personal and public persuasion with an emphasis on how to change attitudes, understand purchasing behavior, and increase influence.
Prerequisite: COM 1300.

COM 3310 Public Relations 3,0

A case-study based course which overviews the basics of public relations, addresses ethical concerns, and promotes social media and best practices. *Prerequisite: Com 2308.*

COM 3317 Production I 2,2

An introductory practicum in the pre-production, production, and post-production processes as used in the making of video programming with an emphasis on film-style production. **Additional Course Fee Required**

COM 3318 Production II 2,2

An applied course teaching television and media production. Students in this intermediate-level course will develop a specialization in one or more areas of media production such as sound design, cinematography,

or animation. Students will also refine skills in producing and directing. *Prerequisite: COM 3317.*
Additional Course Fee Required

COM 3320 Media Law and Ethics 3,0

Development of and rationale for constitutional protections, legal regulations, and ethical responsibilities of the mass media in the United States *Prerequisite: COM 2303.*

COM 3325 Interpersonal Relationships

Investigation into the communication and psychology of family dynamics, friendships, and romantic partners. One goal of this course will be to understand our own relationships and seek to improve them. *Prerequisite: PSY 1311 Cross listed with PSY 3325.*

COM 3331 Organizational Communication 3,0

A study of communication -theories and their application for organizations. Students will develop leadership skills in identifying and resolving communication barriers that inhibit efficient organizational performance.

[Return to Table of Contents](#)

COM 3335 Intercultural Communication Experience

Course explores communicating from one culture to another and will include worldview, religion, values, language, nonverbal communication, context and other topics related to becoming a competent communicator in cross-cultural situations. The course will require the student to spend time in a culture different from their own.

COM 3360 Topics in Communication

Examination of particular trends, contemporary challenges, developing contexts, and emerging technologies relevant to the study of communication and not already a central focus of the existing courses in the Communication major. *Prerequisite: Consent of instructor. This course may be repeated for credit when topic is different.*

COM 3398 National/International Studies 3,0 Offered at least once/year (frequently once/semester), this course takes students to either domestic or international locations to experience communication hands-on.
Prerequisite: Consent of Instructor

COM 4101 Communication Capstone Course 1,

To be taken during last semester.

COM 4310 Communication Internship

Supervised involvement at one of Austin 's communication firms. Working experience with communication professionals in production or promotion.
Prerequisite: Consent of Division Chair.

COM 4320 Production III 2,2

An applied course teaching advanced television and media production. Students participate in producing and/or directing one or more major video projects.
Prerequisites: COM 3317 and COM 3318. **Additional Course Fee Required**

COM 3398 National/International Study, 3,0

A travel course to immerse the student in real-world contexts where students can observe and analyze communication practices in various settings. Previous travel courses have brought students to Los angeles, New York, Washington D.C.and the Middle East.

COM 33XX Special Topics in Communication, 3,0

Examination of particular trends, contemporary challenges, developing contexts, and emerging technologies relevant to the study of communication and not already a central focus of the existing courses in the Communication major. While the topics will vary, each are intended to provide a focused compliment (depth) to other courses that provide a more general perspective (breadth).

16.04.11 Computer Science

CSC 1301 Introduction to Computer Science I 3,0

The development of skills in translating problems into algorithms and implementing these algorithms into programming language C++. Designing, coding, debugging and documenting programs. *Prerequisite: Eligible for Lower College Entry Level Math* **Additional Course Fee Required**

CSC 1302 Introduction to Computer Science II 3,0

Program design, writing, testing and debugging using C++. Implement and compare sorting and searching algorithms including insertion sort, Shell's sort, heapsort, and quicksort. Introduction of string processing, and the manipulation of simple data structures: arrays, stacks, queues, linked lists, and trees. *Prerequisite: CSC 1301 or consent of instructor.* **Additional Course Fee Required**

CSC 2301 Intro to Comp. Org. & Assembly Lang. 3,0

The basic concepts of computer systems and architecture will be understood by programming in assembly language. *Prerequisite: CSC 1302 or consent of instructor. CSC 2305 is recommended.* **Additional Course Fee Required**

CSC 2303 Data Structures & Algorithm Analysis 3,0

A course in algorithms. Topics include priority queues, binary trees, B-trees, searching algorithms, graph algorithms, geometric algorithms, and memory management. *Prerequisite: CSC 2305 or consent of instructor.* **Additional Course Fee Required**

CSC 2305 Discrete Structures 3,0

This course is an analysis of the basic structures that form the foundations of mathematics and computer science including statements, sets and subsets, number sets,

sequences, relations, orderings, partitions, functions, graphs, and trees. Structures defined through induction and recursion, including introduction to the solutions of recurrence relations are addressed. Emphasis will be on formal logical and combinatorial proof. Prerequisites: CSC 1301 with a grade of "C" or higher. Also MTH 1352 with a grade of 'C' or higher or math placement at Upper College Entry Level. Cross-listed with MTH 2305 Discrete Structures.

CSC 3302 Operating Systems 3,0

This is a course in systems software that is largely concerned with operating systems. Such topics as process management, device management and memory management are covered, as are relevant issues associated with security and protection, networking and distributed operating systems. *Prerequisites: CSC 2301 or consent of instructor.* **Additional Course Fee Required**

CSC 3303 Computer Architecture 3,0

An introduction to the architectural features of single-processor (Von Neumann or SISD) computers. *Prerequisites: CSC 2301.* **Additional Course Fee Required**

CSC 3304 Networking: Theory and Applications 3,0

Understanding networks topologies, protocols, hardware and software. A hands-on approach to security, protection and management. Distributed applications and migrating different platforms are also discussed. *Prerequisites: CSC 3302 and CSC 3303 or consent of instructor.*

CSC 3305 Database Design and Analysis 3,0

Principles for the design and management of database systems. Data and storage models, relational and hierarchical data models will be studied. Other topics include: normalization forms, canonical schema representations, data integrity and file security techniques. *Prerequisites: CSC 2305 and CSC 3302 or consent of instructor.*

CSC 3306 Human Computer Interaction 3,0

This course will introduce the human factors area of computer science examining success (and failures) and current work in the subject area. *Prerequisite: CSC 1302 or consent of instructor.*

CSC 3307 Artificial Intelligence 3,0

An introduction to the basic concepts and techniques of artificial intelligence using the programming language LISP. Topics covered include natural languages, vision systems, search strategies and control, with an emphasis on representation. *Prerequisites: CSC 1301 and CSC 2303 or consent of instructor.*

CSC 3308 Computer Graphics 3,0

An introduction to the generation and manipulation of graphical images on computer displays. Topics include

representation of curves and surfaces, 2D and 3D transformations, hidden edge and surface elimination, and shading. *Prerequisites: CSC 1303, MTH 2402, and MTH 3311 or consent of instructor.*

CSC 3309 Numerical Analysis 3,0

Algorithms of numerical analysis are covered. Topics include floating point arithmetic, approximation, numerical integration and differentiation, solution of nonlinear equations, and solution of ordinary differential equations. Programming assignments will give experience in applying selected algorithms. *Prerequisites: CSC 1302 and MTH 2402 or consent of the instructor.* Cross-listed with MTH 3309.

CSC 3310 Topics in Computer Science 3,0

Special topics in computer science that are new or unique that are not covered in existing courses. Possible topics include: computer design, Java programming, parallel and distributed computing. *Prerequisite: Adjusted according to topic.* **Course may be repeated when a different topic is covered**

CSC 3311 Programming Language Concepts 3,0

A comparative study of programming languages covering their history, development, and design criteria; formal definition of syntax and semantics; concepts and constructs; similarities and differences between languages; major language paradigms to include examination of object-oriented, functional, and concurrent languages; exception handling, modularization, scoping, etc. Students program in at least one language they have never used before. *Prerequisites: CSC 2301 and CSC 2303.* **Additional Course Fee Required**

CSC 3320 Theory of Computation 3,0

This course introduces the theory of computability, including important results from study of automata and formal languages. The course begins with the study of automata and their relationship to regular, context free and context sensitive languages. Notions of decidability and undecidability are discussed and this is related to complexity analysis. *Prerequisite: CSC 2303 or consent of instructor*

CSC 4301 Senior Design/Independent Study 3,0

A working study/project led by an instructor. Projects consist of design and development of computer science related hardware or software systems for local businesses or any other commercial organization, but within the capacity of a senior student to complete within a term. *Prerequisite: Senior level computer science student or consent of instructor.*

CSC 4310 Computer Science Internship 3,0

Students will participate in an on-the-job computer science work experience under the direct supervision of professionals in a corporation or government agency. A

senior level course for computer science majors only. Graded on a pass/fail basis. *Prerequisite: Successful completion of 24 hours of CSC courses or consent of instructor.*

CSC 4405 Software Engineering 3,2

Under development

18.04.12 Criminal Justice Operations Mgmt.

CJM 2308 Computer Communications 2,2

Creating and enhancing spreadsheets, including graphing, database functions and macros using current spreadsheet software. Emphasis on problem solving techniques and managing data. Cross-listed as CIS 2304.

CJM 3301 Constitutional Law 3,0

Exposes the student to principles of government and constitutional law from which all laws and governmental policies derive. It explores the formation of government, the constitutional doctrine of federalism and the concept of separation of power. The course will focus on the original articles of the constitution and its amendments, which are of particular interest to the criminal justice practitioner.

CJM 3302 Procedural Criminal Law 3,0

Exposes the student to various procedural issues in the implementation of the criminal law function. The course focuses on issues of arrest, search and seizure, admittance of evidence and the rights of the accused. This course also serves as a legal update of current changes in the law.

CJM 3303 Criminal Justice Liability Law 3,0

Explores the area of liability law, as it relates to the function of criminal justice. Areas to be covered are liability issues regarding use of force, civil rights violations and failure to respond.

CJM 3304 Administrative Law 3,0

Explores areas of administrative law and its impact on the function of bureaucracies and public agencies. The course will focus on legal principles which affect the management of public agencies.

CJM 3306 Prin. of Mgmt. in Criminal Justice 3,0

A study of management functions in a modern criminal justice organization, the internal and external environmental factors affecting organizational efficiency, and the application of quantitative and behavioral science. The function of the leader and principles of management are viewed from an integrative perspective, including line and staff interactions and relationships. Theories of management, authority and responsibility, issues of centralization and decentralization, planning, organizing, staffing, directing and controlling will also be studied in the course.

CJM 3307 Human Res. Mgmt. in Criminal Justice 3,0

This course examines the principles, methods and procedures in personnel management as they apply to the field of criminal justice. Included in the study are: job analysis, description and classification; employee morale; labor turnover; recruitment, selection, placement, rating and promotion; transfer and layoff; wage policies and employee service programs.

CJM 3310 Fin. & Budgeting in Criminal Justice 3,0

This course studies the principles of budgeting and finance in a public agency, which deals with the criminal justice system. The student will gain an understanding of fiscal principles and how the principles apply to the operation of a public agency. Budgets, revenue systems and internal service functions will be analyzed.

Prerequisites: MTH 1330.

CJM 3311 Crime and Delinquency 3,0

This course studies the principal causes of crime from three perspectives: sociological, the criminal justice system, and corrections. The student will examine both historical and contemporary sociological research in these areas. The course will explore issues such as crime causation and the involvement of the criminal justice and corrections systems in these issues.

CJM 3312 Psychology of the Criminal Offender 3,0

Exposes the student to the distressful, painful and often devastating effects of maladaptive behavior. The course will explore the interwoven biological, psychological and social antecedents and correlates of criminal behavior. Psychological issues and their relation to criminal and anti-social behavior will be studied. Personal and societal attitudes, feelings and values about criminal and anti-social behavior will be discussed extensively.

CJM 3313 Forensic Science and Criminalistics 3,0

This course provides the student with a general understanding of physical scientific methods utilized in criminal investigative operations. Using laboratory methods of instruction, the course will expose the student to the current advances in Criminalistics.

CJM 3314 Ethics in Criminal Justice Ops. 3,0

This course focuses on ethical issues and decisional dilemmas faced by professionals in the criminal justice and law enforcement setting.

CJM 3315 Decision-Making in Criminal Justice Ops 3,0

This course provides students with the opportunity to apply the knowledge accumulated during the program. Using the principles and theories learned, as well as, the shared experiences learned from each participant's professional life, students will be able to successfully address and discuss critical decisions which need to be made in the course of operating criminal justice agencies and the consequences of these decisions.

CJM 3316 Future Studies in Criminal Justice Ops 3,0

This course investigates the predictive variables in criminal justice operations that may lead to operational realities in the 21st century. Students will examine the past and present in criminal justice operations. The student will engage in the scholarly analysis of events, past and present, to forecast the future intelligently.

18.04.13 Early Childhood Education**ECE 3320 - ECE: Curr., Methods and Materials 3,2**

Organization, materials, curriculum, and methods in preschool, kindergarten, and primary education. Techniques in working with 3-5 year olds will be emphasized; as well as literary strategies for elementary students. Field experiences in an early childhood setting are required.

ECE 3340 – Leadership in Early Childhood Ministry

This course will focus on faith development in young children in a fieldwork setting. The people who affect faith development and their role in the young child's faith development will be discussed. Special emphasis will be placed on the role of the family in faith development as well as the role of the children's minister in reaching out to families with the Gospel message. *Prerequisite: ECE 3320.*

18.04.14 Economics**ECO 2301 Introduction to Macroeconomics 3,0**

Macroeconomics is the social science that studies the way societies, in the aggregate, allocate scarce resources to unlimited wants. Topics of the course include introductions to: supply and demand, Gross Domestic Product, inflation, recession, unemployment, aggregate private investment, government fiscal policy, monetary policy, international trade, and the effects that each of these have on the nation's economy in the classical, Keynesian, and monetarist frameworks.

ECO 2302 Introduction to Microeconomics 3,0

Microeconomics is the social science that studies the ways individual economic agents allocate scarce resources to unlimited wants. Topics of the course include introductions to: supply and demand, elasticity of supply and demand, consumer behavior, firm behavior, competition, monopoly, oligopoly, and monopolistic competition, resource markets, market failures, antitrust policy, and issues of economic equity.

ECO 3320 International Economics and Trade 3,0

Develops the themes of global integration and international trade policy in macroeconomic supply and demand terms. Economic theory is employed as a means to informed discussion of problems and opportunities related to international trade, investment and foreign exchange. *Prerequisites: ECO 2301, ECO 2302, or consent of instructor.*

ECO 3321 Inter-American Trade & Development 3,0

Theory and history of economic growth and development, with special reference to the problems of Latin America and the region's economic relationship to the United States . Examines major aspects of Latin American production, income distribution, labor force, foreign investment and trade, as contrasted with their more industrialized trading partners. Surveys contemporary issues such as the "debt crisis" and "currency devaluation." *Prerequisites: ECO 2301 and ECO 2302 or consent of instructor.*

ECO 3361 Money, Banking, and Credit 3,0

The course will cover the role of financial markets in the economy; the determination of interest rates; the role of financial intermediaries and financial intermediation; the role of the central bank in monetary policy; and the macroeconomics of monetary policy and interest rates. Cross-listed as BADM 3361. *Prerequisites: ECO 2301, ECO 2302.*

ECO 3362 Health Care Economics I 3,0

This course is the first of two courses designed to acquaint students with the economic issues of the health care services industry. It covers the basic economics of health care including, but not limited to: the demand for medical services, production and costs of medical services, systems and institutions, and the competing objectives of agents in the health care marketplace. *Prerequisite: ECO 2301 and ECO 2302, or consent of the instructor.*

ECO 4365 Governmental Finance 3.0

Covers the theory of government spending and taxing policy; decision making; effects of government expenditures; effects of taxation on resource allocation; market failures; and both positive and negative externalities. *Prerequisite: ECO 2301, and ECO 2302.*

ECO 4370 Healthcare Economics 3,0

Built upon both financial management principles and theories of micro- and macro-economics, this senior level study of healthcare economics provides a framework for the healthcare manager to analyze the healthcare marketplace and assess potential for profitability. This course is cross-listed as HCA 4370. *Prerequisites include 6 hours of economics and 6 hours of healthcare finance, or, permission of the Director of the Healthcare Administration program.*

18.04.15 Education**EDU 2102 History and Philosophy of Lutheran Ed. 1,0**

Entry level course taken usually during the sophomore year. Topics center on the systemic development of the Lutheran tradition of education in America to the present . Emphasis will be placed on the present status and future trends of the Lutheran Church-Missouri Synod school system. Students will develop an awareness of the role and the commitment

necessary to become and remain a Lutheran school teacher. Required of students seeking Lutheran Teacher Diploma.

EDU 2301 Intro to Education and Technology 2,3

An introduction to the roles and responsibilities of the teacher, the characteristics of today's schools and curriculum, and selected issues facing today's teachers. Fieldwork includes teacher-aide and observation experiences in a local elementary, middle or senior high school. Observation/activities will focus on the child as learner, teaching strategies, management procedures, classroom climate, and roles of the teacher. Introduces use of Blackboard for portfolio development.

EDU 2201 Intro to Education 2,3

An introduction to the roles and responsibilities of the teacher, the characteristics of America's schools and curriculum, and selected issues facing today's teachers. Observation/activities will focus on the child as learner, teaching strategies, management procedures, classroom climate, and roles of the teacher. Introduces use of Blackboard for portfolio development. Fieldwork required. Required of all education students. **Additional Course Fee Required**

EDU 3161 Office of the Ministry 1,0

This course addresses the foundations of the Office of the Ministry for the educator who plans to serve in a Lutheran church or school setting. The tasks and functions of the teaching ministry will be discussed as they apply to the role of the Lutheran educator. Required of students seeking Lutheran Teacher Diploma.

EDU 3201 Effective Practices for Differentiated Instruction 2,0

This course will investigate differentiated instruction as a philosophical approach to meeting the instructional needs of all learners-academically, emotionally and culturally. Class discussions and course assignments are designed to gain an understanding of the dynamics of differentiated learning, create and sustain classroom structures that facilitate differentiated instruction, and plan the implementation of meaningful instruction that helps all students succeed. Required of all education students. Prerequisite: EDU 3311 Teaching Strategies & Assessment

EDU 3240 Societal Relationships 2,0

This course will explore the vital and necessary interrelationships between the three elements present in the overall education of students or learners: school, home, and community. Required of all education students.

EDU 3301 Mathematical Methods-Elem 3,1

Methods and strategies of teaching: logic, sets, relations, functions, operations, numeration systems, number theory, rational numbers, real numbers, informal

geometry, measurement, probability, and statistics. Technology use to support math curriculum is explored. Field experience required. Prerequisite: Admission to the Teacher Education Program

EDU 3303 Mathematical Methods-Sec 3,1

Concepts and methods/strategies for teaching: 7th and 8th grade mathematics, mathematics of finance, algebra, and geometry are examined using manipulatives. Concepts from probability, statistics, trigonometry, analytical geometry, discrete mathematics, and calculus are explored and techniques for teaching are emphasized. Technology use to support math curriculum is discussed. Fieldwork required. Prerequisite: Admission to the Teacher Education Program

EDU 3304 Children's Literature 3,0

A survey of the evolution of children's literature which teaches strategies for exploration, analyzing, and discussion of the various genres. Emphasis is given to styles of illustration, storytelling, oral reading, and literacy projects. Extensive reading of children's books is required.

EDU 3305 Science & Health Methods-Elem 3,1

Teaching methods for science and health in the elementary school. Application of child development theories in the teaching of science and health. Emphasis on active involvement of the child in inquiry with an emphasis on the use of technology. Field experience required. Prerequisites: Admission to the Teacher Education Program

EDU 3310 Writing Across the Curriculum 3,0

This course prepares students to personally master writing effectively and efficiently for a variety of audiences and purposes. Includes methods of teaching writing for elementary, middle school and secondary levels. NOTE: Students must make a "B" or better in this course to be admitted into the Teacher Ed. Program. Prerequisites: ENG 1316 and ENG 1317.

EDU 3311 Teaching Strategies & Assessment 3,0

Instructional techniques and strategies that emphasize practical application of the teaching/learning process to include writing of instructional objectives and lesson plans, delivery strategies, and grouping practices based on learning theory and learning styles as well as multiple intelligences. Includes formal and informal assessment, measurement and evaluation of curriculum, teaching strategies and student learning in the classroom with an emphasis on the use of technology. Required of all education students.

EDU 3312 Methods of Social Studies 3,2

This course covers geographic, historical, and culture content and strategies specific to teaching effective social studies instruction for grades 1-8. Integrating technology

and language arts across the ten themes of social studies through unit plans and activities is also a major course component. Fieldwork required. Prerequisite: Admission to the Teacher Education Program

EDU 3313 Adolescent Literature 3,0

A survey of the evolution of adolescent literature which teaches strategies for exploring, analyzing and discussing the various genres. Emphasis is given to style of illustration, book talks, oral reading, and literacy projects. Extensive reading of adolescent books is required.

EDU 3326 Educational Foundations 3,0

This course provides a practical understanding for guiding and teaching children birth through 12th grades. History and philosophy of education will be examined. Course content will cover roles of the teacher, the setting, family involvement and creating developmentally appropriate learning environments. This course is required of all education students.

EDU 3320 Foundations of ESL Education 3,0

This course explores the foundations of ESL education and examines the rationale, history, and philosophy as it develops the students' understanding of the cultural influences and prepares pre-service teachers to meet the needs of second-language learners. This course is required of all education students.

EDU 3323 Educational Technology 3,0

This class is designed to offer an awareness of technology's role as a productivity and instructional tool in today's educational setting, as well as to provide opportunities to become familiar with technology tools used for both productivity and instruction in the classroom and bridge and reinforce the Texas Education Agency Technology Applications Standards for All Beginning Teachers. Required of all education majors.

EDU 3333 Teaching Religion 3,1

This course is designed to prepare students for the teaching ministry of the Lutheran Church – Missouri Synod. Emphasis will be the concepts, content, materials, and strategies necessary in teaching religion in the elementary, middle, secondary, and special education classrooms. Integration of the Christian faith into all aspects of parish and school ministry will be covered. Field work in Lutheran schools is required. Required of students seeking Lutheran Teacher Diploma.

[Return to Table of Contents](#)

EDU 3372 Teaching Strategies & Assessment-Secondary 3,1

Instructional techniques and strategies that emphasize practical application of the teaching/learning process to include writing of instructional objectives and lesson plans, delivery strategies, and grouping practices based on learning theory and learning styles as well as multiple intelligences. Includes formal and informal assessment, measurement and evaluation of

curriculum, teaching strategies and student learning in the secondary classroom with an emphasis on the use of technology. Field experience required. Prerequisite: Admission to the Teacher Education Program.

EDU 3373 Classroom Mgmt & Secondary Curriculum 3,1

This course covers content and specific teaching strategies needed for effective instruction in the content areas. Involves planning, classroom management, and discipline strategies for the secondary level, and the use of technology to support the curriculum. Field work required. Prerequisites: Admission to the Teacher Education Program and completion of Teaching Strategies & Assessment-Secondary.

EDU 3331 Teaching Physical Education 3,1

Methods, techniques and strategies for teaching physical education. Learning and practicing the "how to" aspects of teaching physical education. Writing of instructional objectives and lesson plans, principles of organization and class management, and delivery strategies unique to physical education.

EDU 3330 Methods of Integrating Fine Arts 3,1

Methods of fine arts is designed to introduce students to methods, curriculum, techniques, materials, and resources of teaching fine arts in elementary schools. Students will learn techniques for teaching music, art, and drama and methods of assessment to meet the diverse needs of all students. Emphasis will be on integrating fine arts methods, people, places, culture, and history into the elementary school curriculum. Fieldwork required.

EDU 3343 Educational Psychology 3,0

Educational Psychology is designed to introduce psychological principles, theories, and methodologies to issues of teaching and learning in schools. Topics include learning theory, learner characteristics, intelligence, creativity, motivation, measurement and evaluation, and models of teaching for all learners. Examination of cognitive, social, moral development of students as they interact in the learning process also takes place. This course is required of all education students.

EDU 4101 Teacher Education Seminar 1,0

Major topics addressed will be preparation for the TExES exams needed for certification as a teacher in Texas, resume writing, interviewing skills. Prerequisite: Admission to Teacher Education Program.

EDU 4226 Classroom Management 2,0

This course will explore methods of effective classroom management and discipline strategies as well as motivation strategies. This course is required of all education students.

EDU 41205 Elem/Early Childhood Stu Teaching 12,0

Supervised observation, participation, and teaching in an elementary/early childhood classroom for 14 weeks. Pass/Fail graded course. Prerequisites: Admission to the Professional Term. Student teaching fee required. Student teaching room

and board fee may also apply. **Additional Course Fee Required**

EDU 41225 Middle School Student Teaching 12,0
Supervised observation, participation, and teaching in a middle school classroom for 14 weeks. Pass/Fail graded course. Prerequisite: Admission to the Professional Term. Student teaching fee required. Student teaching room and board fee may also apply. **Additional Course Fee Required**

EDU 41273 Secondary Student Teaching 12,0
Supervised observation, participation, and teaching in a secondary classroom for 14 weeks. Pass/Fail graded course. Prerequisite: Admission to the Professional Term. Student teaching fee required. Student teaching room and board fee may also apply. **Additional Course Fee Required**

18.04.16 English

ENG 1101 Experience of Drama

Includes attendance at, as well as written and oral interpretation of, performances of selected plays. May be repeated for credit. May be used to fulfill one hour only of the Fine Arts requirement. **Additional Course Fee Required**

ENG 0201 Fundamentals of Writing Workshop

This course enhances literacy skills by providing an “editing lab” for any writing-intensive class in any academic discipline. Coursework draws heavily on instructor-guided peer editing, supplemented by a close reading of thought-provoking texts, and presentations on mastering standard American grammar and usage. Assessments will include a writing portfolio and a final exam that covers editing skills and reading comprehension. The course does not fulfill Common Experience requirements or count toward the total number of hours required for a degree. For students who choose to co-enroll in ENG 0201 and ENG 1316, taking the two courses simultaneously, the final course grade achieved in ENG 0201 will account for 30% of the ENG 1316 final course grade, in addition to the credit/no credit recorded for ENG 0201. For all other students, ENG 0201 is offered solely on a credit/no credit basis.

ENG 1316 Academic Research and Writing 3,0

Introduction to composition skills and research skills. Emphasis on gathering, evaluating, synthesizing, and citing research information to compose a formal 10-page research paper. Study of rhetorical strategies, multiple short essays and one research paper are required. Departmental final exam requires composing a formal essay in response to one of several selected topics. For students who choose to co-enroll in ENG 0201 and ENG 1316, taking the two courses simultaneously, the final course grade achieved in ENG 0201 will account for 30% of the ENG 1316 final course grade, in addition to the credit/no credit recorded for ENG 0201. **Students**

required to take ENG 0201 are not eligible to enroll in the 8-week session of ENG 1316. May be used to fulfill the Common Experience Written Communication Requirement.

ENG 1317 Introduction to Literature 3,0

This is the entry level course in literature. Emphasis on analyzing the literary components of each of four literary forms : poetry, short story, novel, and drama. Critical interpretive skills are developed for each literary form. One test and one formal analytical paper are required for each form. Comprehensive final exam serves as the exit exam for the course, verifying the student is ready to continue on to advanced literary courses. *Prerequisite: Completion of ENG 1316 with a minimum grade of C.”*

ENG 2301 Survey of Classicism 3,0

Major masterpieces of classic Greek and Roman literature with a grounding in mythology. Students complete two tests, two papers, and a variety of written exercises to demonstrate an understanding of the material. The final exam is comprehensive.. *Prerequisite: ENG 1317.*

ENG 2302 Survey of Romanticism 3,0

Emphasis upon European and American authors associated with the Romantic and Realistic movements of the 19th century. Covers all literary forms. *Prerequisite: ENG 1317.*

ENG 2303 American Literature 3,0

The course will present a selection of major canonical authors of American Literature from the colonial time period until the mid-twentieth century. Oppositional voices will be introduced in relation to the Canon. The historical and cultural setting for each literary work will likewise be evaluated for its ideological significance. *Prerequisite: ENG 1317.*

ENG 2305 Survey of British Literature 3,0

A survey course designed to cover the major writers of British literature from the earliest recorded epics to the twentieth century. Features all literary genres. *Prerequisite: ENG 1317.*

ENG 2311 Business and Technical Writing 3,0

Advanced writing skills to meet the challenge of communication in the job market. *Prerequisite: ENG 1317.*

ENG 2331 History of the English Language 3,0

A study of the history and development of the English language from its Indo-European beginnings. Emphasis upon the social and cultural aspects of language in general and of English and its varieties spoken throughout the world. *Prerequisite: ENG 1317.*

ENG 3301 The Novel- British 3,0

An overview of the history and development of the form. Specific novel techniques explored in class discussions and analyzed in short papers. *Prerequisite: A 2000 level ENG course in Literature.*

ENG 3302 Drama 3,0

A survey of dramatic literature in which students read, analyze, and respond critically to representative plays from each of the major dramatic periods: Greek, Roman, Medieval, Renaissance, Restoration, Romantic/Realistic, and Modern. Students learn distinguishing characteristics of each major period's dramatic form. Students complete two tests, two papers, a variety of written exercises, and a comprehensive final exam. . *Prerequisite: a 2000-level ENG course in Literature.*

ENG 3303 Short Story 3,0

Development of the short story. Style, form, interpretation and evaluation of short fiction. Topical, current social and emotional issues discussed in relation to goals of short fiction. *Prerequisite: A 2000 level ENG course in Literature.*

ENG 3305 Poetry 3,0

An intensive study of the major poetic forms. Emphasis on reading, explicating, and interpreting selected poems. Students will complete two papers, two tests, a variety of written exercises, and a comprehensive final exam. *Prerequisite: A 2000-level ENG course in Literature.*

ENG 3307 Drama at Stratford 3,0

A week at the Stratford festival in Ontario, Canada to study and see a minimum of eight plays. Offered during the summer. Additional fee for course paid at time of registration. May be used to fulfill Fine Arts core requirement. May be repeated once for credit.

Prerequisite: Three credit hours of a 2000 level ENG course in Literature or consent of the instructor.

Additional Course Fee Required

ENG 3308 The Novel-American 3,0

An overview of the history and development of the genre. Specific novel techniques explored in class discussions and analyzed in short papers. *Prerequisite: A 2000 level ENG course in Literature.*

ENG 3309 Modern Fiction 3,0

A study of the evolution of the Modern literary movement through an overview of the movements and texts immediately preceding this period. Emphasis is placed on the examination of the major authors and texts of the Modern movement through reading, analysis, discussion, and composition of critical responses to these major authors and texts. Students complete two tests, a comprehensive final, and two papers. *Prerequisite: a 2000 level survey course in Literature (ENG 2301, 2302, 2303, or 2305).*

ENG 3310 English Internship

Supervised on-the-job experience in publishing or other professional-writing sectors, including nonprofit organizations. Over the course of one semester, students provide at least 150 hours of service and produce a writing portfolio. May only be used once to fulfill ENG credit; may be repeated once for elective credit. *Prerequisites: 3.0 GPA in English; junior- or senior-level standing; and approval of the director of the English major.*

ENG 3311 Advanced Writing 3,0

The study of clear, graceful, and stylistic essay writing in functional, pragmatic, real-life situations. *Prerequisite: A 2000 level ENG course.*

ENG 3316 Creative Writing: Fiction 3,0

Students will be expected to produce a portfolio of four original pieces of creative writing, critique the writing of others, and prepare a manuscript for publication or submission to a literary contest. In-class writing exercises will be used to learn various techniques and aspects of creative writing. While many types of writing will be examined, emphasis will be on short stories. *Prerequisite: A 2000 level ENG course in Literature.*

ENG 3317 Creative Writing: Poetry 3,0

Students will be expected to produce a portfolio of seven original poems, critique the poetry of others, and prepare a poem for publication or submission to a literary contest. In-class writing exercises will be used to learn various techniques and aspects of writing poetry. While fixed form poems will be examined, emphasis will be on free verse. *Prerequisites: A 2000 level ENG course in Literature.*

ENG 3323 Shakespeare 3,0

Reading and interpretation of major Shakespearean plays, emphasizing the playwright's artistic development, social context, and use of characterization and imagery. *Prerequisite: ENG 1317.*

ENG 3325 The Literature of Diversity 3,0

This course provides an in-depth study of the theories of exclusion and discrimination based on categories of race, gender, and class. These theories are then put into practice through the study of literary works in which such discrimination is manifested.

ENG 3341 Hispanic Writers of the U.S. 3,0

Writings by and about Hispanic writers of the United States. All of the readings will be made available in English and the class will be taught in English. Cross-listed as SPN 3341. *Prerequisite: A 2000 level ENG course in Literature.*

ENG 4303 Major Ethnic Writers of the U. S. 3,0

A study of the development of the African American novel in the United States from its origins in Africa through the present, with particular emphasis on works by Toni Morrison.

ENG 4304 The Bible as Literature 3,0

A study of the Bible as a literary work. *Prerequisite:* Three credit hours of a 2000 level ENG course in Literature. *Note:* This course will not fulfill the core requirement for Religion.

[Return to Table of Contents](#)

ENG 4306 King Arthur 3,0

A study of the evolution of Arthurian literature, in both pseudo-histories and fictions, from seventh century records to present day texts. Students track the development of the Arthur legend and critically evaluate major texts by reading, analyzing, discussing, and composing short response papers and formal papers in response to these texts. Students complete two tests, two papers, a variety of critical response exercises, and a comprehensive final. *Prerequisite:* a 3000 level English course in literature.

ENG 4307 Introduction to Literary Criticism 3,0

A survey of the development of western literary criticism from Greek and Roman to twentieth century theories. Students read, analyze, and discuss each critical theory; formal and informal critical responses to specified literary texts using each of the critical theories studied, and, complete three tests, two papers, a variety of critical response exercises, and a comprehensive final. *Prerequisite:* a 2000-level survey course in Literature (ENG 2301, 2302, 2303, or 2305).

ENG 4308 Chaucer: The Canterbury Tales 3,0

The language and literature of Chaucer's "Prologue" and selected Canterbury Tales. *Prerequisites:* A 2000 level Literature course and standing as a second-term junior.

ENG 4311 Am. Women Writers of the 19th Century

This course provides an in-depth study of twelve American novels authored by twelve American women in different historical time periods and under different circumstances of class and race. Elements of the study include the rescue of these female voices from literary obscurity, an examination of the reasons and causes why these female-authored narrative texts had been devalued or destroyed or ignored by the dominant culture, and how their emergence has affected/changed the American literary canon.

ENG 4312 Brit. Women Writers: 19th Century- Jane Austen

This course provides an in-depth study of Jane Austen's six novels in the context of the Regency period. Elements of the study include the development of Austen's art as a novelist, the history and culture of the time period as these affected the production of her novels, and the wide variance among the film adaptations of her novels.

18.04.17 Environmental Science**ESC 1302 Intro to Environmental Science 3,0**

An overview of earth environments (physical, geological, hydrologic, atmospheric, biological) and their interactions; modifications (use and misuse) of the physical environment; current environmental issues. *NOTE:* This course may not be used to satisfy natural science lab requirements in the core.

ESC 2301 Envir. Writing & Reg. Compliance 3,0

Principles of scientific and technical writing applied to applications, reports, proposals, and other types of written technical communication required by state and federal environmental regulations. *Prerequisite:* ENG 1316.

ESC 3303 Environmental Law 3,0

The origins, politics, policies, and enforcement of environmental law. *Prerequisites:* Nine hours in the social/natural sciences from the Environmental Science Major or consent of the instructor. *NOTE:* This course may not be used to satisfy natural science core requirements.

ESC 3306 Nat. Resources Conservation & Planning 3,0

Ecological, political, and economic factors which influence natural resource and land-use decision making; appraisal of alternative strategies to cope with conservation issues in the areas of water, energy, forest, wildlife and soils; regional planning in 21st century. Cross-listed as GRG 3306. *NOTE:* This course may not be used to satisfy natural science core requirements. *Prerequisite:* Three credit hours of GRG, ECO, or GOV and three credit hours of natural science.

ESC 3330 Environmental Modeling 3,0

Design and application of modeling techniques using system dynamics and computer software. *Prerequisites:* MTH 1351 or math placement at a higher level and 6-8 credit hours of natural science and/or math beyond the core requirements. This course may not be used to satisfy natural science requirements.

ESC 3402 Environmental Chemistry 3,4

A study of the chemical principles and reactions that govern the behavior of both natural environmental systems and anthropogenic compounds important to the quality of the environment. Sampling methods, instrumentation and data analysis will be emphasized. Cross-listed as CHE 3402. *Prerequisites:* CHE 1402, MTH 1351, or math placement at a higher level.

ESC 3403 General Ecology 3,2

A study of those factors which affect the abundance, biodiversity and distribution of organisms. Includes ecological theory, mathematical modeling, natural history and field techniques. Cross listed as BIO 3403.

Prerequisite: BIO 1401 or BIO 1402 or BIO 2403 or consent of instructor.

ESC 4310 Environmental Science Internship

Students will participate in an on-the-job environmental work experience under the direct supervision of professionals in a corporation or government agency. A senior level course for environmental science majors only. Instructor approval required. Graded on a Pass/Fail basis.

ESC 4411 Research in the Environmental Sciences 3,3

Student will pursue an environmental topic or issue through library, field and laboratory investigations as well as data collection, analysis and a final presentation consisting of a written paper and a poster/seminar session. *Prerequisite: Completion of at least 15 of the upper-level hours in the BA/BS Environmental Science curriculum.*

18.04.18 Geography

GRG 1311 Principles of Geography 3,0

A geographic overview of basic Physical Systems (landforms, climate, vegetation...) and Human Systems (cultural geography, political geography, medical geography, geography of sports...) and their interactions at international, national, and local levels.

GRG 1312 World Regional Geography 3,0

A broad environmental/cultural survey of major world realms: The "developed" areas of the U.S., Canada, Europe, Russia, Australia, and Japan and the "developing" world of Africa, Latin America, the Mid-East, and Asia; appraisal of those factors (education, healthcare, industry) necessary to promote development.

GRG 3306 Nat Resources Conserv & Planning 3,0

Ecological, political, and economic factors which influence natural resource and land-use decision making; appraisal of alternative strategies to cope with conservation issues in the areas of water, energy, forest, wildlife and soils; regional planning in 21st century. Cross-listed as ESC 3306. NOTE: This course may not be used to satisfy natural science core requirements. *Prerequisite: Three credit hours of GRG, ECO, or GOV and three credit hours of natural science.*

18.04.19 Geology

GLG 1101 Urban Geology

Investigation of the effect of urbanization on land and human values from the viewpoint of geology.

GLG 3301 Geology 3,0

The earth from the perspective of physical and historical geology. Two Saturday field experiences required. Extra fee for field experience transportation to be paid at time of registration. Not available for audit. *Prerequisite: Three credit hours of a physical science.*

GLG 3302 Geology Field Techniques 3,0

Interpretation of field data to generate maps of surface and subsurface geology. Extensive use of the Brunton compass, aerial photographs, and field analyses. *Prerequisite: GLG 3301.*

18.04.20 German

GER 1401 German I 4,0

Introduces the German language and culture by providing practice in listening, speaking, reading and writing, with a firm foundation in the basic elements of German grammar. Students also become familiar with contemporary life and culture of the three main German-speaking countries.

GER 1402 German II 4,0

A continuation of GER 1401. *Prerequisite: GER 1401*

18.04.21 Government

POLS/GOV 1303 Intro to American Government 3,0

A survey of essential features of American federal, state, and local governments. Topics include the U.S. and Texas constitutions, federalism, civil rights and civil liberties, linkage institutions, and political institutions.

POLS/GOV 1305 Texas State Government 3,0

This course is designed to place the concept of state citizenship in a contemporary context in order to understand the complexities of state governance (the framing of policy problems and the proposal of policy solutions). Students will be asked to put themselves in the roles of policy analysts in an attempt to uncover the rationales for public policy making used by institutional actors, private actors such as the media, interest groups and political parties, and those affected by particular policies.

POLS/GOV 2301 Public Policy 3,0

An introduction to the discipline of policy analysis. Explores who is responsible for making public policies, how choices are made, what kinds of tools are at the disposal of policy makers, and how their effectiveness can be enhanced. Also explores the various models of policy analysis. Theories and concepts illustrated by investigating current policy efforts in areas such as health, civil rights, poverty and welfare, education, defense, and tax policy. *Prerequisite: GOV 1303.*

18.04.22 Greek

GRE 2311 Greek I 3,0

Fundamentals of Greek using Koine and Classical approaches. *Prerequisite: One year of college-level foreign language study (such as LAT 1301-1302) or two years of high-school level foreign language study, or consent of instructor.*

GRE 2312 Greek II 3,0

Continuation of GRE 2311, with reading in Greek New Testament. *Prerequisite: GRE 2311.*

GRE 4215 Advanced Greek Readings 2,0

For those who have satisfactorily completed the basic Greek grammar courses. Selections will be drawn from the New Testament, the Greek Old Testament (the Septuagint) and other Greek literature. *Prerequisite: GRE 3314. May be repeated for credit when readings are varied.*

GRE 3313 Greek III 3,0

Reading in the New Testament and Hellenistic Greek with correlated grammar review. *Prerequisite: GRE 2312.*

GRE 3314 Greek IV 3,0

Readings in the New Testament and in Classical Greek with survey of comparative grammar. *Prerequisite: GRE 3313.*

18.04.23 Healthcare Administration**HCA 2301 Science Essentials for HCA Professionals 3,0**

Taught from an applications perspective, this course presents three fields of science important and useful to the healthcare administration professional. The course of study will include aspects of anatomy and physiology, microbiology, and epidemiology to promote provision of a safe, efficient, and effective healthcare environment.

HCA 3300 Health Care Organization and Delivery.

This course presents an overview of the healthcare system and the role healthcare organizations have played and will continue to play in the future. It provides an analysis of the organizational structure of healthcare organizations and other healthcare agencies. An examination is made of the administrative and management elements necessary for policy determination, decision making and control to achieve institutional goals and objectives.

HCA 3305 Eldercare 3,0

Provides the student with an understanding of the administrative principles and processes necessary to effectively manage the operational affairs of a long-term health care facility or organization while providing insights into regulatory and licensing issues adequate to deal with administrative decision-making as framed by those constraints.

HCA 3311 Consumer Issues in Healthcare 3,0

This course develops critical thinking skills related to evaluation of health information and the resultant decisions regarding health care. In this context, health factors to be considered may be derived from any area of the human health experience including environmental, physical, social, intellectual, spiritual, and emotional domains. The learner will identify health issues, identify sources of health information regarding those issues, and evaluate the quality of that health information. In addition, the learner will identify and assess information related to some public health issues from the local, state,

national, and global levels and the related effects of consumer behavior.

HCA 3312 Mgmt Essentials in Healthcare Admin 3,0

This course provides the student with the foundational concepts of management with functional applications in the healthcare setting.

HCA 3315 Quality Management in Healthcare 3,0

This course provides the student with the foundational concepts of quality management in healthcare with functional applications.

HCA 3330 Information Tech in Healthcare 3,0

This course examines the rapidly changing role of computers and information systems as key decision support and critical operations facilitation resources in the management of healthcare organizations. The course establishes a framework for understanding the requisite elements of a properly chosen, effectively implemented, and efficiently utilized healthcare information system. Client-server, central mainframe, thin desktop client, and mini-mainframe system architecture are reviewed, and students will develop an information system RFP, installation strategy, and operational plan for a hypothetical healthcare organization.

HCA 3341 Essentials of Healthcare Ethics 3,0

This course presents students with the opportunity to explore current healthcare ethical dilemmas, consider personal bias, and explore the formulation of Christian responses in difficult healthcare situations. *Prerequisite: REL 3333.*

HCA 3345 Marketing Mgmt in Healthcare 3,0

This course provides the student with necessary skills to promote healthcare services and products. Organizations and reimbursement methodologies for community healthcare resources will be explored, as well as marketing principles, concepts, and operations. These concepts are applied to healthcare marketing strategies. Marketing plans and focus groups are examined in detail.

HCA 3360 – Principles of Healthcare Finance 3,0

This course provides foundational instruction in the practices and responsibilities of the finance function in the healthcare organization and a beginning look at the manager's role in the use of financial information.

HCA 4340 Legal Aspects of Healthcare Admin 3,0

This course presents an overview of the legal issues important to the healthcare manager, and provides students with a basic working knowledge of health law. Students are provided with the basic elements of health law and its application to the real world. *Prerequisites: Upper-level standing.*

HCA 4360 Healthcare Finance Issues 3,0

This course provides an overview of advanced financial management in healthcare organizations, including managed care. *Prerequisite: HCA 3360 Principles of Healthcare Finance.*

HCA 4365 Managing the Healthcare Org 3,0

This course is intended to provide the student with advanced concepts and applications of the management process in a healthcare organization.

HCA 4370 Healthcare Economics 3,0

Built upon both financial management principles and theories of micro- and macro-economics, this senior level study of healthcare economics provides a framework for the healthcare manager to analyze the healthcare marketplace and assess potential for profitability. This course is cross-listed as ECO 4370. *Prerequisites: ECO 2301 and ECO 2302.*

HCA 4380 Management of Medical Practices 3,0

This senior level course, built upon foundational HCA finance and management concepts, develops collective business skills specific to the management of professional medical group practices with emphasis on physician groups in the ambulatory care setting. In addition to the intricate relationships among health care professionals who work together, the environment of patient care of professional practices includes complex associations with community hospitals, academic medical centers, and research programs. The learner will identify regulatory issues, risk management issues, taxation issues, and managed care issues important in this setting. In addition, the learner will apply foundational skills to this business setting. *Prerequisites: HCA 3360 and one HCA Management course.*

HCA 4410 Healthcare Admin Practicum 4,0

Capstone course for the student majoring in Healthcare Administration. The student is provided actual managerial experience in a healthcare setting. The course is project-oriented, and requires 60 hours of time over a 15-week term dedicated to the practicum setting. *Prerequisites: Course taken in last term of degree program. May be combined with no more than two other HCA courses.*

18.04.24 Hebrew

HEB 3401 Biblical Hebrew I 4,0

The script, vocabulary, and structure of Biblical Hebrew. *Prerequisite: One year of college-level foreign language study.*

HEB 3402 Biblical Hebrew II 4,0

Continuation of HEB 3401. *Prerequisite: HEB 3401.*

HEB 4201 Hebrew Bible Readings

Continued practice in reading and translating sections of the Hebrew Bible, with review of grammar. This class may be repeated for credit. *Prerequisite: HEB 3402.*

18.04.25 History

HIS 1301 U.S. History to 1877 3,0

A survey of U.S. history from European colonization to 1877, relating events of the past to current areas of American life. Emphasis on the origins and development of economic, social, and cultural trends and territorial growth.

HIS 1302 U.S. History from 1877 3,0

A survey of U.S. history from the Reconstruction Era to the present. Emphasis on economic cycles, political issues, social and cultural change, and emergence of the United States as a world power.

HIS 2201 Historical Methods 3.0

An introduction to the discipline and field of history, including consideration of what it means to “think historically,” historical research and writing, historiography, and careers in the history field.

HIS 2306 Race and Ethnic Relations 3,0

Emphasis on race and ethnic relations as a national concern with emphasis on these concerns in the Southwest. Cross-listed as SOC 2306. *Prerequisite: SOC 1301 or HIS 1301 or HIS 1302.*

HIS 2321 Western Civilization to 1715 3.0

A survey of the political, philosophical, cultural, and economic trends of the western world to about 1715 focusing on Greco-Roman culture, Church and State in medieval Europe, Renaissance politics and culture, and changes in early modern Europe.

HIS 2322 Western Civilization from 1715 3.0

A survey of the political, philosophical, cultural, and economic trends of western civilization from about 1715 focusing on the Enlightenment, industrial revolution, reforms and revolutions in the nineteenth century, imperialism, world wars, and the Cold War.

HIS 3301 History of Mexico 3.0

An overview and analysis of the history of Mexico from the pre-Columbian period to the present, including the civilizations of pre-Columbian Mexico, Spanish exploration, the establishment of nationhood, the modernization of Mexico, the Mexican Revolution, and the major political, economic, and social movements following the Revolution. Emphasis will be given to the development of Mexican cultural and national identity. *Prerequisite: Three credit hours of history.*

HIS 3304 The History and Culture of the Mexican American 3,0

An analysis of the history and culture of Mexican Americans in the United States over the past two centuries, focusing particularly on the U.S.-Mexican War, the emergence of Mexican American identity, the evolution of thinking about race in the early twentieth century U.S., the growth of Mexican American

communities in Texas, immigration policy, labor, and present-day border issues. The course will also explore the unique cultural traditions of Mexican Americans in religion, values, music, and folklore. Cross-listed as SOC 3304. *Prerequisite: Three credit hours of history.*

HIS 3308 Asian History and Culture

This course provides an overview and analysis of the history of the Asian continent. It examines the interaction among peoples of different genders, national origins, races and cultures, and how such interaction has shaped Asian societies. *Prerequisite: Three credit hours of history.*

HIS 3311 Texas History 3.0

An overview and analysis of political, social, economic, and cultural developments of Texas from the era of Spanish colonization to the present including an examination of the roots and development of "Texan" identity. *Prerequisite: Three credit hours of history.*

HIS 3314 Traditions and Values of Classical Civilization 3,0

An historical and thematic approach to the contributions of the classical Greek and Roman worlds to Western civilization. *Prerequisite: Three credit hours of history.*

HIS 3320 Latin American Seminar 3,0

Research in current issues and topics in Latin American studies. *Prerequisite: HIS 3304.*

HIS 3321 International Relations Since 1919 3.0

An analysis of world events since 1919 that affected relations between nations including wars; peace negotiations; economics, intellectual, and social crisis; and attempts at international cooperation. *Prerequisite: Three credit hours of history.*

HIS 3341 The Civil War Era 3.0

An analysis of the major events leading to the outbreak of the American Civil War, wartime politics in both the Union and Confederacy, military aspects of the war, and the economic, social, and political aspects of the Reconstruction Era. *Prerequisite: Three credit hours of history.*

HIS 3342 The American West 3.0

An overview and analysis of the history and geography of the American frontier from the colonial period to the late nineteenth century; the frontier experience and its impact on the nation; and the political, social, economic, geographical, and urban developments within the Great Plains, Mountain West, and Pacific West after 1900. *Prerequisite: Three credit hours of history.*

HIS 3343 Post-World War II America 3,0

An analysis of the cultural, social and political history of the United States from the end of World War II to the end

of the Cold War. *Prerequisite: Three credit hours of history.*

HIS 3354 History of Christianity 3,0

An overview of the history of Christianity from the New Testament era to the present. The course will focus on the central persons, ideas, issues, and events that have shaped the Christian Church and its worship, doctrine, ethics, organization, and mission. Cross-listed as REL 3354. *Prerequisite: REL 1301.*

HIS 4101 Senior Thesis Continued

This course allows a student to complete the research, writing, and presentation of the Senior Thesis, HIS 4201. This course may be taken only once. If a student receives an "F" for HIS 4201 and No Credit for HIS 4101, that student will have to retake HIS 4201. Graded as "Credit" or "No Credit." **NOTE: This course allows a student to complete the research, writing, and presentation of the Senior Thesis 4201. This course may be taken only once. The letter grade assigned to this course will replace the 'Administrative Incomplete' in HIS 4201, Senior Thesis.** *Prerequisite: HIS 4201*

NOTE: Students who complete the thesis requirements in HIS 4201 will receive a letter grade. Students who plan to complete the thesis requirements in HIS 4101 Senior Thesis Continued will receive an "Administrative Incomplete" which will be removed when HIS 4101 is completed and a grade is assigned.

HIS 4201 Senior Thesis 2,0

The Capstone course for history majors comprised of a personally designed research program that culminates in a journal quality research paper. *Prerequisites: HIS 2201 Historical Methods and at least six hours of upper-level HIS coursework.* **NOTE: Student who complete the thesis requirements in HIS 4201 will receive a letter grade. Students who plan to complete the thesis requirements in HIS 4101 Senior Thesis Continued will receive an 'Administrative Incomplete' which will be removed when HIS 4101 is completed and a grade is assigned.** *Prerequisites: HIS 2201 Historical Methods and at least six hours of upper-level HIS coursework.*

HIS 4310 History Internship 3,0

Supervised on-the-job experience and involvement at one of Austin 's museums, libraries, archives, agencies or businesses. Interns will work with professionals in the history field. *Prerequisites: Junior or senior standing, 3.00 GPA in the major, 2.50 cumulative GPA and a grade of C or better in HIS 2201 Historical Methods, and at least six hours of upper-level HIS coursework.* May be repeated once for credit as a history elective.

HIS 4360 Topics in History 3,0

A seminar style examination, discussion, and analysis of a historical issue, time period, person, or group. *Prerequisite: At least 6 upper-level hours in History.*

18.04.26 Human Resource Management

HRM 3305 Legal Concepts in H.R. Management 3,0

Presents the legal environment, particularly as it pertains to the HR profession from the perspective of the professional non-lawyer.

HRM 3310 Financial Budgetary Issues in Human Resource Management 3,0

Designed to acquaint the student with the vital role of capital resources within any organization. After developing awareness of the critical role of capital, the course is designed to develop an understanding of the functions of working capital management, capital budgeting, and long-term financing. It is recommended that students have completed ACC 2302, Managerial Accounting, before taking this course. Cross-listed as BUS 3360.

HRM 3315 Training and Development 3,0

Studies needs analysis, training program design, communicating objectives and goals, interrelating with media, teaching, facilitating education, acting as a change agent, administering and evaluating programs.

HRM 3320 Compensation and Benefits 3,0

Looks at compensation models that provide an integrating framework for the HR professional. Major compensation issues are discussed in the context of current theory, research, and practice.

HRM 3325 Labor Relations 3,0

Studies internal labor markets, compensation, and unions looking at labor markets/supply/demand, education and job training, real wage rates, productivity and inequality, discrimination, equal employment opportunity, unemployment, and the world economy's effect on workplace and workers.

HRM 3330 Organizational Staffing/Selection 3,0

Challenges the student to develop a working knowledge of staffing system models, economic conditions, labor markets, and labor unions' influence on staffing.

HRM 3335 Critical Thinking and Problem Solving in H.R. Mgmt. 3,0

Equips the individual with critical thinking skills.

HRM 3345 Fundamentals of H.R. Management 3,0

Highlights those functions of human resource management identified by the Society for Human Resource Management (SHRM) such as employment, training, benefits, etc.

HRM 3350 Overview of Conflict Resolution 3,0

An introduction to the theories and uses of conflict resolution. This course will introduce the relevance of conflict resolution in the field of Human Resources.

HRM 3355 International Human Resource Management 3,0

Basic HR principles and guidelines apply when working with all people, but the quickly-growing global workplace brings more complex and ever evolving challenges. Coursework and discussions will focus on these differences as they apply to companies with employees in multiple global locations as well as to companies whose employees come from international backgrounds. *Prerequisite: HRM 3345.*

HRM 4315 Strategic Management in Human Resources 3,0

Designed as a capstone course for students pursuing the Human Resource Management Degree at Concordia University Texas. The course is intended to require participants to integrate knowledge gained from the HRM courses required in the degree major. Students will review and apply strategic HRM concepts and issues related to the HR profession (staffing, training, development, compensation, benefits, law, organizational design, high performing teams, diversity, etc.). *Prerequisite: Student must have completed CIS 2304, HRM 3345, BUS 3310, HRM 3350, HRM 3315, HRM 3320, HRM 3325, HRM 3330, HRM 3305, BUS 3314.*

18.04.27 Kinesiology

Students may complete the Physical Education core requirement by completing three credit hours of one-hour Kinesiology activity courses without regard to whether or not the courses are designated as fitness or skill courses. All one-hour Kinesiology activity courses can be repeated for credit. A student may earn up to a maximum of four credits by repeating one-hour courses.

KIN 1190 Practicum in Athletic Training I

A laboratory based course to teach and evaluate clinical proficiencies in Athletic Training. Proficiencies include locating anatomical landmarks, taping, basic injury care, preventative padding and bracing, and training room procedures.

KIN 1191 Practicum in Athletic Training II

A practicum course to teach and evaluate clinical proficiencies in Athletic Training. Proficiencies for this course include: identification of emergency situations, splinting, environmental conditions, risk management, and proper documentation. *Prerequisite: KIN 1190.*

KIN 1132 Racquet Sports (Skill) 0,2

Basic rules and fundamental skills of badminton, racquetball, and tennis taught through participation. May not be repeated for credit.

KIN 1133 Basketball/Softball (Skill) 0,2

Basic rules and fundamental skills of each activity taught through participation. May not be repeated for credit.

KIN 1134 Bowling/Archery (Skill) 0,2

Basic rules and fundamental skills of each activity taught through participation. Students must pay bowling fees. May not be repeated for credit.

KIN 1136 Golf/Volleyball (Skill) 0,2

Basic rules and fundamental skills of each activity taught through participation. Students must pay golf fees. May not be repeated for credit.

KIN 1137 Introduction to Martial Arts (Skill) 0,2

An activity course designed to develop and enhance movement skills in Judo, Karate, and Tai Kwon Do. May not be repeated for credit.

KIN 1139 Table Tennis/Pickle Ball (Skill) 0,2

Addresses the five components of skill-related fitness. The development of agility, speed, quickness, coordination and power are necessary for a balanced fitness regimen. Student participation is key to the success of any skill-based activity course, as repetition is the cornerstone of acquiring sports skills. The skill components of table tennis and pickle ball are transferable and reinforce the learning of the skill component. May not be repeated for credit.

*****Any Intercollegiate Sport may be used to fulfill the requirement for Physical Education.*****

KIN 1140 Intercollegiate Golf – Women***

Credit awarded to those who participate in the entire season of intercollegiate golf. May be repeated for credit.

KIN 1141 Intercollegiate Basketball – Men***

Credit awarded to those who participate in the entire season of men's intercollegiate basketball. May be repeated for credit.

KIN 1142 Intercollegiate Tennis – Men***

Credit awarded to those who participate in the entire season of men's intercollegiate tennis. May be repeated for credit.

KIN 1143 Intercollegiate Baseball – Men***

Credit awarded to those who participate in the entire season of men's intercollegiate baseball. May be repeated for credit.

KIN 1144 Intercollegiate Golf – Men***

Credit awarded to those who participate in the entire season of intercollegiate golf. May be repeated for credit.

KIN 1145 Intercollegiate Cross Country – Men***

Credit awarded to those who participate in the entire season of intercollegiate cross country. May be repeated for credit.

KIN 1146 Intercollegiate Cross Country – Women***

Credit awarded to those who participate in the entire season of intercollegiate cross country. May be repeated for credit.

KIN 1147 Men's Intercollegiate Track & Field

Activity course designed to provide students with the opportunity to develop and/or improve their existing psychomotor skill abilities in the events of track and field. Students will practice the movement patterns of the various events and become competent in the execution of those skills. Additionally, students will be exposed to instructional methodologies used in the teaching of track and field. *Prerequisite: Consent of instructor.*

KIN 1157 Women's Intercollegiate Track & Field

Activity course designed to provide students with the opportunity to develop and/or improve their existing psychomotor skill abilities in the events of track and field. Students will practice the movement patterns of the various events and become competent in the execution of those skills. Additionally, students will be exposed to instructional methodologies used in the teaching of track and field. *Prerequisite: Consent of instructor.*

KIN 1151 Intercollegiate Basketball – Women***

Credit awarded to those who participate in the entire season of women's basketball. May be repeated for credit.

KIN 1152 Intercollegiate Tennis - Women ***

Credit awarded to those who participate in the entire season of women's tennis. May be repeated for credit.

KIN 1153 Intercollegiate Softball - Women ***

Credit awarded to those who participate in the entire season of women's softball. May be repeated for credit.

KIN 1154 Intercollegiate Soccer – Women***

Credit awarded to those who participate in the entire season of intercollegiate soccer. May be repeated for credit.

KIN 1155 Intercollegiate Soccer – Men***

Credit awarded to those who participate in the entire season of intercollegiate soccer. May be repeated for credit.

KIN 1156 Intercollegiate Volleyball – Women***

Credit awarded to those who participate in the entire season of women's volleyball. May be repeated for credit.

KIN 1160 Co-Ed Cheerleading

Activity and skill course to develop and/or improve existing psychomotor skill abilities, including; stunting, tumbling, arm placements, chants, cheers, dance and instructional methodologies used in teaching cheerleading skills. May be repeated for credit. *Prerequisite: Consent of the instructor.*

KIN 1171 Aerobics/Dance (Fitness) 0,2

Rhythmic movement activity involving aerobic, folk, and square dancing. Taught through participation. May be repeated for credit.

KIN 1174 Phys Fitness & Conditioning (Fitness) 0,2

An activity course that includes exercises designed to improve levels of physical fitness, particularly in the areas of cardiovascular endurance, muscular endurance, strength and flexibility. Course meets for ten weeks only, for three hours per week. May be repeated for credit.

KIN 1176 Wt. Training & Conditioning (Fitness) 0,2

An activity course designed to develop and enhance muscular strength and endurance. May be repeated for credit.

KIN 1177 Aerobic Walking (Fitness) 0,2

Addresses the components of health-related fitness. The development of cardiovascular endurance, muscular endurance, body composition and flexibility are necessary for a balanced fitness regimen. Student participation is key to the success of any activity course, and walking is a classic learning environment for the appreciation of fitness as improvement is rapid and the basic movements necessary to master the activity are pre-existing. May be repeated for credit.

KIN 1302 First Aid and Safety 3,0

Safety in prevention of injuries; first aid treatment, including CPR, emergency care and treatment of injury with special emphasis on playground and school injuries. Note: Does NOT count for core physical education requirements.

KIN 2301 Personal and Community Health 3,0

Personal health problems, venereal disease, AIDS, birth control, cancer, heart diseases, nutrition, fitness, mental health, family living, and community and consumer health. Prerequisite: Sophomore standing or consent of instructor. Note: Does NOT count for core physical education requirements. Note: If a student presents a medical doctor's letter that precludes participation in activity courses, KIN 2301 will be allowed in lieu of the three one hour KIN courses in the core.

KIN 2302 Introduction to Physical Education 3,0

Overview of the foundations of physical education and various careers available in this field. Note: Does NOT count for core physical education requirements.

KIN 2303 Thry & Application of Phys Fitness 3,0

A study of the various theories of human physical fitness and their application in forming conditioning protocols. An acceptable fitness profile, through in-class conditioning, is to be developed and fitness testing field experience is required. Note: Does NOT count for core physical education requirements.

KIN 2320 Adult Personal & Community Wellness 3,0

Components of health-related fitness will be addressed through readings and activities. Personal fitness assessments will be made periodically. Personal and community health issues will also be addressed.

KIN 2330 Prev & Treatment of Movement Injuries

This class covers the methods and techniques for the treatment and prevention of injuries related to participation in physical activities. Emphasis is placed on injury management procedures, knowledge of movement injuries and conditioning, and taping and bracing procedures.

KIN 2340 Clinical Eval. of Athletic Injuries I – Lower Body

Designed to teach the systematic method of evaluation of lower-body conditions and injuries. The course begins with an introduction to the general evaluation process, as well as different types of evaluations. Progresses to the evaluation of specific muscles, ligaments, and joints.

KIN 2345 Clinical Eval. of Athletic Injuries II – Upper Body

A course with dual practicum and lecture components, designed to teach the systematic method of evaluation of upper-body conditions and injuries. The course begins with a review of the evaluation process and progresses to evaluation of specific muscles, ligaments, and joints. In addition to dealing with musculoskeletal injuries, this course will also cover injuries. *Prerequisite: KIN 2340.*

KIN 3311 Musculoskeletal Anat and Biomechanics 3,0

The musculo-skeletal system: application of basic mechanical principles in human movement. Note: Does NOT count for core physical education requirements.

KIN 3313 Motor Development and Learning 3,0

An introduction to the theories of motor learning and skills acquisition. Does NOT count for core physical education requirements. Physiological development of the child in relation to physical performance. Note: Does NOT count for core physical education requirements.

KIN 3315 Org & Admin of Phys Ed & Sport 3,0

Principles, practices, and procedures in organizing and administering physical education/athletic programs; staffing, facilities, budgeting, equipment, and safety. Note: Does NOT count for core physical education requirements.

KIN 3316 Evaluation in Phys Ed and Sport 3,0

Principles of measurement and evaluation, elements of statistical techniques appropriate to physical education, criteria for test selection, construction and evaluation of human performance in the cognitive and motor domains. Note: Does NOT count for core physical education requirements.

KIN 3320 Therapeutic Modalities in Athletic Training

A course designed to teach the scientific theories underlying, and proper application of therapeutic modalities commonly used in athletic training. The course begins by exploring the basic science of electricity, manual, acoustic, and thermal modalities and

progresses to an exploration of their appropriate uses and contraindications. The course will be a combination of lecture and hands-on learning in the athletic training room. *Prerequisite: KIN 2345.*

KIN 3325 Therapeutic Exercise and Rehabilitation

A course designed to teach the principles and application of therapeutic exercise in the rehabilitation of athletic injuries. This course also covers the role of exercise in the prevention of musculoskeletal injury as well as techniques for the development of a comprehensive rehabilitation/reconditioning program. *Prerequisite: KIN 3320.*

KIN 3334 Psychology of Movement Activities

This class covers the psychological aspects of movement activities that underline performance. It also covers the intrinsic and extrinsic factors that must be recognized in order to understand, motivate, and evaluate human movement. Note: Does NOT count for core physical education requirements. Cross listed with PSY 3334.

KIN 3331 Coaching Team Sports 3,0

An introduction to team sports-history, psychology, rules, skills, equipment, instructional techniques, safety principles, adaptations for the physically disabled, and competitive programs. Note: Does NOT count for core physical education requirements.

KIN 3332 Coaching Individual Sports 3,0

An introduction to individual sports-history, psychology, rules, skills, equipment, instructional techniques, safety principles, adaptations for the physically disabled, and competitive programs. Note: Does NOT count for core physical education requirements.

KIN 3333 Methods of Teaching Phys Ed 3,0

Methods and techniques for teaching physical education. Learning and practicing the "how to" aspects of teaching physical education. Writing of instructional objectives and lesson plans, principles of organization and class management, and delivery strategies unique to physical education. Note: Does NOT count for core physical education requirements

KIN 4310 Kinesiology Internship

Provides students with the opportunity to demonstrate and gain experience building and using diagnostic skills, organization skills, group process skills, and program skills in a community, school or university setting. May be repeated once for credit. *Prerequisite: Approval by Director of Kinesiology.*

KIN 4330 Exercise Physiology

This class is a study of the physiological responses of the body to exercise. Emphasis is on the application of the physiological principles deemed most important for understanding

physical training. *Prerequisite: BIO 2401. Note: Does NOT count for core physical education requirements.*

18.04.28 Latin

LAT 1301 Latin I 3,0

This course covers the basic grammatical structure of the language. Readings include selections from the Vulgate and Medieval Church Latin.

LAT 1302 Latin II 3,0

This course continues with more advanced grammatical study. Readings include selections from Ecclesiastical Latin and passages from Ovid's *Metamorphoses*.

LAT 2311 Latin III 3,0

A continuation of the study of Latin grammar with readings from Cicero, Vergil, Ovid, and from the Vulgate. *Prerequisite: Two semesters of college Latin or the equivalent.*

18.04.29 Leadership

LDR 1100 Life and Leadership 1,0

This course is designed to assist students toward a successful adjustment to college life at Concordia University Texas. Required of all first-time freshman, students will engage in activities that provide opportunities to learn about the many aspects of college life that will help them engage at a higher level in the areas of academics, social interactions, personal wellness, and institutional affinity. In addition, students will be introduced to the concept of Christian leadership and its application to their lives. Life and Leadership will provide interplay between academic rigor and social/structural activities that can help students in finding success at the college level and in persisting through to their sophomore year and on to graduation.

LDR 2301 Leadership Theory and Practice

This course examines the theories surrounding leadership including servant leadership; gender based issues; teamwork; situations model as well as the practical aspects of leadership. Utilizing texts, novels, popular culture, group projects and presentations, and observation techniques, student will "Learn About Leadership, Practice, Leadership Skills, and Put Leadership into Action."

18.04.30 Ministry

MIN 1101 Ministry Preparation 1,0

A Pass/Fail course required every term for pre-seminary students providing experience and training in personal development, reflecting and spiritual growth, relationship building, Bible study, ministry field experience, career options and related topics.

18.04.31 Mathematics

A math placement test (Accuplacer) is administered to all entering freshmen and to transfer students who have not

completed their math requirements. The purpose of this test is to place students in appropriate entry level math courses to ensure their success. The catalog course prerequisites refer to Upper or Lower College Entry Level or Upper or Lower Developmental Level courses. Upper College Entry Level courses begin with MTH 2401, Calculus I. Lower College Entry Level courses include the 1000 level courses and MTH 2301, Introduction to Statistics.

The purpose of a Developmental course is to review high school mathematical concepts and skills to prepare students for college level courses. The Upper Developmental Level course is MTH 0320, Intermediate Algebra and the Lower Developmental Level course is MTH 0313, Fundamentals of Mathematics. These courses are graded on credit/no credit basis and do not count toward a math requirement for a degree.

MTH 0313 Fundamentals of Mathematics 3,0

This is a course to review basic academic skills in mathematics and elementary algebra with special emphasis on problem solving. This course does not satisfy the mathematics requirements for a degree and is graded on a Credit/No Credit basis. *Prerequisite: Placement at the Lower Developmental Level*

MTH 0320 Intermediate Algebra 3,0

This course is a review of the high school algebra courses. It is designed to provide preparation for college entry math courses. This course does not satisfy college mathematics requirements for a degree and is graded on a Credit/No Credit basis. *Prerequisite: MTH 0313 or placement at the Upper Developmental Level*

MTH 1323 Quantitative Literacy 3,0

This course includes a study in the uses of mathematics in society today. Fundamental concepts of logic and mathematics are explored to develop students' ability to think logically, quantitatively, and mathematically and to help them develop their problem solving abilities. Topics include logic, mathematics of finance, probability and statistics. *Prerequisite: MTH 0320 or placement at the Lower College Entry Level.*

MTH 1330 Applied Finite Math 3,0

This course includes application of arithmetic and algebra to business in order to solve supply and demand, break even, maxima-minima, and similar problems. Other topics included are systems of equations solved by Geometric, Gauss-Jordan elimination, and inverse matrix methods. Several applications of math of finance and basic concepts of probability are incorporated into the course. *Prerequisite: MTH 0320 or placement at the Lower College Entry Level (Accelerated Degree Program use only.)*

MTH 1331 Finite Mathematics 3,0

This course includes applications of algebra to business, matrices, linear programming, simplex method, and derivatives. *Prerequisite: MTH 0320 or placement at the Lower College Entry Level*

MTH 1332 Applied Calculus 3,0

Topics in this course include differential and integral calculus with emphasis on business, economics, life sciences, and social sciences applications. *Prerequisite: MTH 0320 or placement into Lower College Entry Level.*

MTH 1341 Probability 3,0

Topics include permutations, combinations, equally likely outcomes, conditional probability, independence and dependence, mathematical expectations, and binomial distributions. *Prerequisite: MTH 0320 or placement at the Lower College Entry Level*

MTH 1351 College Algebra 3,0

Topics in this course include the concept of functions and their graphs, with emphasis on polynomial, rational, exponential and logarithmic functions. The Fundamental Theorem of Algebra with application to zeros of polynomials and solutions to equations and inequalities using matrix arithmetic are incorporated into the curriculum. *Prerequisite: MTH 0320 or placement at the Lower College Entry Level*

MTH 1352 Precalculus 3,0

Algebra and trigonometry topics necessary for further study in Calculus I are addressed in this course. Topics include linear and quadratic functions, polynomial and rational functions, exponential and logarithmic functions, trigonometric functions, trigonometric identities, and applications of trigonometric functions to solutions of triangles, arithmetic of complex numbers, and the polar coordinate system. *Prerequisite: MTH 0320 or placement into Lower College Entry Level*

MTH 2301 Introduction to Statistics 3,0

This course provides students with the methods and logic necessary to perform elementary statistical analysis. Topics may include descriptive measures, probability, sampling, theory of random variables, binomial and normal distributions, estimation and hypothesis testing, analysis of variance, regression and correlation, and nonparametric methods. *Prerequisite: MTH 0320 or placement at the Lower College Entry Level*

MTH 2305 Discrete Structures 3,0

This course is an analysis of the basic structures that form the foundations of mathematics and computer science including statements, sets and subsets, number sets, sequences, relations, orderings, partitions, functions, graphs, and trees. Structures defined through induction and recursion, including introduction to the solutions of recurrence relations are addressed. Emphasis will be on formal logical and combinatorial proof. Prerequisites: CSC 1301 with a grade of "C" or higher. Also MTH

1352 with a grade of 'C' or higher or math placement at Upper College Entry Level. Cross-listed with CSC 2305 Discrete Structures.

MTH 2401 Calculus I 4,0

This is the first course in single-variable calculus. It includes a review of basic functions, limits and continuity, definitions of derivatives and integrals, and differential rules. Introduction to the Fundamental Theorem of Calculus, Extreme Value Theorem, Rolle's Theorem, and Mean Value Theorem are included. Applications of related rates, curve sketching (speed and acceleration), optimization, and introduction to numerical integration are incorporated into the course.

Prerequisite: MTH 1352 with a grade 'C' or higher or placement at Upper College Entry Level

MTH 2402 Calculus II 4,0

This course is a continuation of MTH 2401, Calculus I. Integration techniques include substitutions, integration by parts, partial fraction decomposition, and integration tables. Sequences, series, convergence, and Taylor's Theorem are examined. Applications to numerical integration, first-order differential equations, and analytic geometry are incorporated into the course. *Prerequisite: MTH 2401 with a grade of 'C' or higher*

MTH 3101 Problem Solving: Algebra, Geometry, and Trigonometry 1,0

General problem solving techniques and specific problem solving strategies will be used in solving algebra, geometry, and trigonometry problems. *Prerequisite: MTH 1352 with a grade of 'C' or higher or placement at Upper College Entry Level*

MTH 3102 Problem Solving: Number Theory 1,0

General problem solving techniques and specific problem solving strategies will be used in solving number theory problems. *Prerequisite: MTH 2401 with a grade of 'C' or higher.*

MTH 3103 Problem Solving: Combinatorics 1,0

General problem solving techniques and specific problem solving strategies will be used in solving combinatorics problems. This is a level 3 course. *Prerequisite: MTH 1352 with a grade of 'C' higher or placement at Upper College Entry Level*

MTH 3104 Problem Solving: Miscellaneous Problems 1,0

General problem solving techniques and specific problem solving strategies will be used in miscellaneous problems including recreational problems. *Prerequisite: MTH 1352 with a grade of 'C' or higher or placement at Upper College Entry Level*

MTH 3301 Mathematics for Elem Teachers I 3,0

This course is designed for students seeking elementary certification (K – 8). Advanced perspectives on math

topics taught in EC – 8 include number concepts and theory, patterns and relationships, and functions. Problem solving, reasoning, and making connections undergird all of these topics. The use of manipulatives and technology will be integrated into the curriculum. *Prerequisite: MTH 1351 with a grade of 'C' or higher*

MTH 3302 Mathematics for Elem Teachers II 3,0

This course is designed for students seeking elementary certification (K – 8). Advanced perspectives on math topics taught in EC – 8 include proportional reasoning, geometry concepts, measurement, data, probability and statistics. Geometry concepts include structure and classification of two and three dimensional geometric figures, and coordinate and transformational approaches to geometry. Problem solving, reasoning, and making connections undergird all of these topics. The use of manipulatives and technology will be integrated into the curriculum. *Prerequisite: MTH 1351 with a grade of 'C' or higher*

MTH 3309 Numerical Analysis 3,0

Algorithms of numerical analysis are covered. Topics include floating point arithmetic, approximation, numerical integration and differentiation, solution of nonlinear equations, and solution of ordinary differential equations. Programming assignments will give experience in applying selected algorithms..Cross-listed with CSC 3309. *Prerequisites: CSC 1302 and MTH 2402 with a grade of 'C' or higher*

MTH 3311 Linear Algebra 3,0

This course includes systems of linear equations, vector spaces, linear transformations, representation of linear transformations by matrices, matrix algebra, and determinants. *Prerequisite: MTH 2401 with a grade of 'C' or higher*

MTH 3313 Number Theory 3,0

Divisibility, primes, congruences, quadratic reciprocity, Diophantine equations and simple continued fractions are examined in this course. *Prerequisite: MTH 2401 with a grade of 'C' or higher*

MTH 3315 Abstract Algebra 3,0

Topics in this course include the basic concepts of groups, rings, integral domains, fields, isomorphisms, and group homomorphism. *Prerequisite: MTH 2305 and MTH 3311*

MTH 3316 Geometry 3,0

The extension of geometry concepts including the study of tessellations, transformations, isometrics, topology, and non-Euclidean geometries. *Prerequisite: MTH 2401 with a grade of 'C' or higher*

MTH 3317 Ordinary Differential Equations 3,0

Solutions to ordinary differential equations and initial value problems, their existence and uniqueness are

addressed with an emphasis on solution methods including the Laplace transform. Equations studied include first-order separable, linear, and exact equations; higher-order linear equations; and systems of linear equations. Also included is an introduction to series solutions, numerical solutions, and stability in non-linear systems. *Prerequisite: MTH 2402 with a grade of 'C' or higher*

MTH 3325 Real Analysis 3,0

Construction of the real numbers and rigorous study of their properties, including topological considerations, limits of sequences, continuity and differentiation of functions, the Riemann and Lebesgue integrals, and the topologies of function spaces. *Prerequisite: MTH 3410 and MTH 2305*

MTH 3330 Mathematical Modeling 3,0

This course is designed to provide students with an introduction to the entire mathematical modeling process. Students will be involved in creative and empirical model construction, in model analysis, and in model research. *Prerequisites: MTH 2401 with a grade of 'C' or higher*

MTH 3341 Theory of Probability 3,0

This course is an introduction to probability at the undergraduate level. Topics include probability spaces, random variables, basic discrete and continuous probability distributions, and conditional probability. Additional topics may include an introduction to multivariate distributions, generating functions, and statement of basic limit theorems of probability. *Prerequisites: MTH 2402 with a grade of 'C' or higher*

MTH 3410 Calculus III 4,0

This course includes multivariable calculus topics such as vectors, 3-D geometry, and vector-valued functions. Differential and integral calculus of functions of several variables, vector fields and theorems including Fundamental Theorem for Line Integrals, Green's Theorems, Divergence Theorem, and Stokes's Theorem are also examined. Applications to optimization and modeling of motion are incorporated into the course. *Prerequisite: MTH 2402 with a grade of 'C' higher*

MTH 3412 Advanced Calculus for Applications 4,0

Topics for this course include infinite series, ordinary differential equations, partial differential equations, and Fourier series. *Prerequisite: MTH 2402 with a grade of 'C' higher*

MTH 4101 Advanced Problem Solving 1,0

General problem solving strategies and specific problem solving techniques will be used in solving advanced problems in undergraduate mathematics. Classical problems as well as contemporary problems will be studied at the discretion of the instructor and the interests of the students. *MTH 3410, 3311, and 3317 with a grade of 'C' or higher*

MTH 4310 Cryptology 3,0

Applications of abstract algebraic and number theoretic concepts to the science of secure cryptography. Topics include historical ciphers, public-key cryptography, signed messages, secure protocols, and cryptanalysis, especially as these deal with electronic communications. *Prerequisite: MTH 3313 or MTH 3315 and CSC 1301*

MTH 4317 Partial Differential Equations

This course introduces the students to the three basic boundary value problems. It covers both the classic Fourier series method for solving the problems, as well as the more modern and flexible finite element method. *Prerequisite: MTH 3317 with a grade of 'C' or higher*

MTH 4330 Complex Analysis

This course is an introduction to analytic and harmonic functions and complex analysis: *Prerequisite(s): MTH 3410 with a grade of 'C' or higher*

MTH 4340 Topology

This course is an introduction to the central concepts of topology: open and closed sets, continuity, compactness, and separation. *Prerequisite(s): MTH 2305—with a grade of 'C' or higher.*

18.04.32 Music

Applied Music Lessons – Initial Level

Students may register for either private music lessons or group instruction at the 11XX level. Private instruction is 30 minutes; group instruction is 60 minutes.

*Prerequisite: Private instruction requires consent of instructor; group lessons have no prerequisite and are intended for the beginning student. **Additional Course Fee Required***

MUS 1110 Piano-Keyboard 1,0

MUS 1111 Guitar 1,0

MUS 1112 Organ-Keyboard 1,0

MUS 1115 Woodwind Lessons 1,0

MUS 1116 Brass Lessons 1,0

MUS 1117 Percussion Lessons 1,0

MUS 1118 – Strings

MUS 1119 Voice Lessons 1,0

Additionally, students may register for a one-hour private lesson at the 12XX level. *Prerequisite: Consent of instructor. **Additional Course Fee Required***

MUS 1210 Piano-Keyboard 2,0

MUS 1211 Guitar 2,0

MUS 1212 Organ-Keyboard 2,0

MUS 1215 Woodwind Lessons 2,0

MUS 1216 Brass Lessons 2,0

MUS 1217 Percussion Lessons 2,0

MUS 1219 Voice Lessons 2,0

MUS 1218 Strings 2, 0

Applied Music Lessons – Advanced Level

Talented students may pursue upper-level lessons. These advanced students have already had significant instruction at the initial level. Students may either register for half-hour (31XX) or one-hour (32XX) lessons.

Additional Course Fee Required

Prerequisite: Successful completion of upper-level jury, consent of instructor.

MUS 3110 Piano-Keyboard 1,0

MUS 3111 Guitar 1,0

MUS 3112 Organ-Keyboard 1,0

MUS 3115 Woodwind Lessons 1,0

MUS 3116 Brass Lessons 1,0

MUS 3117 Percussion Lessons 1,0

MUS 3119 Voice Lessons 1,0

MUS 3118 String Lessons 1, 0

MUS 3210 Piano-Keyboard 2,0

MUS 3211 Guitar 2,0

MUS 3212 Organ-Keyboard 2,0

MUS 3215 Woodwind Lessons 2,0

MUS 3216 Brass Lessons 2,0

MUS 3217 Percussion Lessons 2,0

MUS 3219 Voice Lessons 2,0

MUS 3218 String Lessons 2, 0

Music Ensembles

MUS 1124 University Choir 0,3 Membership determined by audition. Two rehearsals weekly plus performances. Open to all students wishing to participate. Concurrent enrollment in voice lessons required, or consent of instructor.

MUS 1127 Wind Ensemble 1,0 Open to all students wishing to participate. Two rehearsals and one sectional rehearsal each week plus performances. Concurrent enrollment in woodwind lessons required, or consent of instructor.

MUS 1128 Instrumental Ensembles 0,3 Performance-oriented instrumental ensembles: Strings, Brass, Woodwind, Living Praise Band. Concurrent enrollment in private lessons required, or consent of instructor.

MUS 1129 Vocal Ensembles 0, 2

Small vocal ensemble performing music from the standard chamber vocal literature. Membership is by audition only. May be repeated for credit. Concurrent enrollment in private voice lessons and University Choir required, or consent of instructor.

MUS 1131 Jazz Ensemble 0,3

Instrumental orientated music ensemble performing standard jazz literature. Open to all students with ability to perform on a standard jazz/band instrument. May be

repeated for credit. Concurrent enrollment in private lessons required, or consent of instructor.

Academic Music Courses

MUS 1332 Music Fundamentals 3,0

Basic concepts of notation, rhythm, melody, harmony and form developed through performance, composing, and listening.

MUS 1333 American Popular Music 3,0

Survey course of popular music in American culture from inception to present day. Styles for listening and study include: blues, jazz, rhythm and blues, rock and roll, country, punk, reggae, disco.

MUS 2115 Woodwind Methods 1,0

An introduction to the study of woodwind instruments: flute, clarinet, saxophone and oboe. The fundamentals of playing each instrument will be emphasized and the student will learn effective teaching techniques for practical application in a teaching environment. A lab is required. *Prerequisite: MUS 2334 or consent of instructor.*

MUS 2120 String Methods 1,0

An introduction to the study of string instruments: violin, viola, cello and double bass. The fundamentals of playing each instrument will be emphasized and the student will learn effective teaching techniques for practical application in a teaching environment. *Prerequisite: MUS 2334 or Consent of Instructor.*

MUS 2118 Aural Skills I 1,0

Building sight singing skill, aural awareness, and the ability to identify errors in rhythms and melodies. Students must be concurrently enrolled in MUS 2334 Music Theory I.

MUS 2119 Aural Skills II 1,0

Continuation of MUS 2118. Expansion of sight singing skill, aural awareness, including two-part melodic dictation and ability to recognize chords in harmonic progressions in major and minor modes. Students must be concurrently enrolled in MUS 2335 Music Theory II. *Prerequisite: MUS 2118.*

MUS 2210 Diction for Singers I 2,0

Provides students the tools to correctly sing in English, liturgical Latin, French, and German. Students will be introduced to the International Phonetic Alphabet (IPA) as a tool for translating musical texts. Learning will be guided by three types of assignments: written (IPA text translations), oral (speaking and reading musical texts) and applied (performances of selected repertoire in each of the languages being studied.)

MUS 2214 Basic Conducting Techniques 2,0 Choral and instrumental conducting including laboratory and

performance experiences. *Prerequisite: MUS 2334 or Consent of instructor.*

MUS 2234 Music Technology 2,0

Techniques and resources for music rotation, production and synthesis. Beginning with the understanding of the applicable models, we move to an understanding of current industry-standard practices and their best fit within a musical program. *Prerequisite: MUS 2334 or consent of the instructor.*

MUS 2334 Music Theory I 3,0

Principles of harmony: triads, part writing, non-harmonic tones, harmonization, seventh chords, secondary dominants and modulation taught through analysis and composition. Introduction to counterpoint through species counterpoint. Melodic analysis. *Prerequisite: MUS 1332, Theory Entrance Exam or consent of the Instructor.*

MUS 2335 Music Theory II 3,0

Continuation of MUS 2334, including additional harmonic structures and chords and binary and ternary forms. *Prerequisite: MUS 2334.*

MUS 2340 History of Jazz 3,0

A survey of jazz history from its origins to present day.

MUS 2350 Intro to World Music and Culture 3,0

Examination of a variety of musical traditions from around the world. Course will be taught from an ethnomusicological perspective, focusing on music as an extension of artistic, cultural, economic, social, political and religious contexts. Course study will concentrate not only on the *what* of music, but the *why*. Learning will be guided through readings and audio and video examples, but also through field experiences.

MUS 3120 Aural Skills III 1,0

The third in a sequence of four Aural Skills classes - each one building upon the foundation of the previous classes. Students will continue to develop and increase aural comprehension and continue to develop their ability to sing with preparation and at sight constructions that are frequently found throughout their experiences in music. This course will cover more advanced musical forms such as Fugue, Invention, and Sonata Form; advanced chromatic melodies; 4-part chorale dictation and chromatic, borrowed and Neapolitan chords. *Prerequisite: MUS 2119.*

MUS 3230 Contemp Worship Programming 2,0 This course examines contemporary expressions of worship, and prepares DCEs to lead congregations into these forms of worship expression. Cross-Listed as REDU 3230.

MUS 3270 Performance Practice and Literature

Performance Practice and Literature is an upper-level music course combining general period performance practices from medieval through modern music, specific instrumental and vocal practices of certain historical periods, and guided research into standard practice and literature for each student's chosen primary instrument. This course applies the fundamentals taught in applied music instruction and the music history sequence of classes. Students will apply these practices together in solo and ensemble settings. *Prerequisites: MUS 3337, MUS 3344, and at least four semesters of private music instruction in a single instrument.*

MUS 3223 Advanced Conducting Techniques 2,0

Problems in conducting choral and instrumental music; rehearsal and performance organization. *Prerequisite: MUS 2214 or consent of instructor.*

MUS 3332 Orchestration 3,0

Examining tonal resources of instrumental and vocal media; arranging and transcribing for a variety of styles and ensembles. *Prerequisite: MUS 2335.*

MUS 3336 Music Theory III 3,0

Continuation of MUS 2335, including analysis and composition of various forms, including invention, fugue, and sonata. Harmonic content includes extended chords and harmonic practice of the Romantic period. *Prerequisite: MUS 2335.*

MUS 3337 Music Theory IV 3,0

Continuation of MUS 3336, includes the study of harmonic practices from the Post-Romantic, Impressionistic, and Twentieth Century periods of music history and the use of extended and new harmonic practices. *Prerequisite: MUS 3336.*

MUS 3342 History of Music I (Ancient to 1750) 3,0

Music, composers and instruments of ancient, medieval, renaissance and baroque eras. *Prerequisite: MUS 2335.*

MUS 3344 History of Music II (1650 to Present) 3,0

Music, composers and instruments of late baroque, classic, romantic, and contemporary eras. *Prerequisite: MUS 2335.*

MUS 3352 School Music 3,0

Kodaly, Orff, and other methods of teaching elementary school music concepts. *Prerequisite: MUS 2336.*

MUS 3354 Children's Choir 3,0

Principles, methods and materials for organizing, administering, and conducting the children's choir. *Prerequisites: MUS 2335 and MUS 3223.*

MUS 3356 Adult Choir 3,0

Administering the adult choral program; conducting technique development; choral literature analysis and

selection; service and program planning. *Prerequisites:* MUS 2335 and MUS 3223.

MUS 3362 Worship and Music 3,0

History, content, and meaning of Christian worship forms and hymns. Principles of constructing worship forms.

Prerequisite: MUS 2335 or consent of instructor.

MUS 34XX Music Pedagogy – Elementary School

Under Development

MUS 34XX Music Pedagogy – Middle/Secondary School.

Under Development

MUS 4105 Senior Recital 1,0

One hour public musical recital displaying student's ability to perform solo music in a variety of genre and historical styles. Must also register for two credits of private music instruction on corresponding musical instrument. *Prerequisites:* Consent of instructor; successful completion of upper-level jury on primary instrument.

MUS 4110 Worship Internship 1,0

A review of the principles for administering and managing a parish worship program and application of these principles in a supervised parish experience. Students will generally pursue this internship in the last year of attendance.

MUS 4120 Aural Skills IV 1,0

The final class in a sequence of four Aural Skills classes - each one building upon the foundation of the previous classes. Students will be able to recognize and aurally analyze Twentieth Century Music Techniques; be able to sight-sing with accuracy of pitch more advanced prepared and unprepared heavily chromatic, whole tone, 12-tone and modal melodies; be able to hear, rhythm read and notate atonal music, mixed meter dictation, mirror rhythms, augmentation, diminution; play modes, whole tone, twelve tone scales on the piano; be able to recognize twentieth century writing techniques in the music of Debussy, Bartok, Messian and Stravinsky.

Prerequisite: MUS 3120.

MUS 4212 Service Playing 2,0

Skills required of a church organist, service planning and playing, working with choirs and instrumentalists.

Prerequisite: MUS 1112 and consent of instructor.

MUS 4246 Secondary Choral Music Literature 2,0

Identification, description, and analysis of various types and styles of choral literature suitable for use in secondary school choral music programs. *Prerequisites:* MUS 2214, MUS 3214, MUS 3342, MUS 3344, or consent of instructor.

18.04.33 Nursing

NUR 3106 Global Health Practicum

This course is a medical mission practicum experience in which nursing students assist licensed health care professionals who provide healthcare services to underserved or vulnerable populations. The focus of this course will be the application of the knowledge and skills obtained in NUR 3303 Cultural Diversity and Global Health Missions. Students will be expected to participate as an effective member of a mission team.

Prerequisites: Satisfactory completion [C or higher] of NUR 3120 and NUR 3303.

NUR 3113 Health Assessment

This course is designed to provide a systematic approach to the physiological, psychological, socio-cultural and developmental assessment of individuals with a focus on findings considered to be within normal limits. The health history is emphasized as a tool for assessing mental and physical status. Must be taken concurrently with its corresponding simulation course: NUR 3116.

Prerequisite: Admission to Nursing Program.

NUR 3116 Health Assessment Skills Simulation

Teaches the knowledge, skills, and attitudes necessary for holistic assessment of individual patients. The course focuses on the basic health assessment component of the nursing process used to document the health status of patients. This simulation course is designed to provide supervised laboratory practice for the demonstration of psychomotor and interpersonal skills presented in NUR 3113. Must be taken concurrently with its corresponding theory course: NUR 3113. *Prerequisites:* Admission to Nursing Program.

NUR 3120 Clinical Nursing Skills I Simulation

This practice setting simulation course teaches the skills and techniques necessary for professional nursing care of the patient experiencing low to moderate acuity health problems. *Prerequisite:* Admission to Nursing Program.

NUR 3126 Healthcare Spanish Simulation

Under Development

NUR 3225 Informatics and Health Care Technologies

This course will examine the application of information and communication technologies and the use of automated information within the professional context of health care delivery. The use of informatics and emerging technologies will be explored for their application and impact on the delivery of interdisciplinary health care to various populations.

Prerequisite: Admission to Nursing Program.

NUR 3230 Foundations of Professional Nursing Practice

Teaches the knowledge, skills, and attitudes necessary for the student to be socialized into the role of the professional nurse. This professional socialization

incorporates the values and standards of professional nursing practices. *Prerequisite: Admission to the Nursing Program.*

NUR 3255 Caring for Aging Individuals and Populations

Teaches the knowledge, skills, and attitudes necessary for providing safe, high-quality nursing care of aged individuals and for health promotion services for aged populations. The course presents gerontological nursing principles from the perspective of patient-centered care and includes selected concepts and issues related to aging and its impact on society and health care. *Prerequisites: Satisfactory completion [C or higher] of NUR 3113, NUR 3116, NUR 3120, NUR 3225, NUR 3230, NUR 3435, NUR 3336, NUR 3340.*

NUR 3265 Clinical Nursing Skills II Simulation

Application of advanced skills required to care for persons experiencing complex health problems. The course focuses on accuracy and safety of skill demonstration. *Prerequisites: Satisfactory completion [C or higher] of NUR 3113, NUR 3116, NUR 3120, NUR 3225, NUR 3230, NUR 3435, NUR 3336, NUR 3340.*

NUR 3275 Evidence-Based Practice and Scientific Inquiry

This course provides an introduction to evidence-based practice and the critical appraisal of best evidence literature. Students learn to formulate clinical questions in answerable format, search for and identify best evidence, and appraise that evidence for rigor and applicability to the clinical problem. Basic principles of scientific inquiry, quantitative and qualitative research methods and research ethics are introduced in the context of clinically relevant research. *Prerequisite: Successful completion [C or higher] of NUR 3113, NUR 3116, NUR 3120, NUR 3225, NUR 3230, NUR 3435, NUR 3336, and NUR 3340.*

NUR 3303 Cultural Diversity and Global Health

This course emphasizes the Christian world view through serving in national and international health missions. The Biblical foundation for global missions will be explored. Tools to effectively participate in mission activities for underserved and/or vulnerable populations will be presented. Students will examine various cultures and religions for effective planning and delivery of health care services within a cultural context. The focus will be on capacity building and sustainability of mission outreach goals to selected populations. *Prerequisite: Admission to Nursing Program.*

NUR 3435 Patient-Centered Adult Health Nursing I

This course teaches the knowledge, skills, and attitudes necessary in the provision of nursing care for adults experiencing low to moderate-acuity health problems. Must be taken concurrently with its corresponding

practicum course: NUR 3336. *Prerequisite: Admission to Nursing Program.*

NUR 3336 Patient-Centered Adult Health Nursing I Practicum

A practicum in the clinical application of knowledge, skills, and attitudes necessary to provide safe, high-quality patient-centered care for adults experiencing low-to moderate-acuity medical-surgical health problems. Must be taken concurrently with its corresponding theory course: NUR 3435. *Prerequisite: Admission to Nursing Program*

NUR 3485 Patient-Centered Adult Health Nursing II

This course teaches the knowledge, skills, and attitudes necessary in the provision of patient-centered nursing care for adults with complex health problems. Emphasis is placed on application of the nursing process and critical thinking utilizing research-based nursing practice in the context of patient centered care for health restoration, health promotion and health maintenance. Must be taken concurrently with its corresponding practicum course: NUR 3386. *Prerequisites: Satisfactory completion [C or higher] of NUR 3113, NUR 3116, NUR 3120, NUR 3225, NUR 3230, NUR 3435, NUR 3336, and NUR 3340.*

NUR 3386 Patient-Centered Adult Health Nursing II Practicum

A practicum in the clinical application of knowledge, skills, and attitudes necessary to provide safe, effective care to patients with complex health needs in diverse clinical settings. Must be taken concurrently with its corresponding theory course: NUR 3385. *Prerequisites: Satisfactory completion [C or higher] of NUR 3113, NUR 3116, NUR 3120, NUR 3225, NUR 3230, NUR 3435, NUR 3336, and NUR 3340.*

NUR 4105 Family-Centered Care in Pregnancy, Childbirth, and Parenting Simulation

This simulation course teaches the skills and critical thinking required to care for women during the perinatal period and neonates in the first 24 hours of life. The course focuses on the performance of skills and decision making in simulated patient scenarios. Must be taken concurrently with its corresponding theory and practicum courses: NUR 4220, NUR 4221. *Prerequisites: Satisfactory completion [C or higher] of NUR 3255, NUR 3265, NUR 3275, NUR 3485, and NUR 3386.*

NUR 4110 Family-Centered Care of Children and Adolescents Simulation

This simulation course teaches the skills and critical thinking required to care for children and adolescents in the acute care setting. The course focuses on the performance of skills and decision making in simulated patient scenarios. Must be taken concurrently with its corresponding theory and practicum courses: NUR 4230, NUR 4231. *Prerequisites: Satisfactory completion [C*

or higher] of NUR 3255, NUR 3265, NUR 3275, NUR 3485, and NUR 3386.

NUR 4195 NCLEX Review & Final Competency Evaluation Simulation

A complete review of key nursing content with separate, comprehensive units on medical-surgical, child health, childbearing and women's health, and mental health/psychiatric nursing, followed by test questions written in NCLEX exam format. *Prerequisites:* Satisfactory completion [C or higher] of NUR 4105, NUR 4110, NUR 4220, NUR 4221, NUR 4230, NUR 4231, NUR 4240, NUR 4241, and NUR 4345.

NUR 4220 Family-Centered Care in Pregnancy, Childbirth and Early Parenting

Teaches the knowledge, skills, and attitudes necessary for the provision of competent, culturally sensitive, developmentally appropriate, holistic care for the childbearing family. The course presents the knowledge base for nursing care. This course also uses classroom simulation scenarios in which students practice the skills they will later apply in the companion practicum course. Must be taken concurrently with its corresponding simulation and practicum courses: NUR 4105, NUR 4221. *Prerequisites:* Satisfactory completion [C or higher] of NUR 3255, NUR 3265, NUR 3275, NUR 3485, and NUR 3386.

NUR 4221 Family-Centered Care in Pregnancy, Childbirth and Early Parenting Practicum

A practicum in the clinical application of knowledge, skills, and attitudes necessary to provide competent, culturally sensitive, developmentally appropriate, holistic care for the childbearing family. Must be taken concurrently with its corresponding simulation and theory courses: NUR 4105, NUR 4220. *Prerequisites:* Satisfactory completion [C or higher] of NUR 3255, NUR 3265, NUR 3275, NUR 3485, and NUR 3386.

NUR 4230 Family-Centered Care of Children and Adolescents

This course develops the student's ability to provide family-centered nursing care to children, adolescents, and their families and to participate in strategies to improve the safety and quality of care. This competence will enhance the student's ability to promote high-quality, safe, family-centered nursing care to children, adolescents, and their families within healthcare settings. Must be taken concurrently with its corresponding simulation and practicum courses: NUR 4110, NUR 4231. *Prerequisites:* Satisfactory completion [C or higher] of NUR 3255, NUR 3265, NUR 3275, NUR 3485, and NUR 3386.

NUR 4231 Family-Centered Care of Children and Adolescents Practicum

A practicum in the clinical application of knowledge, skills, and attitudes necessary in the provision of family-

centered nursing care of children, adolescents and their families. Must be taken concurrently with its corresponding simulation and theory courses: NUR 4110, NUR 4230. *Prerequisites:* Satisfactory completion [C or higher] of NUR 3255, NUR 3265, NUR 3275, NUR 3485, and NUR 3386.

NUR 4240 Adversity, Coping and Mental Health Across the Lifespan

Teaches the knowledge, skills, and attitudes necessary in the provision of care for clients with mental health disorders. Must be taken concurrently with its corresponding practicum course: NUR 4241. *Prerequisites:* Satisfactory completion [C or higher] of NUR 3255, NUR 3265, NUR 3275, 3485, and NUR 3386.

NUR 4241 Adversity, Coping and Mental Health Across the Lifespan Practicum

A practicum in the clinical application of knowledge, skills, and attitudes necessary in the provision of care for clients with mental health disorders. Must be taken concurrently with its corresponding theory course: NUR 4240. *Prerequisites:* Satisfactory completion [C or higher] of NUR 3255, NUR 3265, NUR 3275, NUR 3485, and NUR 3386.

NUR 4255 Healthcare Systems Transformation to Improve Quality and Safety

Teaches the knowledge, skills, and attitudes necessary to develop the student's critical thinking, organizational analysis, and leadership skills in analyzing healthcare structures, processes, and outcomes. The course examines healthcare system policy, finance, and regulation and then examines transformation of healthcare at system and unit levels to improve the quality and safety of patient care.

Prerequisites: Satisfactory completion [C or higher] of NUR 4105, NUR 4110, NUR 4220, NUR 4221, NUR 4230, NUR 4231, NUR 4240, NUR 4241, and NUR 4345.

NUR 4260 Community Health: Macro and Micro Dynamics Practicum

A practicum in the clinical application of knowledge, skills, and attitudes necessary to provide community health services. Must be taken concurrently with its corresponding theory course: NUR 4360.

Prerequisites: Satisfactory completion [C or higher] of NUR 4105, NUR 4110, NUR 4220, NUR 4221, NUR 4230, NUR 4231, NUR 4240, NUR 4241, and NUR 4345.

NUR 4270 Leadership, Supervision, Delegation and Management

Provides a foundation for critical thinking and decision making in leadership, supervision, delegation, and management of nursing care and healthcare delivery in organizational and community settings. Leadership strategies that promote effective, mutually respectful, ethical working relationships in organizational and

community settings are emphasized. *Prerequisites:* Satisfactory completion [C or higher] of NUR 4105, NUR 4110, NUR 4220, NUR 4221, NUR 4230, NUR 4231, NUR 4240, NUR 4241, and NUR 4345.

NUR 4271 Leadership, Supervision, Delegation, Management, and Final Evaluation Simulation

Provides a foundation for critical thinking and decision making in leadership, supervision, delegation, and management of nursing care and healthcare delivery in organizational and community settings. Leadership strategies that promote effective, mutually respectful, ethical working relationships in organizational and community settings are emphasized. Must be taken concurrently with its corresponding theory course: NUR 4270. *Prerequisites:* Satisfactory completion [C or higher] of NUR 4105, NUR 4110, NUR 4220, NUR 4221, NUR 4230, NUR 4231, NUR 4240, NUR 4241, and NUR 4345.

NUR 4290 Capstone in Professional Nursing Practice

A three-week preceptorship in which students apply the comprehensive knowledge, skills, and attitudes gained from all previous courses in the nursing program. Each student is paired with a BSN-prepared preceptor with whom the student works an average of 40 hrs/wk (mirroring the preceptor's scheduled hours) for three weeks during the final 4-5 weeks of the semester. In this preceptored experience, the student is supervised and evaluated by the preceptor in providing care to multiple patients with complex health needs in a selected clinical setting. The course focuses on demonstration of quality and safety in providing patient care. *Prerequisites:* Satisfactory completion [C or higher] of NUR 4105, NUR 4110, NUR 4220, NUR 4221, NUR 4230, NUR 4231, NUR 4240, NUR 4241, and NUR 4345.

NUR 4345 Communication and Collaboration within Multidisciplinary Teams

Teaches the knowledge, skills, and attitudes necessary for effective functioning within nursing workgroups and inter-professional teams. Presents strategies for fostering open communication, mutual respect, and shared decision-making to achieve high quality, safe patient care. Examines multi-disciplinary scopes of practice and roles of health care team members, communication styles, authority gradients, conflict resolution, and methods for improving systems to support team functioning. *Prerequisites:* Satisfactory completion [C or higher] of NUR 3255, NUR 3265, NUR 3275, NUR 3385, and NUR 3386.

NUR 4360 Community Health: Macro and Micro Dynamics

This course introduces the concept of community and global populations as the client and teaches the knowledge, skills and attitudes necessary to provide Population-Centered Nursing care. The focus will be on community assessment, concepts of health promotion,

disease prevention and management of complex issues in the provision of care for culturally diverse populations within the community and international arena.

Contemporary issues in community and global health will be examined including disaster response. Must be taken concurrently with its corresponding practicum course: NUR 4260. *Prerequisites:* Satisfactory completion [C or higher] of NUR 4105, NUR 4110, NUR 4220, NUR 4221, NUR 4230, NUR 4231, NUR 4240, NUR 4241, and NUR 4345.

18.04.34 Philosophy

PHL 3301 Survey of Western Philosophy 3,0

Issues and problems of philosophy including the nature of reality, knowledge, and value. Selected study of major philosophers in the Western tradition.

18.04.35 Physics

PHY 1302 Physical Science for Liberal Arts 3,0

The development and history of the physical sciences with applications of principles to daily living.

PHY 1401 Physics I 3,2

Basic concepts of kinematics, dynamics, Newtonian physics, sound, and thermodynamics through lectures, laboratory experiences, and problem solving.

Prerequisite: Two years of high school algebra or MTH 1351 or math placement at a higher level. **Additional Course Fee Required**

PHY 1402 Physics II 3,2

Basic concepts of electromagnetism, and electromagnetic radiation including optics through lectures, laboratory experiences, and problem solving. *Prerequisite:* PHY 1401 or equivalent. **Additional Course Fee Required**

PHY 4301 Topics in Modern Physics 3,0

Special relativity, statistical mechanics, the photoelectric effect and quantum physics, and nuclear physics and radioactivity. *Prerequisite:* PHY 1402.

18.04.36 Peer Leadership

PR 3301 Peer Leadership

Course develops student leaders by having them participate as student mentors and assistants for Life and Leadership (LDR 1100). It provides a forum for the evaluation, reflection, and processing of leadership experiences as a Life and Leadership Peer Leader. Discussions will revolve around topics such as fostering student learning, helping skills, effective communication, modeling Christian leadership, and other related topics. Class participants will also be required to attend all Life and Leadership classes and seminars as assigned as well as meeting and planning with the Life and Leadership class instructor. *Prerequisite:* 60+ earned credits hours required and permission of instructor.

18.04.37 Political Science Course Descriptions

POLS 1303 - American Government & Citizenship:

This course encourages students to think about their government with insightful analysis while affirming fundamental concepts. The class will cover the following issues: the U.S. and Texas Constitutions, federalism, civil rights, civil liberties, public policy, media literacy, and political institutions.

POLS 2115- Government Internship: Provides students with an opportunity to experience the working environment of a government agency, political campaign, legislature, or law office. Internships for credit can only be counted towards the political science degree requirements a maximum of three times and require the permission and supervision of the political science director of major. (May be repeated.)

POLS 2301 – Public Policy: An introduction to the discipline of policy analysis. Explores who is responsible for making public policies, how choices are made, what kinds of tools are at the disposal of policy makers, and how their effectiveness can be enhanced. Also explores the various models of policy analysis. Theories and concepts illustrated by investigating current policy efforts in areas such as health, civil rights, poverty and welfare, education, defense and tax policy.

POLS 2302 – Introduction to Law: Provides a foundational examination of the law and American jurisprudence. Specifically, this course will examine the following areas of the law: torts, family law, property, criminal law, contracts, wills and estates, and legal research.

POLS 2305 – Texas State & Local Government: This process oriented class will focus on state and local governments with an emphasis on Texas. Specifically, this class will utilize field experiences to provide insight into political processes and issue advocacy.

POLS 2116- Political Science Mock Practicum: Provides students with an opportunity to experience mock governance in a competitive environment. Students will select a mock governance program and fully engage in the required level of preparation and participation. Acceptable mock governance programs include, but are not limited to the following: Model United Nations, moot court, competitive mediation, Model Organization of American States (MOAS), or mock trial competition. Political Science students can only count this course for credit three times and only once in a semester. (May be repeated.)

POLS 2331- Principals of Political Science: Provides a thorough examination of political science as a discipline. The course will focus on providing students the basic structures of general government processes and social science research. Specifically, students will focus on the Political Science sub-disciplines of political process, political theory, international politics, political economy,

comparative politics, political culture, political socialization, law, public policy, public administration and political science research methodology.

POLS 3003- Readings in Political Science: Students will work with a faculty member to select a range of required reading materials pertaining a mutually agreed upon topic. Students will receive credit upon the complete reading of the selected materials, submission of a book review, and discussion of those readings with the supervising faculty member. This class can only be counted towards the political science degree once. (May not be repeated.)

POLS 3301- Environmental Policy: Provides an in-depth examination of the politics surrounding conservation and environmentalism. While the specific topics and concepts for this class will evolve, the class will focus on issues pertaining to global warming, land and resource management, land and resource conservation, sustainable agriculture, population, sustainable development, and global and national environmental regulations.

POLS 3302- American Constitutional Law: Provides an in-depth examination of the United States Constitution and the decisions of the U.S. Supreme Court. Specifically, this course will examine Constitutional interpretation and how it has shaped American political culture. This course will focus heavily on the historical, political, and analytical aspects associated with *stare decisis*, jurisprudence, and judicial interpretation in the United States.

POLS 3304- Special Topics in Political Science: Various course concepts and themes will be offered in the area of political science and social justice. (May be repeated for credit when topics vary.)

POLS 3332- American Political Institutions & Processes: Provides a thorough examination of American political institutions, processes and behavior. Specifically, this class will provide an in-depth analysis of the presidency, bureaucracy, Congress, the Supreme Court, state legislatures, elections, pressure groups, and political parties.

POLS 3333- International Relations & Comparative Politics: The focus of this course is the examination of the geopolitical realities of the modern world. Students will be introduced to a variety of global governance instruments as well as an appreciation of international diplomacy and legitimacy. Students will examine a variety of topics including the environment, global governance systems, nationalism, hard and soft power, globalization, immigration, poverty, human rights, and the effective use of diplomacy.

POLS 3334- Political Philosophies and Ideologies:

Provides an in-depth examination of the philosophical, ideological, and theoretical foundations of modern politics. This course will focus on a variety of social and political thinkers including Plato, Aristotle, St. Augustine, St. Thomas Aquinas, Machiavelli, Thomas Hobbes, Jean Jacques Rousseau, John Locke, Montesquieu, John Stuart Mill, Adam Smith, Karl Marx, Friedrich Nietzsche, Max Weber, and Ayn Rand.

POLS 4136- Political Science Undergraduate Thesis:

Students will work with a faculty member to select an original research topic. Students will propose, research, write and defend a publication-grade research paper. Students must complete the Political Science Leadership Capstone prior to enrolling in this particular course. (May be repeated.)

POLS 4335-Political Science Leadership Capstone:

This course is intended for upper-level students who are nearing completion of their degree. For this particular course, students will be expected to demonstrate a high level of proficiency in basic fundamental Political Science concepts, understand and articulate research goals through a thesis proposal, learn about leadership from select community change agents, and apply their accumulated knowledge and skill set to solving a designated community problem. *As a prerequisite, this course requires at least 12 Hrs. of political science courses beyond POLS 1303 as well as successful completion of SOC 2341 and SOC 3491.*

***Indicates that these classes are pending approval**

18.04.38 Psychology**PSY 1311 Introduction to Psychology 3,0**

Scientific study of human behavior with emphasis on basic psychological functions.

PSY 2301 Life-Span Development 3,0

Physical, cognitive, social, emotional and personality development of the individual from "womb to tomb," with the principal focus being on these developmental stages in childhood and adolescence within the context of the complete life span. *Prerequisite: PSY 1311.*

PSY 2341 Statistics for the Behavioral Sciences 3,0

An introduction to the fundamentals of descriptive and inferential statistics, especially as they apply to the behavioral and social sciences. Cross-listed as SOC 2341. *Prerequisite: PSY 1311 or SOC 1301.*

PSY 2491 Research Methods and Scientific Writing in the Behavioral Sciences 3,3

Methods and approaches to research in the behavioral and

social sciences. *Prerequisites: PSY 1311, SOC 1301 and PSY/SOC 2341. Cross-listed as SOC 2491.*

PSY 3302 Cognitive Psychology 3,0

A comprehensive overview of the many facets of cognitive psychology including information processing, the complexities of memory, language acquisition and functions, problem solving and decision making, and basic neurology. Also includes an overview of learning theories with a more in-depth look at the principal ones. *Prerequisite: PSY 1311.*

PSY 3304 Group Dynamics 3,0

Theory and practice in small group communication; goal setting, problem solving, listening, feedback, and leadership. As part of the course experience, students will plan an off-campus trip with additional costs to student. Cross-listed as COM 3304. *Prerequisites: PSY 1311 and COM 2300.*

PSY 3312 Psychology of the Criminal Offender 3,0

Exposes the student to the distressful, painful and often devastating effects of maladaptive behavior. The course will explore the interwoven biological, psychological and social antecedents and correlates of criminal behavior. Psychological issues and their relation to criminal and anti-social behavior will be studied. Personal and societal attitudes, feelings and values about criminal and anti-social behavior will be discussed extensively. *Prerequisites: PSY 1311. Cross-listed as CJM 3312.*

PSY 3315 History & Philosophy of Psychology 3,0

This course studies and examines the development of psychology from its early roots in philosophy and religion, through its empirical bases, to its direction in today's society. The aim is to discover what relationships, if any, there are between psychology and justice. This course may replace three hours of social/behavioral sciences, if at least one course is not already designated in the major.

PSY 3325 Interpersonal Relationships

Investigation into the communication and psychology of family dynamics, friendships, and romantic partners. One goal of this course will be to understand our own relationships and seek to improve them. In addition, student will examine relationship styles different from our own experiences in order to broaden our knowledge of relationship theories, practices, and cultural variations. *Prerequisite: PSY 1311 Introduction to Psychology or permission of instructor. Cross listed with COM 3325.*

PSY 3330 Social Psychology 3,0

Examination of cultural and psychological influences in the development of individuals and societies. Cross-listed as SOC 3330. *Prerequisites: PSY 1311 and SOC 1301.*

PSY 3334 Psychology of Movement

This class covers the psychological aspects of movement activities that underline performance. It also covers the intrinsic and extrinsic factors that must be recognized in order to understand, motivate, and evaluate human movement. Cross listed with KIN 3334. Note: Does NOT count for core physical education requirements.

PSY 3331 Introduction to Counseling 3,0

An introductory course designed to acquaint students with current counseling theories and to acquire a beginning skill in counseling. *Prerequisite: PSY 1311.*

PSY 3332 Personality Theories 3,0

Applicability of major personality theories to understanding human behavior. *Prerequisite: PSY 1311.*

PSY 3341 Abnormal Psychology 3,0

Psychological abnormality, including anxiety, somatoform, obsessive-compulsive, and dissociative disorders; psychoses, mental retardation, brain dysfunction, sexual deviance, and other maladaptive behaviors. *Prerequisite: PSY 1311.*

PSY 3350 Biopsychology 3,0

An introduction to the structure and function of the nervous system and the relationship between psychological processes and the brain in humans and other animals. Cross-listed with BIO 3350.

PSY 3406 Animal Behavior

An introduction to the study of animal behavior. *Prerequisite: Any 3 or 4 academic hour course which fulfills a portion of the Natural Science Core requirement with a grade of "C" or above. Cross-listed as BIO 3406.*

PSY 4310 Behavioral Sciences Internship

Supervised on-the-job experience and involvement at one of Austin 's agencies/companies. Interns will work with professional in the intern's field of specialization. A senior level course for Behavioral Science majors only. Graded Pass/Fail. *Prerequisites: PSY 1311, SOC 1301, and PSY/SOC 2341. Cross-listed with SOC 4310.*

18.04.39 Reading

RDG 3311 Foundations of Literacy 3,0

The course addresses the major components of evidence-based reading/language arts instruction. Emphasis is given to the five components of reading: phonological awareness, phonics, fluency, vocabulary, and comprehension and how to provide successful literacy instruction for students in culturally and academically diverse EC – 12 classroom. This course is required of all education students.

RDG 3331 Adv. Techniques in Clsrn Reading 2,2

Course content centers on learning assessment and instructional techniques that focus on the five components of reading: phonological awareness, phonics, fluency, vocabulary, and comprehension as they apply to

emergent and beginning readers. Emphasis is on meeting the needs of all students using evidence-based strategies for all emergent and beginning readers through the use of a balanced program of instruction for all children including those with special needs and English language learners. Students work with a first grade student in an intervention setting twice a week during the semester. *Prerequisites: Admission to the Teacher Education Program, RDG 3311, RDG 3321, and RDG 3341.*

RDG 3341 Literacy Instruction for English Language Learners 3,2

This course presents an opportunity for teacher candidates to work one on one with an English language learner to develop the literacy competencies of linguistically and culturally diverse students under the supervision of CTX faculty. Course content centers on learning instructional techniques that focus on phonological awareness, phonics, fluency, vocabulary, and comprehension. Field experiences required.

RDG 3321 Methods of Language Arts/Writing 3,2

The course examines strategies for teaching and assessing reading. Research-based methodologies for meeting the needs of all students including English language learners, gifted and talented, and struggling readers in a balanced literacy program that incorporates the five components of reading: phonological awareness, phonics, fluency, vocabulary, and comprehension are covered. Fieldwork experience required. *Prerequisite: Admission to the Teacher Education Program*

RDG 3342 Literacy in the Content Area 3,2

This course covers reading instruction techniques that allow students to comprehend and excel at reading in all subject areas. Included are study techniques, assessment, and strategies for all students including English language learners and students with special needs. The course also prepares students to personally master writing effectively and efficiently for a variety of audiences and purposes, and includes methods of teaching writing for elementary, middle, and secondary school levels. Field experience

[Return to Table of Contents](#)

18.04.40 Religious Education

REDU 1111 Spiritual Disciplines I 1,0

This course will assist students in their spiritual life through an exploration of the spiritual disciplines and an integration of truth into life as it pertains to their current lives as students preparing for full-time ministry. (To be taken freshman year)

REDU 1112 Spiritual Disciplines II 1,0

This course will assist students in their spiritual life through an exploration of the spiritual disciplines and an integration of truth into life as it pertains to their transition from college life to full-time ministry. (To be taken senior year)

REDU 2220 Introduction to DCE Ministry 2,0

This course examines the ministry of the DCE within the context of the Lutheran Church --Missouri Synod so students can make personal evaluations of their appropriateness for this ministry.

REDU 2350 Curr. & Methods in Religious Education 3,0

This course focuses on the educational ministry of the local church with attention to aims, principles, leadership, organization, planning and agencies of a Biblical program.

REDU 3230 Leading Contemporary Worship 2,0

This course examines contemporary expressions of worship, and prepares DCEs to lead congregations into these forms of worship expression. Cross-Listed as MUS 3230

REDU 3240 Missional Leadership 2,0

Students will gain knowledge of the latest theories and trends of missionaries and missional living. This class will also provide training in how to plan, budget, manage, execute and evaluate a short term mission trip, and how to turn short term trips into long term experiences. **Additional Course Fee May be Required**

REDU 3232 Outdoor Christian Ministry 2,0

This course seeks to examine the historical and contemporary purposes and formats of Outdoor Christian Education. Students will be equipped with the skills needed to implement an effective Outdoor Christian Education program in a congregational or school setting. This is a one-week intensive course taught in a camp setting. **Additional Course Fee Required**

REDU 3250 Christian Witness and Evangelism 2,0

This course introduces students to the theology and practice of Christian evangelism. Skills in speaking the Gospel to others will be developed.

REDU 3310 Youth Ministry 3,0

This class provides basic knowledge of parish youth ministry, knowledge of the curricula and resources available in youth ministry, and an opportunity to develop and observe models and styles appropriate in parish youth ministry.

REDU 3311 Cultural Influences on Youth Ministry 3,0

This course will focus on the cultural context of teenagers in America. Students will be viewing the American teenager's world of popular culture and societal norms as a missionary views a foreign culture.

REDU 3313 Special Topics in Youth Ministry 3,0

This course will introduce theories on ways to minister to youth through some of the current hot issues in youth culture, such as: sexuality, addiction, abuse, etc. May be repeated for credit when topics vary. Students are limited to 9 hours of special topics courses.

REDU 3315 Confirmation Planning and Implementation 3,0

This course will review and assess the purposes, history, and structure of confirmation in the Lutheran Church for the purpose of structuring and outlining implementation strategies for use in a local congregation. Adult and junior confirmation programs will be considered.

REDU 3316 Ldrshp & Admin in Children's Ministry 3,0

This course examines the many facets of the administrative process within the context of a staff ministry position to children and families. Staff relations, recruiting, the integration of children's and family ministry into the greater church body and leadership will be addressed. Evaluation of curriculum, facilities, policies, and procedures will also be addressed.

REDU 3317 Children's Ministry 3,0

This course will introduce theories related to children that will assist in developing an integrated ministry to children in a congregational setting. The five major sections of the course include development of the child; learning theories; the content of the child's learning in the church; planning, administration, and implementing a comprehensive ministry to children; and resources, activities and environments for children's ministry.

REDU 3319 Middle School Ministry 3,0

This course will introduce theories related to pre-adolescents, specifically 5th through 8th grade that will help in developing specific ministries for this age group in a parish setting. Knowledge of age appropriate curriculum, activities and ministry will be provided as well as compared and contrasted to children's and High School ministry.

REDU 3320 Parish Administration 3,0

An introduction to and exploration of the theory and processes associated with the administration of parish educational programs. Special emphasis is placed on idea generating; initiating change; promotion; evaluation; use of technology; budget; office and time management; managing volunteers; and legal issues relating to the responsibilities of the DCE in the parish.

REDU 3330 Family Ministry 3,0

This class gives students advanced experience in the field of youth ministries, which studied youth ministry in the context of family ministries structures.

REDU 3340 Adult Education in the Parish 3,0

This class focuses on adult learning theory, faith development and andragogy as it relates to the planning of effective adult education programs in a local congregation.

REDU 3341 Leadership Development 3,0

This class provides students with basic foundational knowledge of leadership, a forum in which to better

understand the local congregation and how it functions, an opportunity to develop programming planning skills needed for effective parish ministry, and the discovery of one's personal leadership style.

REDU 3345 Emergent Theory 3,0

This course will go over the basic understandings, purposes, reactions and history of Emergent movement and discuss the positives and negatives in a Lutheran context. The concepts of postmodernism, post-Christianity and post-scala will be evaluated, discussed and connected.

REDU 3398 National/International Studies: Mission Trip 3,0

Students will participate in and share leadership responsibilities for a 1-2 week short term mission trip experience. May be repeated for credit. Students are limited to 9 hours of Missional Leadership Fieldwork courses. **Additional Course Fee Required**

REDU 4210 DCE Practicum I 2.0

This course provides opportunities for students to gain meaningful insights and understandings of the congregational structure and organization of education and youth ministries.

REDU 4211 DCE Practicum II 2.0

This course allows students to become involved in leadership activities of the education and youth ministries of the congregation.

REDU 41210 DCE Internship I 12.0

This class is a directed and supervised, academic three-month to one-year training program. It enables students to experience many aspects of the educational ministries in a congregation as possible. These include part-time instructional agencies, youth work, family life, adult education, counseling, evangelism and church music. Course graded on a Pass/Fail basis. **Additional Course Fee Required**

REDU 41211 DCE Internship II 12.0

This class is a directed and supervised, academic three-month to one-year training program. It enables students to experience many aspects of the educational ministries in a congregation as possible. These include part-time instructional agencies, youth work, family life, adult education, counseling, evangelism and church music. Prerequisite: DCE 41210. Course Graded on a Pass/Fail basis. **Additional Course Fee Required**

18.04.41 Religion

REL 1301 New Testament History and Reading 3,0

The background, growth and content of the New Testament. Sources and chronology of the Apostolic Age and Primitive Jewish Christianity.

REL 1311 History and Literature of the Old Testament 3,0

A literary-historical interpretation of the Old Testament, with special emphasis on its religious significance.

REL 1331 Introduction to Christianity 3,0

An introduction to the historical background, sources, literature, and basic beliefs of the Christian tradition. Intended for students with little or no background in the knowledge and experience of the Christian faith. This course may not be taken by any student who has earned more than 3 credit hours in religion. (Students seeking certification by Concordia University Texas for professional work in The Lutheran Church-Missouri Synod must satisfy all religion credit requirements by means other than this course.)

REL 2352 History and Philosophy of the Reformation 3,0

History, philosophy, theology, and literature of the Protestant Reformation. *Prerequisite: REL 1301*

REL 3302 Luke-Acts 3,0

Study of the two-volume work of Luke stressing the growth of the church. *Prerequisite: REL 1301.*

REL 3303 Major Pauline Epistles 3,0

Examination of major Pauline Epistles. Emphasis on theological perspective these contributed to the Apostolic Church and Protestant Reformation. *Prerequisite: REL 1301.*

REL 3305 Law, Justice and Grace in the Biblical Perspective 3,0

This course exposes students to the biblical concepts of law, justice, grace and the role of religion in modern American law. Students will read and discuss biblical passages dealing with the divine role of civil government, the law of God, civil disobedience, the death penalty, and the place of grace in a Christian's life. The course will also focus on freedom of religion and the proper roles of church and state.

REL 3312 Wisdom Literature 3,0

A study of Israelite wisdom writings, especially the books of Job, Ecclesiastes and Proverbs, and the application of their themes to contemporary issues. *Prerequisite: REL 1311.*

REL 3313 Major Prophets: Isaiah 3,0

The interpretation of the prophecies of the Book of Isaiah with attention to historical events, literary style, and ancient and modern religious significance. *Prerequisite: REL 1311.*

REL 3333 Introduction to Christian Ethics 3,0

A study of ethical behavior and norms provided by the Christian faith. Attention given to both Christian ethical

theory and contemporary personal and moral issues.

Prerequisite: REL 1301 and REL 1311.

REL 3334 Christian Foundations of Healthcare Ethics 3,0

This course focuses on ethical issues in health care, and how Christian moral sources and considerations relate to those issues. Contradictions, inconsistencies, and competing views that lead to dilemmas in health care are examined. Particular emphasis is given to the resolution of ethical dilemmas through ethical reasoning, ethical obligations in health professional-patient relationships, and just allocation of scarce health care resources. This course is required for nursing majors. 3 credit hours; 3 contact hours per week. *Pre-requisites: REL 1301, Introduction to New Testament.*

REL 3335 Christian Apologetics 3,0

This course will survey the nature, objectives, and significance of presenting a viable defense of the Christian faith against objections of the major philosophies and ideologies that conflict with the faith in this "post Christian" and "post-modern" age. *Prerequisites: REL 1301 and REL 1311.*

REL 3341 Lutheran Doctrine 3,0

Systematic analysis of the major doctrines of the Lutheran faith as derived from the Bible. *Prerequisite: REL 1301 or equivalent.*

REL 3345 Theology of Worship 3,0

The biblical foundations of worship are carefully examined. Then current worship practices are experienced and analyzed in light of Scripture. *Prerequisites: REL 1301 or REL 1311.*

REL 3346 A Christian View of Nature 3,0

An examination of Biblical passages about the natural world and discussion of related theological issues. *Prerequisite: REL 1301 and REL 1311, plus junior standing or permission of instructor.*

REL 3353 American Christianity 3,0

A study of the major denominations within American Christianity. *Prerequisite: REL 1301 or REL 1311.*

REL 3354 History of Christianity 3,0

An overview of the history of Christianity from the New Testament era to the present. The course will focus on the central persons, ideas, issues, and events that have shaped the Christian Church and its worship, doctrine, ethics, organization, and mission. *Prerequisite: REL 1301. Cross-listed as HIS 3354.*

REL 3355 HISTORY OF CHRISTIAN MISSION 3,0

The course will cover the historical expansion of the Christian church and its impact on societies around the world. The course will examine the theology, culture, politics and methods of mission efforts beginning with the Acts of the Apostles.

REL 3361 The Writings of C. S. Lewis 3,0

Studies the life, the works, the literary criticism, the themes, and the thought of C.S. Lewis, with attention to the various literary genres within which Lewis wrote. This course is also available on-line. *Prerequisite: REL 1301 and an introductory literature course.*

REL 3362 The Christian Imagination 3,0

This course offers a close look at the impact of such authors as Joseph Campbell, C.S. Lewis, J.R.R. Tolkien, J.K. Rowling, and the Scriptures upon the world of religion, imaginative literature, communication, and our way of life by studying the role of imagination and myth. *Prerequisite: REL 3361 recommended.*

REL 3381 Major World Religions 3,0

Introduction to the history, faith, and culture of the major non-Christian religions of the modern world, including Islam, Judaism, Hinduism, and Buddhism, with brief attention to minor religions and non-theistic religion. *Prerequisite: REL 1301 and REL 1311.*

REL 4336 Faith Traditions and End-of-Life Care 3,0

This course explores the social, psychological, physical, legal, spiritual, religious, and ethical aspects of death and dying. It will demonstrate concepts and strategies relevant to caring for persons nearing the end of life and methods of integrating patients' spirituality into end-of-life health care. 3 credit hours; 3 contact hours per week. *Pre-requisites: REL 1301, Introduction to New Testament.*

18.04.42 Science

SCI 1401 Scientific Thought

Classroom and laboratory investigations into the methods of seeking knowledge through activities in which the students will experience being scientists, working in a laboratory, doing experiments, handling and recording data, organizing and classifying the data, and drawing inferences using empirical methods. *Accelerated Degree Program use only.*

SCI 3303 Geology and Ecology : Southwestern U.S.

A field study of major landforms and wildlife associated with the desert Southwest. This course emphasizes recognition of depositional and erosional features, identification of wildlife, and the interactions between biotic and abiotic components of desert ecosystems. Also includes a study of environmental concerns and conservation efforts in the deserts of the Southwest. Offered during Spring Break and/or summer and requires extensive physical exertion and "roughing it." Additional fee for course paid at the time of registration. *Prerequisite: Consent of instructor.*

SCI 3304 Geology and Ecology of Hawaii

A field study of volcanism and the biological and

physical factors which have influenced the ecological development of the Hawaiian Islands . This course emphasizes recognition of geologic features, wildlife identification, and a study of environmental concerns and conservation efforts in Hawaii. Offered during Spring Break and/or summer and requires extensive physical exertion and "roughing it." Additional fee for course paid at time of registration. *Prerequisite: Consent of instructor.*

SCI 4310 Natural Science Research Project

Students will plan, execute, and report on a research project under the supervision of a Natural Science faculty member. A senior level course for natural science majors and environmental science majors and those in the Secondary School Curriculum Life-Earth Science or Physical Science only; graded on a Pass/Fail basis. Instructor approval required. May be repeated once for credit.

18.04.43 Sociology

SOC 1301 Introduction to Sociology 3,0

Application of sociological analysis and concepts to American society.

SOC 2306 Race and Ethnic Relations 3,0

Emphasis on race and ethnic relations as a national concern with emphasis on these concerns in the Southwest. Cross-listed as HIS 2306 (when taken in the Accelerated Degree Program it is not cross-listed). *Prerequisite: SOC 1301 or HIS 1301 or HIS 1302.*

SOC 2341 Statistics for the Behavioral Sciences 3,0

An introduction to the fundamentals of descriptive and inferential statistics, especially as they apply to the behavioral and social sciences. Cross-listed as PSY2341. *Prerequisite: PSY 1311 or SOC 1301.*

SOC 2491 Research Methods and Scientific Writing in the Behavioral Sciences 3,3

Methods and approaches to research in the behavioral and social sciences. Prerequisites: PSY 1311, SOC 1301 and PSY/SOC 2341. Cross-listed as PSY 2491

SOC 3301 Urbanization (Demography) 3,0

City development especially in the United States and examination of the social implications of urbanization. *Prerequisite: SOC 1301.*

SOC 3302 Marriage and Family 3,0

Study and analysis of dating, marriage and the family in North America . *Prerequisite: SOC 1301.*

SOC 3303 Social Gerontology 3,0

Study and analysis of aging in the United States ; secondary reference to the elderly in selected countries of the world. *Prerequisite: SOC 1301.*

SOC 3304 History & Culture: Mexican American 3,0

An analysis of the history and culture of the Mexican American people. *Prerequisite: Six credit hours of history. Cross-listed as HIS 3304.*

SOC 3311 Criminology and Crime 3,0

The examination of crime, criminals, corrections, and community response; criminology theories and correctional systems. *Prerequisite: SOC 1301.*

SOC 3321 Sociological Theory 3,0

An examination of both historical and contemporary sociological theories. *Prerequisites: SOC 1301, 6 additional credit hours in Sociology and Behavioral Sciences, upper level standing.*

SOC 3330 Social Psychology 3,0

Examination of cultural and psychological influences in the development of individuals and societies. Cross-listed as PSY 3330. *Prerequisites: PSY 1311 and SOC 1301.*

SOC 3331 Sociology of Children and Childhood

Examination and analysis of the concepts, theories, and empirical research in the sociological study of children and childhood with a focus on the social construction of the perception of children and of childhood as a distinct life stage; the process of socialization; and the social problems facing children. Although the emphasis will be on children in U.S. society, a global perspective will also be used to explore the diversity of children's experiences across societies. *Prerequisites: SOC 1301.*

SOC 4310 Behavioral Sciences Internship

Supervised on-the-job experience and involvement at one of Austin 's agencies/companies. Interns will work with professional in the intern's field of specialization. A senior level course for Behavioral Science majors only. Graded Pass/Fail. *Prerequisites: Senior standing, consent of Division Chair, a 3.00 GPA in major, 2.50 cumulative GPA, completion of 18 credit hours of lower level and 9 credit hours of upper level work in the major. Cross-listed with PSY 4310.*

PSY/SOC 4360 Topics in Behavioral Sciences

A seminar-style examination, discussion, and analysis of specific issue, population, theoretical approach, or person(s) studied in the Behavioral Sciences. The focus of the seminar may be from a Psychological or Sociological perspective, or a combination of the two disciplines. Students may repeat this course when the topic changes. *Prerequisite: 6 hours of upper-level hours in the Behavioral Sciences or by consent of the instructor.*

18.04.44 Special Education

SPED 3301 Intro to Exceptional Learners 3,1

This course focuses on the foundation of special education. It will identify and discuss basic theories and concepts related to identification and classification of exceptional learners from diverse cultural backgrounds as

well as highlight legislation and litigation in special education, factors that promote effective consultation and collaboration with families, educators, and other professionals.

SPED 3302 Lang & Intercultural Comm Issues 3,1

This course focuses on language and communication disorders as they relate to oral language development of the exceptional learner from diverse cultural backgrounds. The course highlights a) theoretical models of language acquisition; b) factors that impact language development of students from culturally and linguistically diverse (CLD) backgrounds; c) intercultural language differences and their impact on mainstream communicative competence; and d) the nature, causes, and prevention of language, speech, and hearing disorders. Prerequisite: SPED 3301 Intro to Exceptional

SPED 3403 Assmt Strtgies for the Excep Lrnrr 4,1

This course focuses on the assessment of children exhibiting the characteristics of behavior disorders, learning disabilities, and/or intellectual and developmental disabilities. It will examine principles and techniques for assessing academic progress; how to use assessment to inform instruction; and how to incorporate assessment into the curriculum for students with disabilities. Teacher candidates will identify strategies to prepare for and administer tests, to recognize basic terminology used in assessment, to understand legal provisions and ethical provisions regarding assessment of the exceptional learner in diverse educational settings, as well as to understand how to use effective and varied behavior management strategies. This course will also use assessment data to develop Individual Education Plans (IEP's). This course requires field work. Prerequisite: EDU 3311 Teaching Strategies and Assessment and taken concurrently with SPED 3302 Language & Intercultural Communication Issues

SPED 3304 Consultation & Collab for Excep Lrnrrs 3,1

This course is designed to increase awareness of the framework and rationale for collaboration, the facilitating factors involved, and strategies for implementation. The main emphasis of the course is on understanding collaborative consultation as a process that enables people with diverse expertise to work together to generate solutions for educating students with special education needs in general education classrooms. The course will also stress the effective use of verbal, non-verbal and written language; and the understanding of culturally responsiveness that promote effective communication and collaboration with families from culturally and linguistically diverse backgrounds. Prerequisite: SPED 3301 Intro to Exceptional Learners

SPED 4405 Mthds for Tchng the Except Lrnrr 4,0

This course is designed to address instructional strategies and issues to teach learners with behavioral and/or learning disabilities, intellectual and developmental

disabilities, and the organization of special classes and curriculum adaptation. Pre-service candidates will identify sources of specialized materials, curricula, and resources for individuals with disabilities as well as basic classroom management, theories, and strategies. There will be particular emphasis of methods for culturally and linguistically diverse exceptional (CLDE) learners. This course is to be taken concurrently with *Special Education Practicum*. Prerequisite: Admission to the Teacher Ed Program

SPED 4406 Special Education Practicum 4,4

This course is a supervised practicum in special education teaching, conducted in cooperating schools and organizations serving individuals with special needs. The practicum consists of teaching, analysis, and evaluation of culturally and linguistically diverse learners. The field based experience will include: classroom activities, classroom observations, concepts and skills associated with referral of classroom behaviors, tests, and evaluation procedures. The course should be taken concurrently with *Methods for Teaching Exceptional Learners*.

Prerequisite: Admission to the Teacher Ed Program

Should a student not pass the course with a C or higher, it may only be retaken once

SPED 41207 Special Education Student Teaching 12,0

Supervised observation, participation, and teaching in a special education classroom for 14 weeks. Pass/Fail graded course. Prerequisite: Admission to the Professional Term. Student teaching fee required. Student teaching room and board fee **may** also apply. **Additional Course Fee Required**

18.04.45 Spanish

SPN 1401 Spanish I 4,0

Grammatical structures and conversation drills.

SPN 1402 Spanish II 4,0

Continuation of SPN 1401. *Prerequisite: SPN 1401.*

SPN 2101 Healthcare Spanish Simulation

An introduction to the knowledge, skills and attitudes necessary for the student to develop basic, culturally sensitive Spanish vocabulary for use in health care situations. The course includes vocabulary and culturally sensitive approaches related to greetings; taking a medical history; explaining medication doses, schedules, and possible side effects, as well as everyday speech appropriate for medical personnel.

SPN 2311 Spanish III 3,0

Review of Spanish grammar with emphasis on perfecting conversational, reading, and writing skills. Prerequisite: SPN 1402.

SPN 2312 Spanish IV 3,0

Continuation of SPN 2311. Prerequisite: SPN 2311.

18.04.46 Service Learning

SVL XXX Service-Learning Field Experience

This Service-Learning experience is optional and is designed to be an add-on to another course. Students will gain practical experiences in the field designed to supplement classroom theory and concepts. Students will

design and implement community projects to meet meaningful community needs. Students will meet with their professor during regular class time and will also perform weekly service at a site to be determined jointly by instructor, community partner and student.

Prerequisite: Approval of instructor or advisor.

[Return to Table of Contents](#)

19.00 Directory - Board, Faculty, Directors/Managers

19.01 Board of Directors, Concordia University System

Voting:

Mr. David Hawk
Rev. Dr. Daniel Jastram, Chair
Ms. Melissa Knippa
Mr. Dennis Meyer
Mr. John Mierow
Mr. Ronald Reck
Rev. Dr. Bryan Salminen

Advisory:

Rev. Dr. Alan Borcharding
Dr. Viji George
Dr. Gayle Grotjan
Rev. Dr. Ray Mirly
Rev. Gregory Williamson
Mr. Jerald Wulf

19.02 Board of Regents, Concordia University Texas

Quentin Anderson – Harlingen, Texas
Barry Burgdorf – Austin, Texas
Albert Carrion – Austin, Texas
Rev. Allen Doering – Kingwood, Texas
Rev. Michael P. Dorn – Houston, Texas
Stephen F. Eggold – San Antonio, Texas
Mark Hazelwood – Austin, Texas
Rev. Kenneth M. Hennings – Pflugerville, Texas
Rebecca Kieschnick – Corpus Christi, Texas

Dr. Max Kiesling – Frisco, Texas
Noreen L. Linke – Sugar Land, Texas
Kristi Matus – Hartford, Connecticut
Ed H. Moerbe – Dallas, Texas
Charles Requadt – Seabrook, Texas
Robyn Roberts – Giddings, Texas
Daniel V. Schaefer – Lincoln, Texas
Keith Weiser – Cranfills Gap, Texas

19.03 Administrative Council

Thomas E. Cedel, B.S., Ph.D – President
Don Adam, B.A., M.A. – Vice President of External Relations
Charles Gary Belcher, B.S., M.A., M.Ed. – Vice President of University Services

Gerald B. Kieschnick, B.S., M.Div, LL.D. – Presidential Ambassador for Mission Advancement
Pamela J. Lee, C.P.A., M.Ed. – Vice President of Business Services
Alan P. Runge, B.A., B.S., M.S., M.B.A., M.S., Ph.D. – Provost

19.04 Administration

Vice-Provosts
Kristi Kirk, M.A. – Student Enrollment Services
Tammy Stewart, M.Ed. – Remote Operations
Assistant Provost
Trey Buchanan, Ph.D. – Assessment and Compliance

19.05 College Deans

Donald A. Christian, D.M. – College of Business
James H. McConnell, Ph.D. – College of Education
Janet S. Whitson, Ph.D. – College of Science
Carl C. Trovall, Ph.D. – Interim, College of Liberal Arts

19.06 Administrative Directors/Managers

DeEadra Albert-Green, Ph.D. – Center Dean, Austin Center
 Connie Beran, M.S. – Registrar
 Stan Bonewitz, M.S. – Athletic Director
 Eric Booth – Director, Facilities Management
 Allen R. Brown, Ed.D. – Regional Graduate Program Coordinator, Austin Center
 Sandra Brown, M.A. – Coordinator, Academic Advising
 Paul Buchheimer, Ed.D. – Director of Placement
 Elise Brazier, Ph.D. – Director, Master of Business Administration Program
 James Candido, B.G.S. – Director, Austin Center
 Shirley Carey, B.B.A. – Senior Director, External Relations
 Nina Chavira, B.A. – Student Support Center Manager
 Matthew Chmura – Sports Information Director
 Ruth Cooper, M.S.W. – Director, Student Success Center
 Kristin Coulter, B.A. – Director, Admissions
 Mary Darden, Ph.D. – Center Dean, San Antonio Center
 Mikail McIntosh-Doty, M.L.I.S., M.A.R., M.A. – Director, Library Services
 Sarah Eberle, M.A. – Director, Residential Life
 Patricia Fick, M.P.E. – Director, Can Do Program
 Daniel Gregory, B.A. – Executive Director, University Services
 Russell Jeffrey, B.S. – Director, Student Financial Services
 Gregory Jones, Ed.D. – Regional Graduate Program Coordinator, Houston Center
 Holly Jung – Manager, Human Resources
 Sarah Loghan, B.B.A. – Director, Accounting
 Robert W. Malzahn, Ed.D. – Regional Graduate Program Coordinator, Fort Worth Center
 DeWayne Mangan, B.A. – Director, Information Systems
 Mary May, Ed.D. – Center Dean, Fort Worth Center
 Charlotte McConnell, B.A. – Director, Facilities Scheduling and Events
 Aaron Parker – Risk Manager
 Thomas Pate, Ph.D. – Director, Wellness Center
 Bruce Pepper, D.Min. – Campus Pastor
 Richard Potts, M.A. – Study Abroad & Experiential Learning Coordinator
 Richard J. Powers, Ph.D. – Director, Student Services
 Joel Rahn, M.A. – Manager, Academic Computing
 Jose Ramos, Ph.D. – Regional Graduate Program Coordinator, San Antonio Center
 Charita Ray-Blakely, Ph.D. – Regional Graduate Program Coordinator, San Antonio Center
 Eric Silber, B.B.A. – Director, Support Services
 Joyce Sinclair, B.A. – Coordinator, Career Services

Chris Winkler, Ph.D. – Director, Master of Education Program

19.07 Emeriti

Richard J. Dinda, B.A., M.A., M.L.S., D.Litt. (Social Science and Latin) At Concordia 1952 – 1992.
 William C. Driskill, B.S., M.A., Ph.D. (Education) At Concordia 1991 – 2010.
Beryl A. Dunsmoir, B.Sc., Dip.Ed., M.A., Ph.D. (Psychology) At Concordia 1996 – 2006.
John H. Frahm, B.S., M.S., M.Div., Ph.D. (Communication) At Concordia 1982 – 1999.
Eric Gerstmann, B.A., M.S.W. (Sociology) At Concordia 1981 – 1990.
Dianne M. Haneke, B.A., M.S.Ed., C.A.S., Ph.D. (Education) At Concordia 1993 – 2002.
Gertrude M. Keiper, A.A., B.A., M.A., Ed.D. (Education) At Concordia 1993-2012.
Howard Lacey, B.A., M.B.A., D.B.A. (Business) At Concordia 1985 – 2003.
Linda Lowery, B.A.T., M.Ed. (Physical Education/Athletic Director) At Concordia 1980 – 2007.
Ray F. Martens, A.A., B.A., M.Div., S.T.M., S.T.D. (President, Theology) At Concordia 1973 – 1993.
Thomas H. Orton, B.A., M.A. (Environmental Science, Geography, and History) At Concordia 1979 – 2011.
Milton H. Riemer, B.A., M.Div., M.A., Ph.D., J.D. (English and Law) At Concordia 1960 – 1998.
Michal L. Rosenberger, B.S.Ed., M.S., Ph.D. (Education) At Concordia 2000 – 2010.
Walter C. Rubke, B.A., B.D., M.A., Ph.D. (President, Theology) At Concordia 1964 – 1969
Harold A. Rutz, B.S., M.Mus. (Music) At Concordia 1964 – 1996.
Leonard Stahlke, A.A., M.Div., S.T.M. (Theology and Hispanic Ministry) At Concordia 1980 – 2004.
Susan D. Stayton, B.A., M.A., Ph.D. (English) At Concordia 1964-1967 and 1972-2012.
Leroy Tschatschula, B.S., M.Ed., Ph.D. (Government and History) At Concordia 1961 – 1993.
E. Glenn Vorwerk, B.A., M.B.A., Ph.D. (Accounting and Business) At Concordia 1982 – 1992.
David J. Zersen, M.Div., M.A., D.Min., Ed.D. (President, Education and Theology) At Concordia 1994 – 2001.
Theodore F. Zoch, B.S., M.Ed., (Physical and Earth Sciences) At Concordia 1968 – 2007.
Donald H. Zielke, B.A., M.A., Ph.D. (Mathematics) At Concordia 1967 – 2010.

19.08 Full-Time Faculty

Brandy B. Alba (Assistant Professor, English)
Concordia University Texas, Austin, TX, B.A., 2008;
Texas State University, San Marcos, TX, M.A., 2011.
At Concordia since 2012.

DeEadra F. Albert-Green (Assistant Professor,
Education)
Lamar University, Beaumont, TX, B.S., 1994; Prairie
View A & M University, Prairie View, TX, M.A.,
1996; Texas A & M University, College Station, TX,
Ph.D., 2005. At Concordia since 2011.

Michael D. Aldridge (Assistant Professor, Nursing)
The University of Texas at Austin, Austin, TX, B.S.,
1997; M.S., 2004. At Concordia since 2010.

Debra J. Allen (Professor, History)
Tennessee Technological University, Cookeville, TN,
B.A., 1979. Michigan State University, East Lansing,
MI, M.A., 1982. University of Illinois, Champaign-
Urbana, IL, Ph.D., 1992. At Concordia since 1993.

Joanne Antrim (Assistant Professor, Education)
Seton Hall University, South Orange, NJ, B.S., 1969;
Texas State University, San Marcos, TX, M.Ed.,
2001; Capella University, Minneapolis, MN, Ph.D.,
2007. At Concordia since 2008.

Sarah Jean Baker (Assistant Professor, Education)
Concordia University, St. Paul, MN, B.A., 2002;
Texas State University, San Marcos, TX, M.Ed.,
2009. At Concordia since 2010.

Connie E. Beran (Registrar)
Dallas Baptist University, Dallas, TX, B.A.S. 2001;
University of Indianapolis, Indianapolis, IN, M.S.,
2004. At Concordia since 2006.

Matthew D. Bloom (Assistant Professor, History)
Heidelberg College, Tiffin, OH, B.S., 2003; Bowling
Green State University, Bowling Green, OH, M.A.,
2005; Ph.D., 2009. At Concordia since 2010.

Elise A. Brazier (Assistant Professor, Business)
Alaska Pacific University, Anchorage, AK, B.A.,
1989; M.B.A., 1997; The University of Texas at
Austin, Austin, TX, Ph.D., 2009. At Concordia since
2011.

Allen R. Brown (Assistant Professor, Education)
Tarrant County Junior College, Fort Worth, TX,
A.A., 1971; Texas Christian University, Fort Worth,
TX, B.A., 1973; Lamar University, Beaumont, TX,
M.A., 1983; Texas A & M University, College
Station, TX, Ed.D., 1990. At Concordia since 2011.

Trey M. Buchanan (Associate Professor,
Psychology)
Baylor University, Waco, TX, B.A., 1986; University
of New Hampshire, Durham, NH, M.A., 1989; Ph.D.,
1992. At Concordia since 2011.

Paul D. Buchheimer (Assistant Professor,
Education)
Concordia College, Bronxville, NY, A.A., 1966;
Concordia College, River Forest, IL, B.A., 1968;
Nova Southeastern, Ft. Lauderdale, FL., M.S., 1988;
Ed.D., 2001. At Concordia since 2007.

Brent A. Burgess (Assistant Professor, Political
Science)
West Texas A&M University, B.S. Political Science,
B.S. History, 2011; West Texas A&M University,
M.A., 2005; University of Arkansas, Ph.D., 2008. At
Concordia since 2011.

Patricia Griggs Burnham (Assistant Professor,
Music)
Old Dominion University, Norfolk, VA, B.S., 1987;
Florida State University, Tallahassee, FL, M.M.Ed.,
1990; M.M., 1992; The Catholic University of
America, Washington, D.C., D.M.A., 2000. At
Concordia since 2008.

Grant E. Carey (Assistant Professor, Religious
Education)
Concordia University, Irvine, CA, B.A., 2001; Fuller
Theological Seminary, Pasadena, CA, M.A., 2007.
At Concordia since 2012.

Thomas E. Cedel (President)
University of Pittsburgh, Pittsburgh, PA, B.S., 1971;
Ph.D., 1979. At Concordia since 2002.

Joshua Chai (Assistant Professor, Music)
St. Olaf College, Northfield, MN, B.A., 2001;
California State University Long Beach, Long Beach,
CA, M.M., 2007. At Concordia since 2009.

Nickles I. Chittester (Assistant Professor,
Psychology)
Arizona State University West, Phoenix, AZ, B.A.,
1999; Washington State University, Pullman, WA,
M.S., 2003; University of Florida, Gainesville, FL,
Ph.D., 2007. At Concordia since 2007.

Cari A. Chittick (Assistant Professor, Education)
Concordia College, Seward, NE, B.S., 1995;
Concordia University, Irvine, CA, M.A., 2002. At
Concordia since 2010.

Donald A. Christian (Associate Professor, Business) Concordia University, River Forest, IL, B.S.Ed., 1981; College-Conservatory of Music, University of Cincinnati, Cincinnati, OH, M.M., 1986; University of Phoenix, Phoenix, AZ, D.M., 2007. At Concordia since 2005.

Robin L. Cook (Assistant Professor, Nursing) Queen's University, Kingston, ON Canada, B.Sc.N., 1996; Texas A&M-Corpus Christi, Corpus Christi, TX, M.S.N., 2010. At Concordia since 2012.

Mary L. Darden (Assistant Professor, Education) The University of Texas of the Permian Basin, Odessa, TX, B.A., 1975; Baylor University, Waco, TX, M.S.Ed., 1991; Ed.D., 2006. At Concordia since 2010.

Maureen E. Davis (Assistant Professor, Nursing) Dutchess Community College, Poughkeepsie, NY, A.A.S., 1980; The University of Texas at Austin, Austin, TX, B.S.N., 1995; M.S.N., 2000. At Concordia since 2011.

Clyburn Duder (Professor, English) Valparaiso University, Valparaiso, IN, B.A., 1968; Concordia Seminary, Springfield, IL, B.D., 1968.; Morehead State University, Morehead, KY, M.A., 1972.; Concordia Seminary, Ft. Wayne, IN, M.Div., 1979; University of North Dakota, Grand Forks, ND, Ph.D., 1980. At Concordia since 1987.

James Michael Gardner (Assistant Professor, Kinesiology) University of Houston, Houston, TX, B.S., 1975; M.Ed. 1987. At Concordia since 1999.

Sandra H. Gaskin (Assistant Professor, Nursing) Texas Woman's University, Denton, TX, B.S., 1970; The University of Texas, Austin, TX, M.S.N., 1975. At Concordia since 2011.

Curtis P. Giese (Professor, Theology) Concordia College, St. Paul, MN, B.A., 1984. Concordia Seminary, St. Louis, MO, M.Div., 1989; S.T.M., 1990. Hebrew Union College-Jewish Institute of Religion, Cincinnati, OH, M.Phil., 1994; Ph.D., 1999. At Concordia since 2004.

Lynette Gillis (Assistant Professor, Business) Baylor University, Waco, TX, B.B.A., 1998; University of Texas, Austin, TX, Ph.D., 2008. At Concordia since 2008.

Erik W. Green (Assistant Professor, Communication) Central Michigan University, Mt. Pleasant, MI, B.A., 2002, M.A., 2004; University of Texas, Austin, TX, Ph.D., 2012. At Concordia since 2011.

Joel D. Heck (Professor, Theology) Concordia Senior College, Fort Wayne, IN, B.A., 1970; Concordia Theological Seminary, Springfield, IL, M.Div., 1974; Trinity Evangelical Divinity School, Deerfield, IL, Th.M., 1975; Concordia Seminary, St. Louis, MO, Th.D., 1984. At Concordia since 1998.

Jerry J. Hewell (Instructor, Business) University of Texas at Austin, Austin, TX, B.S.E.E., 1976; M.B.A., 1998. At Concordia since 2005.

James Ronald Hilliard (Assistant Professor, Nursing) Texas Christian University, Fort Worth, TX, B.S.N., 1972; The University of Texas at Austin, Austin, TX, M.S.N., 2006. At Concordia since 2011.

Philip J. Hohle (Assistant Professor, Communication) University of Texas, Austin TX, B.A., 1979; Texas State University, San Marcos, TX, M.S., 1987. At Concordia since 2007.

Jacob D. Hollatz (Assistant Professor, Education) Concordia University, St. Paul, MN, B.A., 2000; Hamline University, St. Paul, MN, M.A., 2004. At Concordia since 2011.

Donna M. Janes (Associate Professor, Biology) Texas A&M University, College Station, TX, B.S., 1985. Southern Illinois University, Carbondale, IL, M.S., 1994. University of Illinois, Urbana-Champaign, IL, M.S., 1998; Ph.D., 2004. At Concordia since 2004.

Mary Kay Johnston (Assistant Professor, Biology) University of Oklahoma, Norman, OK, B.S., 2000; M.S., 2004; The University of Texas at Austin, Austin, TX, Ph.D., 2011. At Concordia since 2011.

Gregory Jones (Instructional Faculty, Education) Eastern Nazarene College, Quincy, MA, B.A., 1974; University of Houston-Clear Lake, Houston, TX, M.S., 1987; University of Houston, Houston, TX, Ed.D., 2002. At Concordia since 2009.

Kristi D. Kirk (Assistant Professor, History)

Concordia University at Austin, Austin, TX, BA, 1995; The University of Texas, Austin, TX, M.A., 2000. At Concordia since 2008.

Deborah C. Koeck (Assistant Professor, Chemistry)
Texas State University, San Marcos, TX, B.S., 1988;
Texas Tech University, Lubbock, TX, Ph.D., 1994.
At Concordia since 2011.

David P. Kroft (Professor, Fine Arts)
Concordia Teachers College, Seward, NE, B.S.,
1970; University of Texas, Austin, TX, M.F.A.,
1985. At Concordia since 1985.

Jonathan T. Leonard (Associate Professor,
Education)
Concordia University –Chicago, River Forest, IL,
B.A., 1979; Minnesota State University-Mankato,
MN, M.S., 1987; Ball State University, Muncie, IN,
Ph.D., 1993. At Concordia since 2011.

Robert W. Malzahn (Assistant Professor,
Education)
Concordia Teachers College, Seward, NE, B.S.Ed.,
1971; Western Illinois University, Macomb, IL,
M.S., 1976; North Texas State University, Denton,
TX, M.Ed., 1980; Nova Southeastern University, Ft.
Lauderdale, FL, Ed.D., 1999. At Concordia since
2009.

Mary L. May (Assistant Professor, Education)
University of Houston University Park, Houston, TX,
B.S., 1971; Stephen F. Austin State University,
Nacogdoches, TX, M.Ed., 1978; Baylor University,
Waco, TX, Ed.D., 1994. At Concordia since 2008.

James H. McConnell (Associate Professor,
Education)
Southwest Texas State University, San Marcos, TX,
B.A., 1971. Concordia University, Irvine, CA, M.A.,
1995; Concordia Teachers College, Seward, NE,
DCE Certification, 1977; Capella University,
Minneapolis, MN, Ph.D., 2004. At Concordia since
2000.

Laurence L. Meissner (Professor, Biology)
Concordia Teachers College, Seward, NE, B.S.,
1968; Eastern Michigan University, Ypsilanti, MI,
M.S., 1973; University of Texas, Austin, TX, Ph.D.
1987. At Concordia since 1973.

Michael A. Moyer (Professor, Biology)
Carthage College, Kenosha, WI, B.A., 1981;
University of South Florida, Tampa, FL, Ph.D., 1997,
At Concordia since 1998.

Paul E. Muench (Professor, Communication)
Concordia Senior College, Fort Wayne, IN, B.A.,
1968; Concordia Seminary, St. Louis, MO, M.Div.,
1972; School of World Mission - Fuller Theological
Seminary, Th.M., 1981; Ph.D., 1984. At Concordia
since 1999.

Meredith L. Oltmann (Assistant Professor, Biology)
Pepperdine University, Malibu, CA, B.S., 2001;
University of California, Los Angeles, CA, Ph.D.,
2009. At Concordia since 2010.

Thomas R. Pate (Professor, Physical Education)
Southwestern University, Georgetown, TX, B.S.,
1972; Texas Southern University, Houston, TX,
M.S., 1978; University of Texas, Austin, TX, Ph.D.,
1995. At Concordia since 1997.

Bruce A. Peffer (Assistant Professor, Theology)
Concordia College, Seward, NE, B.A., 1982;
Concordia Seminary, St. Louis, MO, M.Div. 1986;
Austin Presbyterian Theological Seminary, Austin,
TX, D.Min., 2001. At Concordia since 2003.

Joy H. Penticuff (Professor, Nursing)
Case Western Reserve University, Cleveland, OH,
B.S.N., 1968; M.S.N., M.A., 1973; Ph.D., 1976. At
Concordia since 2008.

Paul J. Puffe (Associate Professor, Theology and
Hebrew)
Massachusetts Institute of Technology, Cambridge,
MA, B.S., 1975; Concordia Seminary, St. Louis, MO,
M.Div., 1979; University of Michigan, Ann Arbor,
MI, M.A., 1983; Austin Presbyterian Theological
Seminary, Austin, TX, D.Min., 2011. At Concordia
since 1984.

Keith Ellen Ragsdale (Professor, Nursing)
Del Mar College, Corpus Christi, TX, A.A.S., 1971;
Purdue University, West Lafayette, IN, B.S., 1973;
University of Colorado, University Medical Center,
Denver, CO, M.S., 1974; Nova Southeastern
University, Ft. Lauderdale, FL, Ed.D., 1994. At
Concordia since 2009.

Jose Ramos (Instructional Faculty, Education)
The University of Texas at San Antonio, San Antonio,
TX, B.A., 1978; M.A., 1995; St. Mary's University, San
Antonio, TX, M.B.A., 1984; Texas A & M University,
College Station, TX, Ph.D., 2001. At Concordia since
2011.

Charita Ray-Blakely (Assistant Professor, Business)

University of Oklahoma, Norman, OK, B.A., 1991; Webster University, St. Louis, MO, M.A., 1999; Texas A & M University, College Station, TX, Ph.D., 2011. At Concordia since 2011.

Karen L. Rhynard (Assistant Professor, Mathematics) West Texas A & M, Canyon, TX, B.S., 1968; Sam Houston State University, Huntsville, TX, M.Ed., 1979; Texas A & M University, College Station, TX, Ph.D., 1990. At Concordia since 2011.

Thomas E. Rosenwinkel (Assistant Professor, Mathematics) Valparaiso University, Valparaiso, IN, B.S., 2005; University of Texas, Austin, TX, M.S., 2007. At Concordia since 2008.

R. Abigail Pfister Rue (Assistant Professor, Communications) Baylor University, Waco, TX, B.A., 1999. Cornell University, Ithaca, NY, M.S., 2001, University of Texas, Austin, TX, Ph.D., 2009. At Concordia since 2009.

Alan P. Runge (Associate Professor, Provost) Concordia Teachers College, Seward, NE, B.A., 1987. Kansas State University, Manhattan, KS, B.S., 1989. Miami University, Oxford, OH, M.S., 1991. DeVry University, Kansas City, MS, M.B.A., 2003. University of Nebraska, Lincoln, NE, M.S., 1994; Ph.D., 1997. At Concordia since 2007.

Marchelle A. Scarnier (Assistant Professor, Psychology) University of Arizona, Tucson, AZ, B.A., 1999. University of Arizona, Tucson, AZ, M.A., 2003; Ph.D., 2007. At Concordia since 2007.

Philip J. Schielke (Assistant Professor, Computer Science) Washington University, St. Louis, MO, B.S., 1993; Concordia Theological Seminary, Ft. Wayne, IN, M.Div., 2009; Rice University, Houston, TX, Ph.D., 2000. At Concordia since 2011.

Kenneth Schmidt (Professor, Fine Arts) Concordia Teachers College, Seward, NE, B.S. Ed. 1967; Eastern Michigan University, Ypsilanti, MI, M.A., 1971; Cranbrook Academy of Art, Bloomfield Hills, MI, M.F.A. 1977; The Pennsylvania State University State College, PA, Ph.D., 1991. At Concordia since 2006.

Ann Schwartz (Associate Professor, Sociology) Trinity University, San Antonio, TX, B.A., 1992.

University of Arizona, Tucson, AZ, M.A., 1996. University of Texas at Austin, Austin, TX., Ph.D., 2005. At Concordia since 1996.

Amber L. Shammass (Assistant Professor, Nursing) The University of Texas at Austin, Austin, TX, B.S., 2001; M.S.N., 2005. At Concordia since 2011.

Jason Shurley (Assistant Professor, Kinesiology) University of Texas, Austin, TX, B.S., 2003; Stephen F. Austin State University, Nacogdoches, TX, M.S., 2007. At Concordia since 2008.

Shane M. Sokoll (Assistant Prof., Human Resource Management) Regent University, Virginia Beach, VA, M.B.A., 2002; At Concordia since 2008.

Wayne B. Sorensen (Professor, Healthcare Administration) University of Minnesota, Minneapolis, MN, B.S., 1965; Baylor University, Waco, TX, M.H.A., 1979; The University of Iowa, Iowa City, IA, Ph.D., 1985. At Concordia since 2010.

Woodard R. Springstube (Associate Professor, Business) Oklahoma State University, Stillwater, OK, B.S., 1972. University of Central Oklahoma, Edmond, OK, M.B.A., 1985. University of Iowa, Iowa City, IA, M.A., 1990. University of North Texas, Denton, TX, Ph.D., 1998. At Concordia since 1996.

John M. Stanford (Professor, Physical Science) Rice University, Houston, TX, B.A., 1982. University of Georgia, Athens, GA, Ph.D., 1991. At Concordia since 2007.

Eric J. Staron (Assistant Professor, Mathematics) The University of Notre Dame, South Bend, IN, B.S., 2006; University of Texas, Austin, TX, M.A., 2010; Ph.D., 2012. At Concordia since 2012.

James N. Stevenson (Associate Professor, Chemistry) Concordia Teachers College, Seward, NE, B.S., 1964. University of Tennessee, Knoxville, TN, M.S., 1967; Ph.D., 1973. At Concordia since 1992.

Tammy A. Stewart (Assistant Professor, Education) The University of Texas at Austin, Austin, TX, B.S., 1996; Concordia University Texas, Austin, TX, M.Ed., 2003. At Concordia since 2010.

Claudia A. Teinert (Professor, English)
University of Texas at Austin, Austin, TX, B.S.,
1976; Ph.D., 1992. Creighton University, Omaha,
NE, M.A., 1979. At Concordia from 1989 to 1996
and since 2002.

Carl C. Trovall (Associate Professor, Philosophy)
Concordia College, St. Paul, MN, B.A., 1983;
Concordia Seminary, St. Louis, MO, M.Div., 1987;
Southern Methodist University, Dallas, TX, Ph.D.,
2010. At Concordia from 1997-2002 and since 2006.

Michael G. Wallace (Assistant Professor, Education)
Southwest Texas State University, San Marcos, TX,
B.S.Ed., 1975; Stephen F. Austin State University,
Nacogdoches, TX, M.A., 1976; Baylor University,
Waco, TX, Ed.D., 1998. At Concordia since 2007.

Samuel C. Whitehead (Assistant Professor,
Environmental Science)
Texas Tech University, Lubbock, TX, B.S., 2000;
M.S., 2002; Ph.D., 2012. At Concordia since 2012.

Janet S. Whitson (Associate Professor, Biology)
Concordia University Chicago, River Forest, IL,
B.A., 1971; University of California, Irvine, CA,
Ph.D., 1991. At Concordia since 2012.

Chris Winkler (Assistant Professor, Education)
Texas A&M University, College Station, TX, BS;
1985; University of Texas at Austin, Austin, TX,
M.Ed., 1992, Ph.D., 2008. At Concordia since 2009.

Jacob L. Youmans (Assistant Professor, Education)
Concordia University, Irvine, CA, B.A., 1997;
Concordia University, Seward, NE, M.S., 2003;
George Fox University, Newberg, OR, D.Min., 2009.
At Concordia since 2009.

Kenneth M. Zawilinski (Associate Professor,
Business)
University of Texas, Austin, TX, B.A. 1978; M.A.,
1982; Ph.D., 1991. At Concordia since 2004.