

**HOUSTON BAPTIST  
UNIVERSITY  
1994-96 COLLEGE CATALOG**

- **Catalog conversion notes**

  
**CollegeSource<sup>®</sup>**  
by Career Guidance Foundation

## TABLE OF CONTENTS

<b>HOUSTON BAPTIST UNIVERSITY</b>	<b>4</b>
UNIVERSITY CALENDAR	5
GENERAL INFORMATION	8
STUDENT AFFAIRS	12
<b>UNIVERSITY ADMISSIONS</b>	<b>15</b>
INTERNATIONAL STUDENT ADMISSION	21
FINANCIAL AFFAIRS	22
<b>UNIVERSITY ACADEMIC POLICIES</b>	<b>27</b>
UNDERGRADUATE PROGRAM POLICIES	32
GRADUATE PROGRAM POLICIES	40
<b>THE UNDERGRADUATE ACADEMIC PROGRAM</b>	<b>42</b>
GRADUATE ACADEMIC PROGRAMS	61
<b>SMITH COLLEGE OF GENERAL STUDIES</b>	<b>68</b>
<b>COLLEGE OF BUSINESS AND ECONOMICS</b>	<b>69</b>
ACCOUNTING	74
BUSINESS ADMINISTRATION	77
COMPUTER INFORMATION SYSTEMS	78
ECONOMICS	81
FINANCE	83
MANAGEMENT	85
MARKETING	91
<b>COLLEGE OF EDUCATION &amp; BEHAVIORAL SCIENCES</b>	<b>93</b>
CHILD DEVELOPMENT	104
EDUCATIONAL ADMINISTRATION	105
BILINGUAL EDUCATION COURSES	107
EARLY CHILDHOOD	108
READING	110
GENERIC SPECIAL EDUCATION	112
PROFESSIONAL EDUCATION	114
EDUCATIONAL PSYCHOLOGY	118
INTERDISCIPLINARY STUDIES--EDUCATION	120
HUMAN KINETICS	

<b>COGNATE COURSES - INSTRUMENTAL</b>	<b>144</b>
<b>MUSIC HISTORY AND LITERATURE</b>	<b>145</b>
<b>INSTRUMENTAL ENSEMBLES</b>	<b>146</b>
<b>PRIVATE LESSONS</b>	<b>147</b>
<b>TEACHER CERTIFICATION AND CHURHE0 0 0</b>	

**HOUSTON BAPTIST UNIVERSITY**  
**1994-1996**







## GENERAL INFORMATION

### CHARACTERISTICS

#### History

The creation of Houston Baptist College by action of the Baptist General Convention of Texas on November 15, 1960, was the culmination of many years of work and study. The aim was the establishment of a Christian college in Houston of the highest order that stressed quality of life as well as quality of learning.

In 1952, the Union Baptist Association authorized a committee selected by the Association to study the possibility of locating a Baptist college in Houston. With assistance, guidance, and encouragement from the Education Commission of the Baptist General Convention of Texas, the committee conducted a survey for this purpose in 1955. Acting upon information obtained and upon the endorsement of the Education Commission, the Association approved the idea of establishing a college. In 1956, the Executive Board of the Baptist General Convention of Texas approved a recommendation that Houston Baptists be given assurance that the Convention would support such a college when the College Committee of the Union Association had succeeded in acquiring both a satisfactory site for a campus, containing at least one hundred acres, and a minimum of three million dollars. Of this sum, one and one-half million would constitute a nucleus endowment fund; one and one-half million would be designated for a physical plant. The Union Association accepted these conditions and endorsed the requirements set up by the state convention.

In 1958, a 196-acre campus site was acquired in southwest Houston, and, in 1960, the initial financial goal was reached as a result of a campaign among the churches. Also, in 1960, the Baptist General Convention of Texas in its annual session at Lubbock, Texas, elected the first Board of Trustees. This board in session in Houston, Texas on November 15, 1960, approved and signed the College charter. The next day, this charter was ratified and recorded with the Secretary of State in Austin. The way was then cleared to select administrative officers, develop a suitable physical plant, and provide an appropriate academic program. Dr. W. H. Hinton began service as the first President of the College on July 1, 1962.

The College opened in September, 1963, with a freshman class, new buildings, and a teaching staff of thirty faculty. A new class was added each year until the College attained the four-year program in 1966-67. By then, the full-time faculty had grown to fifty-four members, serving an enrollment of approximately nine hundred. By the fall of 1988, the faculty had grown to 108 full-time and 50 part-time members, and student enrollment exceeded 2,700.

Initially, the College offered a B.A. degree with academic courses in five divisions: Christianity, Fine Arts, Languages, Science and Mathematics, and Social Studies. The Board of Trustees, following the recommendation of the faculty and administration, authorized the establishment of the Division of Education and Psychology in 1964 and the Division of Business and Economics in 1966. With the opening of the fall semester of 1969, the College added a Division of Nursing, offering a Bachelor of Science degree in nursing.

In 1966, the Commission on Colleges of the Southern Association of Colleges and Schools recognized Houston Baptist College as an official candidate for accreditation. The highlight of the 1968-69 academic year was the granting of accreditation by the Southern Association of Colleges and Schools on December 4, 1968. Under the guidance of the Southern Association of Colleges and Schools, the faculty engaged in a thorough self-study of the entire operation of the College. A visiting Committee made a careful study of the College in March, 1971, and upon its recommendation, accreditation was extended for ten years by the Commission on Colleges. This accreditation was reaffirmed in December, 1981. An additional and extensive period of self study and a scheduled visit by a visiting committee from the Commission on Colleges led to the reaffirmation of the accreditation of the University in December, 1991.

In 1965, the Texas Education Agency approved the College in the training of certified teachers for elementary and secondary schools. During its first semester, the teacher education program was



evaluated by representatives selected by the Texas Education Agency, and approval of the

Science Center, and the Glasscock Gymnastics Center also was dedicated. In 1989, a new addition was completed to the Moody Library, nearly doubling its library space.

Special endowment programs have further enriched the University. The University received three endowed chairs during the period 1971-1978 -- the Herman Brown Chair of Business and Economics, the Robert H. Ray Chair of Humanities, and the John Bisagno Chair of Evangelism. In the same period, two endowed professorships were given -- the Rex G. Baker Professorship in the College of Business and Economics and the Prince-Chavanne Professorship of Christian Business Ethics. The Endowed Academic Scholarship program, begun in 1971, not only increased the endowment of the University, but also assured the recruitment of top academic students. By the spring of 1988, the University had received gifts funding over 210 endowed scholarships. A more complete history of the founding of the University, *The Making of a University*, has been published by H.B.U. professor, Dr. Marilyn Sibley.

In October, 1987, the University Trustees concluded a two-year presidential search with the inauguration of Dr. Edward Douglas Hodo as the University's second President.

### **Purpose**

Houston Baptist University is a coeducational, independent, comprehensive institution of higher learning related to the Baptist General Convention of Texas. The purpose of the University is to plan, provide, and execute educational programs which are committed to academic excellence in an environment of intellectual freedom and objectivity and to foster the development of moral character, the enrichment of spiritual lives, and continued growth based on the Christian faith and message.

The University is committed to teaching through a curriculum which offers to academically capable students of diverse backgrounds a variety of opportunities for learning and professional development. The University's academic programs are distinguished by a commitment to current academic thought, practice, and technology. The undergraduate curriculum is characterized by innovative degree programs, a strong emphasis on the arts and sciences, and an understanding of democracy and free enterprise as they relate to world cultures. Both undergraduate and graduate programs rise from the University's distinctive competencies and address both personal and professional goals.

The University, funded by varied resources of financial support, seeks to provide a campus and physical resources which affirm the uniqueness of the individual, which facilitate social interaction among students and faculty, and which encourage the lifelong development of the whole person. Additionally, the University is committed to remaining responsive to the many constituencies it serves through an attitude of willingness to change while remaining faithful to its original purpose.

Amended by the Board of Trustees  
September 24, 1991

**The Liberal Arts Program**

The undergraduate liberal arts program has at its foundation the conviction that all worthy vocations are built on a basis of service to mankind. It is a program which seeks to liberate both faculty members and students from the limitations of opportunity and outlook, increase their awareness of self and environment, sharpen their capacity for critical and creative thought, and equip them to meet the demands of intelligent citizenship in a rapidly changing and complex society. It is a program designed to produce general resourcefulness, leadership, the ability to solve problems, and a capacity for happy and successful living. Its elements embrace enduring values and its methods promote the continuation of independent study, to the end that one may enjoy a lifetime of intellectual adventure.

Although vocational preparation is not its primary objective, the liberal arts program is intensely practical because the best preparation in our rapidly changing society is not narrow training in specific skills but broad training in general abilities. There is an ever-increasing demand for those with such training to fill executive and leadership positions in business and in the professions. Immediately following graduation, many students enter positions in teaching, business, public relations, publishing, applied arts, research, public administration and government.

A high percent of liberal arts graduates continue in graduate professional schools to pursue careers in law, medicine, scientific research, hospital administration, dentistry, theology, social work, journalism, teaching, and other professions. Such professional schools strongly endorse the liberal arts experience as the best possible foundation on which to build a successful career. Houston Baptist University is designed to provide this opportunity to capable students.

**The Campus Plan**

The campus of the Houston Baptist University consists of 158 acres in southwest Houston at the intersection of the Southwest Freeway and Fondren Road. The campus is designed as a complex of buildings surrounding a mall beginning at the east with the Atwood II Classroom Building and ending at the west with Sharp Gymnasium and the Glasscock Activities Center and flanked by the Moody Library, the Cullen Nursing Center, Cullen Science Center, Mabee Teaching Theater, M. D. Anderson Student Center, and the Stanley P. Brown Administrative Complex. The campus master plan will be completed with the construction of the Hinton Academic Center, a fine arts center, chapel and additional recreational facilities. Concentrically related to this complex are the complementary facilities for residence, athletics and recreation.

**Library**

Moody Library is composed of a book collection of approximately 190,000 volumes with 4,000 new titles being added annually. Supplementary materials include audio visual materials, reels of microfilm, and sheets of microfiche amounting to the equivalent of an additional 30,000 volumes. The library subscribes to 980 journals. The catalog and circulation system are fully automated. Computerized indexes are available.

In addition to nearly 400 study spaces, the reference area, media area, offices, processing rooms and open-stack collection areas, the building houses a lecture room, the University Board Room and the American Museum of Architecture and Decorative Arts.

**Accreditation**

Houston Baptist University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the Associate, Bachelor's and Master's degrees. It also holds membership in the American Association of Colleges for Teacher Education, the Association of Texas Colleges and Universities and is approved by the Texas Education Agency for the preparation of teachers for elementary and secondary schools at both the undergraduate and graduate levels. Its baccalaureate degree program in nursing is approved by the National League for Nursing and the State Board of Nurse Examiners. In 1979, the University was admitted to membership in the Council of Graduate Schools of the United States, the Conference of Southern Graduate Schools, and the Texas Association of Graduate Schools.

**STUDENT AFFAIRS**



Art Guild  
Association of Women Students  
Association of Student Educators  
Baseball Booster Buddies  
Basketball Booster Club  
Bilingual Education Student Organization  
Black Student Fellowship  
Caduceus Club  
Christian Life on Campus  
Christian Medical and Dental Fellowship  
Collegian  
Delta Sigma Rho  
Delta Chi Omega  
El Circulo Hispanico  
Fellowship of Christian Athletes  
H.B.U. Police Officers Association  
Interfraternity Council  
International Friends  
Kappa Alpha  
Kappa Delta Pi  
Le Cercle Francais  
Men's Residence Council  
Music Educators National Conference  
Nursing Students Association  
Omicron Delta Kappa  
Ornogah  
Panhellenic Association  
Phi Mu  
Phi Mu Alpha  
Pre-Law Society  
PRISM  
Psi Chi  
Sigma Alpha Iota  
Sigma Tau Delta  
Sigma Theta Tau  
Students in Free Enterprise  
Student Foundation  
Student Senate  
Theta Alpha Kappa  
Vietnamese Student Association  
Volleyball Booster Club  
Women's Residence Council

## UNIVERSITY ADMISSIONS

Admission to Houston Baptist University is open to all students and is based on the criteria listed below. A campus visit and interview are recommended. Information regarding undergraduate admission to the University and all necessary forms for admission may be obtained by contacting the Admissions Office, Houston Baptist University, 7502 Fondren Road, Houston, Texas 77074-3298, telephone number (713) 995-3210. Graduate applicants should contact the Graduate Admissions Office (713) 995-3295. Outside Houston, a toll-free number is available: 1-800-969-3210.

Admission to Houston Baptist University constitutes university admission only.

Admission to a particular program of study is a separate procedure.

### **Re-entry Admission**

Any student who was not enrolled during the preceding quarter, excluding the summer quarter, must submit to the appropriate Admissions Office an application for re-entry at least 7 days prior to registration (no application fee required). If the student attended another college or university during his absence, he must submit to Houston Baptist University an official copy of all academic work attempted during this absence.

### **Transient Student Admission**

6. It is the responsibility of the applicant to have all official transcripts from institutions outside the United States sent to an approved evaluation service for evaluation. A copy of the



Q.P.A. at H.B.U., he must take 12 hours at an accredited school before reapplying. Priority registration for the following term is not available for the provisionally admitted student.

- d. The transcript of the provisionally admitted student will reflect his admission status.

- b. an application fee of \$25.
  - c. Official high school transcripts reflecting graduation or prerequisite GED scores.
  - d. Official transcripts of all previous college work which has been attempted or completed.
2. **Post-Baccalaureate Student Admission**  
A post-baccalaureate student is one who has earned an undergraduate degree from a regionally accredited institution and is taking courses for personal edification. Credit received will not be applied toward a graduate degree and may not be changed to graduate credit. The student must file a complete application and a \$25 non-refundable fee to the Undergraduate Admissions Office. An official transcript from the Registrar's Office of the degree-granting institution reflecting a minimum Q.P.A. of 2.0 must be sent directly from the institution to the Undergraduate Admissions Office.
3. **Auditor Admission**  
A person wishing to audit an undergraduate class must submit an audit application, a \$25 non-refundable fee, and have a letter of good standing from the Registrar's Office of the last institution attended sent directly from the institution to the Undergraduate Admissions Office. No credit will be awarded, but records of the student's matriculation will be kept. A non-refundable audit fee will be charged in lieu of tuition. Policies governing prerequisites and academic load will be applicable. (See Load -- Academic) A grade of "X" will be assigned and may not be changed to a letter grade. Enrollment will be subject to a space available basis. Approval is necessary to audit classes in restricted admission programs and degrees.
4. **Non-traditional Undergraduate Student Admission**  
A student wishing to take a class for credit who does not have a baccalaureate degree and



Some graduate degree programs allow the transfer of graduate credits. In no case will more than 6 semester hours of credit be allowed in transfer from another college or university. Such credit must be at the 3.0 or above grade level (on a 4.0 scale) and the granting institution must be accredited by its regional accrediting association. Credits transferred must apply to a specific course in the program and must be approved at admission to the program. Transfer credits are approved by the University Registrar upon the recommendation of the appropriate program director with the requirement that major courses must have been taken within three years and general or core courses within seven years of application. No correspondence or extension credit will be accepted.

Specific additional degree program admission requirements are as follows:

- E.M.B.A. -- Application deadlines of June 1 and Dec. 31 for entry in September and March; highly competitive admissions for currently employed professionals; letters of recommendation are required; fixed curriculum; fixed schedule. Many unique features.
- M.A.P. -- 900 minimum V+Q GRE score required; 3.0 on undergraduate degree with major in psychology required (or 3.5 on last 60 hours of undergraduate or post-baccalaureate work); written statement. Conditional admission is possible; an applicant with a cumulative quality point average of 3.0 or above (or 3.5 on the last 60 semester hours) but less than 900 on the Graduate Record Examination may be conditionally admitted. Then one's average of 3.0 or above on the first 12 graduate semester hours will earn regular admission status. An interview with the Psychology Chairman and/or psychology faculty may be required. Letters of recommendation are required. If an applicant does not have a major in psychology, then specific background courses are required (normally 12 semester hours).
- M.A.P.C.P. -- Interview with program director may be required; 1000 minimum GRE score (verbal plus quantitative parts) required; 3.0 quality point average on undergraduate and/or any graduate work; letters of recommendation and a denominational letter of endorsement are required; Master's in divinity, religious education or similar field, or 18 undergraduate semester hours in religion-related courses are required. Background courses in psychology (12 semester hours of specified work) are required if one does not have a major in psychology.
- M.B.A. 2000 -- GMAT score plus (200 x Q.P.A.) must be equal to or greater than 1000 (GMAT minimum score of 450 required); leveling courses required in accounting, computer information systems, economics, finance, management/marketing, and statistics required if not taken in Bachelor's degree.
- M.Ed. -- A minimum GRE score of 850 required for regular admission. See Department Chair for special and conditional admission. Bilingual Education requires minimum scores at 80th percentile on MLA Cooperative Proficiency Test in Spanish and English. Valid Texas teaching certificate required for certification as administrator, counselor, reading specialist, or diagnostician.
- M.L.A. -- Interview with program director strongly recommended; the GRE is not required; students may select thirty-six hours of course offerings from among the three or more courses offered each quarter in various academic disciplines.
- H.R.M. -- 450 minimum GMAT score or 900 minimum GRE score required for admission. Written statement and letters of recommendation are required. Pre-requisites for admissions: Leveling courses required in accounting and behavioral management.
- M.C.S. -- 450 minimum GMAT score or 900 minimum GRE score required for admission. June 1 application deadline for September entry; admissions reserved for practicing systems professionals; facility in at least one programming language required; letters of recommendation are required; fixed curriculum.



## **FINANCIAL AFFAIRS**

Houston Baptist University is a non-profit educational institution and receives contributions from the Baptist General Convention of Texas and from Baptist churches, gifts from the local business community, and gifts from interested individuals and foundations. The tuition and fees paid by the undergraduate student covers only fifty percent of the instructional and operating costs of the University. Therefore, each undergraduate student at Houston Baptist University has a grant-in-aid that is equal to approximately one-half of the total actual costs. Though graduate students bear a proportionately higher percent of costs, their education is heavily underwritten by the University's development program.

The University reserves the right to change tuition, fees, and charges should conditions make it necessary.

The Business Office is open for business Monday through Friday 8:00 a.m.-4:00 p.m. An after-hours depository is available for paying bills.

## **UNDERGRADUATE TUITION AND FEES**

Apartment Rent	
1 Bedroom	350.00
2 Bedroom	475.00

**ESTIMATE OF UNDERGRADUATE EXPENSES PER QUARTER:**

Tuition (9 hours @ \$240.00/per hour)	\$2,160.00
Matriculation Fee	35.00
General Services Fee	35.00
Convocation Fee	10.00
Computer Fee	12.00
Total	\$2,252.00

**GRADUATE TUITION AND FEES****TUITION:**

M.A.P. - per 3 semester hour course	750.00
M.B.A. 2000 - per 3 semester hour course	
Off-Campus	780.00
On-Campus	750.00
M.Ed. - per 3 semester hour course	750.00
M.L.A. - per 3 semester hour course	780.00
M.S.-H.R.M. - per 3 semester hour course	750.00
M.S.-M.C.S. - per quarter	1,800.00
E.M.B.A. - per 2 year program	22,000.00

**FEES:**

Application Fee	25.00
Application Fee - International Students	85.00
Change of Schedule Fee - per course	5.00
Computer Fee - per quarter	12.00
Computer Lab Fee - per course*	14.00
Deferred Payment Fee	30.00
General Services Fee - per quarter*	40.00
Graduation Fee*	60.00
Late Registration Fee - after Registration Day	40.00
Matriculation Fee - per quarter*	
Full-time	35.00
Part-time	25.00
M.Ed. Evaluation Deposit	150.00
Parking Fee - Summer only	11.00
Annual Parking Fee (Summer, Fall, Winter, Spring)	32.00
Prerequisite Equivalency Exams (each)	75.00
Tuition Deposit	100.00

\*Included in tuition for E.M.B.A. and M.C.S.

ALL FEES ARE NON-REFUNDABLE

The total expenses of the quarter (less any financial aid) are divided into three equal payments with the first payment due at registration. The balance is then due over the following two months.

Registration is not complete until a student has cleared the Business Office. A late fee of \$40.00 will be assessed for students who fail to clear the Business Office by the stated deadline.

Fees for tuition, room and board become the responsibility of the students in accordance with the Drop/Refund policy below. Failure to make payments of any indebtedness to the University when due, including but not limited to tuition, housing or rental charges, student loans, special fees, library or parking fines, is considered sufficient cause, until the debt is settled with the appropriate office to (1) bar the student from classes, (2) withhold diploma or transcript, and (3) suspend the student. This policy will be equally enforced against debts discharged through bankruptcy, in so far as the law allows.

### **Refund Policy**

The University plans its expenditure for the year based on the anticipated attendance of students enrolled. Its instructional and operating costs are not reduced by the withdrawal of a student after a quarter has begun.

A fee of \$5.00 will be charged per course for each change initiated by the student.

A student who withdraws from a course (except special summer sessions) will receive a refund on tuition and fees (except non-refundable fees) in accordance with the following schedule:

Within first week of the quarter	90%
Within second week of the quarter	70%
Within third week of the quarter	50%
After third week	No Refund

General and special fees are not refundable.

### **Undergraduate Financial Aid**

The financial aid policy of the University is to attempt to meet the financial needs of all qualified students through the use of one or more of the programs listed below. Financial need is determined from the report of the College Scholarship Service. A financial aid transcript is required of all transferring students.

Each applicant for aid should submit the Financial Aid Form to the College Scholarship Service at the address indicated on the form. This form may be obtained from high school counselors or the Financial Aid Office at Houston Baptist University. Currently enrolled students may also apply for financial aid and scholarships.

In addition, an Application for Financial Aid and all other forms should be filed with the Financial Aid Office by May 1. A plan of aid will then be prepared to meet the needs of each student. The "package" may include several kinds of assistance but in no circumstance will more than one type of institutional grant or scholarship be awarded.

Financial aid is ordinarily drawn from more than one source. Eligibility for various programs is best determined in consultation with the Financial Aid office. No commitment of funds is made until after the student has been officially admitted to the University. For financial aid purposes, eight or more hours is considered full time; six hours is considered half-time.

## **SCHOLARSHIPS**

### **Academic Scholarships**

These scholarships are awarded on past academic achievement. Eligibility for these scholarships include: Freshmen must graduate in top 10% of class, and score 1000 on the SAT or 23 on the ACT. Transfer students must have a cumulative Q.P.A. of 3.5. Currently enrolled students may apply for this scholarship.

### **Full Tuition Endowed Academic Scholarships**



A limited number of fully-endowed tuition scholarships are available for high school seniors or college transfer students who have demonstrated superior academic achievement and leadership ability. Application should be made in December for the following academic year. For complete information, contact the Director of Admissions.

### **Nursing Scholarships**

These scholarships are awarded to full-time Baccalaureate nursing majors. Freshmen must graduate in top half of class and score 900 SAT or 20 ACT. Transfer students must have a cumulative 2.5 QPA. The funds for nursing scholarships are provided by the Memorial Hospital, the Houston Endowment, other foundations, and interested individuals. Currently enrolled students may apply for this scholarship.

### **Valedictory Scholarships**

Houston Baptist University honors the valedictorians of the graduating classes in Texas high schools by awarding an academic scholarship which is renewable annually. The University also honors the recipient of the certificates awarded by the Independent Colleges and Universities of Texas to the highest ranking male and female graduate of Texas high schools. Applications must be submitted by July 1st for the fall quarter matriculation.

## **GRANTS**

### **Grants-in-Aid**

These grants are made to students who may not qualify for scholarships but who can contribute special abilities in such areas as athletics, debate, and music.

### **Pell Grants**

Range: \$250-\$2300. Eligibility Requirements: (1) Demonstrate financial need, (2) be a U.S. citizen, (3) not have a Bachelor's degree

Application may be obtained from the high school counselor or from the Office of Financial Aid.

### **Supplemental Educational Opportunity Grants**

Supplementary Educational Opportunity Grants from the federal government are available to aid academically qualified students who meet the financial need criteria specified by the government. The Financial Aid Form must be filed.

### **Tuition Equalization Grants**

The purpose of this program is to encourage students to attend the university of their choice without cost as a major determinant. To be eligible for a Texas Tuition Equalization Grant, a person must (1) be a Texas resident; (2) be enrolled as a full-time student; (3) establish financial need; (4) not be a recipient of any form of athletic scholarship; (5) not be enrolled in a religious or theological degree program.

### **Loans**

Federal Parent Loan Program, Federal Unsubsidized Student Loan, and the Federal Stafford Student Loan (formerly GSL) programs. All of these loans are low interest, long repayment educational loans. Financial need is one of the criteria for the Stafford Student Loan. Application should be made well in advance of registration. A financial aid form is required.

### **Ministerial Aid**

Financial aid for church-vocations students will be awarded according to the following formula:

- (1) Southern Baptist students committed to a preaching ministry may receive \$10 per semester hour from the Baptist General Convention of Texas plus up to \$30 per semester hour from Houston Baptist University.
- (2) Southern Baptist students committed to or considering a non-preaching ministry may receive up to \$40 per semester hour from Houston Baptist University.
- (3) Ministerial Scholarships and Church-Related Vocation Scholarships will be awarded upon recommendation of the University Minister.

**Veterans Benefits**

Houston Baptist University is approved for veterans benefits. Contact the VA Representative in the Registrar's Office for specific details.

**WORK OPPORTUNITIES****Work-Study Program**

Eligible students may participate in the Federal Work-Study Program. Campus jobs and related project jobs are available for a maximum of 20 hours per week.

**Off-Campus Employment**

A service is available to assist students in finding part-time jobs off campus. Students interested in such employment should contact the Career Services Office in person.

**Graduate Financial Aid**

Financial aid is available to the graduate student from several sources. Many students receive aid through their company's tuition reimbursement program. The applicant should check this source to determine eligibility. The Tuition Equalization Grant (TEG) program of the State of Texas is a possible source of financial aid. Loans are available to candidates through the Federal Stafford Student Loan and Federal Unsubsidized Student Loan programs. Those students pursuing endorsement or certification as bilingual teachers may qualify for Title VII full tuition scholarships. Contact the Director of Bilingual Education for requirements. Graduate students who are veterans are also eligible for VA benefits. Inquiries should be addressed to the VA coordinator in the University Records Office, H.B.U. Inquiries regarding all financial aid opportunities should be addressed to the Director of Financial Aid, Houston Baptist University. For financial aid purposes, six or more hours is considered full time; three hours is considered half-time. (See Undergraduate Financial Aid for a more complete description of programs.)

## UNIVERSITY ACADEMIC POLICIES

The University operates on a quarter calendar with a semester hour basis as indicated by the official calendar which appears at the front of this Bulletin. Academic policies explained here conform to that calendar.

### **Administrative Withdrawal of a Student**

The Registrar, with the approval of the Dean of the College in which the course is taught and with the approval of the Vice-President for Academic Affairs, may administratively withdraw a student from a course. The administrative withdrawal of a student from a course may occur only through the last day for dropping a course with a grade of "W," usually the end of the seventh week of a fall, winter, or spring quarter, or the second week of the summer quarter. Instructors may withdraw a student only for the following reasons:

1. If the prerequisites or corequisites as listed in the current H.B.U. Bulletin of Information for

**Center for Exploring Ministry Careers**

The Center for Exploring Ministry Careers is the means by which Houston Baptist University coordinates its many efforts to assist students who are committed to or seriously considering

suitability and aptitude. For those approved for admission, this same information, supplemented by that gained from conferences, serves as a basis for preliminary classification and assignment.

### **Counseling and Testing Service**

This service is designed to assist enrolled students in decision making and problem solving. Psychological help is available for career and educational planning, for personal difficulties, and for personal growth. Services are offered on a voluntary basis, and professional confidentiality is maintained. When psychological testing is used, there is ordinarily a fee assessed to cover the cost of testing.

Counseling is offered on a short-term basis. When extended time or long-term needs are involved, an appropriate referral will be provided. An enrolled student may arrange an appointment by telephone or in person.

### **Course Numbers**

Courses of instruction are numbered in such a way as to reveal the level of the course and the number of semester hours to be earned. The first digit denotes the year in which the course is usually taken: 1 -- freshman; 2 -- sophomore; 3 -- junior; 4 -- senior; 5 -- post-graduate or graduate; 6 -- graduate. Undergraduate students may not register for courses beginning with a 5 or 6; it is recommended that undergraduates restrict their enrollment to courses that are not more than one digit away from their own student classification. The second digit indicates the semester hour value of the course. The third and fourth digits indicate the departmental sequencing of the course. The student must designate at registration the way he wants credit recorded (alpha, pass-fail, or audit) and may not change this after registration for that term is closed.

Courses listed on the same line and having the same description are sequence courses. If the numbers are separated by a hyphen, both must be successfully completed before a student may receive credit in either. If the numbers are separated by a comma, it is strongly recommended that both be completed.

### **Dishonesty in Academic Affairs**

Houston Baptist University views any act of academic dishonesty as a violation of the very heart of the nature of the University as expressed in this Bulletin. Academic dishonesty occurs when a student submits the work or record of someone else as his own or when a student has special information for use in an evaluation activity that is not available to other students in the same activity.

It is the responsibility of the faculty member or administrative officer to establish clearly whether academic dishonesty has occurred. The faculty member will decide whether to assign a zero for

this Bulletin. Each exam period is preceded by one study day on which no grade determining activity may be conducted nor be due.

### **Human Subjects in Research**

Houston Baptist University, via the Human Subjects Review Committee, protects the rights of human subjects in research projects proposed by faculty, staff, students, and/or outside persons. The University's Human Subjects Review Committee is responsible for reviewing all research proposals involving human subjects. Review applications may be obtained from the Committee Chair.

### **Insurance**

Nursing students and international students are required to carry hospitalization insurance. (See Health Insurance under Student Affairs heading.)

### **Internship Programs**

Conscious of the value of practical experience to the learning process, Houston Baptist University offers internship opportunities under the direction of the various academic colleges. Internship experience enables the student to apply classroom theory to actual situations and to develop problem-solving and decision-making skills. Credit is awarded on the basis of clock hours of experience gained. One semester hour of credit may be awarded for each 30 clock hours of internship experience up to a maximum of three semester hours each term.

### **Military Service Credit**

The recommendations of the American Council on Education will ordinarily be followed in allowing eligible ex-service men and women college credit for satisfactory completion of formally organized service school programs. Courses taken through the United States Armed Forces Institute and other recognized military educational programs will be accepted when presented on official transcripts. All records of such training should be submitted as a part of the student's initial admission data, with a request for allowance of credit thought to be due, so that advisors can help avoid duplication of this work. Before any such credit may be recorded as a part of the student's official record, however, the student must qualify as a resident student in good standing at this University. This may be done by completing a minimum of 8 semester hours of standard residence courses with a 2.00 ("C" average) scholastic standing or above. No credit will be allowed on the basis of the General Education Development tests (college level), and no credit in human kinetics is awarded for military service experience or training.

### **Pass-Fail Courses**

Houston Baptist University undergraduate students may register for one elective course each quarter on a pass-fail basis. Such an option is offered to encourage students to broaden their educational contacts through participation in courses outside their major fields without fear of competition with students who have more extensive experience in the selected area. This option does not apply to courses required by the University for a degree except in the case of physical education. Also, courses taken on this basis are not to be used as a part of a major. The hours earned in pass-fail courses are counted in the total required for a degree. A pass grade does not affect the computation of scholastic standing; however, a fail grade in a course affects scholarship standing in the same way as any other failing grade. Courses taken on this basis are counted as a part of the student load for the term, and the type of registration elected for any course may not be changed after the last date to register as posted in the class schedule. These courses are designated at registration by a "P/F" following the course number. A student who properly registers for a course on a pass-fail basis may, at the discretion of the instructor, be assigned a grade of "A" where the student's performance merits that grade. The assignable grades are "A", "P", and "F". The pass-fail grade is not available for graduate courses.

### **Registration Procedure**

Registration will be conducted as scheduled in the University Calendar for students in good standing and those approved for admission will be eligible to participate. Insofar as it is possible, individual student schedules will have been predetermined through prior counseling and pre-registration, but all faculty members and administrative officers will be available to give additional guidance as needed. To become a member of any class and eligible for credit, the student must complete the registration procedure, including financial arrangements at the Business Office. A late registration fee will be charged those failing to complete registration by the designated day. No

student may register or enter a new class after the fourth class day of each quarter. The student must decide at registration the way he wants the credit recorded in a cross-listed course and may not change this registration after registration for that term is closed.

A student-initiated change in schedule after registration will involve the payment of a special fee and the approval of the change by the student's advisor and the instructor of each class involved. A form for this purpose is provided by the Registrar's Office. A signed copy returned to that office will provide copies for the advisor and the Business Office. (See Fees).

### **Student Responsibility**

Each student is responsible for a knowledge of and adherence to regulations governing registration, withdrawal, degree plans, graduation requirements, and the payment of tuition and fees. Failure to act accordingly will be grounds for loss of privilege.

### **Televised Delivery of University Courses**

Houston Baptist University has developed an innovative, instructional television system which enables professional persons to have ready access to instruction via televised delivery. This system is an audio interactive instructional television operation which allows live campus classes to be telecast to remote locations. The interactive aspect also allows students at remote classroom locations to be fully participating members of that class. This system holds potential for many professionals who are not reached by more traditional educational delivery efforts. Those interested in courses via television should contact the Instructional Television office, 995-3469.

### **Transcripts**

Official scholastic records will be maintained in perpetuity for each student who registers for credit at Houston Baptist University. These records are the joint property of the student and the University, and as such will be handled with care and confidence. Certified copies will be available to students and graduates. Copies are provided for a fee of \$3.00 each. To obtain this service, the person whose record is involved completes and signs a Transcript Request and leaves it with the Registrar's Office. Students should allow 2-3 working days for the request to be processed. Transcripts cannot be released until satisfactory arrangements have been made regarding all financial obligations to the University. The University cannot issue copies of transcripts or other documents received from other institutions or agencies, nor may official records be removed from academic files once placed there.

If a student questions any grade as recorded in the University Registrar's Office, the student has a period of five years beginning with the end of the term in which the grade was awarded, or six months after the degree is conferred (whichever comes sooner), to challenge the accuracy of the grade. At the end of five years, the permanent record card will become the absolute record and a grade may NOT be changed for a man

## UNDERGRADUATE PROGRAM POLICIES

### Academic Load

The minimum number of semester hours required to complete an undergraduate degree at Houston Baptist University (130 hours) dictates that a student must average approximately 11 semester hours each quarter to make normal progress toward completion in a four-year period. In actual practice, it is anticipated that a majority of those completing an undergraduate degree will accumulate a number of hours beyond the minimum. This, then, presumes a normal load of 12 undergraduate semester hours with an allowed maximum of 13 semester hours. Undergraduate students registered for 8 or more semester hours in a regular quarter are considered to be full-time students. Overloads must be approved by the Vice President for Academic Affairs.

### Advanced Standing

High school graduates with strong academic records who have completed college level work while in high school may receive course credit in appropriate fields-of-interest subjects at Houston Baptist University. To become eligible for this credit, an applicant must make a satisfactory score on the College Board Advanced Placement Examination in the subject in which credit is desired. Prospective students are encouraged to consult their high school counselors and arrange to take the Advanced Placement Examinations for which they are eligible in the spring prior to expected fall enrollment. These examinations are normally given once each year, usually in May. H.B.U. credit is awarded for students scoring a 3, 4 or 5 on the examination. Complete information may be obtained by writing the College Entrance Examination Board, Box 592, Princeton, New Jersey 08540. See the chart of approved examinations on the following pages.

The subject examinations in this same program and other approved examinations are available to students who have developed special abilities and would like to demonstrate eligibility for additional credit.

Students may also receive credit by examination in French, German, or Spanish through the Modern Language Association Cooperative Foreign Language Examinations. Students who score above the 80th percentile on Form MB may receive 12 hours of credit; students who score above the 65th percentile on Form MB may receive 6 hours of credit. Those scoring above the 80th percentile on Form LB may receive 6 hours of credit; those scoring above the 50th percentile on Form LB may receive 3 hours of credit. Credit through examination is not awarded for foreign languages that are not taught at H.B.U. Transfer credit will, however, be awarded for course work in a foreign language not offered at H.B.U. but taken at an accredited college or university. The student must have two semesters of the same language in order to receive credit toward a degree. No life experience credit is awarded.

All credit is posted only after the student has completed at least 8 semester hours at Houston Baptist University with a Q.P.A. of 2.0 or greater. A posting fee will be assessed at such time.

CREDIT AREA	APPROVED EXAMINATION	SEM. HRS CREDIT	EQUIVALENT H.B.U. COURSE	REQUIRED STD. SCORE
Accounting	CLEP Subject: Intro. Acct	6 hrs. cr	ACCT 2301, 2303	71st%
Biology	College Board Achievement: Biology	4 hrs. cr	BIOL 2454	560
	CLEP Subject: Biology	4 hrs. cr	BIOL 2454	71st%
	Advanced Placement: Biology	4 hrs. cr	BIOL 2454	4 or 5
Chemistry	College Board Achievement: Chemistry	4 hrs. cr	CHEM 2413	560



	CLEP Subject: Chemistry Advanced Placement:	4 hrs. cr	CHEM 2413	71st%
	Chemistry Chemistry	4 hrs. cr 4 hrs. cr	CHEM 1404 CHEM 2413	3 4 or 5
Computer Info Systems	CLEP Subject: CISM Computer Applications	3 hrs. cr	CISM 1321	71st%
Economics	CLEP Subject: Intro. Macro	3 hrs. cr	ECON 2301	71st%
	CLEP Subject: Intro. Micro	3 hrs. cr	ECON 2303	71st%
English	CLEP Subject: Freshman Engl. with Essay College Board Achievement-- National:	3 hrs. cr	ENGL 1313	71st%
	Engl. Comp Advanced Placement:	3 hrs. cr	ENGL 1313	550

Math Level 1	3 hrs. cr	MATH 1313	550
Math Level 2	3 hrs. cr	MATH 1323	550

**Degree Plan**

Before an undergraduate student with 64 semester hours of credit can register, the student must have an approved degree plan on file. A transfer student who transfers more than 50 semester hours must file a degree plan before the second quarter in residence. A transfer student who expects to receive Veteran's Administration benefits must file a degree plan before the initial registration. The degree plan must be based on the current Bulletin of Information at the time of filing and will be valid for a period not to exceed 5 years from the date of filing. The student must submit the degree plan to the Registrar's Office in person.

**Degrees with Distinction**

Honors at graduation are awarded to undergraduate students who have completed a minimum of 64 semester hours in residence at Houston Baptist University and have earned an appropriate number of quality points to be eligible for the honors indicated. An average standing of 3.5 entitles the student to graduate cum laude; 3.7 magna cum laude; 3.9 summa cum laude.

**English Proficiency Examination**

Beginning in the 1991 fall quarter, all students who have not satisfied the Smith College English requirements, or their transferred equivalents, will be required to be enrolled EACH QUARTER in the appropriate English course which follows that which they have just completed in the Smith College sequence of ENGL 1313-1323. After completing the Smith College English classes, students must have satisfactorily completed the English Proficiency Examination requirement. Students who have not passed the English Proficiency Examination requirement upon earning 36 hours of credit will be required to enroll in ENGL 1303 each quarter of full-time enrollment until they do successfully complete the exam. This policy may be waived in the summer quarter pending scheduling of classes. The student should take the English Proficiency Examination upon completion of the Smith College English requirements, which should occur after the first two or three quarters of enrollment in the University.

**Majors and Minors**

Since most baccalaureate graduates of Houston Baptist University will complete a major in each of two selected academic fields of interest, minors are not recognized or indicated on student records. Ordinarily, not more than 36 semester hours in the same field may be counted as a part of an undergraduate degree program.

Upon occasion, a student who holds the undergraduate degree from Houston Baptist University may wish to complete courses to complete a third major. When this request is made in the Registrar's Office, the student must file a modified degree plan which details the requirements for the major which are in effect at that time. Upon completion of all requirements for the major, a note will be added to the appropriate section of the student's transcript which verifies completion of the major and the date.

**Pre-Engineering Program**

The University participates in a collaborative program with the University of Houston that can lead to the student receiving a degree in engineering from that institution as well as a degree from Houston Baptist University. For detailed requirements, please see "Pre-Engineering Program" under Undergraduate Degree Requirements.

**Pre-Law Program**

Students preparing to enter law school should plan their programs with attention to educational breadth. The opportunity to choose two majors will enable the prospective law school student to prepare himself more broadly than might ordinarily be possible. Regardless of the choice of majors, an ability to use the English language is a requisite for a successful legal career. A broad acquaintance with history, an understanding of our social and governmental institutions, an appreciation of English literature and the classics, a knowledge of philosophy, economics and logic, together with a training in science and the scientific method, as well as basic speech courses and accounting, are all basic elements of a broad background for law school. Suggested undergraduate majors include: accounting, economics, English, history, management, political science, psychology, sociology and speech. Students interested in a pre-law program are encouraged to establish a relationship with one of the members of the pre-law committee for special advising in this area. In the spring quarter of the junior year, students are advised to make

preparations for the Law School Admissions Test and for compiling the information required by the Law School Data Assembly Service.

**Pre-Med Program**

Beginning with the graduation of the first class in 1967, Houston Baptist University has enjoyed a high rate of acceptances to all Texas medical and dental schools. The careful counseling of individual pre-med, pre-dental students by members of the pre-professional advisory committee, coupled with proper guidance for preparing students for the MCAT (Medical College Admission Test) and DAT (Dental Aptitude Test), has resulted in placing many students in professional schools. For detailed requirements, please see "Pre-Med Program" under Undergraduate Degree Requirements.

**Pre-Theological School Program**

A special pre-seminary major has been designed for students who plan to continue theological studies at seminary or other graduate schools. Students should discuss this program with the chairman of the Department of Christianity and Philosophy.

**ROTC Cross-Enrollment Program****Army**

Houston Baptist University students may participate in the Army Reserve Officers Training Corps unit at the University of Houston. The cross-enrollment program is an arrangement between the student and the Military Science Department at the University of Houston.

Academic credits are transferred to the student's records at Houston Baptist University. Underclassmen spend 3-5 hours a week in class and leadership lab. The Army ROTC prepares selected college students for positions of responsibility in the Active Army and its Reserve Components. It enables a student to earn a commission as an officer at the same time he earns an academic degree in a field of his choice. The ROTC program prepares the individual to pursue



student so admitted will be admitted on academic probation and must attain good standing within one quarter.

Students who are placed on academic probation will be notified of that action in writing and that action will be recorded on the student's permanent transcript.

**Academic Suspension**

A student on academic probation who fails to attain a 2.0 standing in the current quarter will be suspended and may not apply for readmission until at least one full quarter has passed. A student who is suspended must reapply at least one month before the next quarter begins. When reapplying after suspension, the student must schedule an interview with the Director of Admissions. A student on first suspension will be readmitted at the Director's discretion. If admission is denied, the student may appeal in writing to the Admissions Committee. Two academic letters of recommendation must support the student's appeal.

A student who is suspended for a second time may not apply for readmission until at least two

X for courses audited -- no hours attempted, no hours earned, no quality points

**Undergraduate Transfer Credit**

A student otherwise eligible to transfer to Houston Baptist University from another collegiate level institution may expect to receive as liberal an acceptance of his previous academic work as is consistent with regulations which must be observed among colleges and universities, and with the maintenance of a high quality level on this campus. In general, an official transcript from an accredited college or university is accepted and recorded as received, and the courses completed used to the fullest extent possible to apply toward a degree.

Transcripts from non-accredited institutions are not valid at Houston Baptist University. Such transcripts will serve only as evidence of course work completed at a non-accredited institution. A student may request to take challenge examinations to receive credit for such work.

## GRADUATE PROGRAM POLICIES

### Graduate Academic Load

A graduate student who is enrolled for six or more graduate semester hours during the quarter is considered to be a full-time student. Nine semester hours is the maximum load per quarter during the fall, winter, and spring quarters with eight hours the preferred average maximum. Graduate students enrolled in particular programs of study must meet the particular enrollment requirements of that specific degree program for each quarter of enrollment. During the summer quarter only, a graduate student with a minimum QPA of 3.25 will be allowed to register for a maximum of twelve semester hours provided that no more than seven hours be undertaken in a five-week summer term. Overloads must be approved by the Vice President for Academic Affairs.

### Graduate Degree Application

Each student must pay a graduation fee and must file for graduation at least three quarters prior to the date graduation is expected. The Application for Graduation will verify the name as it should appear on the diploma, the date the degree is expected, and the major fields of interest to be completed as a part of the degree requirements. The student will also be asked to confirm the fact that he expects to be present and participate in the Commencement exercises.

### Graduate Degree Plan

Before a graduate student with 24 semester hours of credit can register, the student must have an approved degree plan on file with the University Registrar's Office.

### Graduate Residency Requirement

No graduate degree may be earned with fewer than twenty-four hours of coursework at H.B.U. A minimum of twenty-seven (27) additional semester hours of graduate credit taken at Houston Baptist University must be earned in order for a second degree to be conferred upon a student. All requirements for the second degree must be met.

### Graduate Grading System and Quality Points

Each graduate student will receive grades at the end of each quarter of enrollment. The system of grading is as follows:

GRADE	QUALITY POINTS
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
IS	
F	0.00
IU	
NR	
W	

Candidates must achieve a 3.0 average in order to graduate. After each grading period, the University Registrar will review the current and cumulative grade average for each student. Those students whose performance does not meet graduation standards will be placed on academic probation or academic suspension.

A statement of good standing will be available upon request at the end of each grading period. At registration, each candidate shall indicate the address to which grades are to be sent. (See Graduate Scholastic Standing.)

### Graduate Scholastic Standing

Every graduate student enrolled in graduate programs is required to maintain a high level of performance and to comply fully with policies of the University. Students who are conditionally



admitted to a degree program are automatically on probation. Failure to fulfill the conditions stipulated at the time of admission will result in suspension from the University. If a graduate student's cumulative quality point average falls below 3.0, the student will be placed on academic probation. A 3.0 average is the minimum requirement of the University for graduate students; individual academic programs may impose a higher quality point average for continuance in specific programs. Probationary status can be removed only when the cumulative Q.P.A. reaches the minimum of 3.0. Each student placed on academic probation must achieve a minimum 3.0 Q.P.A. during the student's current enrollment or he will be suspended and will not be allowed to apply for readmission until at least one full quarter has passed. Readmission is not guaranteed after a student has been suspended. A student readmitted to graduate study after a period of academic suspension and not attaining a 3.0 Q.P.A. for that period will be permanently suspended.

A student must maintain the cumulative academic standing specified for his classification to be eligible to represent the University.

**Graduate Transfer Credit**

## THE UNDERGRADUATE ACADEMIC PROGRAM

### BACCALAUREATE DEGREES

The baccalaureate academic program of Houston Baptist University presents a highly coordinated sequential approach to a thoroughly sound undergraduate education. Interdisciplinary courses, taught by teams of faculty members, are designed to assure each graduate an opportunity to unite the wisdom of the ages in an attempt to solve in a creative way problems of the day. These are supplemented by an array of sound academic disciplines which afford areas of interest in which special competence may be attained. All instruction is presented in a framework that is consistent with the fullest meaning of the Christian commitment, and a required sequence of courses in Bible and Christianity guarantees that all graduates attain an acceptable level of Christian literacy.

The freshman year is devoted chiefly to courses required in programs leading to the Bachelor of Business Administration, the Bachelor of Arts, the Bachelor of Science, the Bachelor of Music or the Bachelor of Science in Nursing degree. A thorough survey of both the Old and New Testaments is required for each student at this level. There are six semester hours dealing with language and literature. Ample time is available for each student to begin work in academic fields of individual interest leading toward the two majors which must be a part of each degree program. The Smith College requirement of KINE 2200 should be completed in the freshman or sophomore year.

Interdisciplinary courses are offered in two sequences: Culture and Human Experience and Great Issues of the 20th Century. The sequence entitled Culture and Human Experience is directed by a team of faculty members and designed to bring each student face to face with man's imposing cultural accomplishments and to encourage an appreciation of them. The interdisciplinary course Great Issues of the 20th Century has as its goal for each student the development of a familiarity with the steps man has taken and is now taking to master his total environment. Special attention is given to the major unsolved problems of the era and to the attempted and proposed solutions.

In order to acquaint the student with the important place Christianity occupies in our American way of life, a course dealing with Christian thought is required. Further development of the two majors required for graduation and a possible choice of free electives account for the remaining available time.

Senior Seminars claim a large block of the time and attention of each student. These seminars serve as capstone courses in individual interest areas, integrating this work with that done in previously completed courses. Individual responsibility and independent study are emphasized. Free electives are available for those who wish to take advantage of these opportunities.

The Bachelor of General Studies degree is a degree completion program designed to help meet personal goals. It is not intended as a career preparation program. This degree is reserved for students within 60 hours of graduation.

### ASSOCIATE DEGREE

The Associate Degree in Nursing is the only associate degree offered at Houston Baptist University. The academic program is derived from the baccalaureate general studies program. The freshman year begins with studies in English grammar and composition, computer information systems, a survey of the Old or New Testaments, and the biology and behavioral science courses which are foundational for the studies in nursing (BIOL 1414 Introduction to Microbiology, BIOL 2404 and 2414 Anatomy and Physiology I and II, PSYC 1313 General Psychology, PSYC 3313 Human Growth and Development, and SOCI 1313 Introduction to Sociology). The nursing courses are begun during the end of the freshman year and require at least 8 quarters for completion of the degree.

### Undergraduate Degree Requirements

An approved undergraduate baccalaureate degree plan must be on file with the Registrar's Office before students with 64 or more semester hours of credit can be cleared for registration. Each student is responsible for a knowledge of and adherence to regulations governing registration, withdrawal, degree plans, graduation requirements, and the payment of tuition and fees. Once a



11. Please check other more complete degree requirements as listed in Degree Requirements including notes 1 through 18, pages 53-55.
12. The recommended full-time student load is 8-12 semester hours each quarter.
13. The Bachelor of Science degree requires 7-8 semester hours of natural science. The science requirement for the Baccalaureate degree for science majors may be met by the following laboratory courses:
  - BIOL 2453 Concepts of Cellular and Molecular Biology
  - BIOL 2454 General Biology I
  - CHEM 2413 Chemical Concepts
  - CHEM 2414 Chemical Principles
  - PHYS 2413 Principles of Physics I
  - PHYS 2423 Principles of Physics II

The science requirement for the Baccalaureate degree for non-science majors may be met additionally by the following laboratory courses:

- BIOL 1404 Introductory Biology
- BIOL 1414 Introductory Microbiology

Natural, Social and Behavioral Sciences electives (See Note 16, p. 55)	9
Humanities and Fine Arts electives (See Note 17, p. 55)	9

Bilingual Specialization	Elementary Specialization	Medical Technology
Early Childhood Specialization	Generic Special Education	Professional Education

Senior	
Senior Seminar 429_, 429_, Selected Major	4
Senior Seminar 429_, 429_, Selected Major	4
Student selected and faculty advisor approved courses	22
	30

**BACHELOR OF BUSINESS ADMINISTRATION**

	Sem. Hrs.
Christianity 1313, 1323 and 3 additional hours (See Note 14, p. 54)	9
English 1313, 1323 and English Proficiency Exam	6
Speech 1313	3
BUSA 3340	3
Written/Oral Communication elective (See Note 15, p. 54)	3
Mathematics 1313 or higher level course	3
Science with laboratory (See Note 13, p. 54)	4
Computer Information Systems 1321 or higher level course	3
BUSA 3320	3
Natural, Social and Behavioral Science Elective (See Note 16, p. 55)	6
Humanities and Fine Arts electives (See Note 17, p. 55)	9
Human Kinetics 2200	2
First Major - Business Administration:	
Accounting 2301, 2303	6
Business Administration 2311, 3311	6
Business Administration 2320	3
Economics 2301, 2302	6
Business Administration 3320	3
Business Administration 3340	3
Computer Information Systems 3330	3
Finance 3307	3
Management 3301	3
Management 4311	3
Marketing 3301	3
Mathematics 1314	3
Second major in Business (See Notes 6, 7 and 8, p. 54)	25 - 28
Electives as required to complete 130 semester hours	12 - 15
	130

Freshman	Sem. Hrs.
Christianity 1313, 1323	6
English 1313, 1323 and English Proficiency Exam	6
Mathematics 1313, 1314	6
Computer Information Systems 1321 or higher level course	3
Speech 1313	3
Human Kinetics 2200	2
Economics 2301	3
Natural, Social and Behavioral Science Elective (See Note 16, p. 55)	3
	32

Sophomore	
Christianity or Philosophy elective (See Note 14, p. 54)	3
Humanities and Fine Arts elective (See Note 17, p. 55)	3
Written and Oral Communication electives (See Note 15, p. 54)	3
Science with laboratory (See Note 13, p. 54)	4
Business Administration Major:	
Accounting 2301, 2303	6
Business Administration 2311	3

**HOUSTON BAPTIST UNIVERSITY**

\*

Business Administration 2320	3
Economics 2302	3
Marketing 3301	3
Electives	3
	34
<b>Junior</b>	
Humanities and Fine Arts electives (See Note 17, p. 55)	6
Natural, Social and Behavioral Science-BUSA 3320 (See Note 16, p. 55)	3
Business Administration Major:	
Business Administration 3311	3
Finance 3307	3
Management 3301	3
Second Major Courses	12
Electives	3
	33
<b>Senior</b>	
Written and Oral Communication	
BUSA 3340 (See Note 15, p. 54)	3
Business Administration Major:	
Management 4311	3
Computer Information Systems 3330	3
Second Major Courses	13 - 16
Electives	9 or 6
	31
<b>BACHELOR OF GENERAL STUDIES</b>	
Christianity 1313, 1323 and 3 additional hours (See Note 14, p. 54)	9
English 1313, 1323 and English Proficiency Exam	6
Speech 1313	3
Written and Oral Communication electives (See Note 15, p. 54)	6
Mathematics 1313 or higher level course	3
Science (See Note 13, p. 54)	4
Computer Information Systems 1321 or higher level course	3

Concentration IV -Behavioral Sciences. Courses to be drawn from \*Criminal Justice, \*\*Education, Human Kinetics, \*\*Nursing, Psychology, Sociology, and Social Work.

Concentration V - Natural Sciences. Courses to be drawn from Biology, Chemistry, \*Engineering, \*Geology, Mathematics and Physics.

Concentration VI -Business Administration. Courses to be drawn from Accounting, Business Administration, Computer Information Systems, Economics, Finance, Management, and Marketing.

NOTE: A minimum of 130 semester hours is required for the degree, 48 of which must be at the upper level. A minimum cumulative scholastic standing of 2.00, with no grade of less than "C" in courses completed in the concentrations, is required. Institutional recommendations for certification, licensure, or professional school admission (e.g. medical school, etc.) CANNOT be given with this degree. A minimum of 32 semester hours must be taken in residence at Houston Baptist University, including at least 18 semester hours of upper level courses, 6 hours in each concentration.

- \* Currently, the University does not offer work in these fields; therefore, only transfer credit in these areas is applicable.
- \*\* Credit for education or nursing courses previously taken will not lead to educational certification or nursing licensure. For certification or licensure, other degree options must be elected.

### BACHELOR OF MUSIC

Minimum academic program requirements for undergraduates pursuing the Bachelor of Music degree include:

Christianity 1313, 1323 and 3 additional hours (See Note 14, p. 54)	9
English 1313, 1323 and English Proficiency Exam	6
Foreign Language (six hours in the same language required)	6
Mathematics 1313 or higher level course	3
Computer Information Systems 1321 or higher level course	3
Human Kinetics 2200	2
Natural, Social and Behavioral Science electives (See Note 16, p. 55)	9
Speech 1313	3
Majors and Program Requirements	95-97*
	136-138

- \* Additional courses required for Teacher Certification. See Bachelor of Music Teacher Certification.

### BACHELOR OF MUSIC

#### RECOMMENDED DEGREE PROGRAM

Freshman

Music Theory I, II (1312, 1322)	6
Sightsinging and Eartraining I (1342)	3
Applied Major (Private lessons)	3 to 6
Applied Secondary (Piano for non-keyboard majors)	3
Cognate courses and specialized program requirements (See College of Fine Arts section of this Bulletin)	3 to 6
Ensemble (Vocal or Instrumental)	3
<b>Recommended Academic Program Requirements</b>	
English 1313, 1323	6
Christianity 1313	3
Math 1313	3
Natural, Social and Behavioral Science elective (See Note 16, p. 55)	3
	36

Sophomore



HOUSTON BAPTIST UNIVERSITY

\*

Music Theory III, IV (2312, 2322)	6
Sightsinging And Eartraining II (2342)	3
Music Literature 2212, 2222, 2232	6
Applied Major	3 to 6
Applied Secondary (Piano for non-keyboard majors)	1*

Cognate Courses and specialized program requirements (See College of Fine Arts section of this Bulletin)	4 to 13
Ensemble (Vocal or Instrumental)	3

**Recommended Academic Program Requirements**

Speech 1313	3
Human Kinetics 2200	2
Foreign Language (Spanish, French or German) 1313, 1323	6
Computer Information Systems 1321	3
	39

\* three to six hours required for theory/composition major.

Junior Sem. Hrs.

Music Theory 3322	3
Music History 3212, 3222, 3232	6
Conducting 3172, 3272 or 3173, 3273	3**
Applied Major	3 to 9
Cognate Courses and specialized program requirements (See College of Fine Arts section of Bulletin)	9 to 10
Ensemble (Vocal or Instrumental)	3

**Recommended Academic Program Requirements**

Christianity 1323	3
Social and Behavioral Science electives (See Note 16, p. 55)	6
	39

Senior

Senior Seminars 4292, 4293	4
Applied Major	9*
Cognate Courses and specialized program requirements (See College of Fine Arts section of Bulletin)	10
Ensemble (Vocal or Instrumental)	3

**Recommended Academic Program Requirements**

Christianity elective (See Note 14, p. 54)	3
	36

\* three to six hours required for theory/composition major.

\*\* five hours required for church music major.

**BACHELOR OF SCIENCE**

Sem. Hrs.

Christianity 1313, 1323 and 3 additional hours (See Note 14, p. 54)	9
English 1313, 1323 and English Proficiency Exam	6
Speech 1313	3
Written and Oral Communication electives (See Note 15, p. 54)	6
Mathematics 1313 or higher level course	3
Science with laboratory (See Note 13, p. 54)	4
Computer Information Systems 1321 or higher level course	3
Natural, Social and Behavioral Science electives (See Note 16, p. 55)	9
Humanities and Fine Arts electives (See Note 17, p. 55)	9
Human Kinetics 2200	2
Two majors (See Notes 6, 7 and 8, p. 54)	48
Program requirements and electives	33
	130

**BACHELOR OF SCIENCE**

**RECOMMENDED DEGREE PROGRAM**

	Sem. Hrs.
<b>Freshman</b>	
English 1313, 1323 and English Proficiency	6
Christianity 1313, 1323	6
Science (See Note 13, p. 54)	4
Computer Information Systems 1321 or higher level course	3
Speech 1313	3
Student selected and faculty advisor approved courses from the following list (See Note 8, p. 54)	
Accounting	
Art	
Christianity	
Computer Information Systems	
Economics	
English	
Finance	
French	
Generic Special	
Education	
German	
Greek	
Human Kinetics	
History	
Management	
Marketing	
Mass Media	
Mathematics	
Music	
Philosophy	
Political Science	
Psychology	
Sociology	
Spanish	
Speech	
<b>Sophomore</b>	<b>Sem. Hrs.</b>
Written and Oral Communication electives (See Note 15, p. 54)	6
Christianity elective (See Note 14, p. 54)	3
Natural, Social and Behavioral Science electives (See Note 16, p. 55)	6
Humanities and Fine Arts electives (See Note 17, p. 55)	6
Human Kinetics 2200	2
Student selected and faculty advisor approved courses from the above list plus the following fields (See Note 9, p. 54)	12
	35
Biology	
Chemistry	
Medical Technology	
Nuclear Medicine	
Technology	
Physics	
<b>Junior</b>	<b>Sem. Hrs.</b>
Social and Behavioral Science elective (See Note 16, p. 55)	3
Humanities and Fine Arts elective (See Note 17, p. 55)	3
Student selected and faculty advisor approved courses from above lists plus the following fields (See Note 9, p. 54)	
Bilingual Specialization	
Early Childhood Specialization	
Elementary Specialization	
Generic Special Education	
Guidance Associate	

Senior	Sem. Hrs.
Senior Seminar 429_, 429_, Selected Major	4
Senior Seminar 429_, 429_, Selected Major	4
Student selected and faculty advisor approved courses	22
	30

Biology 2404, 2414, Anatomy and Physiology I and II	8
Biology 1414, Introductory Microbiology	4
English 1313 & 1323 Composition and Literature	6
	18

## First Year

ADN 1414, Fundamentals of Nursing	4
ADN 1525, Med-Surg Nursing I	5
ADN 1535, Med-Surg Nursing II	5
Psychology 1313, General Psychology	3
ADN 1545, Med-Surg Nursing III	5
Psychology 3313, Human Growth and Development	3

## Second Year

ADN 2515, Mental Health Nursing	5
ADN 2525, Parent-Newborn Nursing	5
Computer Information Systems 1321, Intro. to Computer Systems	3
Sociology 1313, Principles of Sociology	3
ADN 2535, Parent-Child Nursing	5
Christianity 1313 or 1323, Old or New Testament	3
ADN 2545, Adv. Clinical Nursing	5
	54

\*Note: Meeting minimal program entry requirements does not guarantee program admission.

**PRE-ENGINEERING**

The pre-engineering program is designed to allow a student to complete an engineering degree after five years of full-time study, the first three at H.B.U. and the last two at the University of Houston. During the third year, concurrent enrollment at both universities is required--depending on the option selected, a student will need to take from two to four courses at the University of Houston. The student will also need to take one course at the University of Houston in summer school following each of the first two years of the program. Students choosing civil, industrial or mechanical engineering who have not completed one year of mechanical drawing or general drafting in high school will also be required to take a course equivalent to CIVT 1330 (Engineering Graphics) at the University of Houston prior to full-time enrollment there. Students who successfully complete this program are guaranteed admission to the engineering program at the University of Houston and should be able to complete all requirements for an engineering degree with four semesters of fulltime work there.

Note: Students in this program should notify the Dean of the College of Science and Mathematics of their intentions as soon as possible and apply for admission to the University of Houston College of Engineering no later than the Winter Quarter of their first year of enrollment at H.B.U. Failure to do so will make it impossible for a student to follow the schedule required to complete the program

5. Complete at least 32 hours in residence at H.B.U.

**Applied Physics:** At H.B.U., PHYS 3313, 3323, and a senior seminar approved by the department chairman; at the University of Houston, ENGI 3363 (Elementary Fluid Mechanics), ELEE 3333 (Electronic Circuits) or ELEE 3337 (Electrical Engineering Analysis I), and any one of the following courses: CHEE 2332 (Chemical Engineering Thermodynamics I), ENGI 2334 (Introduction to Thermodynamics), and MECE 2334 (Thermodynamics I).

**PRE-ENGINEERING PROGRAM  
RECOMMENDED THREE-YEAR SCHEDULE**

	Sem.Hrs.
<b>FIRST YEAR</b>	
MATH 2313 or CISM 2343	3
CHEM 2413	4
CHEM 2414	4
ENGL 1313	3
ENGL 1323	3
ENGL 2313	3
MATH 1434	4
KINE 2111, 2111	2
MATH 2444	4
SPCH 1313	3
MATH 2434	4
	37
<b>SUMMER FOLLOWING FIRST YEAR</b>	
ENGI 1331 (Computers in Engineering) at UH	3
	3
<b>SECOND YEAR</b>	
ENGL 2323	3
CHRI 1313	3
CHRI 1323	3
MATH 3414	4
MATH 3314	3
HIST 2313	3
PHYS 2413	4
MATH 3333	3
MATH 3383	3
PHYS 2423	4
PHYS 2433	4
	37
<b>SUMMER FOLLOWING SECOND YEAR</b>	
ENGI 2331 (Numerical Methods for Engineering) at UH	3
	3

The courses shown below in parentheses are required only for students seeking a degree from H.B.U. as well as UH.

<b>THIRD YEAR (Chemical Engineering)</b>	
At H.B.U.:	
CHEM 3313	3
CHEM 3121	1
CHEM 4262	2
PHIL 1313	3

HOUSTON BAPTIST UNIVERSITY

\*

CHEM 3333 3

HIST 2323 3

POLS 2313 3

Approved Fine Arts Course 3

(Math Senior Seminar) 2

(Chemistry Senior Seminar) 2

25

At UH:

CHEM 2331 3

CHEE 2332, MECE 3400 7

10

THIRD YEAR (Civil Engineering)

At H.B.U.:

PHIL 1313 3

POLS 2313 3

## At H.B.U.:

PHIL 1313	3
Approved Social and Behavioral Sciences Course	3
Approved Fine Arts Course	3
HIST 2323	3
POLS 2313	3
(PHYS 3323)	3
(Math Senior Seminar)	2
PHYS 3313	3
(Physics Senior Seminar)	2
(**General Education Elective)	3
	28

## At UH:

ENGI 2334	3
INDE 3330	3
	6

## THIRD YEAR (Mechanical Engineering)

## At H.B.U.:

PHIL 1313	3
Approved Social and Behavioral Sciences Course	3
POLS 2313	3
HIST 2323	3
(PHYS 3313)	3
(PHYS 3323)	3
Approved Fine Arts Course	3
(Physics Senior Seminar)	2
(Math Senior Seminar)	2
	25

## At UH:

MECE 2334, 2336	6
ELEE 2336	3
MECE 2361	3
	12

\* Satisfies one requirement for the applied math major. This requirement may also be satisfied by taking Math 3363 or INDE 4371 at UH.

\*\* Chosen to satisfy UH degree requirements.

**PRE-DENTAL/PRE-MEDICAL PROGRAM**

The Pre-Dental/Pre-Medical Program is designed to prepare students for entry into medical and dental schools. H.B.U. students have enjoyed a high rate of acceptance into medical and dental schools since the founding of the school, and have received many honors for their academic and clinical achievements.

A candidate for medical or dental school will be expected to complete the following courses and requirements before an evaluation letter to a medical or dental school will be sent. If the requirements are not met, the situation must be referred to the Medical Professions Advisory



1. Chemistry 2413, 2414, 3313-3333, 3121, 4262 BIOL 2453, 2454, 2455 plus 4 additional hours, which must include 1 hour of lab. These 4 hours must be acceptable for completion of a Biology major. Physics 2413, 2423 Math 2434
2. The student must complete 3 full-time quarters (24 credit hours) of residency at Houston Baptist University.
  - a) Of the 24 H.B.U. hours, 16 hours must be science courses designated for science majors.
  - b) If a student takes a course at H.B.U. for which he has previously received an A or B at another institution, this course will not be credited toward the residency requirement for recommendation.
3. The quality point average must be at least competitive.
4. Provided that all required coursework has been completed, students who have obtained an H.B.U. baccalaureate degree may receive a recommendation without fulfilling the Q.P.A. requirement.

The above requirements constitute the minimum, and students should be aware that a minimum program leads to poor chances of acceptance. Students should also be aware that the above courses are the standard courses in their departments, and, in particular, special "pre-med" courses in chemistry, mathematics, or physics will not be accepted in lieu of the above requirements.

#### PRE-OPTOMETRY PROGRAM

Students who plan to enter the field of optometry are eligible to seek admission to the University of Houston College of Optometry upon completion of 90 semester hours including the following prescribed courses. Completion of Bachelor of Science degree is strongly recommended. The admission requirements listed below are subject to change and should be confirmed by the school to which the student plans to make application.

	Sem. Hrs.
Biology 2404, 2414, 2453, 2454, 2455, 3414, 3253, 3353	29
Chemistry 2413, 2414	8
Chemistry 3313-3333, 3121, 4373	10
Math 1434, 2434, 3314	12
Physics 2413, 2423	8
English 1313, 1323, 2313, 2323 and English Proficiency Exam	12
Psychology 1313, 2301	6
Electives	5
	90

#### PRE-PHARMACY PROGRAM

Students who plan to enter the field of pharmacy are eligible to seek admission to the School of Pharmacy at the University of Houston upon completion of a minimum of 81 semester hours including certain prescribed courses. The admission requirements listed below are subject to change and should be confirmed by the school to which the student plans to make application.

	Sem. Hrs.
English 1313, 1323, 2313, 2323	12
Biology 2453, 2454, 3414	12
Chemistry 2413, 2414	8
Chemistry 3313-3333, 3121, 4262	9
KINE 2111, 2111	2
Mathematics 1434, 2434	8
History 2313, 2323	6
Political Science 2313, 2333	6
Speech 1313	3
Social Science elective*	6
Cultural Heritage elective*	6

Statistics elective	3
	81

\* INDC courses will not satisfy this requirement

It is strongly recommended, but not required, that all students take Human Anatomy and Physiology (BIOL 2404, 2414) before they take the PCAT.

### PRE-PHYSICAL THERAPY PROGRAM

Students who plan to enter the field of physical therapy are required to have a minimum of 70-90 hours from an accredited university to receive a B.S. degree in physical therapy. Several schools in Texas (Texas Woman's University, the University of Texas Medical Branch at Galveston, and the University of Texas Southwestern Medical Center at Dallas, and Texas Tech University) are only offering M.S. degrees in physical therapy requiring applicants to have their baccalaureate degree with specified courses and the G.R.E. The courses listed below included those required by most U.T. schools. Since schools vary in entrance requirements, students preparing for physical therapy should confirm the admission requirements of the school to which they plan to make application.

	Sem. Hrs.
English 1313, 1323, 2313, 2323	12
Biology 2453, 2454, 2455, 3453, 3464 and 4364	23
BIOL 4281: Medical Terminology	2
Chemistry 2413, 2414	8
History 2313, 2323	6
KINE 2200	2
Mathematics 1434, 2434	8
Physics 2413, 2423	8
Political Science 2313 plus either 1323, 2333 or 2333	6
Psychology 1313, 2301, 3313	9
Sociology 1313	3
Speech 1313	3
	90

Physical Therapy programs are offered at the following schools: Southwest Texas State University, Texas Tech University Health Science Center, University of Texas Health Science Center in Dallas, and San Antonio, University of Texas School of Allied Science at Galveston, and Texas Woman's University in Houston.

### PRE-PHYSICIAN'S ASSISTANT PROGRAM

Students are eligible to enter a Physician Assistant Program at the University of Texas Schools of Allied Health at Dallas and Galveston with a minimum of 60 semester hours. The program at Baylor College of Medicine requires a baccalaureate degree. Since programs vary in entrance requirements, students preparing for becoming a physician assistant should confirm the specific admission requirements of the school they plan to attend. The courses listed below are representative of the preprofessional requirements.

	Sem. Hrs.
Biology 2453, 2454	8
Chemistry 2413, 2414	8
English 1313, 1323, 3 additional hours	9
Mathematics 1313	3
Biology 2404	4
Speech 1313.	3
History 2313, 2323	6
Political Science 1323, 2313	6
Social/Behavioral Science	6
Electives	4
	60

### BACHELOR OF SCIENCE IN MEDICAL TECHNOLOGY

In response to the growing need for more well trained personnel to serve in the allied medical professions, the Academic Affairs Committee of the faculty recommended and the University Board of Trustees approved, on September 25, 1970, the degree of Bachelor of Science in Medical Technology.

The requirements for admission to this program are the same as for candidates for other degrees. The program to be followed is determined in part by the Registry of Medical Technologists of the American Society of Clinical Pathologists, and meets the standards for certification established by that body. It also includes additional elements essential to meet the standards required for the granting of a degree by Houston Baptist University.

The program for the first three years, listed in detail below, must be completed with a minimum cumulative scholastic standing of 2.00 or above.

To become eligible for the Bachelor of Science Degree in Medical Technology at Houston Baptist University a student must:

1. Gain admission to and satisfactorily complete the prescribed campus program (106 semester hours) with a minimum of 32 semester hours in residence. No credit by correspondence or extension may be used and no course with a grade below "C" will be accepted in transfer. Convocation attendance requirements must be met.
2. Gain admission to and satisfactorily complete the clinical instruction program at an approved School of Medical Technology.
3. Make official application for the degree, Bachelor of Science in Medical Technology, with the Registrar's office at Houston Baptist University and pay the appropriate graduation fee. This should be done three quarters prior to the expected date of graduation.
4. Arrange to attend and participate in the baccalaureate and commencement exercises following the satisfactory completion of the clinical instruction program. Commencement invitations and academic apparel are provided through the Houston Baptist University Bookstore upon request.

### MEDICAL TECHNOLOGY COURSE REQUIREMENTS

	Sem. Hrs.
ENG 1313, 1323 plus 6 additional hours	12
CHRI 1313, 1323 plus 3 additional hours	9
Social and Behavioral Science (See Note 16, p. 55)	6
CISM 1321	3
SPCH 1313	3
KINE 2200	2
CHEM 2413, 2414, 2423, 3313, 3333, 3121, 3443, 4262	25
BIOL 2453, 2454, 2404, 2414, 3414, 4364	23
MATH 1313	3
MATH 1314, BUSA 2310 or PSYC 2301, 3 hr. science/math elective	6
INDC 2 courses from 2301-04, 2311-14	6
Science elective	2
Electives PSYC or SOCI	3
General Electives	3
	106
Clinical year in an approved hospital	24
	130

### BACHELOR OF SCIENCE IN NUCLEAR MEDICINE TECHNOLOGY

The requirements for admission to this program are the same as for candidates for other degrees. The program to be followed is determined in part by the Council on Medical Education of the American Medical Association and meets the standards for certification. It also includes additional elements essential to meet the standards required for the granting of a degree by Houston Baptist University.

The program for the first three years, listed in detail below, must be completed with a minimum cumulative scholastic standing of 3.00 or above.

To become eligible for the Bachelor of Science Degree in Nuclear Medicine Technology at Houston Baptist University a student must:

1. Gain admission to and satisfactorily complete the prescribed campus program (112 semester hours) with a minimum of 32 semester hours in residence. No credit by correspondence or extension may be used and no course with a grade below "C" will be accepted in transfer. Convocation attendance requirements must be met.
  
2. Gain admission to and satisfactorily complete the clinical instruction program at an approved School of Nuclear Medicine Technology. Baylor College of Medicine offers the Houston area

## GRADUATE ACADEMIC PROGRAMS

### THE EXECUTIVE MASTER OF BUSINESS ADMINISTRATION

The H.B.U. EMBA Program is designed to meet the specific educational needs of Houston's businesses and their employees. The program is directed toward the early or mid-career professional who has the potential of achieving a position of substantial managerial authority and responsibility. The careers of such personnel can be greatly enhanced by professional management education.

The H.B.U. EMBA Program is designed to improve the efficiency, productivity, and decision-making abilities of managerial personnel by developing those skills and talents unique to the outstanding manager. The EMBA candidate will achieve a thorough understanding of the basic business disciplines and functions of the modern corporation. Skills in problem formulation, analysis, solution, and in administrative action will be developed. The candidate's breadth and depth of understanding of the managerial process will be enhanced as will be his ability to organize and manage the diverse resources of the modern firm.

The program of study leading to the EMBA is structured so that the candidate can satisfy both job related obligations and the requirements of the program. Two years of study are required to earn the EMBA Degree. Class sessions are held during twenty-eight weeks of each year of study and weeks of classes are distributed throughout the year to provide ample time for preparation between classes. Class sessions are held on Tuesday evening, Thursday evening, and all day Saturday.

#### The Academic Program

The program of study leading to the H.B.U. EMBA is designed to exceed those standards typically imposed as requirements for graduate professional education. The curriculum is a highly integrated set of courses structured to meet the needs of Houston's business community.

The program is designed for a stable group of students who will participate in study groups and projects whose content will often cross course boundaries. For this reason, no part-time enrollment will be allowed. Candidates may enter the program at the beginning of the first year or at the beginning of the second year. Those who wish to enter the second year must have completed graduate coursework equivalent to the first year of the program as determined by the Admissions Committee.

The instructional philosophy is that a comprehension of basic principles and methods of analysis is necessary to achieve the highest professional standards. Thus, the first year of study emphasizes economic theory, quantitative methods, accounting, and the organizational and behavioral sciences. In the second year, emphasis is placed on the business functions, issues of policy and strategy, and the management of the entire enterprise.

Presentation of subject material is intensive and assumes both a high level of motivation in the student and familiarity with the business environment. Previous business education is not assumed or required. All courses in the program must be completed by the candidate. Requirements for the Executive Master of Business Administration degree are listed on page 91.

#### Computers in the EMBA Program

In the first year of the program, each student will be issued a computer for his exclusive use during the program. The machine, with appropriate software, will be employed to complete homework assignments, prepare papers and to illustrate both theoretical and applied principles as encountered in the various courses. In addition to its use as a part of the educational process, it is expected that the computer will enhance the student's personal and professional productivity.

### MASTER OF ARTS IN PASTORAL COUNSELING AND PSYCHOLOGY

This Master of Arts degree provides academic preparation for high quality psychological counseling services in religious settings. A student may complete this degree and then seek certification as a Pastoral Counselor by the American Association of Pastoral Counselors (AAPC). With additional coursework the student may seek state licensure as a Professional Counselor (L.P.C.) and/or as a

Psychological Associate. Requirements for these credentials vary somewhat; information about them is available in the Psychology Department and from the credentialing entities.

Program requirements for the M.A.P.C.P. degree/graduation include:

1. Successful completion of course requirements (30 semester hours).
2. Credit for the (minimum) 30 semester hours must be obtained with a quality point average of 3.0, with no grade less than "C".
3. Departmental recommendation based upon satisfactory completion of an oral comprehensive examination.
4. Satisfactory completion of practicum work (minimum 300 clock hours) as judged by faculty supervisor and by practicum site supervisor.

### **MASTER OF ARTS IN PSYCHOLOGY**

Houston Baptist University offers the Master of Arts degree in psychology with primary emphases upon foundation areas and upon counseling psychology. A student may earn the M.A. degree as a terminal degree and may seek state certification as a Psychological Associate or licensure as a Licensed Professional Counselor; the student may also elect to pursue doctoral training at another institution. The M.A. in Psychology offers advanced preparation in counseling, testing, and research methods.

Following this course of study, students will be eligible to apply to the Texas State Board of Examiners of Psychologists for certification as a Psychological Associate. Specific elective coursework may enable the student to meet the requirements for application to the Texas State Board of Examiners of Professional Counselors for licensure as a Professional Counselor.

#### **Requirements for the M.A.P. degree are as follows:**

1. PSYC 5251, 5292, 5295, 5323, 5330, 6301, 6302, 6305, 6308, 6310, 6320, 6343, 6390, 6391 and six (6) semester hours of graduate electives, three (3) of which must be outside the psychology department.
2. Application for candidacy must be filed after 27 semester hours of coursework have been completed.
3. Credit for the minimum required 45 semester hours must be gained with a quality point average of 3.0 with no grade less than "C". Eighteen semester hours must be completed at the 6000 level.
4. Recommendation of department based upon satisfactory completion of an oral comprehensive examination is required for the degree.
5. Satisfactory completion of practicum work as judged by ratings of site supervisor(s) and by faculty supervisor.

### **THE MASTER OF BUSINESS ADMINISTRATION:**

#### **MBA 2000**

The MBA 2000 is designed to provide sound, basic education in business at the graduate level and to develop expertise in one of six major areas. Majors are offered in the fields of Accounting, Finance, Information Technology, International Management, Management, and Marketing.

The MBA 2000 is open to college graduates with degrees in any field. Completion of previous courses in business is not required for entry into the program. Academically qualified students from the liberal arts, engineering, the sciences, and other non-business fields who have an interest in and aptitude for business as a profession are encouraged to apply. Graduates of programs in business will also benefit from pursuing the MBA 2000.

Prior to beginning the program, prerequisite requirements in economics, accounting, the behavioral sciences, and quantitative methods must be completed. Appropriate courses are included in many

undergraduate programs. Leveling courses are offered to satisfy the need of students whose previous education does not include courses in these areas.

Courses in four categories comprise the MBA 2000 program. Leveling courses, if necessary, serve to fulfill prerequisite requirements. Core courses present a broad, integrated view of the business functions. Elective courses present the opportunity to extend the breadth of the curriculum to certain selected areas. Major courses provide depth of exposure to a specific business area. Majors are chosen for their centrality to the operation of the organization and their attractiveness as entry points for careers in management.

The program of study leading to the MBA consists of nineteen courses involving fifty-seven hours of academic work. Students who have met the prerequisite requirements must complete forty-two graduate semester hours to satisfy degree requirements. Undergraduate courses may be used to satisfy prerequisite requirements if completed at a regionally accredited post-secondary institution. The College Level Examination Program (CLEP) may be used to satisfy prerequisite requirements. If leveling courses are taken to satisfy prerequisite requirements, the courses must be taken for an alpha grade. These 5000 level courses do not carry graduate credit, but poor performance will negatively affect the student's quality point average.

**Requirements for the Masters of Business Administration 2000 degree are:**

1. Satisfaction of prerequisite requirements: 6 semester hours in Accounting, 6 semester hours in Economics, 3 semester hours in the Behavioral Sciences, 6 semester hours in quantitative methods. If taken as part of an undergraduate program, a quality point average of 2.5 (4.0 scale) or better must be achieved with no grade lower than "C". Courses must have been completed within seven years of starting the MBA 2000. These requirements may also be satisfied by the CLEP or by satisfactorily completing ACCT 5301, ECON 5301, MGMT 5310, MGMT 5302, and MGMT 5304.
2. Completing the Business Core: ACCT 6352, CISM 6360, FINA 6330, MGMT 6310, MGMT 6318, MGMT 6333, MGMT 6341, and MKTG 6310.
3. Completing the elective requirements: two courses from MGMT 6343, MGMT 6309, or MGMT 6344.
4. Completing the 12 semester hour requirements for one of the majors (Accounting, Finance, Information Technology, International Management, Management, or Marketing).

**THE MASTER OF EDUCATION**

Houston Baptist University offers the Master of Education degree in Educational Administration, Bilingual Education, Counselor Education, Educational Diagnostician, General Studies, Generic Special Education, and Reading Education. A student may earn both the M.Ed. degree and professional or provisional certification in Texas. A student may also qualify to take the state examination for Psychology Associate certification.

The Master of Education program at Houston Baptist University is designed to develop leaders in school administration and special services necessary to the successful operation of schools in Texas and to extend the classroom teaching skills of teachers. The program is also designed to provide counselors for churches, business, industry, and social agencies.

**I. EDUCATIONAL ADMINISTRATION**

- A. To earn a degree in Educational Administration, a student must complete the following 36 semester hours: EDUC 6310, 6300; EDAD 6301, 6302, 6303, 6304, 6306, 6308, 6309, 6310, 6313, and 6391, and successfully complete a comprehensive exam.
- B. To earn the Texas Professional Certificate in Mid-Management School Administration, the student must complete the 36 semester hours above, earn the M.Ed. degree, have a valid Texas teaching certificate, have completed two years of successful teaching, and must complete 9 additional semester hours; three semester hours from EDUC 6370 (for secondary certificate holders only); EDUC 6371 (for elementary or all-level certificate holders only); and six semester hours selected from approved graduate electives other than

EDAD. Students must also successfully complete a comprehensive examination as required by the State Board of Education.

## **II. BILINGUAL EDUCATION**

- A. To gain admission to the degree program in Bilingual Education, the prospective student must, in addition to the general M.Ed. admission requirements, achieve the prerequisite scores on proficiency tests in English and in Spanish. On the MLA Cooperative Proficiency Test in Spanish (Level M), the prospective student must achieve a minimum overall score at the eightieth (80th) percentile. In addition, each student must achieve a minimum score at the eightieth (80th) percentile in each of the four skill areas (listening, speaking, reading, and writing) or must take the appropriate courses to remove language deficiency in each area where the score is less than the minimum standard.





- B. To earn a degree in Generic Special Education, a student must complete a minimum of 42 semester hours with no grade less than "C": EPSY 5330, EDUC 6310, 6320, 5324 or 6324, EDSP 5203, 5311, 5314, 5319, 5335, 6314, 6324, 6334, and 6344.
- C. The Texas certificate in Generic Special Education requires that the student have a valid Texas elementary teaching certificate and have completed 2 years of successful teaching in addition to the requirements stated above. The student must also complete the appropriate comprehensive examinations as required by the State Board of Education.

The certificate in generic special education for a person who already has a master's degree and a Texas teacher certification in elementary education may be obtained by the completion of EDSP 5203, 5311, 5314, 5319, 5335, 6314, 6324, 6334, 6344, and EDUC 5324 or 6324.

## VII. READING EDUCATION

- A. To earn a degree in Reading Education, a student must complete the following 36 semester hours with no grade less than "C": EDUC 6310, 6320, EPSY 5330, EDRE 6301, 6302, 6304, 6305, 6306, and EDUC 5313, 6370, (for Secondary certificate holders) or EDUC 5314, 6371 (for Elementary or Teacher of Young Children certificate holders), plus six semester hours of approved graduate electives for elementary certificate holders. Secondary certificate holders must take EDRE 5310 and 5320 as the approved electives.
- B. The Texas certificate as Reading Specialist requires that the student have a valid Texas teaching certificate and have completed 3 years of successful teaching in addition to the requirements stated above. The student must also successfully complete the appropriate comprehensive examination as required by the State of Texas Board of Education.
- C. Certification as a Reading Specialist for a person who already holds a Master's degree and provisional certification may be obtained by the successful completion of the following 24 semester hours: EDRE 6301, 6302, 6304, 6305, 6306, EDUC 6310, and six semester hours from EDUC 5313, or 5314, 6370, or 6371. Additionally, Secondary Certificate holders must complete EDUC 5313, 6370, EDRE 5310 and 5320. Elementary Certificate holders must complete EDUC 5314, 6371, and six semester hours of approved graduate electives.

## THE MASTER OF LIBERAL ARTS

The program in liberal arts is a part-time inter-disciplinary master's degree designed for those whose formal professional education is complete, but who wish to continue intellectual enrichment in an academic environment. The MLA is an innovative approach to graduate study which recognizes the value of a broad interdisciplinary experience. The program is directed neither toward professional research nor toward the achievement of a doctorate; no thesis is required.

Students in the MLA program represent a variety of educational backgrounds and ages. The degree is of particular interest to those in areas such as education, business, law, medicine, and engineering who desire a high level inquiry into the liberal arts. Thirty-six semester hours of work are required for the MLA degree, of which six are selected from a core curriculum, MLA 6324, The Art of Being Human, and MLA 6340-41, Western Culture and Human Experience. Classes meet once each week on various evenings and on Saturday. There are no requirements for continuous enrollment, and no entrance exam is required. A selection of courses from the various liberal arts is offered each quarter.

Students who have completed the MLA program at Houston Baptist University, or another accredited university, are eligible to receive a Certificate of Advanced Studies in the Liberal Arts upon completion of an additional 30 semester hours of graduate studies.

## THE MASTER OF SCIENCE IN HUMAN RESOURCES MANAGEMENT

The Master of Science in Human Resources Management is designed to maximize the HRM professional's career opportunities through an education experience that will develop and enhance their skills. Students entering the program come from a broad spectrum of undergraduate majors. Both theoretical and practical considerations are combined in the course work to meet the needs of the established professional as well as the student seeking basic competencies in the field. One of the strengths of the program is the rich blend of students bringing varied experiences and backgrounds to class discussions and projects.



## SMITH COLLEGE OF GENERAL STUDIES

Smith College of General Studies is the foundation unit in the organization of the undergraduate instructional program of Houston Baptist University. Each student admitted, regardless of past academic experiences, is first assigned to this unit for evaluation and guidance. Through personal, vocational, and educational counseling an attempt is made to assure right choices on the part of the student as he relates to continuing advancement toward an enriched personal life as well as to a productive and contributing vocation.

When a student has completed the fifty-four or fifty-five semester hours required by the University as a part of all undergraduate degree programs (see Degree Requirements) and has demonstrated an acceptable level of academic performance, he is then assigned to the other Colleges for direction and supervision. In many cases a student in the Smith College of General Studies will be registered for courses in his field of interest in the other Colleges. However, he will not be reassigned for direction and supervision until the basic University requirements for an undergraduate degree have been completed. For the regular full-time undergraduate student registered in consecutive terms, this transfer will normally take place at or near the end of the sophomore year.

A student may be recommended for an appropriate degree only by the Colleges in which he takes the upper level courses needed to complete his chosen majors.

### BASIC COURSES

#### **BASC 1121 Study Skills**

This course is designed to give a logical structure to the skills of reading for retention, and of listening for comprehension. A self-checking note-taking technique, test preparation skills, and test-taking techniques are taught. Time structuring and self-evaluative methods are included. BASC 1121 does NOT meet the Smith College requirement for INDC credit and may NOT be counted for elective credit toward the undergraduate degree.

#### **BASC 1181 Test Taking Strategies**

Designed to assist the college student who has difficulty taking examinations, this course emphasizes study techniques and preparation for a wide variety of teacher-constructed tests, techniques for improving test scores on various aspects of standardized tests, and the mastery of good, general test-taking strategies applicable to all styles of tests. BASC 1181 does NOT meet the Smith College requirement for INDC credit and may NOT be counted for elective credit toward the undergraduate degree.

### INTERDISCIPLINARY COURSES

#### **INDC 2301, 2302, 2303, 2304 Culture and Human Experience**

An integrated course in the fine arts, humanities, and social sciences designed to acquaint each student with man's cultural accomplishments and to encourage an appreciation of them.

#### **INDC 2311, 2312, 2313, 2314 Great Issues of the 20th Century**

A consideration of the steps man has taken and is now taking to master his total environment. Special attention is given to the major unsolved problems of the era and to the attempted and proposed solutions.

### SENIOR SEMINARS

#### **Senior Seminar 4290, 4291, 4292, 4293, 4294, 4295, 4296, 4297, 4298, 4299**

The purpose of the Senior Seminar is the development of individual initiative and responsibility in addition to skills in critical thinking and independent study. The seminar is designed to equip the student with the basic tools of research and with a knowledge of significant literature in the field of study. The preparation of a presentational paper is required as demonstration of analytical and interpretative ability.

## COLLEGE OF BUSINESS AND ECONOMICS

### **Undergraduate Programs**

The College of Business and Economics offers four undergraduate degree options, the Bachelor of Business Administration (BBA), the Bachelor of Arts (BA), the Bachelor of General Studies, and the Bachelor of Science (BS). If the student chooses both majors within the College of Business and Economics, the degree must be a Bachelor of Business Administration.

For all BBA students, the first major in the College of Business and Economics is Business Administration. The BBA student then chooses a second major from the following: Accounting, Computer Information Systems, Economics, Finance, Management, or Marketing.

The BA/BS student has one major within the College of Business and Economics and the second

The Business-Management major requires the following courses: ACCT 2301, 2303; BUSA 2311, 2320, 3320, 4294 or 4297, 4299; ECON 2301, 2302; FINA 3307; MGMT 3301, 3333, 3334, 4312, 4333; and MKTG 3301.

**BUSINESS-MARKETING**

The Business-Marketing major requires the following courses: ACCT 2301, 2303; BUSA 2311, 2320, 3320, 4294 or 4297, 4299; ECON 2301, 2302; FINA 3307; MGMT 3301; MKTG 3301, 3310, 4350, 4360, and three semester hours selected from MKTG 3320, 4321, 4330, or 4336.

**ECONOMICS--B.A./B.S.**

level programming language, and proficiency in various microcomputer application software packages.

**MASTER OF BUSINESS ADMINISTRATION: MBA 2000****Prerequisites**

Prerequisite requirements must be completed prior to taking any of the courses in the program. A student's final prerequisite may be taken simultaneously with the first course in the program, however. Undergraduate prerequisites are the following: Principles of Accounting (six semester hours); Principles of Economics (six semester hours); behavioral sciences (three semester hours); quantitative methods (three semester hours of statistics and three semester hours of management science).

Additional prerequisites for some majors may be required. To satisfy program prerequisites, a



corporate strategy. The courses in the major address these subjects and integrate them with the traditional management curriculum.

In addition to the MBA 2000 core courses, the Information Technology major requires the following courses: CISM 6305, 6306, 6307, 6308.

#### **The International Management Major**

The MBA 2000 degree with a major in international management is designed to provide the student insight into the cultural aspects, challenges, and opportunities of 'doing business' in the global environment. The courses in the international management major afford the student the ability to think and act comfortably in an international setting. The major requires twelve hours of course work. One course involves international travel and carries a special tuition rate to defray the additional cost of travel. Each student is expected to demonstrate competence in two languages, one of which must be English.

In addition to the MBA 2000 core courses, the international management major requires the following courses: MKTG 6333, FINA 6333, MGMT 6393, and MGMT 6395.

#### **The Management Major**

The MBA 2000 degree with a major in management is designed to provide the student with the tools necessary to assist organizations changing in response to a dramatically changed competitive and technological environment. The management major, by addressing organizational structure and development, the global environment, and issues of strategy, will produce a student with insight into the problems that must be solved by the evolving organization.

In addition to the MBA 2000 core courses, the management major requires the following courses: MGMT 6352; MGMT 6370; MGMT 6376; and MGMT 6393.

#### **The Marketing Major**

The marketing major in the MBA 2000 is designed to enhance the student's knowledge in this dynamic functional area. The major offers the MBA graduate fifteen hours of concentrated marketing course work. The major is intended to prepare individuals for careers in marketing or consumer research firms, consumer products firms, the service industry, or for other management-related careers where the marketing function is an important factor. Special attention is given to advanced thought and theory, case analysis, international issues, and contemporary application of the marketing function.

In addition to the MBA2000 core courses, the marketing major requires the following courses: MKTG 6331, 6332, 6333, and 6334.

#### **MASTER OF SCIENCE IN HUMAN RESOURCES MANAGEMENT**

The Master of Science in Human Resources Management requires the following courses: ACCT

## ACCOUNTING

### **ACCT 2301 Principles of Accounting I**

Fundamental concepts, standards, and procedures in financial data accumulation and financial reporting. Journal and ledger procedures: assets and liabilities, reporting; statement preparation and analysis.

### **ACCT 2303 Principles of Accounting II**

Uses of accounting data in the management function. Cost and budget analysis, cost-volume-profit relationships, relevant costs, and contribution margin.

Prerequisite: ACCT 2301

### **ACCT 3303 Cost Accounting**

Nature, objectives, and procedures of cost accounting as applied to the control and management of business, including job order costs, process costs, and joint and by-product costing.

Prerequisites: ACCT 2301, 2303; ECON 2301, 2302; BUSA 2311, 2320.

### **ACCT 3304 Individual Income Taxes**

Current federal revenue acts affecting individual tax returns; procedures for computing the income tax liability of individuals. Practice in solving typical problems and in the preparation of tax returns.

Prerequisites: ACCT 2301, 2303; ECON 2301, 2302; BUSA 2311, 2320.

### **ACCT 3311, 3312, 3313 Intermediate Accounting I, II, and III**

An intensive study of financial accounting theory and generally accepted accounting principles related to income determination, the financial position, and cash flows of profit-oriented business enterprises. The courses must be taken in sequence. Prerequisites: ACCT 2301, 2303; ECON 2301, 2302; BUSA 2311, 2320.

### **ACCT 3317 Accounting Systems**

Concepts and techniques in controlling and recording of financial data on business forms or devices. Classifying, transferring, storing, and summarizing stages in data accumulation, reporting techniques, and systems planning.

Prerequisite: ACCT 3313.

### **ACCT 4181, 4281, 4381 Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for accounting majors to conduct detailed investigations of selected accounting problems.

Prerequisite: Approval of the Dean of the College of Business and Economics.

### **ACCT 4295 Senior Seminar: Accounting Theory**

This seminar is designed to assist the student in developing methods of research in accounting and to provide competency in accounting theory. A research paper and a practice set will be required. Prerequisites: See Note 7 under Undergraduate Degree Requirements and ACCT 3313, BUSA 3340.

### **ACCT 4296 Senior Seminar: Special Problems**

This seminar is designed to assist the student in developing methods of research in accounting and to provide competency in the more specialized problems in financial accounting and reporting. A research paper will be required. Prerequisites: See Note 7 under Undergraduate Degree Requirements, BUSA 3340.

### **ACCT 4297 Senior Seminar: Small Business Administration**

Applications of accounting, finance, marketing, and management concepts to small business cases. On-site counseling with existing firms. An extensive report is required. Prerequisites: See Note 7 under Undergraduate Degree Requirements, consent of instructor, BUSA 3340.

### **ACCT 4301 Advanced Accounting**

Application of financial accounting principles to specialized problems in mergers and acquisitions; consolidated financial reporting; partnership accounting; foreign currency transactions; foreign currency translation and remeasurement for reporting purposes. Prerequisite: ACCT 3313.

### **ACCT 4302 Auditing**

Standards and procedures in making audits and examinations of the accounting records of business enterprises; preparation of work papers; the content and forms of qualified and unqualified auditor's opinions; kinds of audits; ethics of the profession. Prerequisite: ACCT 3313.

**ACCT 4304 Corporation Income Taxes**

Federal income tax determination for corporations. Taxable income, exclusions, deductions, capital gains, credits, special corporate problems, tax returns. Prerequisite: ACCT 3304.

**ACCT 4306 Government and Nonprofit Accounting**

Application of financial accounting principles to governmental entities and nonprofit organizations; entails a detailed study of fund accounting and reporting practices. Prerequisite: ACCT 3313.

**ACCT 4340 Internship**

An opportunity or experience by which students learn by undertaking responsible roles in organizations where the business practices of the enterprise will be studied. The students will have the opportunity to develop interpersonal skills while acquiring practical knowledge in their discipline. The students will be exposed to various work roles and career choices. Prerequisites: eighty hours; consent of an instructor in the major; and eighteen hours in major.

**ACCT 4366 Oil and Gas Accounting**

Special measurement and reporting problems of extractive industries. Emphasis on petroleum and gas industries. Prerequisite: ACCT 3313.

**ACCT 5301 Accounting Survey and Analysis**

Basic accounting concepts and procedures for external reporting and internal use by management. Satisfies the six semester hour prerequisite requirement in accounting. May not be used to meet graduate degree requirements.

**ACCT 5302 Auditing**

(See ACCT 4302).

**ACCT 5306 Government and Nonprofit Accounting**

(See ACCT 4306).

**ACCT 5311 Advanced Accounting**

(See ACCT 4301). MBA 2000 only.

**ACCT 6181, 6281, 6381 Special Topics**

Topics not included in other courses or not emphasized there may be offered in a 1, 2, or 3 semester-hour course. Graduate Accounting only. Prerequisite: Approval of the Dean of the College of Business and Economics.

**ACCT 6301 Financial Accounting**

Introduces accounting concepts and standards, the income statement and balance sheet, the accounting cycle, and financial reporting. EMBA only.

**ACCT 6302 Managerial Accounting**

Considers the problems of internal reporting and control, budgeting, and cost analysis. EMBA only.

**ACCT 6311 Financial Accounting**

Introduction to accounting concepts and standards with emphasis on software systems. Transaction processing, the income statement, the balance sheet, and other reporting documents and procedures are covered. MCS only.

**ACCT 6312 Managerial Accounting**

Considers the problems and procedures for internal reporting and control, cash budgeting, and cost analysis. Emphasis is given to the use of accounting data for management analysis. MCS only.

**ACCT 6320 Accounting Theory Seminar**

Study of current and alternative financial theories of measurement, valuation, and reporting including relevant historical development. This readings course introduces the student to the body of literature that influenced the development and evolution of generally accepted accounting principles. Prerequisite: ACCT 6352. MBA 2000 only.

**ACCT 6339 Federal Income Tax**

Course includes a study of taxation of the various forms of business organizations (corporations, partnerships, Subchapter S corporations) and estates and gifts. A portion of the course introduces the topic and methodology of tax research and requires several tax research projects. Prerequisite: ACCT 6352. MBA 2000 only.

**ACCT 6340 Seminar in Selected Accounting Topics**

A readings and case course that focuses on accounting topics and issues not addressed in traditional accounting courses. Topics may change from time to time, but will include such areas of study as international accounting issues and business ethics as it relates to the accountant. Prerequisite: ACCT 6352. MBA 2000 only.

**ACCT 6341 Accounting Information Systems**

An analysis of the planning and development of accounting information systems. Emphasis is placed on accounting controls and security measures. Practical applications of the accounting cycle are performed in a computerized environment using a PC. Prerequisite: ACCT 6352. MBA 2000 only.

**ACCT 6352 Accounting for Managers**

Application of current accounting procedures within the firm. Topics include cost-volume-profit analysis, variance analysis, cost allocation, and master budgets. MBA 2000 and HRM only.



## COMPUTER INFORMATION SYSTEMS

### **CISM 1321 Introduction to Computer Applications**

This course emphasizes current concepts and techniques for utilizing the microcomputer as an information processor. A practical laboratory component affords hands-on experience with word processing, data base management, and spreadsheet programs.

### **CISM 2311 Introduction to Computer Science**

Introduction to basic computer algorithms, data structures, and information systems concepts. Documentation techniques; structural analysis; flowcharting; algorithms; looping, stepwise decomposition, trees, searching; procedures and functions; data types; numerical approximation; interpreters and compilers. Programming examples will be performed using a high level programming language. Prerequisite: CISM 1321.

### **CISM 2314 Programming in C**

(Offered also as MATH 2314)

### **CISM 2316 Programming in PASCAL**

(Offered also as MATH 2316)

### **CISM 2321 Application Programming I**

Control structures and their syntax, elementary data structures, and sequential files. Program design and coding techniques. COBOL language. Prerequisite: CISM 2311 or equivalent.

### **CISM 2322 Application Programming II**

Control-break report, data validation, sorting, and table handling. Use of advanced features of COBOL language. Prerequisite: CISM 2321 or equivalent.

### **CISM 2343 Programming in FORTRAN**

(Also offered as MATH 2313)

### **CISM 3311 Systems Analysis and Design**

Study of systematic approach to Systems Development Life Cycle, feasibility studies, data gathering, and structured design. Prerequisites: CISM 2311 or equivalent, ACCT 2301, 2303; ECON 2301, 2302; BUSA 2311, 2320.

### **CISM 3330 MANAGEMENT INFORMATION SYSTEMS**

Concepts and application of developing information systems and managing information resources of an organization. Systems concepts, systems development life cycle, analysis and design methodologies, prototyping, decision support systems and distributed data processing systems. Prerequisite: CISM 1321.

### **CISM 4181, 4281, 4381 Special Topics**

Directed study of a minimum of thirty clock hours for each semester hour of credit. An opportunity

Presentation of database models, logical and physical data structures, normalization and design processes. The overview of database concepts will be reinforced through an application project using one of the major software packages. Prerequisite: CISM 3311.

**CISM 4330 Computer-Based Applications**

Use of advanced computer-based tools and techniques for improving the productivity of the firm. Prerequisites: CISM 1321; ACCT 2301, 2303; ECON 2301, 2302; BUSA 2311, 2320.

**CISM 4331 Decision Support and Expert Systems**

Study of state-of-the-art computer-based systems to enhance organizational decision making. Prerequisite: CISM 3311.

**CISM 4335 Novell Network Management**

An introduction to Novell networking. The components of a Novell LAN. Setting up user IDs, security and passwords, backing up and restoring the network, installing applications.

This course deals with input/output devices, the central processing unit, storage devices, and data



## **ECONOMICS**

### **ECON 1301 The American Economic System**

An introduction and comparative evaluation of the principles, problems, and processes of the American economy.

### **ECON 2301 Principles of Macroeconomics**

An introduction to macroeconomic theory including supply and demand analysis, national income accounting, monetary theory and policy, modern employment theory, and applications of theory to policy.

### **ECON 2302 Principles of Microeconomics**

An introduction to microeconomic theory with emphasis on the determination of price and output in the competitive and noncompetitive market structures of American capitalism. Includes applications of price theory to a range of economic issues.

### **ECON 3301 American Economic History**

A review of economic resources, economic development, economic causation as a determinant of American history from the Revolution to the present.

### **ECON 3303 Macroeconomic Theory-Intermediate**

An intensive study of the assumptions and concepts which are basic to the theories of income determination and aggregate employment. Prerequisites: ACCT 2301; ECON 2301, 2302; BUSA 2311.

### **ECON 3304 Microeconomic Theory-Intermediate**

An intensive examination of the assumptions and forces which underlie the price system. Prerequisites: ACCT 2301; ECON 2301, 2302; BUSA 2311.

### **ECON 3305 Money and Banking**

A study of the structure of the banking system, the Federal Reserve System and the management of the money supply with emphasis on theories of money and their application to monetary policy. Prerequisites: ACCT 2301, 2303; ECON 2301, 2302; BUSA 2311, FINA 3307. (Also offered as FINA 3305).

### **ECON 3330 International Finance**

A study of the theories and practice of international trade and finance, direction and composition of world trade, institutions for facilitating trade, international payments, capital movement, exchange rates. Prerequisites: ACCT 2301; BUSA 2311;

### **ECON 2301, 2302. (Also offered as FINA 3330).**

### **ECON 4181, 4281, 4381 Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for economics majors to conduct detailed investigations of selected economic problems. Prerequisite: Approval of the Dean of the College of Business and Economics.

### **ECON 4292, 4293 Senior Seminar**

Each seminar is designed to assist the student in developing methods of economic research and proving competency in economic theory, economic history, and economic policy formation. An extended original paper will be required. Prerequisites: See Note 7 under Undergraduate Degree Requirements, BUSA 3340.

### **ECON 4305 Public Finance**

A study of tax incidence and shifting, and of the economic effects of taxing and spending actions by federal, state and local governments. Prerequisites: ACCT 2301; ECON 2301, 2303; BUSA 2311. (Also offered as FINA 4305).

### **ECON 4340 Internship**

An opportunity or experience by which students learn by undertaking roles in organizations where the business practices of the enterprise will be studied. The students will have the opportunity to develop interpersonal skills while acquiring practical knowledge in their discipline. The students will

be exposed to various work roles and career choices. Prerequisites: eighty hours; consent of instructor in the major; and twelve hours in major.

**ECON 5301 Survey of Business Economics**

Microeconomic and macroeconomic analysis. Price and output determination in various market structures. Functional distribution of income. Theory of income and employment. Open to students without previous credit in economics. Satisfies the six semester hour prerequisite requirement in Economics. May not be used to meet graduate degree requirements.

**ECON 5351 Human Resources Economics**

Covers topics in micro and macroeconomics relevant for human resources management. Coverage includes supply and demand, income and pricing, business cycles, inflation and unemployment, and economic indicators. HRM only.

**ECON 6304 Managerial Economics and Planning**

## **FINANCE**

### **FINA 3305 Money and Banking**

A study of the structure of the banking system, the Federal Reserve System and the management of the money supply with emphasis on theories of money and their application to monetary policy. Prerequisite: FINA 3307. (Also offered as ECON 3305).

### **FINA 3307 Corporation Finance**

A study of financial decision making including planning and financial analysis, time value of money, financial planning, capital budgeting, cost of capital, working capital management, and short and long term financing. Prerequisites: ACCT 2301, 2303; ECON 2301, 2302; BUSA 2311, 2320.

### **FINA 3330 International Finance**

A study of the theories and practice of international trade and finance, direction and composition of world trade, institutions for facilitating trade, international payments, capital movement, exchange rates. Prerequisites: ACCT 2301; BUSA 2311; ECON 2301, 2302. (Also offered as ECON 3330)

### **FINA 4181, 4281, 4381 Special Topics**

Directed study of a minimum of thirty clock hours for each hour of credit. Provides an opportunity for finance majors to conduct detailed investigations of selected finance problems. Prerequisite: Approval of the Dean of the College of Business and Economics.

### **FINA 4295 Senior Seminar: Readings in Finance**





and financial analysis into a detailed business plan. The business venture is examined with respect to financial planning, valuation, marketing, data processing, and management. Prerequisite: 24 hours of Business Administration major. (Also offered as FINA 4309).

**MGMT 4311 Production and Operations Management**

Study of operational function of the creation of goods and services to include design, organization and operation of production/operations management system and integration with other systems in the organization. Prerequisites: ACCT 2301, 2303; BUSA 2311, 2320, 3311; ECON 2301, 2302; or permission of instructor.

**MGMT 4312 Human Resources Management**

Study of all phases of the human resources management (HRM) function from recruitment to retirement of the employee. Included are employment strategic planning, recruitment, selection, training and development, compensation, discipline, and the various laws under which employers must operate. Emphasis is on improving organizational effectiveness through the HRM function. Prerequisite: MGMT 3301 or permission of instructor.

**MGMT 4333 Management of Technology**

Management of Technology reviews the activities and decisions related to the generation, information, planning, training, organization, adaptation, commercialization, and innovation of technology. The course takes the approach that the process for managing technology in organizations should be a collective activity involving the various units of the firm. Specifically, this course deals with the nature of technology management, technology trends, the application and implementation of new technology in the organization, and preparing the organization for advances in technology and the opportunities they present. Prerequisite: MGMT 3301 or permission of the instructor.

**MGMT 4340 Internship**

Students will be exposed to various work roles and career choices. Prerequisites: current enrollment in the HRM program, completion of 12 hours in the HRM program, good academic standing, and approval by the College of Business and Economics Internship Committee.

**MGMT 5351 Quantitative Analysis in Human Resources**

The quantitative techniques are developed that are necessary for establishing and validating measures of performance and normal variation in performance. Use of these measures in problem identification and process improvement is explained. Integrates computer applications. HRM only.

**MGMT 5361 Staffing and Performance Management**

Establishes methods for determining staffing needs; creating applicant tracking processes; identifying staffing sources; selecting employees; developing and maintaining performance appraisal systems; coaching; and establishing career development programs. Laws and regulations applying to each area are considered. HRM only.

**MGMT 5365 Labor Relations**

History of the labor movement; federal laws and regulations; union organization and management; elections; grievances and arbitration; and strikes and picketing. Emphasizes appropriate relationships between management, unions, and employees. Compares and contrasts the labor movement in the U.S. to that of other developed countries in Asia and Europe. HRM only.

**MGMT 6115 The Managerial Communications Process**

Communication skills, both written and oral, are developed in this course. Practice in communication is emphasized. EMBA only.

**MGMT 6116 Organizational Communications**

This course covers the organization and its communications with the public. Topics include advertising, public relations, employee relations, media relations, press agents, lobbying, and trade associations. EMBA only.

**MGMT 6181, 6281, 6381 Special Topics**

Directed study of a minimum of 30 clock hours for each hour of credit. Provides the opportunity to conduct a detailed investigation of selected problems. Dean's approval required.

**MGMT 6220 International Management Experience**

This course involves the study of management in another culture. Travel abroad and experience with foreign managers, companies, financial markets and exchanges is required. A minimum of twenty hours (depending on locale) of these activities is required. A report summarizing the experience is also required. This course carries a special tuition rate.

**MGMT 6222 The Washington Experience**

This course consists of several days of intensive experience in Washington, D.C. providing first hand exposure to the political process and its impact on management. A faculty of high-level government officials and corporate executives is utilized. Governmental action and political organization is related to management strategy and decision making. Sessions are held on Capitol Hill, in the White House, and in Cabinet Agencies. A report summarizing the experience is required. The course carries a special tuition rate. EMBA only.

**MGMT 6301, 6302 Organizations I & II**

These courses examine the theory of organizational structure and the functions of the manager. Relevant research results from the behavioral sciences and from research in organizations are considered and applied to cases presenting problem situations. EMBA only.

**MGMT 6304, 6305 Quantitative Analysis I & II**

An introduction to and application of the methods of formulating and analyzing business decisions using mathematical models. Models appropriate to situations involving complex relations under assumptions of both risk and certainty are developed. EMBA only.

**MGMT 6306 Business Law**

A survey of the legal basis for the conduct of business. Topics considered are contracts, the uniform commercial code, agency, and the forms of business organization. EMBA only.

**MGMT 6308 Management Information Systems**

A strategic and practical survey of information technology. Topics include: how to think strategically about IT; organizational design and controls; business process design and controls; business process design through IT; an overview of hardware and software platforms, databases, and networking; and a discussion of applications. EMBA only.

**MGMT 6309 Entrepreneurship**

Examines the formation of a new enterprise. Emphasizes the characteristics of the successful entrepreneur, the stages of business development, and the forms of business organization. Consideration is given to activities including acquiring seed capital, obtaining venture capital for growth or for purchase of an existing business. MBA 2000 only.

**MGMT 6310 Legal and Ethical Environment of Business**

Examines the interrelationship between business, law, and society. Studies the meanings and



The process of managerial and organizational adaptation to continuing change in the business environment is the subject of this course. Topical coverage includes strategic decisions to compete internationally, including decisions to seek ISO certification, process re-engineering, the changing nature of organizations, global localization, multiculturalism, and integrating the objectives of all stakeholders. EMBA only.

**MGMT 6333 Human Resources Management**

A study of the human resource in the industrial setting. Organizations and their characteristics are studied in relation to their basic HRM functions (i.e. job evaluation, wage administration, testing of employees, training programs). MBA 2000 and HRM only.

**MGMT 6341 Operations Management**

The structure and management of processes for creating and delivering goods and services to satisfy customer needs is described. Attention is given to Total Quality Management, Productivity, Time Based Competition, and integrated production technologies. MBA 2000 only.

**MGMT 6343 Research Methods**

This course focuses on the development of research skills and an understanding of the research

challenges such as workforce diversity, time as a competitive element, continuous improvement models, team management, globalization, benchmarking and job reengineering. HRM only.

**MGMT 6387 Benefits and Policies**

Focuses on the legal and regulatory framework of employee benefits. Identifies needed policies, procedures, and controls. Explores anticipated changes and challenges. Develops best ways to communicate value of benefits and policies to employees. HRM only.

**MGMT 6393 Global Enterprise Management**

The multinational enterprise must deal with a variety of institutions, forces, and problems that extend far beyond those faced by the organization which operates in only one economy. Effective management of the multinational requires solving a set of problems that differ intrinsically from those faced by the manager in a single economy. This course addresses the nature of these problems and their effective solution. Prerequisite: completion of 24 hours of 6000 level courses from the MBA 2000 Program. MBA 2000 only.

**MGMT 6395 International Management Experience**

This course combines classroom work with international travel and provides the student with direct contact with managers operating in another country. A week-long international trip (scheduled at the end of the term) is a part of the course. Topical coverage in class sessions emphasizes cultural and historical differences in countries which produce different managerial styles and contrasting business practices. A special tuition rate is applicable for this course, contact the MBA 2000 Office for details. MBA 2000 and HRM only.

## **MARKETING**

### **MKTG 3301 Principles of Marketing**

The fundamental marketing concepts and functions are analyzed and interpreted within the

**MKTG 6302 Marketing**

An introduction to the macro and micro aspects of the marketing process, including marketing and society, environmental regulation, market segmentation, pricing decisions, promotion policies, and the distribution system. Industrial marketing is emphasized. EMBA only.

**MKTG 6310 Marketing Management**

An inquiry into marketing decision making. Emphasis is placed on strategic planning and analytical procedures for marketing decisions. The course integrates all areas of marketing management and relates marketing activities to the other functional areas of the firm. MBA 2000 only.

**MKTG 6331 Consumer Behavior Seminar**

An in depth study of contemporary literature, models, theory, analysis techniques, cases, and forces that concern and affect consumer behavior. Prerequisite: MKTG 6310. MBA 2000 only.

**MKTG 6332 Marketing Research Seminar**

The managerial use of marketing research tools in product development, market analysis, sales planning, and strategy formulation is emphasized. Application to consumer and industrial markets is revealed in case analysis. Prerequisite: MKTG 6310. MBA 2000 only.

**MKTG 6333 International Marketing Seminar**

The study of marketing structures, organization, policies, and procedures as applied to the international environment. This course examines competition, strategies, and technology in the global market place. Prerequisite: MKTG 6310. MBA 2000 only.

**MKTG 6334 Marketing Strategy Seminar**

A comprehensive course that studies strategy formulation, planning procedures and challenges present in today's marketplace. This is a capstone course in the Marketing Major that uses case analysis to illustrate contemporary issues and decision making. Prerequisites: MKTG 6310, 6331, 6332, and 6333. MBA 2000 only.

## COLLEGE OF EDUCATION AND BEHAVIORAL SCIENCES

### Undergraduate Programs

NOTE: At the time of this writing, April, 1994, teacher certification programs were undergoing a revision process in order to meet new guidelines from the Texas Education Agency. Specific requirements described in this BULLETIN OF INFORMATION apply only to programs completed before September 1, 1995. For requirements of programs being completed after September 1, 1995, please check with the College of Education and Behavioral Sciences.

### EDUCATION AND HUMAN KINETICS

Houston Baptist University considers professional education a vital component in its total program. The University offers programs which lead to certification in elementary education, secondary education, all-level art, all-level music, early childhood education, bilingual education, English as a Second Language and generic special education. The purpose of the education program is the preparation of teachers for public and private schools from pre-school through high school.

An undergraduate student who wishes to become a teacher must complete requirements in academic foundations, two teaching fields, and professional teacher education. All of the requirements were developed cooperatively by the University faculty, the interdisciplinary Teacher Education Committee, and the H.B.U. Teacher Center Advisory Council. All programs which lead to certification are accredited and approved by the appropriate division and boards of the Texas Education Agency.

### Approved Undergraduate Programs

1. Early Childhood and Elementary School Certification (pre-kindergarten through grade 6). The student who wishes to be certified to teach in pre-school, kindergarten, and grades 1-6 completes majors in Early Childhood Education and Interdisciplinary Studies.
2. Elementary School (Grades 1-8). A student who wishes to be certified to teach in grades 1-8 must complete an interdisciplinary major and a second major from among the following:
 

Art	History
Bilingual Education	Mathematics
Biology	Spanish
English	
3. Secondary School Certification (Grades 6-12). The student who elects to seek certification for teaching in secondary school must choose two majors from the following teaching fields:
 

Art	Human Kinetics
Biology	Mathematics
Chemistry	Psychology
English	Sociology
French	Spanish
Government	
(Political Science)	Speech (Communications)
History	
4. All-Level Certification (Grades K-12). A student may select a program of art or music, either of which is a composite double major program and each of which leads to a certificate that permits the holder to teach one of these subjects at grade levels kindergarten-12.
5. Generic Special Education and Elementary School Certification (Pre-school-12). The student who wishes to be certified to teach in generic special education completes the two majors Generic Special Education and Interdisciplinary Studies. This will permit the student to teach grades 1-6 in elementary school and pre-school-12 in special education classrooms.

7. In addition to the certification programs listed above, the College of Education and Behavioral Sciences offers the opportunity to earn endorsements which may be added to existing certifications. These include Bilingual Education, English as a Second Language, and Early Childhood Education.







Every student who receives a baccalaureate degree from Houston Baptist University is required to have successfully completed KINE 2200, Concepts in Human Wellness. KINE provides information about physical fitness, nutrition, disease control, managing stress, and proper diets. Activity classes, listed as KINE are provided for the student who is interested in such activities as aerobics, tennis, golf, and weight training. Students may take as many hours of KINE 2111 as they wish, but only four semester hours of activities will be counted as elective credits for graduation. Credit or waivers will not be given for military service.

### **Program Requirements**

An undergraduate student may elect to major in secondary school human kinetics and liberal arts human kinetics. Each major is designed to foster the total development of the individual -- physically, morally and intellectually. The human kinetics curricula emphasizes teaching competencies, strategies, techniques, and methodology, since the ability to relate to the cognitive, affective and psychomotor domains is inherent in the field of human kinetics.

The secondary human kinetics major who desires to teach in the public schools in the State of Texas must complete the required professional education courses in the College of Education and Behavioral Sciences that lead to teacher certification. A second major must be selected from outside human kinetics.

A human kinetics major who does not desire to teach in the public schools in the State of Texas must complete the core of classes in "Plan II: Liberal Arts Human Kinetics: for non-certification degree requirements. A second major must be selected from outside human kinetics."

### **Plan I: Secondary School Human Kinetics**

KINE 2333, 2364, 3303, 3363, 3393, 3395, 4323, 4332, 4297, and 4298. For majors selecting the Bachelor of Science degree option, BIOL 2404 Human Anatomy and Physiology I and an additional 4 hours of biology chosen by the student are required to meet the Smith College science requirement.

For students who plan to teach at the secondary school level in Texas public schools, a second teaching field at the secondary school level is required.

### **Plan II: Liberal Arts Human Kinetics**

KINE 2213, 2333, 2364, 3303, 3363, 3393, 3395, 3396, 4323, 4297, 4298 and nine hours of electives from the KINE rubric that are not required within the major to complete a minimum of 30 semester hours in the major.

1. For students who do not plan to teach in Texas public schools.
2. A second major outside human kinetics is required.
3. For majors selecting the Bachelor of Science degree option, BIOL 2404 Human Anatomy and Physiology I and 4 additional hours in Biology chosen by the student are required to meet the Smith College science requirement.

### **BEHAVIORAL SCIENCES:**

#### **PSYCHOLOGY-SOCIOLOGY-SOCIAL WORK**

The undergraduate student is offered an opportunity to select from two areas of concentration: Psychology and Sociology. All emphasize a blend of theory and practice, and all require field experience.

#### **PSYCHOLOGY**

The curriculum is designed to introduce the student to basic understandings in the scientific, systematic study of behavior and mental processes of organisms, including humans. The bachelor's degree with a major in psychology does not prepare the graduate for immediate placement in a professional psychologist's position. There are limited employment opportunities for the graduate with a B.A. or B.S. degree. Consequently, students who wish to become professional psychologists must be prepared to do graduate study.

Flexible course offerings at the upper level make psychology an excellent companion major with many disciplines. A student may choose psychology as a secondary school teaching field, or as a liberal arts major. Only one specialization in psychology may be counted toward graduation requirements.

### **Undergraduate Program Requirements**

The student who chooses psychology as a liberal arts major and/or plans to enter graduate school to continue education in the field of psychology must earn credits in PSYC 1313, 2301, 2333, 2364, 3303, 3343, 4292, 4295, and two other advanced psychology courses for a total of 28 semester hours.

The student who plans to combine secondary education with psychology as the second major must earn credits in PSYC 1313, 2301, 2364, 3303, 3333, 3343, 4323, 4330, 4292 and 4295 for a total of 28 semester hours.

### **SOCIOLOGY**

Sociology is a valuable liberal arts major not only for students planning careers in social research, criminology, demography, and social psychology, but also for those pursuing a course of study in public administration, gerontology, rehabilitation social work, and market research. Sociology provides a useful background for those planning to enter law, business, medicine, community planning, architecture, and politics.

There are two programs for the undergraduate sociology major. One program is designed for the student who is planning a career in another profession or who is planning to do graduate work in sociology. The other program is designed for those who are seeking teacher certification in secondary education.

### **Program Requirements**

The student who selects an undergraduate major in sociology in preparation for entrance into another profession or for entrance into graduate school is required to complete the following courses: SOCI 1313, 3303, 3323, 3333, 4292, 4293, and four additional sociology courses for a minimum of 28 semester hours.

The student who seeks certification as a secondary teacher with sociology as one of two majors should take the following courses: SOCI 1313, 3303, 3323, 3333, 3383, 3393, 4292, 4293 and six additional hours of upper level sociology courses.

### **Graduate Program**

#### **MASTER OF EDUCATION DEGREE**

The College of Education and Behavioral Sciences offers seven M.Ed. degree programs. Each program is described in detail in the section of this catalog headed Graduate Degree Programs.

To receive the Master of Education degree a student must complete the following requirements:

1. The student must have an official degree plan on file in the Registrar's Office.
2. The student must complete the hours as prescribed in one of the programs of Educational Administration, Bilingual Education, Counselor Education, Educational Diagnostician, Generic Special Education, Reading Education, and General Studies. These courses must be completed with an quality point average of 3.00 on a 4-point scale with no grade less than "C". A minimum of 18 semester hours must be taken at the level of 6000 or above.
3. The student must receive the recommendation of his major department based upon satisfactory completion of a comprehensive examination.

Students who have earned their baccalaureate degrees in fields other than teacher education and wish to acquire initial certification, or who are already certified to teach but wish to earn additional endorsements to their original certificates, may enroll at H.B.U. as certification post-baccalaureate students. After analysis of previously earned credits, a "deficiency plan," which lists the necessary requirements for the certification or additional endorsement, is prepared on an individual basis.

Upon completion of all requirements, students are recommended to the Texas Education Agency for Teacher education for certification in the new field.

In order to be approved for the provisional teacher's certificate, students, including those holding a valid out-of-state certificate, shall be required to achieve a satisfactory level of performance on an examination prescribed by the Texas State Board of Education.

A person who has been convicted of a felony or misdemeanor for a crime which directly relates to the duties and responsibilities of the teaching profession will not be recommended for certification.

Upon completion of all programs requiring certification, it is the responsibility of the student to complete an application for certification and to return it to the Education office. This step is required of the student in order to be recommended to the Texas Education Agency for certification.

### **Educational Administration**

To earn a degree in Educational Administration, a student must complete the following 36 semester hours: EDUC 6310, 6300; EDAD 6301, 6302, 6303, 6304, 6306, 6308, 6309, 6310, 6313, and 6391.

To earn the Texas Professional Certificate in Mid-Management School Administration, the student must complete the 36 semester hours above, earn the M.Ed. degree, have a valid Texas teaching certificate, have completed two years of successful teaching, and must complete 9 additional semester hours: EDUC 6370 (for secondary certificate holders only) or EDUC 6371 (for elementary certificate holders only) and six semester hours selected from approved graduate electives. Students must also successfully complete a comprehensive examination as required by the Texas State Board of Education.

### **Bilingual Education**

To earn a degree in Bilingual Education a student must complete the following 36 semester hours: EPSY 5330, EDUC 6310, 6320, EDBI 5304, 5305, 5343, 6304, 6305, 6306, 6307, and six semester hours of approved graduate electives (three hours must be at the 6000 level). A student who lacks valid Texas teacher certification must also successfully complete EDUC 5387 and an additional 3 semester hours of student teaching.

Successful completion of this program, demonstration by examination of proficiency at the teaching level in Spanish, completion of EDUC 5387 and removal of any deficiencies needed for valid Texas Teacher certification at the elementary or secondary level, will qualify the student for Texas certification in Bilingual Education. Students must also pass the appropriate written comprehensive examination and oral Spanish evaluation as required by the Texas State Board of Education.

Students who already possess the Provisional certificate in Bilingual Education may, through presentation of appropriate undergraduate equivalent courses, substitute other graduate courses for required courses in the bilingual M.Ed. program, upon approval of the advisor.

### **Requirements for Teacher Certification Only**

A student who has never received teacher certification may earn Bilingual Education certification provided he completes the requirements as specified on the appropriate "deficiency plan", and completion of requirements below.

A person holding Texas teacher certification who can qualify as a special post-baccalaureate student (holder of the Bachelor's Degree who meets requirements as a special student) may seek to earn either an endorsement in Bilingual Education or the Certificate in Bilingual Education.

To gain unconditional admission to the Bilingual endorsement or provisional certificate programs,

and writing), or must take the appropriate course or courses to remove language deficiency in each area where the score is less than the minimum standard.

1. Program Requirements for the Endorsement in Bilingual Education
  - a. The student must complete the following courses with no grade less than "C": EDBI 5304, 5305, 6306, 6307; and must demonstrate proficiency on a TEA-approved test in Spanish.
  - b. Before receiving the University's recommendation for endorsement, the student must have a minimum of one year's experience teaching in a bilingual classroom that has been so designated by the Texas Education Agency.
2. Program Requirements for the Certificate in Bilingual Education
  - a. The student must complete the following courses with no grade less than "C": EDUC 6310, EDBI 5304, 5305, 5343, 6304, 6305, 6306, and 6307.
  - b. Upon completion of the program, the student must demonstrate, by examination, proficiency at the teaching level in Spanish.
  - c. Completion of Student Teaching in the Bilingual Classroom for students who are not already certified teachers, and 3 additional hours of student teaching.
3. Endorsement for Teachers of English as a Second Language
  - a. The student must complete the following courses with no grade less than "C": EDBI 5304, 5305, 5314, 5315 and EDUC 5386.
  - b. Certified Texas teachers may teach for one year in a TEA-approved ESL or bilingual classroom in lieu of completing student teaching in ESL.

For course description, see pages 182-185, College of Humanities

### **Counselor Education**

- A. To earn the M.Ed. degree in counselor education, a student must complete the following 36 semester hours with no grade less than "C": EDUC 6310, 6320; EPSY 5363, 6303, 6304, 6390; PSYC 5323, 5330, 6302, 6305, and six (6) semester hours of approved graduate electives. The student is required to show satisfactory performance on an oral comprehensive examination. A 350 clock hour practicum must be satisfactorily completed in a university approved and T.E.A. accredited school.

Persons who do not have an undergraduate degree in psychology or the following specific courses in the last seven years must take leveling courses in psychology to be considered for admission. A minimum of four specified courses is required: General Psychology; Abnormal Psychology; Research Methods; and Experimental Psychology. At H.B.U. these courses are designated as PSYC 1313, 2364, 3303, and 3343. Students must earn grades at the "B" level or higher in these background courses to be considered for admission. A course in statistics is strongly recommended to aid the student in achieving success in this program.

- B. For a person to be certified as a school counselor, the Texas Education Agency requires that the student have a valid teacher's certificate, have three years of successful teaching in addition to the M.Ed. degree described above, and meet all appropriate TEA requirements.
- C. Students who wish to become licensed as a Psychological Associate (P.A.) in addition to or instead of becoming certified as a School Counselor must do the following:
  1. Complete successfully all requirements for the M.Ed. degree in counselor education;
  2. Earn six (6) additional hours in graduate psychology or educational psychology.
  3. Complete successfully 100 additional clock hours of experience in practicum supervised by a licensed psychologist for a total of 450 hours in practicum. While in

an off-campus practicum setting, the student must be enrolled in an on-campus practicum course;

4. Earn a satisfactory score on the state licensing examination given by the Texas State Board of Examiners of Psychologists (TSBEP). The student should note that the TSBEP may change its requirements as it deems necessary, and thus the student should remain informed about TSBEP requirements for certification.
- D. Students who wish to become licensed as a Professional Counselor (L.P.C.) in addition to or instead of becoming certified as a School Counselor must do the following:
1. Complete successfully all requirements for the M.Ed. degree in counselor education;

6334, 6344, EDUC 6310, 5324 or 6324, 6320, EPSY 5330, and 4 semester hours of approved graduate electives.

The Texas certificate in generic special education requires that the student have a valid Texas elementary teaching certificate and have completed two years of successful teaching in addition to the requirements stated above. The student must also complete the appropriate comprehensive examinations as required by the State Board of Education.

The elementary certificate in generic special education for a person who already has a master's degree and a Texas teacher certification may be obtained by the completion of additional courses as specified by the College of Education and Behavioral Sciences.

**Reading Education**

To earn a degree in Reading Education, a student must complete the following 36 semester hours with no grade less than "C": EDUC 6310, 6320, EPSY 5330, EDRE 6301, 6302, 6304, 6305, 6306,

1. Students without an undergraduate major in psychology or without recent (last seven years) equivalents of specific undergraduate psychology courses must take the following background courses (12 semester hours) before entry into the M.A.P.C.P. program: PSYC 1313, 2364, 2301 or 3303, and 4330.
2. The student must be admitted to candidacy for the degree.
3. The student must complete a minimum of thirty (30) graduate semester hours with a quality point average of 3.0 on a four-point scale with no grade less than "C".
4. The student must receive departmental recommendation based upon satisfactory completion of a comprehensive oral examination.
5. The student must satisfactorily complete practicum work as judged by faculty supervisor(s) and by practicum site supervisor(s).

## CHILD DEVELOPMENT

### **CDEV 2373 Marriage and the Family**

A consideration of factors in self-understanding and interpersonal relations; changing roles of men, women, and children; problems of family life; socialization of children; the influence of school and community interaction, including parent-teacher relationships; similarities and differences in familial life styles. (Offered also as EDEC 2373, PSYC 2373, SOCI 2373 and SOCW 2373).

### **CDEV 2383 Psychomotor Development of the Young Child**

A study of the developmental sequence of motor performance, including activities and materials that enhance sensory motor integration, gross and fine motor development, self-help, and perceptual motor skills. (Offered also as EDEC 2383 and KINE 2383).

### **CDEV 4110 Instructional Programming in Early Childhood**

A study of problems in the development of effective programming. Prerequisites: CDEV 4304, 4306, and 4313 or permission of the Program Director. (Offered also as EDEC 4110).

### **CDEV 4111 Research and Evaluative Techniques for Early Childhood**

A critical analysis of research and evaluative techniques applicable to early childhood. Prerequisites: CDEV 4110, 4304, 4306, 4313, and 4292 or permission of the Program Director. (Offered also as EDEC 4111).

### **CDEV 4181, 4281, 4381 Special Topics**

A service course designed to permit the offering of topics of current interest. May also be used for individual study in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### **CDEV 4292 Senior Seminar: Study of Day Care**

This course is a campus-based seminar on the development, organization, and evaluation of day care programs for young children; physical facilities, equipment, and materials needed for the care and development of young children. Prerequisites: CDEV/EDEC 4304, 4306, and 4313 or permission of the Program Director. (Offered also as EDEC 4292.)

### **CDEV 4293 Senior Seminar: Practicum in Early Childhood**

This course is a field-based experience in which a minimum of 60 clock hours are spent in observing and working in a pre-school program. Included are techniques of instruction; management and technical considerations; interaction of the roles of all personnel in programs for young children; and the impact of legislation and outside influences upon pre-school programs. Prerequisites: CDEV 4304, 4306, 4313, 4292, and 4110 or permission of the Program Director. (Offered also as EDEC 4293.)

### **CDEV 4302 Survey of Exceptional Children**

This course is an indepth study in all areas of exceptionalities. Fifteen hours of observation required. (Offered also as EDEC 4302/5302 and EDSP 4302/5302.)

### **CDEV 4304 The Young Child**

This course includes an indepth study of growth and development during infancy and early childhood. The behavioral science foundations of early childhood education including psychosexual-personality, normative-motivational, behavioral-environmental, cognitive-



## **EDUCATIONAL ADMINISTRATION**

### **EDAD 6181, 6281, 6381 Special Topics**

A service course designed to permit the offering of topics of current interest and special

instructional leadership, and facilities management. The intern is assigned to an administrator for a minimum of 90 clock hours in the field. The field experience is under the supervision of a University professor and is accompanied by a weekly symposium. The intern is given experience in applying management fundamentals to an on-going school program. Each of the topics is developed by assignments, discussions, required readings, and a report. Prerequisite: 18 semester hours of Educational Administration courses and approval of the program director.

## **BILINGUAL EDUCATION COURSES**

Courses in Bilingual Education may be found listed in this Bulletin on pages 182-185.

## **EARLY CHILDHOOD**

### **EDEC 2373 Marriage and the Family**

(Offered also as CDEV 2373, PSYC 2373, SOCI 2373, SOCW 2373).

### **EDEC 2383 Psychomotor Development of the Young Child**

(Offered also as CDEV 2383.)

### **EDEC 4110 Instructional Programming in Early Childhood**

A study of problems in the development of effective programming. Prerequisites: EDEC 4304, 4306, 4313, 4292, and 4293 or permission of Program Director. (Offered also as CDEV 4110).

### **EDEC 4111 Research and Evaluation Techniques in Early Childhood**

A critical analysis of research and evaluation techniques applicable to early childhood. Prerequisites: EDEC 4110, 4304, 4306, 4313, and 4292 or permission of Program Director. (Offered also as CDEV 4111).

### **EDEC 4181, 4281, 4381 Special Topics**

This course provides opportunities for individual research and development in areas of special interest, current issues, and special problems within the field of education of young children. A minimum of 30 clock hours of directed study is required for each semester hour of credit.

### **EDEC 4292 Senior Seminar: Study of Day Care**

directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

**EDEC 5302 Survey of Exceptional Children**

(Offered also as CDEV 4302, EDEC 4302, EDSP 4302/5302).

**EDEC 5304 The Young Child**

(Offered also as CDEV 4304, EDEC 4304).

**EDEC 5306 Language and Concept Development in Young Children**

(Offered also as CDEV 4306, EDEC 4306, EDSP 5306).

**EDEC 5313 Curriculum and Instruction in Early Childhood**

(Offered also as CDEV 4313). Prerequisite: EDEC 5306 or permission of Program Director.

## READING

### **EDRE 1333 Reading for Effective Learning**

This course is designed to provide instruction in college-level reading and study skills. Special emphasis is placed on vocabulary, literal and inferential comprehension, metacognitive strategies, speed, skimming and scanning techniques, writing skills, and organizational patterns of textbooks. The individual nature of the course makes it appropriate for students wishing to gain college-level reading skills as well as students wishing to strengthen their college-level reading skills.

### **EDRE 3350 Reading and the Language Arts**

An analysis of the development of reading, speaking, listening and writing abilities. Both on-

**EDRE 6305 Reading: A Linguistic Perspective**

**GENERIC SPECIAL EDUCATION**



**EDSP 5302 Survey of Exceptional Children**

(Offered also as CDEV 4302, EDEC 4302/5302, EDSP 4302).

**EDSP 5306 Language and Concept Development in Young Children**

(Offered also as CDEV 4306, EDEC 4306/5306, and EDSP 4306).

**EDSP 5311 Diagnostic and Prescriptive Teaching for Exceptional Children**

(Offered also as EDSP 4311).

**EDSP 5314 Learning and Neurological Disabilities in Children**

Advanced study of physical, neurological, sociological and environmental causes of learning

## PROFESSIONAL EDUCATION

### **EDUC 4130 Methods for Teaching Math to Pre-Adolescents**

This course emphasizes the use of manipulative materials to teach mathematical concepts and skills to children. Students practice applying these techniques during 15 hours of field experience in an elementary school classroom. Must be taken simultaneously with INDC 4330. Prerequisite: EDUC 4301.

### **EDUC 4140 Methods for Teaching Social Studies to Pre-Adolescents**

This course explores the theory and practice of teaching social studies to children. Students gain experience in applying this knowledge through instructional design projects and simulated teaching experiences. Must be taken simultaneously with INDC 4292. Prerequisite: EDUC 4301.

### **EDUC 4150 Methods for Teaching Science to Pre-Adolescents**

This course explores the theory and practice of teaching science to children. Students gain experience in applying this knowledge through instructional design projects and simulated teaching experiences. Must be taken simultaneously with INDC 4293. Prerequisite: EDUC 4301.

### **EDUC 4181, 4281, 4381 Special Topics**

A service course designed to permit the offering of topics of current interest, additional field work and special workshops. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### **EDUC 4301 Curriculum and Instruction in the Elementary School**

Studies of factors influencing the nature of curriculum and instruction in elementary schools. Examinations will be made of the role of the teacher in the teaching-learning process and in the

**EDUC 4354            Advanced Applications of Curriculum and Instruction in Secondary Schools**

A course in which prospective student teachers combine campus-based instruction with a minimum of 25 clock hours of field-based experience in observation and the planning and presenting of lessons. An emphasis is placed upon lesson presentation skills, use of a variety of teaching methods, and application of classroom management skills. This course is a prerequisite

**EDUC 4396 Student Teaching in Secondary School Art**

This course is a field-based student teaching experience in secondary school art for the student preparing for all-level certification. The student teacher works with an experienced teacher in a school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4397 Student Teaching in Secondary School Choral Music**

This course is a field-based student teaching experience in secondary school choral music for the student preparing for all-level certification. The student teacher works with an experienced teacher in a school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4398 Student Teaching in Secondary School Instrumental Music**

This course is a field-based student teaching experience in secondary school instrumental and/or band music for the student preparing for all-level certification. The student teacher works with an experienced teacher in a school setting for one-half of an academic quarter. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 4690 Student Teaching in Elementary School Grades**

This course is a field-based student teaching experience in grades 1-6 for students seeking elementary school certification. The student teacher works with an experienced teacher in a school setting each school day for eleven weeks. Prerequisite: Approval of the Teacher Education

**EDUC 5387 Student Teaching in the Bilingual Classroom**

(Offered also as EDUC 4387).

**EDUC 5391 Student Teaching in the Kindergarten**

This course is a field-based student teaching experience in the kindergarten. The student teacher works with an experienced teacher in the school setting for one-half of each school day for eleven weeks. Prerequisite: Approval of the Teacher Education Committee.

**EDUC 6300 Current Issues in American Education**

This course is designed to provide the graduate student with updated background information on such current topics as: social change, accountability, changing staff roles, vocational life education, student privacy act, confidential information, new school architecture, drug and sex education in public schools and others.

**EDUC 6301 Classroom Management**

A study of a broad spectrum of approaches to classroom management including authoritarian, behavior-modification, group-process, instructional, and psycho-emotional-climate orientations. Examination of research regarding effective classroom management. Exploration of multiple strategies for handling common classroom management problems.

**EDUC 6310 The School in a Multi-Cultural Society**

Indepth study of the socialization patterns, cultural backgrounds, values, attitudes, behaviors, and learning problems of children and youth whose cultural and ethnic backgrounds are different from those of children and youth from the dominant culture. Emphasis is on both theoretical constructs and practice in the development of leadership roles in the school and community.

**EDUC 6320 Research Techniques and Procedures**

(Also offered as PSYC 6320 and EDAD 6310).

## **EDUCATIONAL PSYCHOLOGY**

### **EPSY 5323 Theories of Counseling**

Comprehensive and intensive study of major theoretical orientations in counseling and psychotherapy, stressing implications for research and practice. Includes experiences in micro-counseling and other simulations to develop counseling skills. (It is recommended that EPSY 5323 be taken before EPSY 6308.) (Also offered as PSYC 4323/5323).

### **EPSY 5326 Psychology of Death and Dying**

A course dealing with the process of grief and dying. The psychological adjustments of the individual, family, and professional are examined. The student is introduced to attitudes, values and beliefs pertaining to death. (Also offered as PSYC 4326/5326).

### **EPSY 5330 Psychology of Learning**

(Also offered as PSYC 4330, EDUC 4330, PSYC 5330).

### **EPSY 5363 Principles of Guidance**

Introduction to philosophical and historical foundations of guidance and counseling, stressing practical problems of organizing and implementing guidance programs in the secondary and elementary schools. Consideration is given to professional issues, present and future, as they impact the role and function of the counselor. Includes the design of a guidance and counseling program for elementary, secondary, or post-secondary institution. (Also offered as EDUC 4363, PSYC 4363).

### **EPSY 6181, 6281, 6381 Special Topics**

Group aspects of student personnel work for counselors, administrators, and other professionals dealing in services where group counseling is provided. Theory and research relevant to providing group counseling to various populations are emphasized. Didactic and experiential activities as well as methods/techniques are offered. (It is recommended that EPSY 5323 be taken before EPSY 6308.) (Also offered as PSYC 6308).

**EPSY 6344 Educational Appraisal of Handicapped Students**

(Also offered as EDSP 6344).

**EPSY 6390 Practicum in Counseling**

Supervised laboratory and field experience in individual and group counseling with emphasis upon methods and techniques. Competence in counseling with varied types of human concerns is developed.

**INTERDISCIPLINARY STUDIES--EDUCATION****INDC 3310 Essential Elements of Art**

This course deals with the essentials of art based on Lowenfield's continuum of growth. The studio experience with art emphasizes two-dimensional art media. Prerequisite: EDUC 4301. (Elementary certification students only)

**INDC 3320 Essential Elements of Music**

This course includes a study of the child voice, rote singing, development of rhythmic and melodic expression, directed listening, and music reading readiness. Basic materials, including song text are studied, and simple percussion and melodic instruments are used in creative activities. Prerequisite: EDUC 4301. (Elementary certification students only)

**INDC 4292 Senior Seminar: Social Studies**

Intensive analytical study of the various aspects of social studies. Independent research as well as preparation and presentation of a paper is required. Must be taken simultaneously with EDUC 4150. Prerequisite: EDUC 4301. (Elementary certification students only)

**INDC 4293 Senior Seminar: Science**

Intensive analytical study of earth science. The design, implementation, and presentation of a research project is required. Must be taken simultaneously with EDUC 4140. Prerequisite: EDUC 4301. (Elementary certification students only)

**INDC 4330 Essential Elements of Math**

The focus of this course is the content of basic mathematics. Concepts and skills related to place



## **HUMAN KINETICS**

### **KINE 2111 Physical and Recreational Activities**

Provides opportunities for students to learn individual or team skills in an activity they choose. Possible selections are low-impact aerobics, high-impact aerobics, jogging, tennis, weight-training, individualized fitness, or badminton.

### **KINE 2181, 2281, 2381 Special Topics**

A service course designed to permit the offering of topics of current interest. May also be used for individual study, in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

### **KINE 2200 Concepts in Human Wellness**

Provides information regarding the components of physical fitness--cardiovascular, muscle strength and endurance, flexibility, and skinfold measurements. In addition, nutrition, disease control, stress management, proper diets and exercise procedures are emphasized. Pre-selected activities will be conducted during part of the class sessions to allow the application of principles taught in the lecture sessions. Required for all baccalaureate degrees.

### **KINE 2213 Individual and Team Recreational Activities**

**KINE 4181, 4281, 4381 Special Topics**

Directed study of a minimum of thirty clock hours for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

**KINE 4297 Senior Seminar: Research in Human Kinetics**

Research in current issues of human kinetics will be addressed to provide information about the field of human kinetics. Students will be expected to present an issue addressing the pros and cons. A class research proposal will also be developed stressing the techniques used in human kinetics research. Prerequisite: See Note 7 under Degree Requirements.

**KINE 4298 Senior Seminar: Practicum in Human Kinetics**

A practicum in human kinetics involving supervised experiences working in either an on-campus or off-campus learning experiences that must be approved by the department. Both the human kinetics major being certified to teach and the liberal arts human kinetics major will be required to complete a specified number of observation hours. In addition, the class will complete the second phase of the research project begun in KINE 4297. Prerequisite: KINE 4297.

**KINE 4323 Motor Learning**

A course structured around the basics of human movement and motor performance. Subject matter includes perceptual-motor foundations of physical education with emphasis on the state of the performer and his ability to learn motor skills. Prerequisites: BIOL 2404; KINE 3393, 3395.

**KINE 4332 Health and Fitness in the Secondary Schools**

An overview of program planning activities for junior and senior high schools, to include: daily and unit lesson plans, class organization, special programs, classroom management and resources available to the teacher. Field experience will be arranged. A prerequisite for student teaching.



skills of observation, listening, feedback, confrontation, genuineness, empathy and non-possessive warmth. How to conduct an effective interview is taught. Self-assessment and self-awareness as they relate to communication ability are emphasized. (Offered also as SOCI 3363 and SOCW 3363).

**PSYC 418I, 4281, 4381 Special Topics**

A service course designed to permit the offerings of topics of current interest. May also be used for individual study in which a minimum of 30 clock hours of directed study is required for each semester hour of credit. Advanced reading, testing, and projects involving research are included.

**PSYC 4292 Senior Seminar in Experimental Psychology**

In this course the student designs an original research project, preparing a prospectus which describes the problem, the hypothesis, the review of literature, techniques to be used, and other components normally found in research proposals. Prerequisite: PSYC 3303, 3343 and senior standing in psychology. See Note 7 under Degree Requirements.

**PSYC 4295 Senior Seminar in Experimental Psychology**

The student conducts an approved research project and prepares a report which includes findings and conclusions. Prerequisite: PSYC 4292. See Note 7 under Degree Requirements.

**PSYC 4320 Advanced Counseling Techniques**

The purpose of this course is to refine and practice basic interpersonal skills, communication styles, and interviewing techniques. The course builds upon beginning content presented in the Introduction to Interventive Skills course, thus creating a bridge to the advanced theory courses which integrate skills with conceptual knowledge. (Offered also as SOCI 4320, SOCW 4320). Prerequisite: PSYC/SOCI/SOCW 3363.

**PSYC 4323 Theories of Counseling**

Comprehensive and intensive study of major theoretical orientations in counseling and psychotherapy, stressing implications for research and practice. Includes experiences in micro-counseling and other simulations to develop counseling skills. (Also offered as EPSY 5323, PSYC 5323).

**PSYC 4326 Psychology of Death and Dying**

A course dealing with the process of grief and dying. The psychological adjustments of the individual, family, and professional are examined. The student is introduced to attitudes, values, and beliefs pertaining to death. (Offered also as PSYC 5326, EPSY 5326).

**PSYC 4330 Psychology of Learning**

A course stressing the contributions of major learning theories to understanding behavior. Particular attention is paid to human learning and the applicability of learning theory to the educational process as well as to goal attainments. (Offered also as EDUC 4330, PSYC 5330 and EPSY 5330).

**PSYC 4334 Psychology of Religion**

The insights of psychology as a science are used to inspect and evaluate the religious dimensions of life. Included are the sources and meanings of religion, religious development, specific religious experiences and phenomena, and the relative health and sickness of various expressions of religion. (Offered also as CHRI 4334/PSYC 5334.)

**PSYC 4353 Physiological Psychology**

perception, experimental research, and statistical analysis. Formal theories of motivation and emotion are reviewed as are current research outcomes and directions.

**PSYC 5181, 5281, 5381, 6181, 6281, 6381 Special Topics**

A service course designed to permit the offerings of topics of current interest. May also be used for

**PSYC 6305 Individual Psychological Evaluation**

## **SOCIOLOGY**

### **SOCI 1313 Principles of Sociology**

A study of the nature of social relations, social institutions, and social processes, and of the products of these relationships. The nature of culture, communications, socialization, mobility, social control and other sociological concepts are considered.

### **SOCI 2301 Introductory Statistics for the Behavioral Sciences**

(Offered also as PSYC 2301, SOCW 2301)

### **SOCI 2303 Introduction to Social Work**

(Offered also as SOCW 2303).

### **SOCI 2323 Social Problems**

(Offered also as SOCW 2323).

### **SOCI 2373 Marriage and the Family**

**SOCI 4310 Cross-Cultural Understanding**

A course in cross-cultural understanding grounded in the body of knowledge of cultural anthropology which is designed to create in the student an awareness of ethnocentrism and a beginning understanding of cultural similarities and diversity. It provides the student with knowledge of the concepts of cultural relativity, cultural integration, and variation in cultural values, organization, institutions, and concept of time, space, and symbols. (Offered also as SOCW 4310)

**SOCI 4320 Advanced Counseling Techniques**

The purpose of this course is to refine and practice basic interpersonal skills, communication styles, and interviewing techniques. The course builds upon beginning content presented in the Introduction to Interventive Skills course, thus creating a bridge to the advanced theory courses which integrate skills with conceptual knowledge. (Offered also as PSYC 4320, SOCW 4320). Prerequisite: PSYC/SOCI/SOCW 3363.

**SOCI 4333 Sociology of Religion**

An analysis of the roles and functions of religion in human societies, types of religious organizations, and the relations between religion and other social institutions. The roles of



## **SOCIAL WORK**

### **SOCW 2303 Introduction to Social Work**

Provides the student with an overview of the fundamental values, philosophies, and historical themes which dominate the development and present status of social welfare and social work practice. Traditional and newer practice perspectives are considered. Opportunities for volunteer service in a social service agency may provide the beginning desire to pursue the profession of social work as a career. (Also offered as SOCI 2303).

### **SOCW 2323 Social Problems**

Major contemporary social problems are critically examined. Problems include such areas as abortion, alcohol and drug abuse, crime, divorce, health care, poverty, changing sex roles, and family violence. The social policies and programs that have developed to address these problems are identified and assessed. Current issues, especially with respect to value dilemmas, are highlighted. (Also offered as SOCI 2323).

### **SOCW 2373 Marriage and Family**

(Offered also as CDEV 2373, EDEC 2373, PSYC 2373, and SOCI 2373).

### **SOCW 3303 Research Methods**

(Offered also as SOCI 3303 and PSYC 3303).

### **SOCW 3333 Social Psychology**

(Offered also as PSYC 3333 and SOCI 3333).

### **SOCW 3363 Introduction to Interventive Skills**

Provides the initial development of skills related to interpersonal interactions, specifically those used with the helping process. Role-playing and in-class exercises are used to demonstrate the skills of observation, listening, feedback, confrontation, genuineness, empathy and non-possessive warmth. How to conduct an effective interview is taught. Self-assessment and self-awareness as they relate to communication ability are emphasized. (Offered also as SOCI 3363 and PSYC 3363).

### **SOCW 3374 Urban Sociology**

(Offered also as SOCI 3374).

### **SOCW 3393 Sociology of Childhood and Adolescence**

(Offered also as SOCI 3393).

### **SOCW 4310 Cross Cultural Understanding**

(Offered also as SOCI 4310).

### **SOCW 4320 Advanced Counseling Techniques**

The purpose of this course is to refine and practice basic interpersonal skills, communication styles, and interviewing techniques. The course builds upon beginning content presented in the Introduction to Interventive Skills course, thus creating a bridge to the advanced theory courses which integrate skills with conceptual knowledge. (Offered also as PSYC 4320, SOCI 4320). Prerequisite: PSYC/SOCI/SOCW 3363.

### **SOCW 4333 Sociology of Religion**

(Offered also as CHRI 4333 and SOCI 4333).

### **SOCW 4343 Sociology of Middle Age and Aging**

(Offered also as SOCI 4343).

## COLLEGE OF FINE ARTS

The College of Fine Arts is committed to a program which is designed to provide broad aesthetic experience in art and music for both the major and the general student. In addition to the course work which introduces the student to the fine arts, and to the theories which underlie them, many means are afforded for actual involvement in creativity. Regular performances by the Houston Baptist University Chorus, Band, and Orchestra, faculty recitals, visiting art displays in the Museum Gallery, and smaller vocal and instrumental ensembles all bring opportunity for participation and enjoyment. The location of Houston Baptist University near the cultural center of the city of Houston is an added advantage. Students can enjoy noted artists and lecturers, outstanding theater, facilities of major art museums, and performances of the Houston Symphony and the Houston Grand Opera Association.

The College of Fine Arts offers undergraduate majors in the fields of art and music. The curricula of these areas may serve as preparation for specialized graduate study, as background training for a career in the arts, or (when coordinated with supporting courses in education), as preparation for teaching. Christian liberal arts play an indispensable part in the renewal of our culture.

### ART

Houston Baptist University offers a bachelor's degree with a major in art. The art program is designed to help the student develop a personal, critical attitude toward his life situation through creative involvements. The beginner is offered a variety of courses which provide technical training, historical background and professional competence while not destroying the dignity of

- C. A student who plans to teach art in the secondary school must take ART 1303, 1313, 1323, 2313, 2323, 3305, 3323, 3343, 4292, 4293 and a minimum of 8 semester hours in studio art courses.
- D. The six semester hour student teaching requirement will be completed in one quarter.

#### **IV. Art with Teacher Certification (All-level Teaching Certificate)**

- A. This plan is for the student who plans to teach only art and who wishes to be certified to teach at both elementary and secondary levels.
- B. To be certified to teach art in grades K-12 a student must take ART 1303, 1313, 1323, 2313, 2323, 3305, 3310, 3313, 3323, 3343, 4292, 4293, and a minimum of 20 semester hours in studio art courses, eight hours of which must be upper level.
- C. The six semester-hour teaching requirement will be divided between elementary and secondary level experiences. See the Education-Undergraduate section of this Bulletin.

Special Requirements: Art majors are required to participate in annual student exhibitions and other exhibits, programs, and lectures. The University reserves the right to retain permanently one work from each student in each class. The disposition of these works will be decided by the art faculty. Other works may be held temporarily for use in specific exhibitions. These will be available to owners no later than two years after the lending date.

### **MUSIC**

The curricula in Music at Houston Baptist University are designed to provide the specialization and depth of study necessary for the performance major, the church music major, or the teacher certification program. In addition, curricula and courses are offered which lead to a Bachelor of Arts or a Bachelor of Science degree for those students who wish to combine general music studies with a major in another field, and for other students who wish to take electives in music or to participate in one of the performing ensembles.

Students who wish to major in music at Houston Baptist University must apply for acceptance to a degree program which leads to the: Bachelor of Arts or the Bachelor of Science degree in music, or the Bachelor of Music degree. In the Bachelor of Music degree, a student may choose an orchestral instrument, organ, piano, voice, theory/composition, or Church Music as a major, or may pursue a course which leads to teacher certification.

#### **ENTRANCE EXAMS IN MUSIC (FRESHMEN AND TRANSFER STUDENTS)**

- A. Applied Music: A student wishing to major in music must demonstrate talent for performance by means of an audition for the faculty in the major applied area before being admitted to the curriculum. A student who, at the time of the audition, does not meet entrance requirements for the projected degree but who demonstrates unusual potential, may, at the recommendation of the music faculty, be accepted to the Department of Music on a trial basis. Such students must fulfill all deficiencies within a specified time. Failure to complete the deficiencies within the specified time period will automatically terminate the student's status as a music major.
- B. Theory: Prior to a student's initial enrollment in the Department of Music, a placement examination will be given in music theory. If the examination is not passed with a grade of 70%, the course, Rudiments of Music Theory (2 hrs.) will be required before the student may begin the regular series of music courses. (Students are referred to the current Handbook for Music Majors for further details.)

### **APPLIED MUSIC**

Individual instruction is offered in voice, piano, organ, harpsichord, brass, woodwinds, percussion, strings, harp, guitar, and composition. All students electing applied music for credit may be required to take a jury examination at the end of each quarter. (See Handbook for Music Majors for more specific information.)

Music majors must be registered for applied music in their area of concentration until the Upper Division Examination is passed and recital requirements are met.

All lower level applied music courses (lessons) will carry an MUPL 1000 or 2000 number and all upper level courses will carry an MUPL 3000 or 4000 number. Applied music courses beginning with "0" number will not be counted toward a major.

### **ENSEMBLES**

Ample opportunity is offered to all students at Houston Baptist University for creative participation in musical ensembles. Any student who meets the audition requirements may participate in musical organizations. Music majors must participate in either University Chorus, Symphonic Band, or Orchestra each quarter in residence. Keyboard majors are required to participate in one ensemble and will be assigned accompanying duties.

**Choral Activities:** Music majors with an emphasis in voice must participate in University Chorus or University Singers.

**Instrumental Activities:** Music majors with an emphasis in instrumental music must participate in Symphonic Band or Orchestra and may elect other ensembles each quarter.

All students enrolled as music majors must enroll and make a passing grade in an ensemble for each quarter during which they are registered as a full time student at Houston Baptist University. Students attending Houston Baptist University on a music grant-in-aid will be assigned to an ensemble by the Director of Choral Activities or by the Director of Instrumental Activities.

### **KEYBOARD PROFICIENCY**

All music majors must be enrolled in keyboard studies until the minimum requirements for keyboard proficiency as set forth in the current Handbook for Music Majors have been met and the examination has been passed. In certain instances, students who have passed a keyboard proficiency examination may be permitted to waive further keyboard studies. This examination shall be administered regularly at the end of each quarter and at other times as required.

The keyboard proficiency examination must be completed prior to student teaching, internship, or presentation of senior recital.

### **UPPER DIVISION EXAMINATION IN MUSIC**

The purpose of the upper division examination is to assess the progress made by the student during the first two years of study. The examination is to be taken at the end of the sixth quarter of study at Houston Baptist University, or at the end of the quarter during which a minimum of 60 semester hours of credit applicable to a degree will be earned and Theory requirements met. Transfer students with 60 hours of transfer credit must take the upper division examination within three quarters of entrance to the H.B.U. music program. Students may postpone the examination only by petitioning the Dean of the College of Fine Arts, and the examination must be taken as soon thereafter as possible and no later than four quarters prior to expected graduation.

The examination will be administered by the music faculty who will submit a written report upon completion of the examination with recommendations concerning the program to be pursued by the student.

Upon recommendation of the Upper Division Examination Committee, the student will be admitted to a specific degree program in Music. The student may not pursue any other degree in music without petitioning and auditioning for a different degree once the upper division examination has been taken and the committee has submitted its recommendations.

Any student who does not pass the upper division examination may retake the examination after one quarter. Failure to pass the examination a second time will result in his being required to consider an alternative degree program.

### **JURY EXAMINATIONS IN MUSIC**

Every student enrolled in a private applied music course may be required to take a jury examination at the end of each quarter of study. The jury will consist of the members of the faculty in the student's major field of performance.

### **MUSIC THEORY AND MUSICOLOGY EXAMINATIONS**

Each student will be given cumulative examinations in music theory and music history. These must be taken within one quarter after the completion of Music Theory IV (2322), and Music History (3232), respectively. The examination must be passed with a grade of 70% or higher. If the examination is not passed at the end of the third quarter, the student may retake the examination the following quarter. The exam may be taken three times. If the examination is not passed the third time, the student must appear before a review board to determine how much must be repeated. If a quarter is repeated and passed with a grade of B or higher, the cumulative examination does not need to be repeated again. If the student earns a C in the repeated quarter(s), the cumulative examination must be taken and passed with a grade of 70% or higher. Music Theory V (3322) may not be taken until the theory examination has been passed.

### **STUDENT FORUM AND CONCERT ATTENDANCE REQUIREMENT**

All music majors enrolled as full time students at Houston Baptist University are required to attend at least two-thirds of the student forum meetings and two-thirds of the concerts (on or off campus) during each quarter. Failure to meet this requirement will affect eligibility for scholarships and awards.

### **STUDENT RECITAL REQUIREMENTS**

Bachelor of Arts and Bachelor of Science students will not be required to perform a recital. Bachelor of Music (Teacher Certification) students will be required to perform a recital of 30 minutes duration. Other Bachelor of Music students are required to perform both junior and senior recitals.

### **BACHELOR OF ARTS/BACHELOR OF SCIENCE DEGREE**

• Christianity 1313, 1323 plus 3 additional hours	9
English 1313, 1323 and English Proficiency Exam	6
Foreign Language (6 hours in same language)	6
Math 1313 or higher level mathematics course	3
Computer Information Systems 1321	3
Human Kinetics 2200	2
Social and Behavioral Sciences (See Note 16, p. 55)	6
Speech 1313	3
Humanities Elective (See Note 17, p. 55)	3
	41

\* Not applicable to music degree.

\*\* Includes MUAP 2104 for piano majors.

### **BACHELOR OF MUSIC (Performance)**

The Bachelor of Music degree with a major in performance is designed as a highly selective and professional curriculum for the exceptionally gifted performer who is seeking a career in musical performance, or is preparing for graduate study in music leading to a career in the teaching of music at the college or university level. Following is an outline of the requirements for this degree:

**Sem. Hrs.**

#### **THEORY**

Rudiments of Music (0212)	2*
Theory I, II (1312, 1322)	6
Sightsinging and Eartraining I (1342)	3
Theory III, IV (2312, 2322)	6
Sightsinging and Eartraining II (2342)	3
Theory V (3322)	3

#### **MUSIC LITERATURE AND HISTORY**

Music Literature (2212, 2222, 2232)	6
-------------------------------------	---



**HOUSTON BAPTIST UNIVERSITY**

\*

Music Electives to be chosen from the following  
Instrumental Literature I, II (4213, 4223)  
Advanced Instrumental Conducting (4273)  
Jazz Influences on Instrumental Music (4232)  
Symphonic Literature I, II (4212, 4222)  
Ensembles

8

3  
55

**BACHELOR OF MUSIC (Teacher Certification)**

Psychology 3313	3
Political Science 2313	3

10

**PROFESSIONAL EDUCATION**

Education 4301, 4312, 4345, 4354	12
Student Teaching (4394 and 4397 or 4398)	6

18

\* Not applicable to degree requirements.

\*\* Includes MUAP 2104 for piano majors.

**BACHELOR OF MUSIC (Theory/Composition)**

The Bachelor of Music degree with a major in Theory/Composition is designed as a curriculum for exceptionally gifted musicians who are primarily interested in the study of the materials of music, and in the creative craftsmanship of composition. The degree is expected to serve as a basis for graduate study in either theory or composition, leading to a career in teaching at the college or university level or to a career as a professional composer.

Sem. Hrs.

**THEORY**

Theory I, II (1312, 1322)	6
Sightsinging and Eartraining I (1342)	3
Theory III, IV (2312, 2322)	6
Sightsinging and Eartraining II (2342)	3
Theory V (3322)	3

**MUSIC LITERATURE AND HISTORY**

Music Literature (2212, 2222, 2232)	6
Music History (3212, 3222, 3232)	6

**SUPPORT COURSES**

Senior Seminars in Theory (4292, 4293)	4
Conducting (3172, 3272-Vocal) or (3173, 3273-Instrumental)	3

**APPLIED AREA**

Composition (with 12 hrs upper level)	18
Recitals: Junior and Senior (See Note 1)	0
Applied Secondary (See Note 2)	18*

Cognate Courses	
Advanced Aural/Keyboard Skills (3222)	2
Music Electives	14
Ensembles	3
	95

**LIBERAL ARTS CORE**

Christianity 1313, 1323 plus 3 additional hours	9
English 1313, 1323 plus English Proficiency Exam	6
Foreign Language (German or French)	6
Math 1313 or higher level mathematics course	3
Computer Information Systems 1321	3
Human Kinetics 2200	2
Social and Behavioral Sciences (See Note 16, p. 55)	6
Speech 1313	3
Humanities Elective (See Note 17, p. 55)	3
	41

\*Includes MUAP 2104 for piano majors.



original works written during sophomore, junior, and senior years. The composer must participate in the recital as a conductor or performer. The programs must be approved by a faculty committee prior to presentation.

Note 2: The Junior Recital may not be given until the piano proficiency examination is passed.

## **ART**

### **ART 1303 Art Methods and Materials**

An introductory course concerned with basic art techniques and materials. The student will become acquainted with processes and the materials of painting, drawing, printing, sculpture, and ceramics.

### **ART 1313, 1323 Design**

The student makes a thorough study of the principles and elements of design and visual devices which make up a work of art. By means of two and three dimensional problems, students make personal application of these concepts.

### **ART 2231, 2241, 3231, 3241, 4231, 4241 Ceramics**

In ceramics, the student works with hand-built and wheel-thrown techniques of forming pottery. Experimentation with glaze formulation, glazing, and firing, and the search for a form language that expresses the individual are emphasized.

### **ART 2232, 2242, 3232, 3242, 4232, 4242 Drawing**

These courses are basic exercises using various drawing media and subject matter with emphasis on the human figure. Anatomical rendering, contour and value drawing are studies which will be utilized in the student's ultimate development toward a personal approach to drawing.

This course involves creative problems in crafts designed for the pre-adolescent pupil with specialization in three-dimensional media. Prerequisite: Junior standing in the teacher education program.

**ART 3323 Crafts for the Secondary School**

This studio course presents practical experience and preparation for teaching three-dimensional

## **APPLIED MUSIC**

### **MUAP 3181, 3281, 4181, 4281 Special Topics**

Directed study in a specialized area of Applied Music. A minimum of 30 clock hours of independent

## COGNATE COURSES - KEYBOARD

### **MUAP 0102 Class Organ**

One hour per week. Class instruction for beginning organ students. Emphasis on technical skills, mastery of organ music at the individual student's level, overview of organ literature, construction and design of the instrument, and service playing. Prerequisite: successful completion of the piano proficiency or approval of the instructor.

### **MUAP 0104 Class Piano**

Class instruction for beginning piano students.

### **MUAP 2104 Applied Skills for Pianists**

Class instruction for advanced piano students. Covers piano proficiency requirements for students whose major applied concentration is piano, in degrees other than Bachelor of Music Performance.

### **MUAP 3211, 3221 Piano Laboratory**

Devoted to the development of keyboard skills including improvisation, harmonization, realization of figured bass, transposition, sight-reading, accompanying, and basic score reading. Proficiency test required for final examination.

### **MUAP 3213 Organ Construction and Design**

Study of the construction and design of the organ, minor organ repairs, and registration guidelines.

### **MUAP 3223 Service Playing I**

Service literature, techniques, accompanying and conducting from the keyboard. Organ proficiency requirements are covered in both Service Playing I and II.

### **MUAP 3233 Service Playing II**

Emphasis is placed on thorough-bass playing, improvisation, modulations, transposition, reharmonization. Requirements of the AAGO Examination are reviewed.

### **MUAP 4214 Piano Literature**

Practical survey of major keyboard repertoire written between 1750 and 1900. Emphasis is placed upon principal forms, styles, and composers as well as practical consideration of particular pianistic techniques and problems. (Offered also as MUHL 4292).

### **MUAP 4215 Organ Literature I**

Study of solo organ literature from the Middle Ages through the work of J.S. Bach.

### **MUAP 4224 Piano Literature**

Practical survey of major keyboard repertoire written during the twentieth century. Emphasis is placed upon principal forms, styles, composers, notation, as well as practical consideration of particular pianistic problems encountered in avant-garde music. (Offered also as MUHL 4292).

### **MUAP 4225 Organ Literature II**

Study of solo organ from the Classic through Contemporary periods.

### **MUAP 4234 Piano Pedagogy I**

Survey of procedures and materials applicable to the teaching of beginning, intermediate, and advanced piano students. Preparatory School teaching under supervision is included. (Offered also as MUAP 4292).

### **MUAP 4237 Organ Pedagogy**

Review of current organ pedagogical methods and special problems of organists and organ teachers. Assigned teaching.

### **MUAP 4244 Piano Pedagogy II**

Survey of procedures and materials applicable to group piano teachers. Preparatory School teaching under supervision is included. (Offered also as MUAP 4292).

### **MUAP 4292 Senior Seminar: Junior Recital and Research**

Performance of a 30-minute recital from contrasting periods of music. Accompanying formal research paper in support of recital program material. Prerequisite: Eight consecutive quarters of private instruction in the applied area in which recital is given.



**COGNATE COURSES - VOICE****MUAP 1116 Class Voice**

This course is designed to introduce the student to the basic concepts involved in the study of voice, such as posture, breath control, principles of diction, vowel production etc. Selected readings in the field and written work will be emphasized as well as actual singing and vocalization. Open to non-music majors.

**MUAP 1129, 3119 Opera Workshop**

A course dealing with practical experience in the technical preparation and performance of scenes or complete operas. Included are drama exercises, improvisations, and the integration of music, acting, and opera staging. Experience in all facets of production technique. Admission by permission of the instructor. May be repeated for credit.

**MUAP 1146, 1156, 1166, 2146 Language Diction**

This course is an introduction to the speech sounds and rhythms of the Italian, German, French,

**COGNATE COURSES - INSTRUMENTAL****MUAP 3112 Instrumental Chamber Music**

The study and performance of the major chamber music literature for strings, brass, woodwind and percussion instruments. May be repeated for credit.

**MUAP 3246, 3256 Instrumental Pedagogy**

Survey of procedures and materials applicable to the serious instrumental major. Course is research oriented with much emphasis on repertoire. Admission is by permission of the instructor. (Offered also as MUAP 4292).

**MUAP 4232 Jazz Influences on Instrumental Music**

The study of jazz and its performance as it relates to jazz-influenced symphonic, film, television, ballet, opera, and Broadway show scores, as well as the recording industry and music education. Prerequisites: MUTH 2232. (Offered also as MUAP 4292).

**MUAP 4213, 4223 Instrumental Literature**

Study of solo and ensemble literature for wind, string, and percussion instruments. Research required. Includes study of solos with large ensemble accompaniment. (Offered also as MUHL 4292).

**MUAP 4292 Senior Seminar: Junior Recital and Research**

Performance of a 30-minute recital from contrasting periods of music. Accompanying formal research paper in support of recital program material. Prerequisite: Eight consecutive quarters of private instruction in the applied area in which recital is given.



## MUSIC HISTORY AND LITERATURE

### **MUHL 2212, 2222, 2232 Survey of Music Literature**

Survey of music literature from the Middle Ages through the 20th century. Emphasis on representative works and analytical listening techniques. Development of skills necessary to identify and define the various musical genres, forms, and style characteristics. Permission of instructor required.

### **MUHL 2312 Music Appreciation**

A beginning course for non-majors. Appreciation of a variety of musical styles is encouraged. No music reading skills are required. (May be preparatory to MUHL 2212, 2222, 2232 or INDC Culture and Human Experience.)

### **MUHL 3181, 3281, 4181, 4281 Special Topics**

Directed study in a specialized area of Musicology (literature or history). A minimum of 30 clock hours of independent study or project development is required for each hour of credit given. Topics and projects are selected on the basis of student career interest and need. Prerequisite: permission of the instructor and the Dean of the college.

### **MUHL 3212, 3222, 3232 History of Music**

A study of the history of music from antiquity to the present. The course focuses on the lives, music, and cultural context of the major composers from historical, analytical, and critical perspectives. Prerequisite: MUHL 2232 or permission of instructor.

### **MUHL 4212 Symphonic Literature I**

The survey of instrumental group forms from the Renaissance period through early Beethoven symphonies. (Offered also as MUHL 4292).

### **MUHL 4222 Symphonic Literature II**

The survey of symphonies, concerti, and tone poems from Beethoven to the present. (Offered also as MUHL 4292).

### **MUHL 4292, 4293 Senior Seminar**

## **INSTRUMENTAL ENSEMBLES**

### **MUIE 0101 Symphonic Band**

The large symphonic grouping of all band instruments for the purpose of performing the band literature in concert.

### **MUIE 0121 University Orchestra**

A symphony orchestra with a complete orchestral instrumentation performing a varied repertoire including operatic and choral works. Limited in size by the composition and the occasion.

### **MUIE 0131 University Handbells**

A handbell ensemble open to all students, faculty, staff and their spouses; leading to varied public performances.

### **MUIE 0151 Guitar Ensemble**

Group performance of the classical guitar literature. For classical guitarists. Non-music majors must have permission of the instructor.

### **MUIE 0181 Jazz Band**

Jazz-oriented ensemble open to all students. Providing experience in jazz, rock, swing, bossa nova, disco and ballads.

## PRIVATE LESSONS

**MUPL 1111, 2111, 3111, 4111 Brass**

One half-hour lesson per week. One hour credit.

**MUPL 1211, 2211, 3211, 4211 Brass**

One hour lesson per week. Two hours credit.

**MUPL 3311, 4311 Brass**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUPL 1112, 2112, 3112, 4112 Organ**

One half-hour lesson per week. One hour credit. Prerequisite: Piano proficiency.

**MUPL 1212, 2212, 3212, 4212 Organ**

One hour lesson per week. Two hours credit. Prerequisite: Piano proficiency.

**MUPL 3312, 4312 Organ**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUPL 2119, 3119 Composition**

One half-hour lesson per week. One hour credit. Prerequisite: Completion of MUTH 1322 or permission of instructor.

**MUPL 2219, 3219 Composition**

One hour lesson per week. Two hours credit. Prerequisite: completion of MUTH 2322 or permission of instructor.

**MUPL 1113, 2113, 3113, 4113 Percussion**

One-half hour lesson per week. One hour credit.

**MUPL 1213, 2213, 3213, 4213 Percussion**

One hour lesson per week. Two hours credit.

**MUPL 3313, 4313 Percussion**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUPL 1114, 2114, 3114, 4114 Piano**

One half-hour lesson per week. One hour credit.

**MUPL 1214, 2214, 3214, 4214 Piano**

One hour lesson per week. Two hours credit.

**MUPL 3314, 4314 Piano**

One half-hour lesson per week. One hour credit.

**MUPL 1217, 2217, 3217, 4217 Woodwinds**

One hour lesson per week. Two hours credit.

**MUPL 3317, 4317 Woodwinds**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUPL 1118, 2118, 3118, 4118 Harp**

One half-hour lesson per week. One hour credit.

**MUPL 1218, 2218, 3218, 4218 Harp**

One hour lesson per week. Two hours credit.

**MUPL 3318, 4318 Harp**

One hour lesson per week. Three hours credit. (Audition and permission of instructor.)

**MUPL 1119, 2149 Harpsichord**

One half-hour lesson per week. One hour credit.

**MUPL 1219, 2249 Harpsichord**

One hour lesson per week. Two hours credit.

## TEACHER CERTIFICATION AND CHURCH MUSIC

### **MUSC 3111, 3112, 3113, 3114 Instrumental Classes**

The study of technical problems, teaching materials and basic performance problems of brass (3111), percussion (3112), strings (3113), and woodwinds (3114). Teaching of each instrument at the elementary level is included.

### **MUSC 3172 Fundamentals of Choral Conducting**

Basic techniques in choral conducting and score reading. Prerequisite: Junior standing (60 hrs.) or permission of the instructor.

### **MUSC 3173 Fundamentals of Instrumental Conducting**

Basic study in baton technique and score reading. Prerequisite: Junior standing (60 hrs.) or permission of the instructor.

### **MUSC 3181, 3281, 4181, 4281 Special Topics**

Directed study in a specialized area of music for educators or church music students. A minimum of 30 clock hours of independent study or project development is required for each hour of credit given. Topics and projects are selected on the basis of student career interest and need. Prerequisite: permission of the instructor and the Dean of the college.

### **MUSC 3212 Choral Literature**

An historical survey and study of smaller choral forms from the Renaissance to the present.

### **MUSC 3222 Choral Literature**

An historical survey and study of larger choral works from the late Renaissance to the present.

### **MUSC 3232 Hymnody**

An historical survey of the development of hymnody from the early ages to the present, discussing both hymns and hymn tunes from the Greek and Latin period to the present. The course is designed to develop a true appreciation for the heritage which has been passed down through the ages via this unique expression of corporate worship.

### **MUSC 3272 Choral Conducting**

Choral conducting techniques and their application in rehearsal and performance. Prerequisite: MUSC 3172. (Offered also as MUSC 4292).

### **MUSC 3273 Instrumental Conducting**

Instrumental conducting techniques and their application in rehearsal and performance. Prerequisite: MUSC 3173.

### **MUSC 4202 Music for Children**

A course for teacher certification candidates and church music majors, designed to develop competencies necessary for implementing musical learning and skill development for pre-adolescents. The course will survey important methodologies used in elementary general music teaching.

### **MUSC 4203 Music for Adolescents**

A course for teacher certification candidates and church music majors designed to develop competencies necessary for implementing musical learning and skill development in adolescents. The course will examine principles and strategies relevant to successful music production in the junior and senior high age student in schools and churches.

### **MUSC 4204 Interdisciplinary Music Techniques: Handbell Pedagogy**

A course for teacher certification candidates and church music majors designed to survey the historical background, applications, and instrumental techniques of English handbell ringing, as employed in American schools and churches. Handbell lab required. For vocal concentration.

### **MUSC 4205 Interdisciplinary Music Techniques: Vocal Techniques**

**MUSC 4211, 4221 Internship in Church Music**

Field-based experience in all phases of administering and providing leadership to a music ministry in a local church. Supervised by University faculty and cooperating Minister of Music.

Prerequisites: Completion of all course work in the field of Church Music, piano proficiency, and English proficiency exams.

**MUSC 4212 History and Philosophy of Church Music**

A survey of church music history with the purpose of discovering worship philosophies and resulting patterns and forms that directly affected the production and development of church music as a musical genre. Specific liturgical forms will be studied within this context. Contemporary philosophies and trends will receive significant stress.

**MUSC 4223 Church Music Administration**

A study of contemporary approaches to the planning for and administering of music ministry programs in churches. Special attention will be given to resources and skills that play important roles in current church music supervision. Students will have a significant contact with professionals in the field, as a means of developing competencies in administration. The course

## **MUSIC THEORY**

### **MUTH 0212 Rudiments of Music**

A basic course for students who do not meet the level required for admission to Music Theory I.

## **VOCAL ENSEMBLES**

### **MUVE 0101 University Chorus**

Rehearsal and performance of a varied repertoire for chorus and instruments; open to all students, faculty members and spouses.

### **MUVE 0141 University Singers**

Rehearsal and performance of the finest music written for the select choral ensemble; experiences may also include Madrigal Singers, Chamber Singers, and Joyful Sound; limited in size and by audition only.



## COLLEGE OF HUMANITIES

### Undergraduate Programs

#### DEPARTMENT OF CHRISTIANITY AND PHILOSOPHY

##### Center for Exploring Ministry Careers

The Center for Exploring Ministry Careers is the means by which Houston Baptist University coordinates its many efforts to assist students who are committed to or seriously considering church vocations. The S.E.R.V. (Support for Every Religious Vocation) Program provides financial aid and vocational guidance for students exploring ministry careers. Field-based learning opportunities such as the Supervised Ministry Practicum, the Missionary Internship, Urban Ministry Projects, the Timothy Program, Mission Trips and Revival Teams are also provided through the Center. A Ministry Bureau and a placement referral service link students with churches seeking part-time and full-time staff. A testing battery and counseling service assist students with the process of self discovery.

#### CHRISTIANITY

Houston Baptist University is committed to providing a liberal arts undergraduate education dedicated to the view that Christian ideals and principles provide the perspective, goals, and values most essential in higher education. The implementation of this view is the responsibility of the entire University staff, but it is the province of the Department of Christianity to offer the specific courses that enable the students to gain an intelligent and meaningful acquaintance with the Christian religion and with the superb writings of the Old and New Testaments.

Nine semester hours in Christianity are required for graduation. These are basic courses designed for all college students and not for church vocations students alone. Six of the required semester hours (CHRI 1313 and 1323) are prerequisite to all other courses in Christianity except CHRI 1333.

For a major in Christianity thirty-four semester hours are required, nine hours of which are required of all students. The twenty-eight additional hours are: three hours of Christian Doctrine, CHRI 2333, and three hours of Introduction to Philosophy, PHIL 1313; three hours from Category I: Practical and Functional Studies (CHRI 3171-3271, 3353, 3363, 4333, or 4334); three hours from Category II: Biblical Studies (CHRI 3333, 3334, 3335, 3344, or 4343); three hours from Category III: Historical and Theological Studies (CHRI 3314, 3373, 4335, 4353, 4383, or PHIL 4353); three hours from Category IV: Philosophical Studies (PHIL 3313, 3323, 3343, 4323, 4363, or CHRI 4363); four hours of Senior Seminars (CHRI 4292, 4293); and six hours from any of the above or other Christianity course offerings, including CHRI 1333, 3393, 4181, 4281, and 4381.

Complementing the classroom studies in Christianity, the Center for Exploring Ministry Careers (CEMC) offers certain field-based studies which allow students to have actual ministry experience.

#### PHILOSOPHY

Philosophy is a basic element in a liberal arts education and serves to integrate the various areas of knowledge. The purpose of the study of philosophy is to help students in their search for the meaning and destiny of human life. It seeks to attain this purpose through a critical study of the significant problems of human thought and of the main systems that have been proposed as solutions to these problems.

#### DEPARTMENT OF COMMUNICATIONS

The Department of Communications offers majors in speech and mass media. A student may select either one or both majors from these areas. The courses offered in the department are designed to provide the student with essential communication skills that can be applied as one pursues a career in law, professional speech, teaching, journalism, broadcasting, advertising, public relations, or other professions.

#### SPEECH

Students who wish to be certified to teach speech in the secondary schools must take MASM 1313, SPCH 1313, 1323, 2334, 3303, 3313, 3353, 4333, 4292, and 4293 for a total of twenty-eight hours.

understanding of another people and their cultural and literary traditions; and to instill an appreciation of the major literary works of France, Germany, and the Spanish-speaking countries. The Language Center is available to foreign language students for listening to tapes, small group practice in speaking, culture, and civilization projects, and foreign language club activities.

The course offerings in Greek are designed to provide a reading knowledge of the Greek New Testament and to afford practice in the skills essential to scholarly interpretation. They are especially appropriate for the ministerial student and others preparing for a church-related vocation.

The curriculum in bilingual education is designed to prepare the student to teach in the bilingual classroom at the elementary or secondary school levels. Through a well-rounded program, the student develops an awareness of the confluence of two cultures, their historical contributions, and their cultural characteristics. He acquires the theory and skill needed to teach first and second languages, and the ability to teach content material in a bilingual context. Undergraduate and graduate programs are offered in bilingual education.

Students who wish to teach English to non-English speakers may become qualified to teach English as a Second Language by earning the Endorsement for Teachers of English as a Second Language (ESL). This endorsement, which requires twelve hours of course work plus student teaching in the ESL classroom, is open to all candidates for Texas Teacher Certification.

### **ENGLISH**

ENGL 1313 and 1323 are required of all students. Students scoring below 18 on the English section of the ACT or below 40 on the TSWE will be required to take ENGL 1303, before enrolling in ENGL 1313. Students with no available test scores will also be enrolled in ENGL 1303.

The English division of the Department of Languages offers four programs: a liberal arts English major; teacher certification in English; an internship; and a writing specialization.

#### **The Liberal Arts English Major:**

English majors who are not working toward teacher certification must take the six hours of freshman English; ENGL 3313, 3323, 3333; nine hours selected from ENGL 3373, 4313, 4314, 4315, 4316, 4317, 4318, 4319, or ENGL 4323, 4324, 4325, 9 hours of which must be in English literature; and two Senior Seminars in English or American literature, for a total of thirty-one

**Writing Specialization:**

This program teaches expertness in writing. The courses in the program should be especially useful to students majoring in business, social and medical sciences, education, English, pre-law, mass media, and liberal arts. They are designed to give students flexibility in career choices and enhance needed communication skills in their fields. Students may take any individual course offered, or they may obtain certification in the Writing Specialization Program by completing three or more courses.

For certification, students must take ENGL/MASM 3303, ENGL/MASM 3345 (business majors may substitute ENGL/BUSA 3340 for ENGL/MASM 3345), and one elective chosen from ENGL/MASM 3263, ENGL/MASM 3264, ENGL/MASM 3353, and ENGL 4302. The minimum eight hours must be completed at Houston Baptist University with a 3.0 or above average. Students will receive a certificate of achievement and a statement of achievement will be noted on their transcripts. Completion of ENGL 1313 and ENGL 1323 or the equivalents is a prerequisite for enrolling in ENGL/MASM 3303, ENGL/MASM 3345, and ENGL/MASM 3353. Completion of SPCH 1313 or its equivalent is a prerequisite for ENGL/MASM 3303 and ENGL/MASM 3345. Completion of ENGL/MASM 3345 or the equivalent is a prerequisite for ENGL/MASM 3264.

**Endorsement for Teachers of English as a Second Language:**

Candidates for Texas teacher certification may earn the endorsement for teachers of English as a Second Language by taking the following courses: EDBI 4301; ENGL 4304; ENGL 4312; EDBI 4314; and EDUC 4386. Certified Texas teachers may teach for one year in a TEA approved ESL or bilingual classroom in lieu of completing student teaching.

**FRENCH**

The course offerings in French are designed to enable students to develop proficiency in understanding, speaking, reading, writing, and culture. Those wishing to major in French should take FREN 1314, 1324, 2314, 2324, 3305 (or 3306 or 3307), 3314, 3324, 4305 (or 4306 or 4307),

**BILINGUAL EDUCATION**

The curriculum in bilingual education prepares the student to teach in a bilingual setting on the elementary school level. The student learns to teach first and second languages and to teach content material in a bilingual context. To receive bilingual certification, students must take the following courses: EDBI 4305; EDBI 4314; either EDBI 2363, 3333 or SPAN 3333, or one elective course to be chosen from EDBI 3321, 4315 or 4320 (to be determined by the bilingual education advisor); EDBI 4343 or SPAN 4343, EDBI 3387, 4292, and 4293; HIST 3333 or 3343; and EDBI 3303 or ENGL/EDBI 4304.

Special Requirements: Basic language study as such is not a part of the bilingual preparation. It is recommended that the student take Spanish 2314 and 2324 in his freshman year as preparation for entrance into the bilingual program. To gain admission to the bilingual program, the student must achieve a minimum overall score at the eightieth (80th) percentile on the MLA Cooperative Language Proficiency Test (Form M) in Spanish. In addition, each student must achieve a minimum score at the eightieth (80th) percentile in each of the four skill areas (listening, speaking, reading, and writing), or he must take the appropriate course or courses to remove language deficiency in each area where the score is less than the minimum standard. A student who has not passed the MLA Proficiency Test may begin his bilingual courses. He is not, however, assured of acceptance in the program until he has completed this requirement. Before he can register for student teaching, the student must demonstrate language proficiency at the teaching level in content areas in both Spanish and English. The special requirements for admission to the bilingual program apply to all students, including special post-baccalaureate candidates.

**Endorsement for Teachers of English as a Second Language:**

Candidates for Texas teacher certification may earn the endorsement for teachers of English as a Second Language by taking the following courses: EDBI 4305; ENGL/EDBI 4304; EDBI 4315; EDBI 4314; and EDUC 4386. Certified Texas teachers may teach for one year in a TEA approved ESL or bilingual classroom in lieu of completing student teaching.

**COLLEGE OF HUMANITIES****Graduate Program****THE MASTER OF LIBERAL ARTS**

The program in liberal arts is an interdisciplinary master's degree designed for those whose formal professional education is complete, but who wish to continue intellectual enrichment in an academic environment. The MLA is an innovative approach to graduate study which recognizes the value of a broad interdisciplinary experience. The program is directed neither toward professional advancement nor toward the achievement of a doctorate; a number of our graduates, however, have achieved success in both areas. No thesis is required.

Students in the MLA program represent a variety of educational backgrounds and ages. The degree is of particular interest to those in areas such as education, business, law, medicine, and engineering who desire a high level inquiry into the liberal arts. Thirty-six semester hours of work are required for the MLA degree, of which six are selected from a core curriculum, MLA 6324, The Art of Being Human, and MLA 6340-41, Western Culture and Human Experience. Classes meet once each week on various evenings and Saturday mornings. There are no requirements for continuous enrollment, and no entrance exam is required. A selection of courses from the various liberal arts is offered each quarter.

Students who have completed a Master of Liberal Arts degree at a regionally accredited university are eligible to complete a postgraduate Certificate upon the completion of an additional thirty hours of course work in the MLA program. Applicants who did not complete their degrees at Houston Baptist University must complete a graduate application for admission and submit official transcripts of all previous college work.

For specific program information, prospective students should contact the Master of Liberal Arts Program Director.

## **BILINGUAL EDUCATION**

### **EDBI 2363 Phonetics, Voice, and Diction**

Study and use of the international phonetic alphabet, study and application of methods of improving voice production, and concentration upon articulation and pronunciation. Methods of working with pre-adolescents are included. (Offered also as MASM 2363 and SPCH 2363.)

### **EDBI 3121, 3221, 3321 Special Topics in Language and Literature**

Special topics to be treated are determined by interested students with the approval of the Department Chairman. Mexican-American literature, sociolinguistics, grammar for native speakers of Spanish, and field experience in Hispanic language and culture are examples of possible areas of interest.

### **EDBI 3173, 3174, 3175 Language Center Internship**

Students expand their knowledge of and increase their skills in bilingual education through a wide variety of listening and cultural activities. All work is done in the Language Center under the supervision of a supervising instructor and an evaluating instructor. Prerequisite: SPAN 1313 or its equivalent.

### **EDBI 3303 Methods of Teaching Second Languages**

A survey of methods and materials for teaching and testing the four skills (listening, speaking, reading, and writing) at all levels. Practice in applying current language teaching techniques to the four skill areas. Prerequisite: EDBI 4314 or permission of the instructor. (Offered also as SPAN 3303)

### **EDBI 3333 Advanced Composition**

Intensive practice in writing Spanish sentences and paragraphs. Individualized attention given to problems of (A) the native speaker, or (B) the non-native speaker of Spanish. (Offered also as SPAN 3333)

### **EDBI 3387 Teaching School Content Areas in the Bilingual Classroom**

Preparation and teaching in Spanish of lessons and units in content areas. Spanish vocabulary for school content areas. Evaluation of curriculum materials for the Spanish speaker. Special considerations in the teaching of language arts. Familiarization with state-adopted materials written in Spanish. Students apply course content in a 15-hour practicum in the bilingual classroom. Prerequisite: ACTFL Spanish proficiency level of Advanced or above.

### **EDBI 4292 Senior Seminar: Spanish/English Applied Linguistics**

Applied linguistics for the Spanish/English bilingual classroom. Applied and contrastive linguistics with special emphasis on the phonology of Spanish and English, and applications of linguistics to language development. Prerequisite: EDBI 4314.

### **EDBI 4293 Senior Seminar: Foundations of Bilingual Education**

**EDBI 4315 Integrating ESL with the Content Areas**

Approaches to teaching English as a Second Language within the context of comprehensible content-area instruction. Sheltered English. Emphasis on developing literacy skills and fostering oral and written student interaction in all subject areas. Adapting instruction to the diagnosed needs of the LEP student. Fifteen-hour school-based practicum project. Prerequisite: EDBI 4301 or ENGL/EDBI 4304, or permission of instructor.

**EDBI 4320 English Applied Linguistics for Teaching English to Speakers of Other Languages**

Phonological and morphological rules of English. Basic sentence patterns. Contrast of English phonology, morphology, and syntax with structures of other languages. Practice in problem solving to discover areas of difference between English and the native language of the learner. Emphasis on development of techniques to teach an identified problem area. Prerequisites: EDBI 4314/5314 and a course in the Teaching of English as a Second Language, or consent of instructor. (Also offered as EDBI/ENGL 4320)

**EDBI 4343 Hispanic Cultural Perspectives**

A study of the major cultural aspects of Spanish-speaking people, including special emphasis upon pre-adolescents in the family setting; cultural patterns and cultural change. (Offered also as SPAN 4343)

**EDBI 5304 Methods of Teaching English as a Second Language**

Theories, pedagogical considerations and current methodology in the teaching of listening, speaking, reading, and writing skills in English as a second language. Special consideration will be given to the development of bilingual children's reading and writing skills in English.

**EDBI 5305 Second Language Acquisition**

Theories of second language acquisition; comparison of first and second language acquisition; second language acquisition in children and adults; the bilingual child. Sociolinguistic considerations. Assessment of language dominance and proficiency, intelligence, and achievement in the child of limited English proficiency; focus on acquisition of English as a second language.

**EDBI 5314 Survey of Linguistics**

Nature and structure of language. Language variation and change. Language and society. Introduction to contrastive linguistics, with emphasis on English. Languages of the world.

**EDBI 5315 Integrating ESL with the Content Areas**

Approaches to teaching English as a Second Language within the context of comprehensible content-area instruction. Sheltered English. Emphasis on developing literacy skills and fostering oral and written student interaction in all subject areas. Adapting instruction to the diagnosed needs of the LEP student. Fifteen-hour school-based practicum project. Prerequisite: EDBI 5304 or EDBI 5305 or permission of instructor.

**EDBI 5320 English Applied Linguistics for Teaching English to Speakers of Other Languages**

Phonological and morphological rules of English. Basic sentence patterns. Contrast of English phonology, morphology, and syntax with structures of other languages. Practice in problem solving to discover areas of difference between English and the native language of the learner. Emphasis on development of techniques to teach an identified problem area. Prerequisites: EDBI 4314/5314 and a course in the teaching of English as a second language, or consent of instructor.

**EDBI 5343 Hispanic Cultural Perspectives**

A study of the major cultural aspects of Spanish-speaking people, including special emphasis upon pre-adolescents in the family setting; cultural patterns and cultural change. Extensive reading and investigation involving one particular cultural parameter. This course will be taught in Spanish.

**EDBI 6181, 6281, 6381 Special Topics**

A service course designed to permit the offering of topics of current interest and special workshops. May also be used for individual study, in which a minimum of 40 clock hours of directed study is required for each semester hour of credit. Topics and projects are selected on the basis of student interest and need.

**EDBI 6304 Applied Linguistics for Bilingual Teaching**

Contrastive analysis between English and Spanish. Implications of linguistic considerations for identification of special concerns in the teaching of bilingual literacy and language arts.

**EDBI 6305 Foundations of Bilingual Education**

Rationale for bilingual education. Goals, curriculum, classroom management, and testing in the various types of bilingual programs. Research findings in bilingual education.

**EDBI 6306 Teaching Language Arts and Reading in the Bilingual Classroom**

Selection, development, and utilization of materials for language arts and reading in Spanish. Current methods of teaching language arts and reading. Vocabulary and fluency development in Spanish for the teacher of language arts and reading. Adaptation of materials for use with Spanish-speaking children. Development of the first and second language literacy. This course will be taught primarily in Spanish.

**EDBI 6307 The Teaching of Mathematics, Science and Social Studies in the Bilingual Classroom**

Development, utilization, and adaptation of resources and materials for teaching math, science and social studies in the bilingual classroom. Current approaches to teaching the content areas in the bilingual classroom. Vocabulary and fluency development in content areas in Spanish. Program and staffing models. Use of the first and second languages. This course will be taught primarily in Spanish.



## **CHRISTIANITY**

### **CHRI 1313 Old Testament**

A course designed to introduce the student to the Old Testament and to provide an understanding of the history, institutions, and theological insights of the Hebrew people. Required for graduation. Prerequisite for all Christianity courses except 1323 and 1333.

### **CHRI 1323 New Testament**

A course designed to introduce the student to the New Testament and to an appreciative understanding of the life and teachings of Jesus, the early Christian movement, and the doctrinal concepts and ethical ideals of Christianity. Required for graduation. Prerequisite for all Christianity courses except 1313 and 1333.

### **CHRI 1333 The Christian Ministry**

The course includes a study of the occupational field of church vocations with emphasis upon the church vocations worker's personal and ministerial identity, ministerial ethics, Baptist denominational history and polity, and the development of basic skills common to ministry. It incorporates the use of professional ministers from a variety of specializations who serve as resource personnel and role models for the aspiring church vocations student.

### **CHRI 2333 Christian Doctrine**

A course designed to acquaint the student with the great doctrines of the Christian religion. Attention is given to such doctrines as Revelation, Man, God, Sin, Salvation, the Church, and the Christian Life. Prerequisites: CHRI 1313 and 1323.

### **CHRI 2343 Christian Ethics**

A course which introduces the moral teachings of the Christian faith and the application of those moral teachings to selected ethical issues. Prerequisites: CHRI 1313 and 1323.

### **CHRI 2353 Christianity and the World Religions**

This course presents a comparative study of the teachings of the Christian faith and the major world religions. Prerequisites: CHRI 1313 and 1323.

### **CHRI 2363 Christianity and the Western Philosophical Tradition**

A course which introduces students to the major philosophical schools and their relationship to and impact upon Christianity.

### **CHRI 3171-3271 Supervised Ministry Practicum**

A study of the apostle Paul and his contribution to the progress of early Christianity based upon the book of Acts and the epistles attributed to Paul.

**CHRI 3353 Homiletics**

A basic course to introduce the student to the principles of preaching and other ministerial speaking. Attention is given to various types of sermons and their preparation and delivery.

**CHRI 3363 Evangelism**

A general study of evangelism as a primary force in expanding the Kingdom of God. Emphasis is given to the biblical concept of evangelism and to an effective church program to carry out Christ's commission.

**CHRI 4181, 4281, 4381 Special Topics**

Guided research involving special projects relating to Christianity and its mission to the world.

**CHRI 4292, 4293 Senior Seminar**

Directed studies in selected areas of the student's special interests, including opportunities for independent research. Prerequisite: See Note 7 under Degree Requirements.

**CHRI 4333 Sociology of Religion**

An analysis of the role and functions of religion in human societies, types of religious organizations, and the relation between religion and other social institutions. The role of Christianity in American society will be emphasized. (Offered also as SOCI 4333).

**CHRI 4334 Psychology of Religion**

## ENGLISH

### **ENGL 1303 Basic Grammar and Composition**

A prerequisite course for enrollment in ENGL 1313 for students scoring below 18 on the English section of the ACT or below 40 on the TSWE. Students with no available test scores will also be enrolled in ENGL 1303. ENGL 1303 emphasizes basic grammar and composition, with emphasis on sentence structure and on organizing and developing the short essay. ENGL 1303 does not meet the Smith College requirements for either the B.A. or the B.S. degree but does carry elective credit.

### **ENGL 1313, 1323 Composition and Literature**

A course designed for freshmen, with special emphasis on composition. 1313 is an introductory course in composition, accompanied by selected readings illustrating effective writing. 1323 continues practice in composition through analysis of selected readings. Students must demonstrate effective writing ability in order to pass the course. ENGL 1313 (or its equivalent) is a prerequisite for ENGL 1323.

### **ENGL 2313, 2323 World Literature**

A reading course in the literary heritage of western civilization. The first quarter includes writings from the Greeks, the Romans, the Middle Ages, and the Renaissance. The second quarter deals with works from the Age of Neoclassicism to the present. Prerequisites: ENGL 1313 and ENGL 1323.

### **ENGL 3121, 3221, 3321 Special Topics**

Topics to be treated are determined by interested students with the approval of the department Chairman. Ethnic literature, cinematic adaptations of literature, science fiction, and Christ archetypes in literature are examples of possible areas of interest.

### **ENGL 3263 Creative Writing Seminar**

This seminar, which will be offered in either fiction or poetry, is designed to build upon the groundwork established in ENGL 3353. Class time will be spent in the analysis of models -- works from the tradition and more recent works in experimental veins -- and an intensive discussion of student writing. Prerequisite: ENGL/MASM 3353 or permission of the instructor. (Offered also as MASM 3263). NOTE: ENGL 3263 does not satisfy requirements for the English major.

### **ENGL 3264 Advanced Technical Writing Seminar**

The Advanced Technical Writing Seminar provides advanced instruction and practice in technical writing. Students will learn how to design and write proposals, progress reports, and formal reports using a word processing program. Instructional formats include lecture-discussion, oral presentations, and hands-on experience with the computer to produce, format, and edit text. Each student will be required to complete a proposal, a progress report, a formal report, and an oral presentation of the formal report. Prerequisite: ENGL 3345 or MASM 3345. (Offered also as MASM 3264) NOTE: ENGL 3264 does not satisfy the requirements for the English major, but does satisfy the elective course requirement of the Writing Specialization Program.

### **ENGL 3302 Intermediate Traditional Grammar**

This course is designed to improve written and spoken communication through the systematic study of the constructions, forms, and usages of words, phrases, clauses, and sentences. Through the use of Reed-Kellogg sentence diagramming and analysis, students will study the traditional rules of usage of the English language. The course is of particular interest to students majoring in English, education, business, pre-law, and pre-med. Prerequisites: ENGL 1313 and ENGL 1323.

### **ENGL 3303 Elements of Professional Writing**

This course is designed to build upon the skills students acquire in the freshman composition courses. It emphasizes the use and recognition of logic, argumentation, and audience analysis in various types of professional writing. Students will be expected to evaluate examples of professional writing and selections from mass media, identify fallacious reasoning, and use and recognize correct grammatical usage. Assignments include preparing and writing a rhetorical analysis, writing an original editorial, writing a book review, and conducting an interview with a professional writer. Students will be required to deliver an oral presentation on their interview. Prerequisites: ENGL 1313, 1323, and SPCH 1313. (Offered also as MASM 3303) Note: ENGL 3303 is a required course in the Writing Specialization Program.

**ENGL 3313 English Literature I**

A survey of the historical development of English literature from its beginning through the eighteenth century. The course will provide requisite information for advanced study in major periods of English literature.

**ENGL 3323 English Literature II**

A survey of the historical development of English literature from the nineteenth through the twentieth centuries. The course will provide requisite information for advanced study in major periods of English literature.

**ENGL 3333 American Literature**

A survey of the literature of the United States from the Colonial Period to the present. This course will provide background material essential for more advanced study of American literature.

**ENGL 3340 Business Communications**

This course is designed especially for business majors. It teaches the principles of effective and correct communication in a business environment. Students will apply creative, logical, and critical processes to various types of business communication by designing and writing a variety of documents, including memoranda, letters, proposals, progress reports, resumes, and formal reports. The course also includes an oral presentation based on the formal report required of each student. Prerequisites: ENGL 1313, 1323; ACCT 2301 and 2303; ECON 2301 and 2302; BUSA 2310 and 2320. (Offered also as BUSA 3340) NOTE: Business majors interested in obtaining the Writing Specialization Certificate may substitute ENGL/BUSA 3340 for ENGL 3345.

**ENGL 3345 Technical Writing**

This is a course in writing effectively for organizations. It is recommended for communications, engineering, education, English, nursing, science, pre-law, pre-med, and all career-oriented students. Students will learn to write for different audiences and will prepare various types of documents, including memoranda, letters, articles, and a job search package that includes a letter of application and a resume. Students will participate in a group project in addition to the individual assignments. Each group will prepare a proposal, a progress report, a formal report, and an oral presentation. Prerequisites: ENGL 1313, 1323, and SPCH 1313. (Offered also as MASM 3345) NOTE: ENGL 3345 is a required course in the Writing Specialization Program.

**ENGL 3353 Creative Writing**

A course designed for students interested in an intensive study of the materials and forms of fiction, drama, poetry, and the essay. The student analyzes, compares, and imitates reputable literary works, after which he creates his own. (Offered also as MASM 3353).

**ENGL 3373 Shakespeare**

Phonological, morphological, and syntactic features of English. Theories of second language teaching. Pedagogical consideration and current methodology in the teaching of listening, speaking, reading, and writing skills.

**ENGL 4312 English Contrastive Linguistics for Teaching ESOL**

Phonological and morphological rules of English. Basic sentence patterns. Contrast of English phonology, morphology, and syntax with the structures of other languages. Practice in problem solving to discover areas of difference between English and the native language of the learner. Emphasis on development of techniques to teach an identified problem area. Prerequisites: EDBI 4314/5314 and a course in the teaching of English as a second language, or consent of instructor. (Offered also as EDBI 4312/5312.)

**ENGL 4313, 4314, 4315, 4316, 4317, 4318, 4319 Periods of English Literature**

Intensive study of the major works of one of the following periods: (A) The Middle Ages, (B) The Renaissance, (C) The Seventeenth Century, (D) The Eighteenth Century, (E) The Romantic Age, (F) The Victorian Age, or (G) The Twentieth Century. Courses in each period may be taught concurrently during the same quarter or may be offered in alternate quarters.

**ENGL 4320 English Applied Linguistics for Teaching English to Speakers of Other Languages**

Phonological and morphological rules of English. Basic sentence patterns. Contrast of English phonology, morphology, and syntax with structures of other languages. Practice in problem solving to discover areas of difference between English and the native language of the learner. Emphasis on development of techniques to teach an identified problem area. Prerequisites: EDBI 4314/5314 and a course in the Teaching of English as a Second Language, or consent of instructor. (Also offered as EDBI 4320/5320)

**ENGL 4323, 4324, 4325 Periods of American Literature**

Intensive study of the major works of one of the following periods: (A) Age of Romanticism, (B) Age of Realism and Naturalism, or (C) The Twentieth Century. Courses in each period may be taught concurrently during the same quarter or may be offered in alternate quarters.

**ENGL 4353, 4354, 4355, 4356, 4357, 4358 Advanced Creative Writing Workshop**

These courses are designed for advanced students of creative writing and will stress individual instruction and work on creative manuscripts such as a collection of poems or short stories, a novel or full-length play, screenplays, and radio and television scripts. Prerequisites: ENGL/MASM 3353, ENGL/MASM 3263, and permission of the instructor. (Offered also as MASM 4353, 4354, 4355, 4356, 4357, 4358). NOTE: ENGL 4353, 4354, 4355, 4356, 4357, 4358 do not satisfy requirements for the English major.

**FRENCH****FREN 1314, 1324 Beginning French Proficiency**

Emphasis is on understanding and speaking with some reading and writing. Students learn to use and understand the language necessary for expressing basic needs, wants, and courtesies.

Vocabulary and structures for meeting immediate survival needs are practiced. Students begin to

This course will acquaint the student with the principal modern French authors. The first quarter deals with the contemporary theatre. The second quarter is a study of twentieth-century prose and poetry.

**FREN 4385, 4386, 4387 Work Internship in French**

The student serves as an intern in a supervised setting where the language is used. Twelve hours per week are required. Internships might be in business, in health care fields, in education, or with consulates, depending on availability of positions and student interest. Prerequisites: FREN 3314 and 3324 or the equivalent.

**GEOGRAPHY**

**GEOG 3300 World Regional Geography**



**GERMAN**

**GERM 1314, 1324 Elementary German**

## **GREEK**

### **GREK 2212, 2222, 2232 Greek Grammar**

An introduction to the forms, vocabulary, and grammatical usage of the Koine Greek, designed to give the student the tools necessary for translation of the Greek New Testament.



**HIST 4354 Europe Since 1871**





**MASTER OF LIBERAL ARTS**

**MLA 5311 Islam: Resurrection of Empire**





**MLA 6326 Nineteenth Century Poets and Social, Political, and Economic Change**

This course is a study of the major Romantic poets Blake, Wordsworth, Coleridge, Byron, Shelley, and Keats and their involvement in the rapid social changes that occurred in England as a result of the industrial Revolution in 19th century England.

**MLA 6327 Images of Man in Language and Literature**

This course, through literature will study how literature reflects the evolution of man's concepts of himself and his institutions. Language reflects the way man thinks, and his literature is an artistic reflection of that thinking. Man's concept of himself as a species, his concept of justice and law and order, religion, family, war, power, and government are the kinds of ideas on which the course will concentrate.

**MLA 6328 Early American Literary Traditions**

This course provides a survey of American literary traditions from 1620 to 1920, focusing on the historical and philosophical foundations and the major figures in American literature. Writers included are Bradford, Bradstreet, Edwards, Franklin, Irving, Cooper, Emerson, Thoreau,

6340 will cover the years from the time of classical Greece through the period of Reformation; MLA 6341 will cover from the Reformation through modern times.

**MLA 6342 Eros, Caritas, and Amicitas: Love in the Middle Ages**

Individuals love other individuals, and as the Middle Ages become aware, of the individual, as no age before it had been, there was a joyous affirmation of love. Men and women alike composed romances: love poems proliferated. Crusty St. Bernard of Clairvaux celebrated love for the Blessed Virgin and God's love for man--but what about children? And how did people understand the nature of love? This course explores people's attitudes and actions as, in a violent age, they explored in a new way the possibilities of love.

**MLA 6344 American Popular Culture**

A study of the development and impact of the mass media and society with an emphasis on the 20th century. Materials to be studied include dime novels, pulp magazines, comic books, and paperback books as well as their relationships to other mass media, particularly radio, television,

**MLA 6352 Women's Vision in Literature and Art**

From the first line of *The Aeneid* in which Virgil promises to sing, "of arms and the man," to tonight's film and television dramas depicting detective, combat, espionage, science fiction or horror, much of Western World literature has celebrated the courage, competition, and conquest of heroes in conflict. This course will examine, first, a variety of women's values and visions and, second, the nature of the art forms women use to present those values and visions.

**MLA 6355 The Gothic Novel and Film**

This course will survey the major Gothic writers since Horace Walpole. Some attention will be given to Gothic poetry but emphasis will be on the most significant novelists and short story writers and the adaptation of their works for stage and screen. Writers to be studied will include Walpole, Mary Shelley, Robert Louis Stevenson, Bram Stoker, Edgar Allan Poe, H. P. Lovecraft, Shirley Jackson, and Stephen King.

**MLA 6358 Our Times, Our Literature**

This course is designed to provide a sense of the cultural diversity of American literature of the 20th century and an exposure to the many ethnic, social, and philosophical issues in modern and contemporary literature. It will include fiction by 20th century writers, such as Flannery O'Connor, Katherine Anne Porter, Saul Bellow, Walker Percy, John Updike, Larry McMurtry, Toni Morrison, E. L. Doctorow, and Alice Walker. The works will be placed in a literary and a historical context and the focus throughout will be on the development and direction of 20th century American literature.

**MLA 6359 The Rhetoric of Social Change**

This course will explore the evolution of social movements from a rhetorical perspective. Special attention will be given to how public opinion is manipulated by both agents of change and agents of control. Topics to be studied will include civil rights, women's liberation, Vietnam, and the "new right."

**MLA 6362 Women of the Medieval World**

Hilda of Whitby was one of the major saints of Anglo-Saxon England and a peerless administrator who presided over a double monastery for both monks and nuns. Queen Fredegund of Frankish Gaul, who was no saint, surpassed even her husband in violence and treachery. Queen Matilda, consort of William the Conqueror, was so beloved by her husband that he fathered no known illegitimate offspring, a claim few medieval kings could make. The beautiful and headstrong Eleanor of Aquitaine fomented a rebellion against her husband, Henry II of England. Both Matilda and Eleanor, like many other queens, served as regents in their husband's absence and were closely involved.

throughout Asia Minor and North Africa. Alexander has further come to be seen as an example of a man who changed the world significantly because of his personality, an early forerunner to Napoleon and Lord Byron.

**MLA 6368 Power in the Middle Ages**

The question of what power is and who should wield it became particularly acute in the disorder of the Middle Ages. After the collapse of the Roman Empire kings, nobles, and the church all attempted to maintain or expand their authority, and women and intellectuals carved their own niche in the life of the time. This course examines how their battles for power and the solutions they worked out in the heat of the moment not only built their institutions of government but also laid the foundations for our own government and some of the ideas of liberty we hold most dear today.

**MLA 6369 The World of Charles Dickens**

This course will provide an overview of the life, world, and work of Charles Dickens, the

**MLA 6377 Contemporary Art Movements**

This course is designed to provide an overview of the major visual art movements of the 20th century and to extend an investigation into the current art scene. An introduction will begin with study of the influence of late 19th century movements such as Impressionism, Post Impressionism, and Art Nouveau. The main emphasis of the course explores the many movements which occur immediately following the turn of the twentieth century such as Fauvism, Cubism, Dadaism, Surrealism, Abstract Expressionism, Pop Art, Environmentalism, and others. One important

Performance events in the Houston area will be a component of the course and will be selected on the basis of their relevance to course content and purpose.

**MLA 6389 Theatre in the 20th Century and Beyond**

Theatre, as any art, reflects the changing times in which it is born. From the beginning of realism to the present, theatre has moved in numerous directions and experimented with a variety of forms. This course will explore some of the major movements in the theatre of this century, find correlatives in the other arts, study the products of the contemporary avant garde, and venture a vision of the future. The primary approach to the material is through lectures and discussions based on readings, attendance at performances, and individual research and experimentation. The knowledge and experiences acquired will crystallize in a final project.

**MLA 6391 Three Auteurs of the Cinema: Bergman, Fellini, Truffaut**

These are universally recognized masters of the post-World War II cinema. Each director has established a vision of movies as art, bringing to his scripts imagination and style that are hallmarks of cinematic experience. We will examine three films of each director: Bergman's *The Seventh Seal*, *Wild Strawberries*, and *Through a Glass Darkly*; Fellini's *Eight and a Half*, *Juliet of the Spirits*, and *Satyricon*; and Truffaut's *Shoot the Piano Player*, *Jules and Jim*, and *The Bride Wore Black*.

**MLA 6392 Modern Masters: Picasso**

This course consists of a thorough study of the life and art of the twentieth-century master artist, Pablo Picasso. His long and productive career is studied in the context of the complex arena of twentieth century art. His early years are influenced by the Post Impressionist artists, especially by Paul Cezanne. What follows is a long, prolific, and diverse career. A study of his major works reveals Picasso as a pivotal figure of the modern period in art.

**MLA 6393 Paris Music - 1900**

## PHILOSOPHY

### **PHIL 1313 Introduction to Philosophy**

A foundational course designed to familiarize the student with the meaning and relevance of philosophy through a study of its main problems and the principal theories that have been proposed as solutions to them.

### **PHIL 3323 Ancient and Medieval Philosophy**

A study of the historical development of Western philosophy from its early beginnings in Greece to the end of the Middle Ages.

### **PHIL 3343 Modern Philosophy**

A continuation of PHIL 3323, beginning with the Renaissance and ending with the more important philosophers of recent times.

### **PHIL 4181, 4281, 4381 Special Topics**

Guided research involving special topics relating to philosophy.

### **PHIL 4323 Ethics**

A course in which the major ethical systems and their theories of value and conduct are studied critically and evaluated from a Christian point of view.

### **PHIL 4353 World Religions**

(Offered also as CHRI 4353)

### **PHIL 4363 Philosophy of Religion**

A critical examination of the nature and validity of religious experience and the place of religion in human life. Consideration is given to religious problems such as the existence and nature of God, the source of religious knowledge, the nature of man, the origin and nature of evil. (Offered also as CHRI 4363).





A survey of contemporary international political conditions. Along with the analysis of the forces and pressures behind contemporary events, the principles, origin, and development of international law and international organizations will be given consideration.

## SPANISH

### **SPAN 1314, 1324 Beginning Spanish Proficiency**

Emphasis is on understanding and speaking with some reading and writing. Students learn to use and understand the language necessary for expressing basic needs, wants, and courtesies. Vocabulary and structures for meeting immediate survival needs are practiced. Students begin to gain insights into Hispanic cultural values and patterns of daily life. Not open to students with more than two years of high school Spanish or with proficiency level above Novice.

### **SPAN 2314, 2324 Continuing Spanish Proficiency**

Emphasis is on understanding and speaking with the addition of some reading and writing. Students ask and answer questions on everyday topics, initiate and respond to simple statements, and maintain basic conversations. Students learn to comprehend utterances in areas of immediate need and in situations where context aids understanding. Students gain insights into culture and civilization through interaction activities and through discussions and readings in the language. Not open to students with proficiency level above Novice High. Prerequisites: SPAN 1314 and 1324 or the equivalent.

### **SPAN 3121, 3221, 3321 Special Topics**

Special topics to be treated are determined by interested students with the approval of the Department Chairman. Mexican-American literature, the contemporary Latin American short story, literature of the Mexican Revolution, and literature of post-Civil War Spain are examples of possible areas of interest.

### **SPAN 3173, 3174, 3175 Language Center Internship**

Students expand their knowledge of and increase their skills in Spanish through a wide variety of listening and cultural activities. All work is done in the Language Center under the supervision of a supervising instructor and an evaluating instructor. The course may not be used in partial fulfillment

Surveys of the literature of Spain and Hispanic America. Proficiency in Spanish is demonstrated through reading, discussion, and papers in Spanish and the preparation of a term report in Spanish. Prerequisite: See Note 7 under Degree Requirements.

**SPAN 4305, 4306, 4307 Masterworks of Hispanic Literature and Culture**

Discussions, readings, and writing practices center on literary and cultural material with a view toward preparation for the Senior Seminars. Further development of language proficiency in understanding, speaking, reading, and writing is emphasized.

**SPAN 4313 Literature of the Siglo de Oro**

Intensive study of the masterpieces of the Golden Age, Cervantes, Lope de Vega, Calderon de la Barca, and Quevedo as principal authors.

**SPAN 4323 Contemporary Spanish-American Novel**

A study of the selected works of the foremost contemporary Spanish-American novelists.

**SPAN 4343 Hispanic Cultural Perspectives**

A study of the major cultural aspects of Spanish-speaking people, including special emphasis on pre-adolescents in the family setting; cultural patterns and cultural change. (Offered also as EDBI 4343).

**SPAN 4385, 4386, 4387 Work Internship in Spanish**

The student serves as an intern in a supervised setting where the language is used. Twelve hours per week are required. Internships might be in business, in health care fields, in education, with consulates, or in church work, depending on availability of positions and student interest.

Prerequisites: SPAN 3314 and 3324 or the equivalent.

## **SPEECH**

### **SPCH 1101, 2101, 3101, 4101 Forensic Workshop**

Speech and debate workshop for students who actively compete in tournaments and forensic speaking contests. A maximum of four semester hours may be counted toward a degree.

### **SPCH 1313 The Communication Process**

The nature and effect of communication are studied with particular emphasis on overcoming breakdowns in interpersonal communication. The elements of effective expository communication are also studied.

### **SPCH 1323 Oral Interpretation**

Personal speaking effectiveness is studied with emphasis on vocal variety and intelligibility. Oral interpretation is studied as a means of communicating ideas from the printed page.

### **SPCH 2334 Argumentation and Advocacy**

A study of the nature, types, effects, and ethical dimensions of argument. The class will include

**SPCH 4292, 4293 Senior Seminar**

Intensive directed research in limited areas of oral communication. Prerequisite: Permission of the instructor. See Note 7 under Degree Requirements.

**SPCH 4313 The Rhetoric of Great Issues**

A study of selected American orators. Analysis of speaker, audience, and occasion as contributing to the development of twentieth-century ideas.

**SPCH 4333 Persuasion**

A study of the factors in attitude formation and behavioral modification. The principles are applied

**COLLEGE OF NURSING**

Students whose transcripts reflect more than two grades of "D" or "F" in the required science courses or more than one grade of "D" or "F" in a nursing course will not be eligible to enter or to continue in the program.

### Department of Baccalaureate Nursing

For the baccalaureate program, applicants are to have:

1. An overall quality point average of 2.0. For the courses required for program entry, a quality point average of 2.5 is required and no grade less than a "C" in any required course.
2. A satisfactory performance on the English Proficiency and Math Examinations.

All transfer students are required to present letter of good standing from the deans of all previous nursing programs.

Students whose transcripts reflect more than two grades of "D" or "F" in the required science courses or more than one grade of "D" or "F" in a nursing course will not be eligible to enter or to continue in the program.

Requirements for graduation with an A.D.N. or B.S.N. are that the candidate meet all general requirements for graduation as outlined in the Houston Baptist University Bulletin with:

1. No grade less than "C" in the nursing courses;
2. A minimum of 72 semester hours satisfactorily completed for the associate degree in nursing and with a minimum of 130 semester hours satisfactorily completed for the baccalaureate in nursing.
3. Candidates for the Associate Degree and the Bachelor of Science Degree in Nursing are expected to have earned a prescribed number of points in the Nursing Student Association.

Graduating seniors are expected to make application to write the State Board Examination for licensure.

### ASSOCIATE OF SCIENCE DEGREE IN NURSING

Courses Required for Program Entry\*

BIOL 1414, 2404, 2414, ENGL 1313, 1323 18

#### Nursing Courses

ADN 1414 4  
ADN 1525, 1535, 1545 15  
ADN 2515, 2525, 2535, 2545 20  
57

#### Required for Graduation

PSYC 1313, 3313 6  
SOC 1313 3  
CHRI 1313 or 1323 3  
CISM 1321 3  
15

\* Meeting minimal entry requirements does not guarantee program admission.

### BACHELOR OF SCIENCE DEGREE IN NURSING

	Sem. Hrs.
Program Entry Requirements*	
ENGL 1313, 1323 plus English Proficiency Exam	6
CHEM 1404	4
SOCI 1313	3
SPCH 1313	3
PSYC 1313	3
BIOL 2404, 2414, 2433	12
BIOL 1414 or 3414	4
PSYC 3313 (meets Social-Behavioral elective)	3
MATH 1313	3

HOUSTON BAPTIST UNIVERSITY

\*

PSYC 2301	3
Courses Required for graduation--see below	6
	50

**Courses Required for Graduation**

Written/Oral Communications electives (See Note 15, p. 54)	6
Humanities and Fine Arts (See Note 17, p. 55)	6
KINE 2200	2
CHRI 1313, 1323 plus 3 additional hours (See Note 14, p. 54)	9
CISM 1321	3
	29

**Nursing Courses**

NURS 2313	3
NURS 3616	6
NURS 3525, 3535, 4555	15
NURS 3555	5
NURS 3313, 4373	6
NURS 4525, 4535	10
NURS 4565	5
NURS 4292, 4293	4
	54

\* Meeting minimal entry requirements does not guarantee program admission.



## **NURSING-ASSOCIATE DEGREE**

### **ADN 1414 Fundamentals of Nursing**

Introduces the concepts and skills that comprise the art and science of nursing. Emphasis is on communication, the nursing process and the foundations of nursing practice. Includes 90 clinical hours. Prerequisite: BIOL 1414, 2413, 2423, ENGL 1313, 1323. (A grade of "C" or above is required for each course required for program entry.)

### **ADN 1525 Medical Surgical Nursing I**

The first of three courses planned to be taken sequentially, ADN 1525, 1535, 1545. These courses concentrate on nursing care of adult patients in medical and surgical settings. Integrated content consists of: knowledge related to maturation, patient needs, resources, nutrition, and pharmacology. Clinical practice focuses on the use of the nursing process in assessing, analyzing, planning, implementing, and evaluating patient care. Emphasis is given to the following: fluid and electrolyte balance and imbalances, oncological disorders, and dysfunctions of the immune, reproductive, or integumentary systems. The role of the nurse in the care of the perioperative patient is explored. The role of the nurse as provider of care and communicator is expanded; the role of patient teacher is introduced. Includes 112.5 clinical hours. Prerequisite: ADN 1414.

### **ADN 1535 Medical Surgical Nursing II**

Emphasis is placed on patients experiencing health dysfunctions in the gastrointestinal, renal, respiratory, and cardiovascular systems. There is continued emphasis on the roles of the nurse as provider of care, communicator, and patient teacher. Includes 112.5 clinical hours. Prerequisites: ADN 1414, 1525.

### **ADN 1545 Medical Surgical Nursing III**

Emphasis is on patients experiencing health dysfunctions in the musculoskeletal, visual, auditory, neurological, and endocrine systems. The roles of the nurse as provider of care, communicator, and teacher are expanded to include the manager role of patient care for a small group of patients. Includes 112.5 clinical hours. Prerequisites: ADN 1414, 1525, 1535 and satisfactory performance on the English Proficiency Exam.

### **ADN 2183, 2283, 2383 Individual Study**

A study of selected topics on nursing. Includes application of the nursing process and development of critical thinking skills in the study of a special problem or interest.

### **ADN 2515 Mental Health Nursing**

Focuses on the dynamics of mental processes as affected by stress and developmental levels. Emphasis is placed upon the role of the nurse as a therapeutic communicator. Includes 112.5 clinical hours. Prerequisites: ADN 1545, PSYC 1313, 3313.

### **ADN 2525 Parent-Newborn Nursing**

Study of reproduction, the expectant family, the birth process and care of the newborn. Includes 112.5 clinical hours. Prerequisite: ADN 1545, PSYC 1313, 3313.

### **ADN 2535 Parent-Child Nursing**

Study of the special needs and health dysfunctions of children from infancy through adolescence. Includes 112.5 clinical hours. Prerequisite: ADN 1545, PSYC 1313, 3313.

### **ADN 2545 Advanced Clinical Nursing**

Emphasizes the transitional role and function of the Associate Degree Nurse as one moves from student status to one of becoming a registered nurse. The course focuses on the roles of the ADN nurse as care giver to patients with rapidly changing needs; as manager of patient care for a large group of patients; communicator; and as member within the profession of nursing. Includes 135 clinical hours. Prerequisite: ADN 2515, 2525, 2535.



**NURS 4292, 4293 Senior Seminars**

The purpose of the Senior Seminar is the development of individual initiative and responsibility in addition to skills in critical thinking and independent study. The seminar is designed to equip the student with the basic tools of research and with a knowledge of significant literature in the field of study. In nursing, each of the two seminars includes: six classroom hours of didactic instruction in research, three hours of individual conferences in applied research, and the remaining time in the selected nursing area which may be classroom and/or clinical experiences. Four semester hours. Prerequisites: NURS 3616, 3525, and 3535; approval of the instructor.

**NURS 4373 Professional Issues in Nursing**

A study of the roles and functions of nurses in today's health care system. It includes development and use of critical thinking skills for dealing with professional issues and ethical dilemmas. An

## COLLEGE OF SCIENCE AND MATHEMATICS

The College of Science and Mathematics includes courses in biology, chemistry, mathematics, medical technology, nuclear medicine technology, and physics.

### DEPARTMENT OF BIOLOGY

All biology majors not seeking teacher certification must take 31 hours of biology including BIOL 2453, 2454, 2455, 3444, 4 hours of senior seminars and 11 additional upper level hours. All science majors except for mathematics majors must include Principles of Research as two semester hours of their senior seminar requirement. It may be taken as BIOL 4290, CHEM 4290, or Physics 4290. Biology majors are required to take CHEM 2413, 2414.

Students seeking teacher certification to teach biology in either elementary or secondary school are required to take 24 hours of biology including BIOL 2453, 2454, 2455, 3444, 4290 Principles of Research, 2 additional hours of senior seminar and 4 additional upper level hours. Students seeking elementary certification must take BIOL 1404 and CHEM 1404. Students seeking secondary certification are required to take CHEM 2413, 2414.

### DEPARTMENT OF CHEMISTRY

All chemistry majors are required to take 36 hours in chemistry including 2413, 2414, 2423, 3121, 3313, 3333, 3443, 4262, 4414, 4373, and 4 semester hours of senior seminars. PHYS 2413 and PHYS 2423 are required for CHEM 3443 and CHEM 4414. All science majors except for mathematics must include Principles of Research as two semester hours of their senior seminar requirement. It may be taken as BIOL 4290, CHEM 4290, or PHYS 4290. Students desiring teacher certification to teach chemistry in either elementary or secondary school are required to take 29 hours in chemistry including CHEM 2413, 2414, 2423, 3313, 3333, 3121, 4262, 4414 and 4 semester hours of senior seminars. For students preparing for graduate study or employment as a chemist, CHEM 4102, 4323, 4433, and 4343 are recommended.

### DEPARTMENT OF MATHEMATICS AND PHYSICS

#### MATHEMATICS

The curriculum in mathematics is designed to provide for the student an important part of a broad liberal education along with equipping the student with the essentials for a continuing career in mathematics. Since the computer has become such an important part of the problem-solving world, the student is also required to take at least one course in computer languages in which mathematical concepts are included. Mathematics majors are required to take 34 hours in mathematics including the following courses: MATH 2434, 2444, 3414, 3323, 3333, 3353, 4313, or 4333, senior seminars 4292 and 4293, 3 additional upper level hours in mathematics, and 3 hours of a science oriented computer programming languages. Students desiring certification to teach math in elementary school are required to take 27 hours of math, including MATH 1313, 1434, 2316, 2434, 9 advanced hours in mathematics, and senior seminars 4290 and 4291. Students desiring teacher certification to teach math in secondary school are required to take 32 hours of math, including MATH 1434, 2316, 2434, 2444, 3414, 3314, 3323, 3353, and senior seminars 4290 and 4291.

#### PRE-ENGINEERING

The pre-engineering program is designed to allow a student to complete an engineering degree after five years of full-time study, the first three at H.B.U. and the last two at the University of Houston. During the third year, concurrent enrollment at both universities is required--depending on the option selected, a student will need to take from two to four courses at the University of Houston. The student will also need to take one course at the University of Houston in summer school following each of the first two years of the program. Students choosing civil, industrial, or mechanical engineering who have not completed one year of mechanical drawing or general drafting in high school will also be required to take a course equivalent to CIVT 1330 Engineering Graphics at the University of Houston prior to full-time enrollment there. Students who successfully complete this program are guaranteed admission to the engineering program at the University of Houston and should be able to complete all requirements for an engineering degree with four semesters of full-time work there.

H.B.U. also offers a dual-degree program in co-operation with the University of Houston. Prior to (or simultaneously with) receiving an engineering degree from the University of Houston (generally after five years of study), a student may obtain a B.A. or B.S. degree from H.B.U. by completing a small amount of additional course work in addition to the courses that would normally be taken through the fourth year of the program.

See pages 67-71 for a list of requirements for the pre-engineering program.

Note: Students in this program should notify the Dean of the College of Science and Mathematics of their intentions as soon as possible and apply for admission to the University of Houston College of Engineering no later than the Winter Quarter of the first year of enrollment at H.B.U. Failure to do so will make it impossible for a student to follow the schedule required to complete the program within three years.

### **PHYSICS**

The physics curriculum is designed to prepare students for graduate work in physics or a career in industry. All physics majors must take 31 hours in physics including PHYS 2413, 2423, 2433, 3313, 3323, 4313, four hours of Senior Seminar, including 4290, and six additional hours in physics with the exception of 1303. Students planning to attend graduate school in physics are advised to take PHYS 4323 and 4343.

**BIOLOGY****BIOL 1101, 1102, 1103 Patient Advocate**

This course is designed for students considering medical school. It consists of classroom activities and experiences in an emergency room at a hospital. It is designed to allow students to get "a real world" feeling for what medicine is like from both the point of view of the health care provider and from the point of view of the patient and the patient's family. Offered on a pass-fail basis only. Prerequisite: Permission of instructor.

**BIOL 1404 Introductory Biology**



preparations used in the laboratory. Includes one semester hour credit for laboratory sessions.  
Prerequisites: BIOL 2453, 2454, 2455.

**BIOL 4433 Embryology**

This is a study of the normally developing human from conception through birth. Common congenital defects are briefly discussed. Includes one semester hour credit for laboratory sessions.  
Prerequisites: BIOL 2453, 2454, 2455.



## CHEMISTRY

### **CHEM 1404 Introductory Chemistry**

This course discusses some of the fundamental concepts in inorganic chemistry and biological chemistry, and explores their social and medicinal relevance. Includes one semester hour credit for laboratory sessions. This course cannot be applied toward a chemistry major.

### **CHEM 2413 Chemical Concepts**

This is a study of the structure and properties of atoms and molecules and of the reactions they undergo. Includes one semester hour credit for laboratory sessions. Prerequisite: MATH 1313.

### **CHEM 2414 Chemical Principles**

This is a continuation of CHEM 2413 and culminates in the study of chemical equilibria. Includes one semester hour credit for laboratory sessions which is devoted to qualitative analysis. Prerequisite: CHEM 2413.

### **CHEM 2423 Quantitative Analysis**

This is a study of the basic principles of analytical chemistry, including stoichiometry, homogeneous and heterogeneous equilibria. Includes one semester hour credit for laboratory work that includes both volumetric and gravimetric analysis as well as introduction to instrumental analysis. Prerequisite: CHEM 2414.

### **CHEM 3121 Organic Chemistry Laboratory**

This course provides experience with basic organic laboratory techniques and simple organic chemistry. Prerequisite: CHEM 3313 or concurrent registration.

### **CHEM 3313-3333 Organic Chemistry**

This course is a study of the fundamental theories and principles of organic chemistry. Prerequisite: CHEM 2414. (CHEM 3313 is a prerequisite for CHEM 3333.)

### **CHEM 3443 Modern Analytical Techniques**

This is an introduction to the basic concepts of applied analytical chemistry. It includes an introduction to instrumentation as applied to routine chemical analysis, including spectroscopy, chromatography and electrochemical methods. Includes one semester hour credit for laboratory sessions. Prerequisite: CHEM 2423, 4262 and PHYS 2423.

### **CHEM 4102 Physical Chemistry Laboratory**

Experiments in thermochemistry, chemical equilibria, phase equilibria, chemical kinetics, electrochemistry and molecular structure. Includes one semester hour credit for laboratory sessions. Prerequisite: CHEM 4414.

### **CHEM 4181, 4281, 4381, 4481 Special Topics**

Topics are selected on basis on students' need and academic qualifications of staff. If regular lectures are not given, a minimum of 30 hours for each hour credit must be included. Laboratory may or may not be included.

### **CHEM 4262 Organic Analysis**

Qualitative analysis of organic compounds using both the classical method and the modern instrumental methods. Includes 88 clock hours of laboratory work. Prerequisite: CHEM 3333 and 3121.

### **CHEM 4290 Senior Seminar: Principles of Research**

Principles of Research is a required course for all science students. It is an introduction to research methods with emphasis on the philosophy of research, planning and executing the experiments, evaluating the data, and oral and written presentations of scientific information. Prerequisites: Note 7 under Degree Requirements.

### **CHEM 4291 Senior Seminar: Topic Research Project**

the topic. A written senior research paper is required. Prerequisites: Note 7 under Degree Requirements; completion or concurrent enrollment in CHEM 4290.

**CHEM 4292 Senior Seminar: Laboratory Research Project**

One quarter of laboratory research (4292) is required for a student majoring in two areas of science. The execution of the research will emphasize the application of the fundamentals presented in 4290. At the conclusion of the research, a written paper will be presented to the student's seminar advisor and an oral presentation of the results will be presented to the research group. Attendance is required. Prerequisites: Note 7 under Degree Requirements; completion or concurrent enrollment in CHEM 4290.

**CHEM 4323 Physical Chemistry**

Thermodynamics of solutions and phase equilibria, the kinetic molecular theory of gases, molecular motions and energies, distribution functions, and theoretical aspects of chemical kinetics. Includes one semester hour credit for laboratory sessions. Prerequisite: CHEM 4414.

**CHEM 4433 Instrumental Methods of Analysis**

An advanced in-depth study of spectroscopic techniques such as x-ray methods, chromatographic techniques, and electrochemical methods such as polarography and other modern methods of

## MATHEMATICS

### **MATH 1304 Introductory Algebra**

The quantitative tools required in a modern society, including a brief review of arithmetic, graphical representation of data, and beginning algebra. This course is offered to aid students with deficiencies in basic mathematical skills. Students who already have credit in a higher level mathematics course will not be given credit in this course. This course may not be counted as part of the mathematics major.

### **MATH 1313 College Algebra**

Evaluating and manipulating algebraic expressions, the laws of exponents, polynomials, factoring, rational expressions, radicals, the quadratic formula, solving equations and inequalities, systems of linear equations, an introduction to graphing, and applications. Students with no previous exposure to algebra should take MATH 1304 before MATH 1313. MATH 1313 may not be counted as part of mathematics major except by students seeking elementary teaching certification. Prerequisite: MATH 1304 or a satisfactory score on a placement test given the first day of class.

### **MATH 1314 Finite Mathematics**

This course is a survey of elementary quantitative ideas and mathematical techniques for students majoring in business. Topics covered include matrix algebra, linear programming, introduction to probability theory, and the mathematics of finance. This course may not be counted as part of the mathematics major. Prerequisite: MATH 1313 or the equivalent.

### **MATH 1323 Trigonometry**

A study of trigonometric functions, exponentials, logarithms, and applications for students needing a more comprehensive background than the accelerated coverage given in MATH 1434. Prerequisite: MATH 1313. This course may not be counted as part of the mathematics major.

### **MATH 1434 Precalculus Mathematics**

Sets, relations, functions, roots of polynomial equations, trigonometry, and analytic geometry. May not be counted as part of the mathematics major except by students seeking teacher certification. Includes one semester hour credit for laboratory sessions. Prerequisite: MATH 1313 and some familiarity with trigonometry.

### **MATH 2313 Programming in FORTRAN**

An introduction to scientific computer programming using the FORTRAN Language. Topics include algorithm design, elements of FORTRAN and use of text editors. Prerequisite: MATH 1313. (Offered also as CISM 2343.)

### **MATH 2314 Programming in C**

A continuation of MATH 2444. Topics include: space geometry, vector calculus in three dimensions, partial derivatives, the total differential, line integrals, multiple integrals, and applications. Includes one semester hour credit for laboratory sessions. Prerequisite: MATH 2444.

**MATH 3314 Probability and Statistics**

A mathematical development of the basic concepts of probability and statistics, emphasizing the theory of discrete and continuous random variables, with applications in science. Topics include descriptive statistics, probability theory, random variables, expected value, probability density functions, probability distributions, and an introduction to statistical inference. Prerequisite: MATH 2434.

**MATH 3323 Linear Algebra**

This course is designed for both mathematics and science majors. Topics include: fields and number systems, matrices, determinants, abstract vector spaces, linear dependence, bases, characteristic equations and characteristic values, linear transformations, and the Gram-Schmidt Process. Prerequisite: MATH 2434.

**MATH 3333 Ordinary Differential Equations**

A first course. Topics include: linear equations of first and second order, equations of second order with regular singular points, the Bessel equation, initial value problems, existence and uniqueness of solutions, numerical solutions, and Laplace transforms. Prerequisite: MATH 2444.

**MATH 3353 Modern Abstract Algebra**

M

## PHYSICS

### **PHYS 2411 Astronomy**

A study of astronomical history, the solar system, stars, constellations, interstellar distances, galaxies, groups of galaxies, and superclusters. Includes 44 clock hours of laboratory work and observation sessions.

### **PHYS 2413 Principles of Physics I**

An introduction to the physical principles of motion, fluids, sound, and heat. Includes one semester hour credit for laboratory sessions. Prerequisite: MATH 2434.

### **PHYS 2423 Principles of Physics II**

An introduction to the physical principles of thermodynamics, kinetic theory, statistical mechanics, electricity, magnetism and optics. Includes one semester hour credit for laboratory sessions. Prerequisite: PHYS 2413.

### **PHYS 2433 Principles of Physics III**

An introduction to the physical principles of the quantum theory of light, relativity, basic concepts of quantum mechanics, atomic and nuclear structure, molecular structure, the solid state, lasers, and elementary particles. Includes one semester hour credit for laboratory sessions. Prerequisites: PHYS 2423, MATH 3333, 3414.

### **PHYS 3313 Mechanics**

Motion in one, two, and three dimensions, gravitation and Kepler's Laws, systems of particles, rotation, statics, moving coordinate systems, and an introduction to the equations of Lagrange and Hamilton. Prerequisites: PHYS 2423, MATH 3333, and MATH 3414.

### **PHYS 3323 Electricity and Magnetism**

Maxwell's equations, electric and magnetic fields, electromagnetic waves and radiation, and motion of charged particles. Prerequisites: PHYS 2413, 2423, and MATH 3333.

### **PHYS 3383 Mathematical Methods for Science and Engineering**

Advanced techniques in applied mathematics for students of science and engineering, with topics from partial differential equations, Laplace transforms, Fourier series, complex analysis, and vector analysis. Prerequisites: Credit for or concurrent enrollment in MATH 3333, 3414. (Offered also as MATH 3383).

### **PHYS 4181, 4281, 4381, 4481 Special Topics**

Topics are selected on basis of students' need and academic qualifications of staff. If regular lectures are not given, a minimum of 30 hours for each hour credit must be included. One semester hour credit for laboratory sessions may or may not be included.

### **PHYS 4290 Senior Seminar: Principles of Research**

Principles of Research is a required course for all science students. It is an introduction to research methods with emphasis on the philosophy of research, planning and executing the experiments, evaluating the data, and oral and written presentations of scientific information. Prerequisites: Note 7 under Degree Requirements.

### **PHYS 4291 Senior Seminar: Topic Research Project**

A topic of current research interest will be offered each quarter. Each student enrolled in 4291 will select one aspect of this topic for an in-depth study of the significant literature. All students will meet each week with faculty for instruction, guidance and exploration of the topic. A written senior research paper is required. Prerequisites: Note 7 under Degree Requirements; completion or concurrent enrollment in PHYS 4290.

### **PHYS 4292 Senior Seminar: Laboratory Research Project**

One quarter of laboratory research is required for a student majoring in two areas of science. The execution of the research will emphasize the application of the fundamentals presented in 4290. At the conclusion of the research, a written paper will be presented to the student's seminar advisor and an oral presentation of the results will be presented to the Research Group. Prerequisites: Note 7 under Degree Requirements; completion or concurrent enrollment in PHYS 4290.

### **PHYS 4313 Modern Physics**

Special theory of relativity, light, structure of the atom and nucleus, radioactivity, and elementary particles. Prerequisites: PHYS 2433, MATH 3333, and MATH 3414.

**PHYS 4323 Thermodynamics and Statistical Mechanics**

Properties of gases, the first and second laws of thermodynamics, thermodynamic potentials, and introductory statistical mechanics. Prerequisites: PHYS 2433, MATH 3333, and MATH 3414.

**PHYS 4343 Introduction to Quantum Mechanics**

Pre-quantum physics and the foundations of quantum mechanics, Schroedinger's equation with applications such as the square well, harmonic oscillator, hydrogen atom, and electron spin. Prerequisites: PHYS 2433, MATH 3333, and MATH 3414.

**PHYS 4414 Introductory Physical Chemistry**

## **THE DIVISION OF CONTINUING EDUCATION AND INSTRUCTIONAL TELEVISION**

### **Continuing Education**

Continuing Education offers non-credit, non-degree seminars, short courses, and workshops designed primarily to meet the needs of area citizens, working professionals, businesses, and University alumni. Enrollment is simple and open to the public. For information, call 995-3469.

### **Instructional Television**

Instructional Television provides access to national and regional satellite programs to meet student, faculty, and communi

## TRUSTEES, ADMINISTRATION AND FACULTY

### BOARD OF TRUSTEES

Mr. Karl Kennard	Chairperson
Mr. Charles Herder	Vice Chairperson
Mr. Boyd E. Waltman	Secretary
Mr. John W. Jemison	Assistant Secretary

Mr. Rickey C. Bailey, Business, Houston (1996)  
 Mr. Rex G. "Pete" Baker, Jr., Attorney-at-law, Houston (1995)  
 Mr. J. Bruce Belin, Jr., Land Development, Houston (1994)  
 Marge (Mrs. Charles B.) Caldwell, Speaker-Counselor, Houston (1996)  
 Mr. Jack D. Carlson, Business, Houston (1996)  
 Mr. Harold A. "Hank" Chamberlain, Attorney-at-law, Houston (1994)  
 Mr. Martin Max Crisp, Business, Houston (1996)  
 Mr. William D. "Bill" Dorsett, Business, Houston (1995)  
 Mr. C. Pat Ellis, Attorney-at-law, Houston (1996)  
 Mr. Curtis N. "Curt" Floyd, Computer Analyst (1994)  
 Dr. Grayson Glass, Dir. of Missions, Galveston Baptist Association (1996)  
 Dr. James W. Hammond, Business, Retired, Houston (1994)  
 Mr. Charles Herder, Certified Public Accountant (1994)  
 Mrs. Ruby B. Hill, Real Estate, Huntsville (1995)  
 Mr. John W. Jemison, Business, Houston (1995)  
 Mr. Karl Kennard, Business, Houston (1995)  
 Mr. Tracy N. Lawrence, Business, Houston (1994)  
 Dr. Ron C. Lyles, Pastor, South Main Baptist, Pasadena (1994)  
 Hilda (Mrs. J.G.) Moffett, Seminary Administrator, Houston (1996)  
 Dr. Joe S. Ratliff, Pastor, Brentwood Baptist, Houston (1995)  
 Mr. Joe H. Reynolds, Attorney-at-law, Houston (1995)  
 Dr. O. Damon Shook, Pastor, Champion Forest Baptist, Houston (1995)  
 Mr. Jim R. Smith, Real Estate, Houston (1996)  
 Mr. Boyd E. Waltman, Business, Houston (1995)  
 Dr. Charles Wisdom, Pastor, First Baptist, Katy (1994)  
 Mr. Steve Woodall, President, Reliant Business Products, Houston (1994)  
 Dr. R. Wayne Young, Business, Houston (1996)

### ADMINISTRATIVE OFFICERS

EDWARD DOUGLAS HODO, President

B.B.A., M.Ed., M.S., Ph.D., University of Mississippi (1987)

DONALD W. LOOSER, Vice-President for Academic Affairs

B.M.E., B.M., Baylor University; M.M., Northwestern University; Ph.D., Florida State University (1964)

RICHARD D. PARKER, C.P.A., Vice-President for Financial Affairs

B.A., B.S., Rice University (1994)

W. LOU SHIELDS, Vice-President for Student Affairs

B.S., M.A., Texas Woman's University; Ed.D., University of Houston (1981)

TOMMY BAMBRICK, Vice-President for Advancement

B.S., Baylor University; M.ED., Sam Houston State University; Ed.D., Nova University (1991)

DON R. BYRNES, Vice-President for Enrollment Management and Legal Counsel to the President

B.A., M.A., Trinity University; B.D., Southern Methodist University; Ph.D., Tulane University; J.D., University of Houston (1969)

JOAN L. DEROOY, Vice-President for Corporate and Foundation Relations

B.S., M.A., Pan American University; Ed.D., University of Houston (1980)



SHARON SAUNDERS, Assistant Vice-President for Public Relations  
B.A., University of Texas-Pan American; M.Ed., Texas A & M University (1981)

JERRY WILES, Assistant Vice-President for Religious Affairs  
A.A., Southern Baptist College; B.S. Middle Tennessee State University; D.D., Hindustan Bible College (1991)

CAROL ELSBURY, University Registrar  
B.S., Stephen F. Austin State University (1978)

**DEANS OF THE COLLEGES**

R. BRUCE GARRISON, Ph.D. (1983).  
Dean, College of Business and Economics; Herman Brown Chair of Business and Economics

CARTER L. FRANKLIN, II, Ph.D. (1974).  
Associate Dean, College of Business and Economics

DARLENE M. BOHAC, Ph.D. (1987).  
Assistant Dean, College of Business and Economics

SEBRON B. WILLIAMS, Ed.D. (1978).  
Dean, College of Education and Behavioral Sciences

CLIFF BARBEE



Assistant Professor in Finance  
B.S., Purdue University; M.B.A., University of Wisconsin; C.P.A. (1982)

CARTER L. FRANKLIN, II  
Professor in Management, Associate Dean of the College of Business and Economics, and Rex G. Baker Professor in Business  
B.S., Carnegie Mellon University; M.S., Ph.D., Purdue University (1974)

CURTIS W. FREEMAN  
Associate Professor in Christianity  
B.A., Baylor University; M.Div., Southwestern Baptist Theological Seminary; Ph.D., Baylor University (1987)

RHONDA FURR  
Assistant Professor in Music  
B.S.Ed., M.M.E., Western Carolina University; D.M.A., Southern Baptist Theological Seminary (1989)

ROY GARDNER  
Associate Professor in Computer Information Systems Management and Area Coordinator in Computer Information Systems Management  
B.S., Pratt Institute, Brooklyn, New York; M.A., State University of New York, Stony Brook; M.S., Ph.D., Michigan State University (1983)

R. BRUCE GARRISON  
Professor in Management, Dean of the College of Business and Economics, and Herman Brown Chair of Business and Economics  
B.S., M.Ed., Central State University, Oklahoma; Ph.D., University of Northern Colorado (1983)

JERRY B. GAULTNEY  
Professor in Biology and Dean, College of Science and Mathematics  
B.S., M.A., Baylor University; Ph.D., Louisiana State University Medical School (1978)

ANN K. GEBUHR  
Professor in Music  
B.Mus., M.Mus., Ph.D., Indiana University (1978)

PATRICIA K. NEW GOERINGER  
Instructor in Computer Information Systems Management  
B.B.A., Southwest Texas State University; M.B.A., Rice University (1990)

JOHN L. GREEN  
Professor in Accounting  
B.A., Florida A&M; M.A.S., University of Illinois; Ph.D., University of Houston; C.P.A. (1978)

JOHN P. HANSEN  
Associate Professor in Economics, Director of Academic Computing Services  
B. S., Springfield College; M.A., Ph.D., Rice University (1985)

THOMAS A. HOLLAND, JR.

Associate Professor in Psychology, Chair, Department of Behavioral Sciences  
B.A., Southern Methodist University; Ph.D., University of Houston (1986)

JOHN C. HOOKER

Professor in Biology, Physics and Mathematics  
B.S., University of Texas at Arlington; M.S., Ph.D., Oklahoma State University (1975)

JACQUELINE PELTIER HORN

Associate Professor in Biology  
B.S., Texas A&M University; Ph.D., University of Texas at Houston (1989)

CATHY HUESKE

Assistant Professor in Nursing  
A.A., Delmar College; B.S.N., St. Thomas University; M.S.N., University of Texas (1989).

DILLARD A. ISABEL JR.

Assistant Professor in Sociology  
B.S., Hardin-Simmons University; M.Ed., Our Lady of the Lake College; Ed.D., East Texas State University (1990)

ANDREAS KLEIN

Associate Professor in Music and Artist-in-Residence  
Julliard School, New York City D.M.A., Rice University (1985)

ALICIA KOURY

Assistant Professor in Library Science

LOUIS MARKOS

Assistant Professor in English

B.A., Colgate University; M.A., Ph.D., University of Michigan (1991)

PEGGY J. MCCALL

Assistant Professor in Nursing

Diploma, Jefferson Davis Nursing School; B.S.N., M.S.N., University of Texas-Houston (1992)

NANCY S. MCCREARY

Assistant Professor in Music

B.M., Baylor University; M.M., University of Houston (1983)

KRISTEN MILES

Instructor in Nursing

B.S.N., Vanderbilt University; M.A., Columbia University; M.S., Texas Woman's University (1993)

ROBERT C. MORECOOK

Assistant Professor in Psychology

B.A., Randolph-Macon College; M.A., University of Houston at Clear Lake; Ph.D. University of Houston (1990)

AINSLIE TAYLOR NIBERT

Assistant Professor in Nursing and Chair, Department of Bachelor of Science in Nursing

B.S.N., Texas Christian University; M.S.N., University of Texas (1988)

PHYLLIS B. NIMMONS

Professor in French

A.B., M.A., University of Rochester; Ph.D., Rice University (1970)

ERNEST S. PYLE, JR.

Professor in Mathematics and Chair, Department of Mathematics and Physics  
B.A., Southern State College; M.A., Ph.D., University of Texas, Austin (1973)

HAROLD C. RALEY

Professor of Languages, Dean of the College of Humanities, and Robert H. Ray Chair of Humanities  
B.A., Athens State College; M.A., Ph.D., University of Alabama (1994)

ALVIN L. REID

Assistant Professor in Christianity and John Bisagno Chair of Evangelism  
B.A., Samford University; M.Div., Ph.D., Southwestern Baptist Theological Seminary (1992)

ROBERT A. REID

Professor in Music Education and Church Music  
B.M.E., M.M., Baylor University; D.M.A., University of Texas (1980)

LINDA ROFF

Professor in Education; Chair, Department of Education & Human Kinetics  
B.A., Houston Baptist University; M.Ed., Stephen F. Austin; Ed.D., University of Houston (1983)

ALICE ROWLANDS

Assistant Professor in Mass Media  
B.A., University of South Alabama; M.A., University of West Florida (1990)

RENAE SCHUMANN

Instructor in Nursing  
B.S.N., M.S.N., University of Texas (1991)

DAVID G. SMITH

Assistant Professor in Accounting  
B.B.A., Lamar University; M.S., University of Houston; C.P.A. (1984)

DIANA L. SOO

Assistant Professor in Nursing  
B.S.N., University of Louisville; M.S.N., University of Kentucky (1993)

ELIZABETH SOUTHER

Associate Professor in Nursing  
B.S., B.S.N., University of Texas; M.S., Ph.D., Texas Woman's University (1983)

JON SUTER

Director of Libraries and Professor of Library Science  
B.A., East Central State College; M.L.S., University of Oklahoma; Ph.D., Indiana University (1984)

EUGENE TALLEY-SCHMIDT

Professor in Music  
Diploma, Academy of Vocal Arts in Atlanta; Advanced Diploma, Teatro Sperimentale in Spoleto, Italy (1979)

RITA C. TAUER

Instructor in Accounting; Administrative Director of Graduate Programs in Business  
B.A., University of Houston; M.Acct., Houston Baptist University (1990)

JAMES S. TAYLOR

Professor in Speech  
B.A., M.A., Auburn University; Ph.D., Florida State University (1973)

DON TELTSCHIK

Assistant Professor in Mathematics

BETTY JANE THOMPSON

Assistant Professor in Biology

B.S., Texas Tech University; Ph.D., University of California (1991)

JAMES J. TSAO

Professor in Political Science

B.A., National Taiwan University; M.A., National Chengchi University; Ph.D., American University (1968)

BROOKE TUCKER

Professor in History and Chair, Department of History and Political Science



Professor in Nursing and Dean, College of Nursing

## Notes on the Catalog Conversion Process

This catalog is being viewed in the Adobe Acrobat Reader using Portable Document Format (PDF), but was originally prepared for use with a different multi-media viewer.

It was converted from computer files supplied by the school, or the printed catalog was scanned and converted using an OCR (Optical Character Recognition) process. In either case, the catalog's original page formatting was stripped and all photographs and graphics were removed to conserve disk space. The catalog was then reformatted to fit the viewer parameters.

Because of this, the page numbers in the original Table Of Contents and Index were no longer valid and these sections were deleted to avoid confusion. A new, hyperlinked table of contents was then created.

Future editions of this catalog will be converted with a process that better retains page formatting and the original table of contents and index will be hyperlinked.